

# MEETING MINUTES

## South Dakota Ellsworth Development Authority

### Board of Directors Meeting

26 September 2017  
1 pm, Mountain Standard Time (MST)

**SDEDA Conference Room**  
**14 Saint Joseph Street, Suite 200, Rapid City SD 57701**

**1. Call to Order:** Chairman Burchill called the meeting to order at 1 pm MST.

- Board members present were:

Patrick Burchill, Michael Bender, David Emery, Kurt Solay, Stanley Porch, Quentin Riggins, and Steven Kalkman.

**1a. Conflict of Interest Disclosure / Request For Waiver:**

Chairman Burchill read the following SL 3-23-1 disclosure narrative:

*"Pursuant to SL 3-23-1 and absent a waiver, no elected or appointed member of a state authority, board, or commission may have an interest in or derive a direct benefit from any contract(s).*

*Does any SDEDA BOD member have an interest in or derive a direct benefit from any existing or future contract(s)?*

*Are there any requests for waivers?"*

Chairman Burchill requested a roll call. The roll call was unanimous:

- No SDEDA board members have an existing interest in or derived any direct benefit from any existing or future contract.
- No BOD waivers were requested.

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## **1b. Approval of the Agenda:**

### **MOTION:**

Stanley Porch made a motion to approve the agenda. Steven Kalkman seconded the motion.

The Chairman requested a roll call. The agenda was unanimously approved.

## **1c. Approval of the minutes from the 11 May 2017 board meeting:**

The minutes were presented by Chairman Burchill and discussed.

### **MOTION:**

Michael Bender made a motion to approve the minutes from the 11 May 2017 Board meeting. Quentin Riggins seconded the motion.

The Chairman requested a roll call. The minutes were unanimously approved.

## **1d. Executive Session (Approx. 1:08 pm)**

The Chairman requested a motion to go into Executive Session. Steven Kalkman made a motion to go into Executive Session. Quentin Riggins seconded. The Chairman requested a roll call. The motion was unanimously approved.

Authority Members went into executive session pursuant to the provisions provided for executive sessions under S.D.C.L. 1-25-2 and/or S.D.C.L. 1-16J-18; at approximately 1:08 pm.

No action was taken until after executive session adjourned at approximately 1:35 pm.

## **2. Business Updates**

## **3. Old Business**

In a continuance of compliance with emerging State Board of Internal Controls (SBIC), SD Codified Law, as well as, the South Dakota Legislature, SDEDA formalized, documented and expanded its Conflict of Interest Policies to include:

Conflict of Interest Instructions and Forms / Policy, Board Disclosure and Waiver Matrix pursuant to SDCL 5-18A-17 to 5-18A-17.6

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The Chairman requested a motion to approve Conflict of Interest Instructions and Forms / Policy, Board Disclosure and Waiver Decision Matrix, and State Board Waiver Instructions and Form - as presented.

**MOTION:**

Stanley Porch made a motion to approve Instructions, Policy and Matrix. Steven Kalkman seconded.

The Chairman requested a roll call. The motion was unanimously approved.

## **4. New Business:**

**a. Resolution 18-01:** Consider resolution approving the sale of 5 acres +/- in Ellsworth Business Park (North Ellsworth Road, Box Elder) for a tire company hub - **Action Item**

**MOTION:**

Michael Bender made a motion to approve Resolution 18-01. Kurt Solay seconded the motion.

The Chairman requested a roll call. The motion (Resolution 18-01) was unanimously approved.

**b. Resolution 18-02:** Consider resolution approving the donation of 65 acres +/- in Ellsworth Business Park (North Ellsworth Road, Box Elder) - **Action Item**

**MOTION:**

Quentin Riggins made a motion to approve Resolution 18-02. Steven Kalkman seconded the motion.

The Chairman requested a roll call. The motion (Resolution 18-02) was unanimously approved.

**c. Resolution 18-03:** Consider resolution approving the sale of remaining Skyway property (North Ellsworth Road, Box Elder) to a construction company to build housing units, as well as, create green space / multi-sport fields adjacent to Douglas School – **Action Item**

**MOTION:**

Stanley Porch made a motion to approve Resolution 18-03. Michael Bender seconded the motion.

The Chairman requested a roll call. The motion (Resolution 18-03) was unanimously approved.

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## 5. Adjournment (1:45 pm MST)

As no action items or issues were pending, Chairman Burchill requested a motion and roll call to adjourn this meeting.

Steven Kalkman made a motion to approve Resolution 18-03. Quentin Riggins Bender seconded the motion.

The motion to adjourn was unanimously approved.

Meeting was adjourned at approximately 1:45 pm.

Minutes Approved:

Chairman Patrick Burchill:

