

DISTRICT SPECIAL BOARD MEETING

Thursday, November 7, 2019

8:30 A.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: Laura Christensen, Sue Wiegrefe

Gossman called the meeting to order at 8:30 a.m. A quorum is present.

I. AGENDA

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

II. TREASURER'S REPORT – no report

III. CONSENT AGENDA – no consent agenda items

IV. REPORTS – no reports

V. OLD BUSINESS (Sue Wiegrefe joined meeting in progress at 8:40 a.m.)

A. Consider HSA contributions to Fillmore SWCD staff participating in the District offered health insurance plan

Motioned by Willford and seconded by Hazel to contribute maximum allowed for the first 2 years of an employee's enrollment; make annual adjustment to new maximum rate each January 1st, and authorize catch up payments to the two employees who were not paid first half up front. *HSA contributions will be made in 52 essentially equal payments (except for annual adjustments). Amended at time of approval at December 12th meeting.*

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

B. Consider Classification/Compensation study report

Christensen reported that she had provided the ARC wage rates to Baker Tilly as the Board had requested, and Baker Tilly responded that being as it constituted a single data point it would not affect the recommendations in any significant manner. Christensen was tasked with contacting Baker Tilly and discuss minor modification of Option 5 so that Soil Health Technician wage recommendation reflects the significant training responsibilities associated with the position currently.

Motioned by Tesmer and seconded by Hazel to increases wages of all current employees by 2% (COLA) retroactive to January 1st, 2019.

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

C. Consider title of the District Administrator

It was noted that Fillmore is the only SWCD that uses the title District Administrator and not District Manager.

Motioned by Tesmer and seconded by Willford to change the job title of the District Administrator to District Manager.

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

VI. NEW BUSINESS

A. Consider amendment to Contractual Agreement for Services between Fillmore SWCD and Willis Goll to increase the maximum number hours of work

Motioned by Hazel and seconded by Pickett to increase the limit on hours to be worked, including PTO earned, to 1313 hours.

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

VII. ACCOUNTS PAYABLE – none presented

VIII. ADJOURNMENT

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

The meeting was adjourned at 10:10 a.m.

Respectfully Submitted,

Bob Pickett