




LOWER PLATTE SOUTH natural resources district

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Memorandum

Date: December 6, 2019
To: Each Director 
From: Paul D. Zillig, General Manager
Subject: Executive Subcommittee Meeting Minutes

The Executive Subcommittee met at 1:00 pm on Thursday, December 5, 2019 at the NRD Office in Lincoln. Subcommittee members present included Larry Ruth, Deborah Eagan, Milt Schmidt, Dan Steinkruger, Bruce Johnson, and Ray Stevens. Others present included Cory Schmidt - NRCS, Steve Seglin, Corey Wasserburger, Kathy Spence and myself.

Chair Ruth called the meeting to order. The first item on the agenda was to consider a new Memorandum of Agreement with USDA/NRCS (attached). Schmidt discussed the agreement and reported that this is a general agreement outlining how both agencies work together to assist landowners with their conservation efforts, a more detailed operational agreement will be follow.

It was moved by Steinkruger, seconded by Schmidt, and unanimously approved by the Subcommittee members present to **recommend the Board of Directors approve the Memorandum of Agreement with USDA, Natural Resources Conservation Service.**

The next item on the agenda was to review a number of NRD Operating and Personnel Policies that staff is proposing to be modified. I reviewed the attached summary and red-lined copy of the proposed changes. Seglin recommended that instead of removing “elected” to Operating Policy B-1, Definition, Director, the Subcommittee instead add “or appointed” after “elected”. The Subcommittee also discussed Legal Counsel’s suggestion that they consider adding “sole source” as a reason for simplifying the bidding process, legal counsel will work on a proposed amendment. This proposed amendment will be provided.

It was moved by Stevens, seconded by Eagan, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve the proposed amendments to the Operating and Personnel Policies, including the change to Operating Policy B-1, Definition, Director, adding “or appointed”.**

The next item on the agenda was to consider approving a proposal from Capital City Concepts, LLC to prepare a Wage and Benefit Comparability Study. I reported that the

estimated cost is \$9,750 plus expenses, this study has been done every 4 years and is due again in 2020. The Subcommittee reviewed and discussed the attached proposal. It was moved by Steinkruger, seconded by Johnson, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve the Wage and Benefit Comparability Study proposal from Capital City Concepts, LLC.**

The next item was to consider the extending the current Work Crew Agreement with the Nebraska Department of Correctional Services/Cornhusker State Industries to provide two crews to assist with NRD operation and maintenance activities. I reported that the NRD has utilized these “crews” for over 30 years. The current agreement, approved in 2018, can be annually extended up to three times, this would be the second extension (attached). It was moved by Stevens, seconded by Schmidt, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve the 2020 Renewal Acknowledgement Work Crew Agreement with the Nebraska Department of Correctional Services/Cornhusker State Industries.**

Ruth reported that he requested each Director to provide input on the performance of the General Manager, he is waiting to receive a few more evaluations.

I then reported that this spring we discussed the need to either hire staff or budget funds for the maintenance of property in the Haines Branch Prairie Corridor. We included this in LRIP and also \$20k in the FY’20 budget for a second Maintenance Technician. I reported that after discussing the HBPC maintenance needs with NRD staff and the need for additional help on the Lincoln channels and wetland/wildlife properties, I will begin the process to fill the second maintenance technician position.

The final item on the agenda was to discuss future legal services for the NRD. Ruth reported that the current Engagement Letter with Johnson Flodman expires May 1st. Seglin and Wasserburger reported on the work they’ve done for the NRD this year, and their interest in continuing as NRD Legal Counsel. The Subcommittee reviewed the timeline, discussed the needs of the District, and expressed their interest in taking some time to think about this issue. It was moved by Steinkruger, seconded by Johnson, and unanimously approved by the Subcommittee to **table the legal service discussion until the next Executive Subcommittee Meeting.**

There being no further business the meeting adjourned at 3:10 pm.

PDZ/pz

pc: Steve Seglin
Corey Wasserburger