

# Sauk River Watershed District

524 Fourth Street South

Sauk Centre, MN 56378

Phone: (320) 352-2231 Fax: (320) 352-6455

Website: [www.srwdmn.org](http://www.srwdmn.org)

Regular Meeting

Approved

November 6, 2008

President Kral called the meeting to order. Managers present: Coughlin, Hensley, Kral, Kuseske, Kutter, Raeker, Rettig, Rothstein and Mostad. Also present: Starla Arceneau, Interim Administrator and Recording Secretary.

The board reviewed an Administrator's contract put together by Rinke-Noonan. Manager Coughlin made a motion to approve the contract as written. Manager Kuseske seconded it. The motion passed with all in favor.

The board discussed offering the Administrator's position to Holly Kovarik. Manager Kutter made a motion to offer the position to Holly Kovarik. Manager Rettig seconded it. The motion passed with all in favor.

The Administrator's salary was discussed in depth. Manager Coughlin made a motion to offer Holly Kovarik \$54,558.40 (Step 1) and after a successful 6 month review a step increase to \$56,638.40 (Step 2) and then another step increase after successfully completing her one year evaluation to \$58,780.80 (step 3) a clause was added to grant authority to the attorney and the president to negotiate with the incoming administrator regarding any changes to the draft contract language. Manager Kutter seconded it. The motion passed with all in favor.

The board phoned Kovarik and offered her the position. Kovarik accepted the position with a start date no later than December 1<sup>st</sup>, 2008. The board asked Arceneau to send Kovarik the contract and personnel handbook.

The Board recited the Pledge of Allegiance.

The proposed agenda was reviewed. A motion was made by Manager Rothstein to approve the agenda. Manager Kuseske seconded it. The motion passed with all in favor.

After reviewing the items on the consent agenda, a motion was made by Manager Rettig and seconded by Manager Coughlin and carried unanimously to approve the following items on the said agenda: October 21<sup>st</sup> minutes, October 27<sup>th</sup> minutes and the Treasurer's Report for November 6<sup>th</sup>. The motion passed with all in favor.

Manager Coughlin mentioned that the Stearns County Commissioners are considering not renewing Shawn Beauduy's position with the Stearns County Environmental Services. Manager Mostad made a motion to have Manager Coughlin contact the Stearns County Commissioners offering the District's support in this position. Manager Kutter seconded it. The motion passed with all in favor.

The Activity Report was reviewed. Arceneau handed out the proposed Board of Water and Soil

Resources Guidebook for the board to review. Arceneau asked for two delegates and one alternate for the MAWD Conference. Managers Raeker and Mostad were appointed Delegates and Manager Coughlin was appointed an Alternate. A JD2 Pond maintenance packet was handed out for the board to review. The board asked that a detailed presentation be given on the maintenance at the December 18<sup>th</sup> regular meeting. Arceneau gave an update on the audit. The audit is going very well but Arceneau reminded the board that for the last few audits there has been discussion of updating to a fund accounting system that would have to include training costs. There was discussion on closing the office the day after Thanksgiving and Christmas. Manager Hensley made a motion to close the office as an unpaid holiday but staff could use their floating holiday or vacation. Manager Coughlin seconded it. The motion passed with all in favor.

President Kral gave an update on the County Road 71 Bridge.

The meeting was adjourned.

Secretary, Virgil Rettig  
Recording Secretary, Starla Arceneau