




LOWER PLATTE SOUTH natural resources district

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Agenda Item #7

Memorandum

Date: June 10, 2022
To: Each Director
From: Paul D. Zillig, General Manager 
Subject: Executive Subcommittee Meeting Minutes

The Executive Subcommittee met at 5:30 pm on Thursday, June 9, 2022 in the NRD Large Conference Room. Directors in attendance were Deborah Eagan, Bob Andersen, and Chelsea Johnson (there was not a quorum). Others attending included Steve Seglin, Corey Wasserburger, Dave Potter, Kristin Buntmeyer, and myself.

Chair Eagan called the meeting to order and welcomed those in attendance.

The first item was for Wasserburger to update the Subcommittee on the LPSNRD vs PWH Land LLC etal (lawsuit concerning damage to the Deadmans Run streambank/gabions @ 70th & O/Tommy's). He reported on today's mediation session.

Eagan then reported on the proposed code of conduct for the Directors. Eagan reported that input was obtained from several sources and that she asked Wasserburger to prepare the attached Operating Policy "C-22: Code of Conduct". The Subcommittee discussed the document and it was moved by Andersen, seconded by C. Johnson, and later in the meeting unanimously approved by those Subcommittee members present to **recommend the Board of Directors approve Operating Policy C:22 Code of Conduct.**

The next item on the agenda was to consider approval of the attached Consent to Contract Assignment due to the acquisition of FYRA Engineering, LLC by Houston Engineering, Inc. of Fargo, ND. It was moved by Andersen, seconded by C. Johnson, and later in the meeting unanimously approved by those Subcommittee members present to **recommend the Board of Directors approve the Consent to Contract Assignment from FYRA Engineering, LLC to Houston Engineering, Inc.**

The next item on the agenda was to consider the attached Resolution and Participation Agreement to restate the NARD 414(h) "retirement" plan. It was moved by Andersen, seconded by C. Johnson, and later in the meeting unanimously approved by those Subcommittee members present to **recommend the Board of Directors approve the Resolution and Participation Agreement to restate the NARD 414(h) "retirement" plan.**

The next item on the agenda was to consider the attached Resolution and Participation Agreement to restate the NARD 457 “deferred compensation” plan. It was recommended by Andersen, seconded by C. Johnson, and unanimously approved by those Subcommittee members present to **recommend the Board of Directors approve the Resolution and Participation Agreement to restate the NARD 457 “deferred compensation” plan.**

The next item on the agenda was to further discuss and consider additional staff compensation. The Subcommittee reviewed last months action to approve a 4% increase and \$30,000 for merit, they also discussed the other proposed increases which were not approved.

Additional information was provided (attached) including a 5/30 email on NRD Staff Salary Thoughts by Zillig, 6/2 email on bonuses from Seglin, 5/28 OW-H article on bonuses at Hawkins Construction, and a 6/7 memo to reconsider cost of living adjustments from Vogel. The Subcommittee further discussed option of considering bonuses or reconsidering the increase. The Subcommittee discussed a variety of options and decided they preferred a one-time inflation adjustment.

It was moved by C. Johnson, seconded by Andersen, and unanimously approved by those Subcommittee members present to **recommend the Board of Directors approve a one-time \$2,000 inflation adjustment payment to all full-time employees and \$1,000 payment to all part-time employees, to be paid in July 2022.**

The last agenda item was to consideration of an Employment Agreement with Paul Zillig as General Manager. The Subcommittee discussed the existing Employment Agreement which expires June 30th. It was moved by Andersen, seconded by C. Johnson, and unanimously approved by those Subcommittee members present to **recommend the Board of Directors authorize the Chair to enter into an amendment to the current Employment Agreement with the General Manger to extend the agreement for an additional 3 years, increase the salary \$6,000 per year, and require a 6 month notice to the District to terminate the agreement.**

There being no further business the meeting adjourned at 7:05 pm.

PDZ/pz

pc: Steve Seglin
Corey Wasserburger