

**ANNUAL PLANNING MEETING**

Wednesday, January 29, 2020

9:00 A.M.

Conservation Building

912 Houston Street

Preston, MN 55965

***Minutes***

MEMBERS PRESENT: Tim Gossman, Bob Pickett, Kathy Tesmer, Travis Willford

MEMBERS ABSENT: None.

OTHERS PRESENT: Laura Christensen, Sue Wiegrefe, Duane Bakke (County Commissioner), Doug Keene, Anne Koliha, Aaren Mathison, Nikki Shaw, Dean Thomas, Sara West

Tesmer called the meeting to order 9:02 a.m. A quorum is present.

**I. AGENDA**

Motioned by Gossman and seconded by Pickett to approve the agenda. Affirmative: Tesmer, Pickett, Willford, Gossman. Opposed: none. Motion carried.

**II. TREASURER'S REPORT**

**A. Approve treasurer's report**

No action was taken

**III. CONSENT AGENDA**

The only item on the consent agenda had been approved at the January 16<sup>th</sup> regular meeting

**A. Secretary's Report – December 12, 2019 Regular Board Meeting Minutes**

**V. OLD BUSINESS**

**A. Consider retroactive COLA payment to those that left District employment in 2019 in the amount of 2%.**

The attorney consulted said to do so would be considered illegal - an unlawful gift of public money. No action was taken.

B. Set board meeting dates and times

All meetings will be at 4:30 p.m. unless individual meetings are rescheduled.

C. Consider clarification of Fillmore Soil and Water Conservation District Personnel Policy Handbook, Section 2.31 Accrual Rates

Motioned by Gossman and seconded by Willford to adopt the same wording as the county uses:

“Section 4.06D PTO During Unpaid Leave.

Unpaid leave is time taken away from employment without wages. Unpaid leave may be part of a FMLA or other leave. PTO leave shall not be earned by any employee during a leave of absence without pay, or time otherwise not worked or paid.”

...with following addition: PTO will only be accrued during PTO leave and during time worked. It will not accrue at any other time.

Affirmative: Pickett, Tesmer, Willford, Gossman. Opposed: none. Motion carried.

**VI. NEW BUSINESS**

A. Consider Contractual Agreement for Services between Fillmore Soil & Water Conservation District and Willis Goll

Motioned by Willford and seconded by Pickett to approve the Contract for Temporary Employment between Fillmore Soil and Water Conservation District and Willis Goll (at approximately 68% of full time) for \$38.00 per hour and a maximum of 1482 hours.

Affirmative: Pickett, Tesmer, Willford, Gossman. Opposed: none. Motion carried.

B. Consider Financial Report for the Board of Water and Soil Resources Field to Stream Partnership Phase II Implementation grant per reconciliation

Motioned by Pickett and seconded by Willford to approve the Financial Report for the Board of Water and Soil Resources Field to Stream Partnership Phase II Implementation grant per reconciliation.

Affirmative: Pickett, Tesmer, Willford, Gossman. Opposed: none. Motion carried.

C. Consider Financial Report for the Board of Water and Soil Resources 2019 Conservation Delivery grant

Motioned by Pickett and seconded by Willford to approve the Financial Report for the Board of Water and Soil Resources 2019 Conservation Delivery grant.

Affirmative: Pickett, Tesmer, Willford, Gossman. Opposed: none. Motion carried.

- D. Consider post-employment training time compensation for Jeanette Serfling at the rate of \$26.00 per hour

Motioned by Willford and seconded by Pickett to approve post-employment training time compensation for Jeanette Serfling at the rate of \$26.00 / hour not to exceed 40 hours. Affirmative: Pickett, Tesmer, Willford, Gossman. Opposed: none. Motion carried.

**VII. ACCOUNTS PAYABLE**

- A. Approve miscellaneous January accounts payable

USAble Life	\$571.68
Pheasants Forever	\$35.00

Motioned by Willford and seconded by Gossman to approve the miscellaneous January payables. Affirmative: Pickett, Tesmer, Willford, Gossman. Opposed: none. Motion carried.

*Hazel joined the meeting at 10:02 a.m.*

**VIII. Conduct Annual Planning Meeting**

- A. Review Annual Plan

The Annual Planning meeting was conducted. All goals and objectives were reviewed with additional comments and suggestions added. Revisions will be made and brought back to the February meeting for approval.

**ADJOURNMENT**

Motioned by Pickett and seconded by Gossman to adjourn the meeting. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

The meeting was adjourned at 11:01 a.m.

Respectfully Submitted,

Travis Willford, Secretary, Fillmore SWCD Board of Supervisors