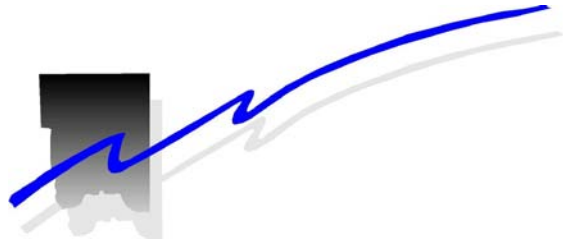


Ramsey Conservation District



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Agenda: Review of the Employee Handbook

Minutes of the **Board of Supervisors Special Board Meeting** held November 29, 2010.

1. Meeting called to order by Chair Wasley at 2:30 p.m.

A. Roll of Attendance

Supervisors present:

Carrie Wasley – Chair

Karen Eckman – Treasurer

Margaret Behrens – Secretary/Information

Mara Humphrey – Vice-Chair

Others present:

Tom Petersen, RCD Staff

Ann WhiteEagle, RCD Staff

Ryan Johnson, RCD Staff

Mike Goodnature, RCD Staff

2. Business Items

A. **Resolution 10-11-12.** Supervisor Humphrey moved and Supervisor Behrens seconded. **Resolved the Board eliminated the position of District Manager, effective immediately.**

Voting in favor of the resolution: Behrens, Humphrey, and Wasley – Voting against: Eckman – Abstaining: none

Supervisor Wasley requested that Mr. Petersen contact the Chair for all and any follow-up regarding this action. Tom Petersen left at 2:34.

Supervisor Wasley informed the staff that they can redirect any inquiries regarding the elimination of the District Manager position to Chair Wasley.

Resolution 10-11-13. Supervisor Behrens moved and Supervisor Eckman seconded. **Resolved the Board named Ms. WhiteEagle as the Interim Administrator, effective immediately until the end of 2010.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley – Voting against: none – Abstaining: none

B. Revised Employee Handbook: The Board and staff reviewed the 11th draft of the revised Employee Handbook, with minor changes suggested. Supervisor Eckman explained that the final version of the handbook will go to the County Attorney for review and then forward the Employee Handbook to the County HR attorneys for review. **Resolution 10-11-14.** Supervisor Behrens moved and Supervisor Eckman seconded. **Resolved the Board approved the 11th draft of the Employee Handbook, allowing for amendments as needed.**

Voting in favor of the resolution: Behrens, Eckman, Humphrey, and Wasley – Voting against: none – Abstaining: none

3. Next Regular Meeting Date – Friday, December 10, 2010 at 2:30p.m.
4. Adjournment: Supervisor Behrens moved and Supervisor Eckman seconded to adjourn the meeting at 3:50p.m. Motion carried unanimously.

These minutes are respectfully submitted by
Ann WhiteEagle
Office Manager/Interim Administrator