



## January 24, 2022, TSA8 Board Minutes

9:00 to 12:00 p.m.

Location: Beltrami County Admin. Building

**Remote Option:**

Zoom: <https://us02web.zoom.us/j/89935285574>

Meeting ID: 899 3528 5574

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 899 3528 5574

Bylaws: Voting on all matters that come before this organization shall be by designated individuals in attendance, who are either elected supervisors or employees of the member districts where each member SWCD is allowed one vote.

Attendees In-Person: Anne Oldakowski, Wadena SWCD, Andy Arens, Itasca SWCD, Tom Schulz, Wadena SWCD, John Ringle, Cass SWCD, Ruth Trask, Beltrami SWCD, Don Rettinger, Hubbard SWCD, Leonard Koering, Crow Wing SWCD, Bill Westerberg, TSA8, Brad Kennedy, TSA8, Dylan Nistler, TSA8, Melissa Barrick, Host District, Cal Saari, Itasca SWCD, Chad Severts, BWSR Brent Rud Beltrami SWCD, and Zach Gutknecht Beltrami SWCD.

Online: Dain Erickson, Red Creative Canoe, Mitch Brinks, Brinks Wetland Service Inc., Crystal Mathisrud, Hubbard SWCD, Josh Stromlund, LOW SWCD, Frank Sindleir, LOW SWCD, Jim Ballenthin, Cass SWCD, Jeff Hrubes, BWSR, Chris Pence, BWSR.

I. Call to Order 9:01 a.m. Welcome and introductions

1. TSA8 Board Reorganization

**There was a motion by Leonard Koering, seconded by Cal Saari, for Tom Schulz to serve as Chair.**

**Affirmative: Beltrami, Cass, Crow Wing, Hubbard Itasca, Lake of Woods, and Wadena. Motion Carried.**

**There was a motion by Leonard Koering, seconded by Cal Saari, for Donald Reittger to serve as Vice-Chair.**

**Affirmative: Beltrami, Cass, Crow Wing, Hubbard Itasca, Lake of Woods, and Wadena. Motion Carried.**

**There was a motion by Leonard Koering, seconded by Cal Saari, for Ruth Trask to serve as Secretary.**

**Affirmative: Beltrami, Cass, Crow Wing, Hubbard, Itasca, Lake of Woods, and Wadena. Motion Carried.**

**There was a motion by Jim Ballenthin, seconded by Cal Saari, for Leonard Koering to serve as Treasurer.**

**Affirmative: Beltrami, Cass, Crow Wing, Hubbard, Itasca, Lake of Woods, and Wadena. Motion Carried.**

**Board Chair appointed Ruth Trask, Beltrami SWCD, Josh Stromlund, LOW SWCD, and Tom Schulz, Wadena SWCD to serve on the personnel committee.**

2. Reviewed TSA8 Joint Powers Board Structure.

Approved March 07, 2022

3. Consent Items:

Item	Discussion	Board Action
a. Secretary's Report 09.24.2021	Remove under 4. Tom Schulz passed the chair to Jim Ballenthin.	Approval as amended
b. Agenda Approval		Approval as presented
c. Treasurer's Report and Grant Status		Approval as presented
d. Host District Contract 2022	\$35,000 utilize 2022 Billing Rates for Office Manager and District Manager	Authorize Board Chair to
e. GIS Contract Renewal	Grant Extension until 04.10.2023 January 01, 2022-April 10, 2023, Date Grant Ends @ \$50 an hour.	Authorize Board Chair to sign
f. Communication Contract	February 01, 2022-December 31, 2023 (Grant End Date) \$100,000 @\$50 per hour	Authorize Board Chair to sign

**There was a motion by Cal Saari, seconded by Don Rettinger, to approve consent agenda items a-f as presented.**

**Affirmative: Beltrami, Cass, Crow Wing, Hubbard, Itasca, Lake of Woods, and Wadena. Motion Carried.**

II. 2021 TSA8 Staff Reports (Discuss)

1. Staff Training- Zach Gutknecht
2. Melissa Barrick Report
3. Mitch Brinks GIS Report
4. Dain Erickson Communication Report
5. Bill Westerberg Report

III. New Business

1. TSA8 2022 Budget:

**There was a motion by Ruth Trask, seconded by Cal Saari, to adopt the 2022 TSA8 Budget as presented and approve 2.5 cost of living increase to all TSA8 employees and provide a Step Increase for TSA8 Technician based on TSA8 personnel recommendations.**

**Affirmative: Beltrami, Cass, Crow Wing, Hubbard Itasca, Lake of Woods, and Wadena. Motion Carried.**

2. Future TSA8 Engineer Service:

**There was a motion by Cal Saari, seconded by Ruth Trask, to authorize District Manager to pursue PRAP BWSR Grant funds and submit a PRAP application with review from the executive committee.**

**Affirmative: Beltrami, Cass, Crow Wing, Hubbard Itasca, Lake of Woods, and Wadena. Motion Carried.**

**There was a motion by Don Rettinger, seconded by Tom Schulz, to authorize the Host District Manager to request quotes from engineering firms for TSA8 engineering services based on the 2022 staff workload needs. Engineering firms with offices located to Bemidji that the SWCDs recommend.**

**Affirmative: Beltrami, Cass, Crow Wing, Hubbard Itasca, Lake of Woods, and Wadena. Motion Carried.**

IV. Adjourn. Tom Schulz adjourned the meeting at noon.