

SEAT BOARD MEETING

SEPTEMBER 29, 2006

Conference Call, Woodbury County Auditor's Office

Those attending were Pat Gill, Mike King, Steve Mandernach, John Rutledge, Tom O'Neill and Melanie Cloud Gross by phone conference.

A motion was made by Rutledge, seconded by O'Neill, to approve the minutes of the previous meeting as corrected. Motion carried.

There was a discussion of Fiscal Agreement between SEAT and Woodbury County. It was agreed to approve the agreement as drafted and to review the document at a later date. Any comments on the agreement are to be forwarded to Mandernach prior to November 15th.

A motion was made by Rutledge, seconded by O'Neill, to approve the agreement as submitted. Motion carried.

There was a discussion of the PEOT reimbursement process and form. It was agreed that the form and proof of payment would be sent to the fiscal agent for payment. The fiscal agent would then submit a bill to the Secretary of State Office for payment and upon receipt of those funds, payment would be made to the county.

A motion was made by King, seconded by Mandernach, to approve the PEOT Reimbursement Form as submitted and the process as discussed. Motion carried.

There was a discussion to approve a claim process that claims submitted to be paid by the fiscal agent would be emailed to SEAT Board Members prior to being submitted for payment by the fiscal agent. Board members would have forty-eight hours to ask for a full review of a claim before it is paid.

A motion was made by O'Neill, seconded by Rutledge, to approve the claim process as discussed. Motion Carried.

Meeting adjourned.