




Memorandum

Date: September 20, 2017
To: Executive Subcommittee Members
From: Paul D. Zillig, General Manager 
Subject: Executive Subcommittee Meeting Minutes

The Executive Subcommittee met at 5:30 pm on Tuesday, September 19, 2017 in the NRD Small Conference Room in Lincoln. Subcommittee members present included Ray Stevens, Larry Ruth, Greg Osborn, Deb Eagan & Milt Schmidt. Others present included Gary Hellerich, Steve Seglin, Kathy Spence, Nathan Kuhlman, Dave Potter and myself.

Chair Stevens opened the meeting and asked Nathan Kuhlman to report on the NRD's efforts to select a firm to create a new LPSNRD website. Kuhlman referred to the background information included in the September 14th memo to the Board which included information on the process to select a firm to provide the necessary professional services and the services being requested. The Subcommittee discussed the work to be done and the proposed fees in the contract. It was moved by Osborn, seconded by Eagan, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve the professional services contract with Unanimous of Lincoln, Nebraska for Website Redesign and Development at an estimated cost of \$23,850.**

The next item on the agenda was to consider holding the NRD October Board Meeting in Waverly. Stevens reviewed the District policy that the Board intends to hold at least one meeting outside of Lincoln and stated that we could also take a tour of projects in the area. It was moved by Schmidt, seconded by Osborn, and unanimously approved by the Subcommittee to **recommend the Board approve holding the October NRD Board of Director's Meeting at the Waverly Community Foundation Banquet Hall in Waverly on Wednesday, October 18th beginning at 7:00 pm.**

The next item on the agenda was a report by Larry Ruth and Steve Seglin on updating several policies concerning District equipment and resources. Ruth reported that he attended a workshop for the NRD that was very helpful identifying what could be done to update our current policies regarding District resources (equipment, computers, tablets, smart phones, etc). Ruth and Seglin then reviewed some potential updates to 3 policies. The Subcommittee will review and provide input. It is intended that the Subcommittee will present the final draft changes for consideration at a Board meeting later this year.

The Subcommittee then discussed making the recording of our NRD Board Meetings available on the NRD website. Since the last meeting the Subcommittee was able to listen to a past Board Meeting recording and felt that the recording was of very good quality and this should be made easily available to the public. It was moved by Eagan, seconded by Osborn, and unanimously approved by the Subcommittee to direct staff to begin making the Board Meeting recordings available on the NRD website beginning with the November 2017 Board of Directors Meeting.

The Subcommittee then reviewed the Nebraska Accountability and Disclosure Commission's (NADC) ruling that prohibits School Board members from approving their own expenses. Nebraska Association of Resource Districts (NARD) Executive Director Dean Edson's email indicating that the same guidance applies to NRDs (attached). NRD Legal Counsel, Steve Seglin, drafted a motion for the Board to utilize when approving expenditures at their monthly Board Meeting that would resolve this concern. The motion states "move to approve the financial reports for the period of August 1, 2017 through August 31, 2017 and to publish the approved expenditures for August 2017, except that each director who has per diem and/or reimbursement of expenses included in such financial reports, abstains from voting for the approval of his or her own per diem and/or expense reimbursement." Osborn stated he will be making the financial report for Treasurer Kerkman and will make the motion, Seglin was asked to further explain the reasoning at the Board Meeting.

The Subcommittee reviewed a request for an easement from Thomas and Jamie Kocian to use the Oak Creek Trail for access between their properties approximately 3 miles west of Valparaiso. The Subcommittee plans for the Board to consider this request at the October Board Meeting. It was moved by Eagan, seconded by Osborn, and unanimously approved by the Subcommittee to recommend the Board of Directors deny the request for an access easement on the Oak Creek Trail at their October Board Meeting. Prior to considering the request Hellerich requested that the NRD consider the importance of being neighborly and working with the Kocians. There were concerns about safety, damage to the trail, liability and that the trail is for non-motorized use.

In other business the Subcommittee requested the General Manager consider having staff apply for the Water Leader's Academy. Reports were also presented on landowner activities at Upper Salt 18-5, Oak-Middle 87-A, communication with our State Senators, the timeline to fill the Receptionist vacancy, and Seglin reported there was no new news on the complaints or lawsuits involving the NRD.

There was no other business and the meeting adjourned at 7:10 pm.

PDZ/pz