

**DISTRICT SPECIAL BOARD MEETING**

Friday, June 14 2019

12:00 P.M.

Goodhue County SWCD Office

Goodhue, MN

**ATTENDED BY:** Jeff Beckman, Mark Comstock, Ed McNamara, Don Schliep, Glen Roberson.

Chairman Beckman called the meeting to order at 12:04 PM, with the Pledge of Allegiance. A quorum is present.

**AGENDA:**

Motion by Ed McNamara, second by Mark Comstock to approve Agenda as presented. Voting affirmative: Beckman, Comstock, McNamara, Schliep. Opposed: None. Motion passed.

**ACTION ITEMS:**

Chair Beckman noted that the Personnel Committee met on June 5<sup>th</sup>, revised the Job Description for the vacant Administrative Assistant position, and recommends that the Board approve and begin the hiring process. Motion by Ed McNamara, second by Don Schliep that the position description be approved, and to start the Salary Range at '20', with the ability to increase the Range as new responsibilities and programs are added. Voting affirmative: Beckman, Comstock, McNamara, Schliep. Opposed: None. Motion passed.

Motion by Don Schliep, second by Ed McNamara to approve the hiring timeline, with an application deadline of July 12 2019, advertising in the local newspapers and online web sites, with anticipated total fees of \$500. Voting affirmative: Beckman, Comstock, McNamara, Schliep. Opposed: None. Motion passed.

**OTHER:**

Kate Bruss joined the meeting to review a potential Cost Share Feedlot Runoff Control project. The Manager was directed to bring this item before the next Regular Goodhue SWCD Board meeting for action. No other action was taken.

Supervisor Ed McNamara left the meeting at 12:40 PM.

Motioned by Mark Comstock seconded by Don Schliep to adjourn the meeting. Voting affirmative: Beckman, Comstock, Schliep. Opposed: None. Motion passed.

The meeting was adjourned at 12:49 PM.

Respectfully submitted,



Don Schliep, Secretary