



SOUTHWEST PRAIRIE TECHNICAL SERVICE AREA

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Meeting of March 2, 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; Tom Muller, Cottonwood; John Biren, Lyon; Tom Foerster, Staff.

Chairperson Deutz called the meeting to order at 10:05 a.m. Chairperson called for additions and/or corrections to the agenda. A motion was made by Muller seconded by Heiling to approve the agenda with adding an update to the pay scale and coordinator report. Motion carried.

Minutes: A motion by Fokken seconded by Christianson to approve the February 9, 2016 minutes. Motion carried.

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

Update on Ivanhoe Civil Engineering Technician Position: Tom Foerster was introduced to the Board. He started the job on February 22, 2016.

Trailer: The Board discussed options for purchasing a trailer to haul the 4-wheeler. A motion was made by Muller seconded by Johnson to approve purchasing a trailer up the price of \$2,200.00. Motion carried.

Pickup: The new pickup that was ordered does not have a break control which is a state law. A motion was made by Posthuma seconded by Fokken to approve purchasing a break control in the amount up to \$300.00. Motion carried.

Update on Shared Service Technician: The Board was updated on the Shared Service Technician. There will be a 2nd round of interviews on March 3 because the 1st candidate declined the position.

A motion was made by Fokken seconded by Christianson to sign the Southwest Prairie TSA-Shared Engineering & TSA Host District Agreement. Motion carried.

SWPTSA Staff Report: The TSA Staff handed out reports on the projects being worked on to date. There were no projects finished since the last meeting. The staff will be at a drainage workshop on March 9, 2016.

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

Budget: A motion was made by Fokken seconded by Heiling to update the SWPTSA Budget to reflect the new funding received. Motion carried.

Other Business: A motion was made by Fokken seconded by Muller to authorize Kay to complete and submit the BBR request. Motion carried.

Next Meeting: The next SWPTSA meeting will be on Wednesday, June 22, 2016 at 10:00 a.m. at BWSR conference room in Marshall, MN.

The chairman adjourned the meeting at 11:05.

Paul Posthuma
Secretary SWPTSA

Date