



Approved May 4, 2017

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Minutes of the **Board of Supervisors Regular Board Meeting** held April 6, 2017.

1. Meeting called to order by Chair Humphrey at 6:30 p.m. Chair Humphrey indicated with regret that Supervisor Gardner submitted his resignation from the board.

Roll of Attendance

Supervisors present:

Others present:

Margaret Behrens	Michael Schumann, RCD Staff
Lena Buggs	Ann WhiteEagle, RCD Staff
Mara Humphrey	Andrea Prichard, RCD Staff
Gwen Willems	Brian Olsen, RCD Staff
	Joe Lochner, RCD Staff
	Michelle Prosser, RCD Staff
	Seitu Jones, CRWD Board Manager
	Mary Peterson, BWSR Board Conservationist

- A. Approval of Agenda: **Motion by Supervisor Willems, seconded by Supervisor Humphrey** to approve the amended agenda, after Chair Humphrey requested to remove Action Item E from the agenda and add Action Item M to discuss the vacancy left by Supervisor Gardner’s resignation. Chair Humphrey also requested to move supervisor expense claims from the consent agenda to Action Item 1AA. Supervisor Buggs requested to add Action Item N regarding per diem processing requirements and Action Item O to request a meeting of the personnel committee. Voting in favor of approving the amended agenda: Humphrey, Willems – Voting against: Behrens, Buggs - Abstaining: none. Motion failed to carry.

Discussion: Supervisor Buggs indicated that expense claims should not be removed from the consent agenda. Supervisor Buggs stated that the board had previously decided to place expense claims under the consent agenda to be paid without restriction. Mary Peterson (BWSR) was asked to clarify. According to Ms. Peterson, the consent agenda should be used for items that require no discussion and that can be approved following guidelines and whatever operating procedures the Ramsey Conservation District has. Expense claims, as they are expenditures, need to be approved by the Board. Ms. Peterson recommended not having expense claims on the consent agenda.

Chair Humphrey indicated the need to revisit the vote of whether the agenda is approved or not and clarified that if the meeting is not held, the RCD’s budget will not be approved. The budget is due to the Ramsey County on Monday, April 10th, and if not submitted, the RCD will risk losing

county funding.

Supervisor Buggs indicated that she would vote no on approving the amended agenda. She recalls that the motion to place expense claims under the consent agenda and approve without restriction did pass at a previous meeting. Supervisor Buggs also indicated that the RCD is in process of revising its guidelines. Chair Humphrey agreed that the RCD is looking at amending its bylaws, but indicated that the current by-laws are followed. Supervisor Willems indicated that there have always been guidelines as to what each meeting is allowed for per diem. Supervisor Behrens indicated that the current by-laws were not adopted at the first meeting of 2017 and that they should be approved every year. Chair Humphrey stated that the approved by-laws are in place for the Board to follow regardless. Supervisor Behrens stated the board had previously made and passed the motion to change the number of meetings to seven meetings per month within the limits of the law, unrestricted.

Chair Humphrey then asked for a motion to adjourn.

Supervisor Buggs stated that she had not received a copy of the RCD by-laws. Supervisor Willems asked Supervisor Buggs to clarify that she is stating she's never seen any guidelines regarding per diems. Supervisor Buggs stated that she had not seen any by-laws. Supervisor Willems clarified that the discussion involved per diem guidelines. Supervisor Buggs stated that the per diem guidelines have not been clarified and policy has already been passed regarding per diems and there should be no further discussion.

Chair Humphrey clarified that the current question is whether or not per diems and supervisor expense claims should be in the consent agenda or under action items. Items cannot be under the consent agenda if there are questions regarding that item.

Chair Humphrey then asked for a motion to reconsider adoption of the amended agenda or a motion to adjourn.

Supervisor Willems made the motion to reconsider the amended agenda. No second. Motion failed.

2. Adjournment: **Supervisor Buggs made the motion to adjourn the meeting at 6:49 p.m. Supervisor Behrens seconded.**

Voting in favor of adjournment: Behrens, Buggs, Humphrey, Willems - Voting against: - Abstaining:

These minutes are submitted by Michelle Prosser.