

Board of Managers

JJ Hamre -Beltrami Stuart Christian-Erskine Roger Hanson-Beltrami Dan Vesledahl - Winger Clayton Bartz - Fosston
Daniel Wilkens-Administrator April Swenby-Administrative Assistant

SAND HILL ADVISORY COMMITTEE

August 7, 2018

Attendance: In the absence of Chairman Todahl, the meeting was turned over to Scott Tollefson who called the August 7, 2018 meeting of the Sand Hill Advisory Committee (SHAC) to order at 7:00 a.m. at District Office in Fertile, MN. Other advisory members present were Phillip Swenson, Allen Stromstad, Scott Balstad, Gerald Paulson, Kenny Pederson, Aaron Iverson, Steve Taylor, Roger Black, Steve Taylor, and Wayne Goeken. Sand Hill Board of Managers present included Roger Hanson, JJ Hamre, and Dan Vesledahl (arrived at 7:55 AM). Others in attendance included Daniel Wilkens - Administrator and April Swenby – Administrative Assistant.

Minutes: A **Motion** to approve the minutes from November 15, 2018 was made by committee member Black, **Seconded** by committee member Pederson, **Carried.**

Succession Planning Agenda: Chairman Christian asked for comments regarding the succession of Wilkens. Tollefson asked if the position will be advertised. Wilkens informed him that the attorney informed the board that the position is not required to be advertised if the position is filled within. Committee Member Balstad suggested that the position be opened to the public. He gave his experience pertaining to two other boards. One board it worked very well when it was opened to the public and one board it did not. Regardless, he suggests opening it up to the public.

Costs were reviewed for opening it up to the public. Roger Black was not interested in hiring an outside firm due to costs. The committee was in consensus. Committee Member Paulson encouraged that the best person for the position be the goal, and not advertising would prohibit that goal.

Pederson asked if there was a timeline for hiring. A definitive timeline has not been set, although Wilkens will be retiring December 31, 2018. He is open to consulting after the December 31, 2018.

Gerald Paulson asked what Wilkens has done to prepare for his retirement. Wilkens stated that our records are all digitize and searchable. Wilkens having been here forty-five years, feels that digital records will be a huge advantage for the new Administrator. Paulson asked if there is a policy manual to guide the new Administrator. Swenby stated the district has a policy for personnel and our rules and regulations cover policies that the board has set forth to the guide the Administrator.

Scott Balstad added that in the past as a board manager he was involved in the succession planning reviewed what the board has done in the past and it was determined that a full-time administrator was advised.

Wayne Goeken asked how the duties will change with the withdrawal of the RRWMB. Wilkens stated that the job description will change and be more localized.

A **Motion** was made by Committee Member Pederson to advise the SH Board of managers to advertise for the position, **Seconded** by Committee Member Stromstad, **Carried.**

Committee Member Balstad discussed pay and Scott Tollefson stated that it would be up to the board to decide, and not up to the Advisory Committee to direct or micromanage.

A **Motion** was made by Manager Paulson to advise the Managers to hire the best candidate and suggest that wage be secondary with the understanding that there are budgetary restraints, **Seconded** by Committee Member Balstad, **Carried.** Committee Member Paulson stated that his motion was meant to advise and guide. Committee Member Pederson commented that he understood that was the boards intent.

RRWMB Withdrawal: The Committee was briefed on the district's most recent decision to withdraw from the RRWMB. The Committee was informed that all three counties have been contacted. The board has lost hope that

due to the hydrologic lay of the basin, a project will never be able to be built due to permitting constraints. Additionally, the board is not confident in the new staff capabilities and questioned financial accountability and board oversight.

Wilkens reviewed the current funding of the district and how it will change with the decision to withdraw from the RRWMB.

Scott Balstad suggested that the Sand Hill stay with the RRWMB and give the new employees one more year and cutting the Admin Levy. Wilkens stated that in our district the only feasible places for storage is on channel. Committee Member Balstad stated that he felt it was Wilkens opinion that it isn't feasible. Balstad felt that the board has been stuck on only on channel storage. Manager Christian disagreed with Balstad. Wilkens stated that Balstad is misinformed and Balstad stated he has been informed from the Red Lake Watershed District Administrator. Because of the misinformation, the committee was given a history of the past six months and the events that led up to the decision to withdraw from the RRWMB. All of the information is given on the Sand Hill River Watershed District web-site and all Committee members were invited and encouraged to read the minutes which highlight the decision.

Committee Member Swenson commented on behalf of the RRWMB previous Administrator, and that it was a mistake to eliminate her position and felt the RRWMB lost a good employee.

Committee Member Paulson felt that the Advisory Committee is not utilized to its full potential. A **Motion** was made by Committee Member Paulson to meet on a quarterly basis, **Seconded** by Committee Member Iverson, **Failed**.

Yay: Black Gerald, and Iverson.

Nay: Taylor, Goeken, Stromstad, Pederson, Balstad

A **Motion** was made by Committee Member Balstad to meet at least semi-annually or as needed, **Seconded** by Committee Member Stromstad, **Carried**. Committee Member Goeken abstained.

Committee Member Balstad disagreed with Paulson and did not feel quarterly was necessary and it was not the job of the committee to micro-manage. Paulson did not intend to provide micro-management to the board, only intend to provide suggestion. Roger Black and Aaron Iverson agreed that quarterly is not unreasonable. Swenby stated that the Advisory Committee can call a meeting whenever it is needed, not just at the direction of the Sand Hill River Watershed board.

Adjournment: The next meeting of the SHAC will be at the call of the chair as needed. As there was no further business, a **Motion** was made by Committee Member Pederson to adjourn at 8:10 AM, **Seconded** by Committee Member Paulson, **Carried**.

April Swenby, Administrative Assistant