

**MEETING MINUTES**

**Riley-Purgatory-Bluff Creek Watershed District**

**March 28, 2024, RPBCWD Board of Managers Special Meeting**

**PRESENT:**

- Managers:**
- Jill Crafton, Treasurer
  - Tom Duevel, Secretary
  - Larry Koch\*
  - Dorothy Pedersen, President
  - David Ziegler, Vice President

- Staff:**
- Terry Jeffery, District Administrator
  - Dylan Monahan, Administrative Assistant
  - Louis Smith\*, Smith Partners

*Note: \*Attended virtually.*

**1. Call to Order**

1 President Pedersen called the Special Meeting of the Board of Managers to order at 2:00 p.m.  
 2 She stated this meeting is being held in person in public as well as hybrid as the District  
 3 recognizes a manager may, based on advice from a healthcare professional, have a legitimate  
 4 reason for not attending a meeting in a public place in person, such as Covid-19 exposure or  
 5 infection, and in such circumstances may participate in the meeting remotely.

6 Louis Smith called attendance for the Board of Managers as follows:

<i>Manager</i>	<i>Action</i>
Crafton	Present
Duevel	Present
Koch	Present*
Pedersen	Present
Ziegler	Present

7 \*Prior to voting Manager Koch stated, "Proper procedures for notices of a meeting were not provided,  
 8 but I will waive that objection and note I am present."

**2. Administrator Performance Evaluation (Closed Session)**

9 Manager Ziegler moved to go into closed session. Manager Duevel seconded the motion.  
 10 Louis Smith noted the Board's motion is to go into closed session for the purpose of

11 discussing the performance evaluation of the Administrator. Upon a roll call vote, the motion  
 12 carried 5-0 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	Yes
Pedersen	Yes
Ziegler	Yes

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The Board moved into closed session at 2:02 p.m.

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The Board reconvened the public special meeting at 2:51 p.m.

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### 3. Adjournment

18 Manager Crafton moved to adjourn the Special Meeting. Manager Ziegler seconded the  
 19 motion. Upon a roll call vote, the motion carried 4-1 as follows:

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<i>Manager</i>	<i>Action</i>
Crafton	Yes
Duevel	Yes
Koch	No
Pedersen	Yes
Ziegler	Yes

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The Board of Managers Special Meeting adjourned at 2:52 p.m.

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Respectfully submitted,

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Tom Duevel, Secretary

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