

**Benton SWCD
Special Board Meeting Minutes
USDA Service Center, Foley, MN
September 25th, 2009**

Attendance: Supervisors - Joe Jordan, Chuck Rau, Wade Bastian, Bernie Thole and Phil Grosland.
Staff advisor - Gerry Maciej, Other – Pat Gehling – NRCS

- I. **Call meeting to order**
The meeting was called to order by Bastian at 8:32 A.M.
- II. **Pledge of Allegiance** - Recited
- III. **Approve Agenda**
Motion by Thole, second by Grosland to approve the agenda. All were in favor. The motion passed.
- IV. **Minutes of Previous Meeting**
Maciej distributed minutes from the previous meeting. Motion by Rau, second by Jordan to approve the minutes from the September 16, 2009 Benton SWCD board meeting. All were in favor. The motion passed.
- V. **Discussion about future district operation opportunities**
Supervisors discussed the recommendations of Mike Kremer. Maciej was provided a list of new tasks to start working on as time permits. Motion by Grosland, second by Thole to eliminate the Personnel Committee. All were in favor. The motion passed. Maciej was asked to add an item to the October 21st regular board meeting agenda (feedback session for all district staff to participate in).
- VI. **2010 Budget**
The board continued discussion from the previous meeting about the expected deficits for 2009 and 2010. A number of temporary options were considered. Motion by Grosland, second by Thole to reduce supervisor meeting per diems from \$55 per meeting to \$45 per meeting. All were in favor. The motion passed. Motion by Grosland, second by Thole to reduce the District Manager salary by \$1.39 per hour. All were in favor. The motion passed. Motion by Rau, second by Grosland to reduce the work hours of all staff, except the District Manager position, to 35 hours per week. Vacation and Sick Leave accrual will not be affected. All were in favor of the motion. The motion passed. Bastian drafted a memo explaining the previous motions and reviewed it with the other supervisors. Program Assistant Kuhn and Technician Evans were invited in to the meeting and presented the memo and answered questions.
- VII. **Handbook update**
The supervisors continued discussions from the previous meeting about making changes to the vacation and sick leave sections in the handbook. The board asked Maciej to contact Mike Kremer for assistance on the matter.
- VI. **Adjourn**
Motion by Jordan, second by Thole to adjourn the meeting. All were in favor. The motion passed. The meeting adjourned at 12:08 P.M.

Secretary, Board of Supervisors

Date

Calendar of Future Events:

September 30, Mississippi River Renaissance – Mississippi River Tour
October 8, Education Committee Meeting
October 19, ERWA meeting
October 21, Benton SWCD board meeting