

MINUTES FROM THE JUNE 3, 2010 SPECIAL BOARD MEETING

Minutes from the Todd Soil and Water Conservation District Special Board Meeting, held at Todd Soil & Water Conservation District Office, 607 9th Street Northeast, Long Prairie, MN 56347.

Chairman Tom Williamson called the meeting to order at 7:30 a.m.

Members Present: Chairman Tom Williamson
Vice Chairman Lee Buchholz
Secretary Kenny Pesta
Treasurer Dale Katterhagen
Member Norm Krause

Others Present: Sandy Rohr, District Manager

The Pledge of Allegiance was recited.

Motion by Krause, seconded by Katterhagen to approve the agenda.

Affirmative: Buchholz, Pesta, Katterhagen, Krause, Williamson.
Opposed: None.

Motion carried.

HIRING PERSONNEL: Upon receiving the resignation of the current Resource Conservationist and the need for support staff to assist in all areas the SWCD Board reviewed two position descriptions and a time line for the hiring process.

Motion by Pesta, seconded by Katterhagen approving position descriptions of a Resource Conservationist and Administrative Assistant along with the time line for hiring.

Affirmative: Buchholz, Pesta, Katterhagen, Krause, Williamson.
Opposed: None.

Motion carried.

PERSONNEL COMMITTEE APPOINTMENTS: Chairman Williamson appointed Norm Krause and Dale Katterhagen to the Personnel Committee and Kenny Pesta as the alternate. They will be responsible for reviewing applications, the applicant interviews and making hiring recommendations to the SWCD Board

COUNTY COMPUTER NETWORK SERVICES vs. USDA's: Again this topic is brought up for discussion, this time it's being discussed because we'll need to add an additional computer seat (connection) to our existing four, which will cost another \$2,000 annually over the present \$6,000 we will be charged when USDA begins billing the SWCD's. Another issue is that it takes approximately one month, under good conditions, to get a new employee through a security clearance and the mandatory training before they can receive log-on privileges to use the USDA computer system. Lastly, computers added to the present network must be purchase through central purchasing operated by NACD, which doesn't necessarily reflect the best price for the equipment.

Motion by Buchholz, seconded by Katterhagen to have Sandy work with Chris Pelzer, Todd MIS Director in making the transition from USDA IT services to Todd County's MIS services.

Affirmative: Buchholz, Pesta, Katterhagen, Krause, Williamson.
Opposed: None.

Motion carried.

OFFICE SPACE RENTAL RATE: Attempting to decrease the SWCD's office rental rate was discussed for various reasons; Todd County offered the SWCD free rent, the SWCD's allocation from Todd County and the state are being decreased, a rental rate survey of office space in Long Prairie indicates we are being over charged for this market and a survey of other SWCD leased building's in other areas sharing the same landlord was conducted, also indicating we are paying the highest PSF rate.

Board consensus is to renegotiate an immediate lower rental rate with the landlord during the June board meeting.

NEXT REGULAR MEETING: The next regular board meeting will be held on Thursday, June 17, 2010 beginning at 9 a.m. at the SWCD Office at 607 9th Street Northeast, Long Prairie, MN 56347.

ADJOURNMENT: Chairman Williamson adjourned the meeting at 9:12 a.m.

Kenny Pesta, Secretary

Dated