

Executive Committee Meeting  
Thursday, October 31, 2019 9:30 AM  
Lower Platte North NRD Office  
P.O. Box 126  
Wahoo, NE 68066

## 1. UNFINISHED BUSINESS

### 1.A. Off-Site Water Table Concerns Near Sand Creek

## 2. MEETINGS

### 2.A. Pending

#### 2.A.1. NACD Annual Meeting - February 8 - 12 - Las Vegas

The annual NACD Meeting will be held February 8-12 in Las Vegas. The District normally sends two Staff and two Directors to this out of State Meeting. Attached find agenda and registration form.

#### 2.A.2. GMDA Annual Meeting - Fort Lauderdale

The Annual GMDA Winter Conference is being held January 12-15 in Fort Lauderdale, Florida. We currently have two Staff (Andersen and Oaklund) and one Director (Saalfeld) interested in attending. Is there any other Director interested in attending?

### 2.B. Reports

## 3. MANAGEMENT ITEMS

### 3.A. Directors Absence

Attached find the excuse of absence from Nancy Meyer from the September Board Meeting.

### 3.B. Monthly Education Program

The Newman Grove Science Club will give an update on the status of Shell Creek just prior to our November Board Meeting in Newman Grove.

### 3.C. Memorandum of Agreement and 1619 Privacy Attachment with NRCS

Attached find the updated Memorandum of Agreement and 1619 (Privacy) attachment with the NRCS. Please review the Memorandum of Agreement. At our December Board Meeting we will be have a signing event with Craig Derickson.

### 3.D. FY 20 Audit

In 2017 the Lower Platte North NRD signed a 3-year commitment with AMGL, PC to perform the Annual Audit of our Financial Statements. We have reached out to AMGL, PC to provide us with a new 3 year proposal (as attached). Listed below are the fees we paid from 2017-2019 and the proposed fees from 2020 - 2022.

	2017	2018	2019	2020	2021	2022
Audit June 30	\$8,600	\$8,900	\$9,200	\$9,500	\$9,800	\$10,100
Single Audit	\$2,400	\$2,500	\$2,600	\$2,800	\$2,975	\$3,150

### 3.E. December Board Meeting

Discussion regarding the December board meeting to be held at the Wanahoo Education Building. The December meeting will begin our winter 1:30 p.m. meetings.

## 4. EQUIPMENT

### 4.A. Computer Upgrade

It is time to upgrade our GIS Machine. This machine needs to be significantly more powerful than most of the machines in the office. Plans are to purchase a refurbished machine from HP that will come with full warranties, but at significantly less price. These tend to sell quickly and are only available from time to time.

## 5. PERSONNEL

### 5.A. NRD/NRCS Conservation Technician Position

Management and NRCS Staff interviewed two individuals for the vacant NRD/NRCS Technician position and have selected Rob Christian of rural Cedar Bluffs as our new hire. While not having direct NRCS experience, Rob has an extensive background in computer applied drafting, land appraisal, GIS map production, IT support, ArcView products, easement surveying, layout and design work.

Rob has been contacted and has accepted our salary offer of \$ 34,000 per year and can begin immediately.

### 5.B. Lacey Sabatka - Years of service carry-over

At time of hire, it was mentioned to Lacey Sabatka, the potential of carrying her years of service (4.5) at the Upper Loup NRD over to our district after six months with our district. Accumulated annual leave and sick leave would be the only benefits affected and we have done this with other employees who have come to us from another district.

## 6. FINANCE

#### 6.A. Approval of Financial Reports

Attached find the September Financial Report. Grant will be available via conference call to go over the financial report with the Executive Committee.

#### 6.B. Approval of Managers Time and Expense Sheets

Attached find Manager Gottschalk's time and expense sheets.

#### 6.C. Accounts over 90 Days

#### 6.D. Union Bank - Line of Credit

Each November we renew our "Line of Credit" with Union Bank. Attached find the renewal paperwork. The interest rate is 3.5% the same as last year.

#### 6.E. NPAIT Account Changes

There were some major changes to NPAIT and where they have placed their money market accounts and investments. The affect this will have on our office, effective December 1st, is how our NPAIT funds handled by Union Bank. Currently, whenever our account dips below \$ 150,000.00, Union Bank automatically sweeps money from NPAIT to our checking account automatically. After December 1st, Union Bank will not be able to conduct this "Sweep" and our staff will have to do it manually.

A motion will be needed at Board Meeting to authorize Management to open a STFIT account at Union Bank effective December 1st.