

SOUTHWEST PRAIRIE TECHNICAL SERVICE AREA

2740 22ND ST. SUITE #4

SLAYTON, MN 56172

OFFICE: (507) 836-6061 CELL: (507) 829-5359 FAX: (507) 836-6697

Meeting of February 9, 2016

BWSR Conference Room-Marshall, MN

Attendance: Menno Fokken, Yellow Medicine; Russell Hoogendoorn, Staff; Mike Skoglund, Staff; Shelly Lewis, Murray; Kay Gross, Cottonwood; Jeff Johnson, Lac Qui Parle; Allen Deutz, Lyon; Ralph Heiling, Redwood; Brian Timm, Redwood; Paul Posthuma, Murray; Daniel Christianson, Lincoln; John Shea, Nobles; Cal Spronk, Pipestone; Tom Muller, Cottonwood; David Bucklin, Cottonwood; Eric Hartman, Rock; Jason Beckler, BWSR.

Chairperson Fokken called the meeting to order at 10:00 a.m. Chairperson called for additions and/or corrections to the agenda. A motion was made by Heiling seconded by Spronk to approve the agenda. Motion carried.

Minutes: A motion by Muller seconded by Heiling to approve the November 4, 2015 minutes. Motion carried.

Budget/Treasurer's Report: Shelly gave an update of budget and treasurer's report. Approved as presented subject to audit.

Election of Officers for Calendar Year 2016: A motion was made by Muller to nominate Allen Deutz as Chairperson, asking 3 times and hearing none a motion was made by Heiling seconded by Spronk to cease nominations and cast a unanimous ballot. Motion carried. A motion was made by Posthuma to nominate Tom Muller as Vice Chairman, asking 3 times and hearing none a motion was made by Spronk seconded by Posthuma to cease nominations and cast a unanimous ballot. Motion carried. A motion was made by Christianson to nominate Posthuma as Secretary/Treasurer, asking 3 times and hearing none a motion was made by Deutz seconded by Heiling to cease nominations and cast a unanimous ballot. Motion carried.

Appointments to Sub-Committees 2016: The appointments to the sub-committees are as follows: Personnel Committee (Deutz, Knips, and Muller), Executive Committee (Officers).

Contract for Service: A motion was made by Posthuma seconded by Spronk to sign the Contract for Services Administrator and Host District for the Southwest Prairie TSA. Motion carried.

TSA pay scale: A motion was made by Muller seconded by Deutz to adopt the pay scale as presented by Kay Gross. Motion carried.

Update on Ivanhoe Civil Engineering Technician Position: There were 8 people interviewed for the position which lasted from 9:30-4:30. A motion was made by Muller seconded by Deutz to approve hiring Tom Foerster for the position with a starting wage of \$18.25-\$18.62 with an increase after 6 months but if he declines to offer the job to next person in line. Motion carried. A motion was made by Spronk seconded by Muller to approve signing the Contract for Services between the Southwest Prairie TSA-Engineering Position Host District Agreement. Motion carried.

Update on Shared Service Technician: The shared service technician position closed on Friday, February 12, 2016 with interviews to follow on February 19, 2016. A motion was made by Deutz seconded by Spronk to sign the Contract for Service-Southwest Prairie TSA-Shared Engineering Technician. Motion carried. A motion was made by Deutz seconded by Spronk to allow the 3 counties to make the decision on the pay range and hire the technician. Motion carried. A motion was made by Deutz seconded by Muller to table the agreement-Murray County to Host the Engineer Technician for the TSA until next meeting. Motion carried.

Bids for Pickup, ATV, & Computers: The Board reviewed the bids presented to them for a new pickup. A motion was made by Christianson seconded by Deutz to purchase the Ford Extended Cab pickup at \$31,692.00. Motion carried.

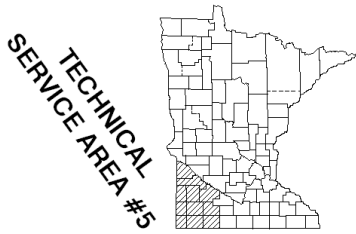
ATV: A motion was made by Posthuma seconded by Muller to purchase two 4 wheelers from Action Sports at the cost of \$8,370.00/4-Wheeler but try to get them to come down to \$8,300.00/4-wheeler Motion carried.

Computer: A motion was made by Spronk seconded by Muller to purchase a computer for \$3,360.00, 2-GPS Survey Equipment for \$31,475.68/GPS, ArcMap for \$5,724.23, and Civil 3d lease for \$2,000.00. Motion carried.

Trailer: The purchase of a Trailer will be tabled until next meeting.

SWPTSA Staff Report: The TSA Staff handed out reports on the projects being worked on to date. They have finished 11 projects since the December meeting. They also handed out the Year End Reports which includes a break out of usage by counties.

BWSR Report: The Buffer and Ag Certification grants have gone out to the Districts. There are 42 work plans in the State that have not been approved for District Capacity funds yet. The BBR process will be starting in March which will be on eLink. The Phase III DRAP was sent out and due to BWSR by February 26, 2016. The TSA will be having a BWSR Audit Verification on March 8, 2016.



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Next Meeting: The next SWPTSA meeting will be on Wednesday, March 2, 2016 at 10:00 a.m. at BWSR conference room in Marshall, MN.

A motion was made by Deutz seconded by Posthuma to adjourn the meeting at 12:10 p.m.
Motion carried.

Paul Posthuma
Secretary SWPTSA

Date