

DISTRICT SPECIAL BOARD MEETING

Friday, March 22, 2019

5:15 P.M.

Conservation Building

912 Houston Street

Preston, MN 55965

Minutes

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling,

Gossman called the meeting to order at 5:18 p.m. A quorum is present.

I. AGENDA

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

II. OLD BUSINESS

1. Conference call with Ann Antonsen of Springsted, Inc.

Antonsen was asked about the Letter of Assignment with Baker, Tilly. She said there would be no impact on the current project.

The Board asked about using percentages in the job descriptions. Antonsen said they didn't use percentages as it can cause push-back in the future.

Rasmussen suggested using bullets in the Knowledge and Skills area, which Springsted will change.

Antonsen suggested that Rasmussen meet with each employee to review the current and draft job descriptions, revise as needed and resubmit them to Springsted.

When the job descriptions are approved by the District, the compensation survey will be sent out. Recipients will have two weeks to complete the survey. At the close of the survey, Springsted will have preliminary compensation data within two weeks.

2. Consider extending contract with Willis Goll for engineering services

Motioned by Willford seconded by Tesmer to enter into a new contract with Willis Goll from April 1, 2019 through December 31, 2019 for a maximum of 1,020 hours or 65% of full time, per the contract details, as presented. Any further negotiations will be deferred to the Personnel Committee. Affirmative: Pickett, Tesmer, Willford, Hazel, Gossman. Opposed: none. Motion carried.

3. Discuss next steps for hiring District Administrator

The board discussed whether to consider previous applicants or to re-advertise the position. Board consensus was to re-advertise the position but reconsider some of the previous applicants along with the new ones.

Advertising would begin immediately with an application close date of April 4th at 3 p.m. Supervisors will have the weekend to rank the applicants and submit their rankings to Rasmussen by Monday, April 8th. Interviews will be scheduled for April 15th.

Interviews will be with the full board and Brian Watson, who will be asked to assist again.

III. ADJOURNMENT

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

The meeting was adjourned at 7:33 p.m.

Respectfully Submitted,

Bob Pickett