

Minutes of the June 11, 2020 MAT Board of Directors' Meeting

The following is a written text of business conducted by the MAT Board of Directors at its regular meeting held **June 11, 2020** at the St. Michael office. Social distancing was practiced.

Directors present in person were President Gary Burdorf, First Vice-president Mel Milender, Second Vice-president Jane Youngkrantz, Secretary Jill Hall, Treasurer Sandy Hooker, Directors Tammy Houle, Lori Stalker, Jim Fisher, and Vance Bachmann. Directors present via Zoom were Reno Wells, Lyle Stai, Mike Miller, and Nathan Redalen. Executive Director David Hann was present in person and Attorney Steve Fenske via Zoom.

President Burdorf called the meeting to order at 8:30 am. The Pledge of Allegiance was recited.

Motion made by Stai, seconded by Wells, to approve the Consent Agenda carried.

Motion made by Stai, seconded by Wells, to approve the Regular agenda including the Bills to be paid carried.

Executive Director Hann presented his report. **Motion** made by Milender, seconded by Fisher, to upgrade the M-Files Data Base through Marco for a cost of \$9360.00 carried. **Motion** made by Miller, seconded by Wells, to purchase an Owl Labs Meeting Owl-360 with cost up to \$1000.00 carried.

Information was given on Employer Pension Contribution Plan history. **Motion** made by Miller, seconded by Redalen, to keep safe harbor at 2% and matching contribution up to 2% done each pay period as the board decided last month carried with 10 yes, 1 no, and 2 abstaining. **Motion** made by Milender, seconded by Fisher, that retirement plan contributions begin for new employees following the six-month probationary period carried.

The budget proposed for 2020/2021 was discussed. **Motion** made by Hall, seconded by Milender, to adopt the budget for 2020/2021 carried.

ED Hann will explore the proposals from Alerus, BMO, and Wells Fargo Advisors on MAT monies currently handled by Wells Fargo Advisors and report next month.

The Department of Revenue would like a list of township officer email addresses. That would be the choice of individual officer.

Outside Committee Reports were presented. Milender stated that Secretary of State Simon focused on election issues at the Big 4 meeting. Youngkrantz reported that the Department of Agriculture will provide a link to MAT for their web seminars. She participated in survey on solar panels.

Committee Reports were presented. Youngkrantz with the Training/Education committee will provide a list of potential speakers for the conference for ED Hann to contact. **Motion** made by Stai, seconded by Stalker, that the MAT Website be updated as new information comes in and checked weekly on Monday carried.

Legislative committee report was made by Fisher. **Motion** made by Fisher, seconded by Wells, to have the committee and ED Hann develop a lobbying plan to present to the board in September for the 2020-2021 year carried. **Motion** made by Fisher, seconded by Milender, to continue lobby efforts during the 2020 Special Session with Shep Harris at a price of \$5000.00 per month for up to two months carried.

Motion made by Bachmann, seconded by Hooker, for Hann to set a meeting date and venue sometime following the November election for newly elected legislators to meet with MAT and to develop a brochure to give them carried.

Motion made by Houle, seconded by Fisher, that the Legislative and Resolution Committee meet the day before the September Annual Conference in 2021 in St. Cloud carried. Miller stated Policy will update Policy #500 to reflect changes made.

HR Committee Chairman Wells reported on job description to be reviewed by the directors, changes needed in the Employee Handbook will be done by ED Hann, the mission statement will be compared to the Organization Chart, and the mission statement will appear on all MAT correspondence.

Milender said the workshop was a success in that our accomplishments, problems, and goals were recognized. The next workshop will be October 21, 2020.

Marc Briese from MNDOT did a Local Road Improvement Program presentation via Zoom on the grant programs through them. He may be reached at marcbriese@state.mn.us.

Director reports were done. Wells reminded us of the importance of the Census and talked about COVID issues, if the peacetime emergency order would be extended and that Phase 3 begins June 12th.

Hooker warned us that scammers are using directors' names with false email addresses.

Bachmann talked about Cologix in Minneapolis that he and some directors toured on Wednesday.

Motion made by Stai, seconded by Wells, to adjourn carried at 2:03 pm.

Respectfully submitted by Jill K. Hall, Secretary

Minutes of the July 16, 2020 MAT Board of Directors' Meeting

The following is a written text of business conducted by the MAT Board of Directors at its regular meeting held **July 16, 2020** at the St. Michael office. Social distancing was practiced.

Directors present in person were President Gary Burdorf, First Vice-president Mel Milender, Second Vice-president Jane Youngkrantz, Secretary Jill Hall, Treasurer Sandy Hooker, Directors Tammy Houle, Lori Stalker, Jim Fisher, and Vance Bachmann. Directors present via Zoom were Reno Wells, Nathan Redalen, Mike Miller, and Lyle Stai.

Staff present were David Hann, others coming in and out Steve Fenske, Jon Mocol, and Julie Lenneman.

President Burdorf called the meeting to order at 8:30 am.

Motion made by Fisher, seconded by Hooker, to approve Consent Agenda carried.

Motion made by Milender, seconded by Hooker, to approve the Regular Agenda, carried.

Motion made by Milender, seconded by Hooker, to approve the July bills to be paid excluding the Mackinaw bill carried.

Treasurer Hooker reported a balance for MAT as of June 30, 2020 of \$4,247,513.69 and for MATIT as of June 30, 2020 of \$26,034,522.45. **Motion** made by Wells, seconded by Bachmann, to approve the report carried.

Mocol noted that the Service Agreement with Meadowbrook runs until June 30, 2023.

David Hann present his report. The proposed renewal of the contract with Rosedahl Public Affairs included added duties at the same cost. **Motion** made by Milender, seconded by Fisher, to approve carried. A Legislative Plan was presented and a proposed renewal with Fredrikson and Byron. The board was made aware of retirement plan changes being included in the Employee Handbook. Year end results for 2019/2020 year showed expenses down and income up from the year before.

At 9:00 am Brad and Eric Wendel from Wells Fargo Advisors presented proposals for handling MAT's approximately \$500,000 in liquid and \$3,000,000 in investments. They like to focus on total return on investments. Alerus and BMO Harris will present proposals to the board at our next meeting.

Outside committee reports were made. Fire Training Education Board member Jim Fisher said townships need to know that contracts for fire protection ensure the fire department will respond if a fire occurs in the township. There is a need for good communication between fire departments and townships.

Redalen reported wetland credits costing up to \$30,000 per credit, and more One Watershed One Plan entities have been approved by BOWSR.

Burdorf reported that U of M presented a Forever Green program to the Clean Water Council and funding

requests by SWCDs have to be approved by the legislature.

Youngkrantz reported that the Department of Ag is glad to do articles on weeds for the INSIDER. There is a link to the Department of Ag on the MAT Website. The DNR will also submit articles. She mentioned a Northfield News article on wild parsnip.

Wells reported that the Volunteer Driver Coalitions 1099 issue is still alive in the legislature and is an amendment to the bonding bill.

Committee reports were made. Youngkrantz reported on the Training/Education Committee's planning for the Educational Conference and Annual Meeting for November. **Motion** made by Wells, seconded by Hooker, to have the educational workshops Friday afternoon/evening November 20th and the annual business meeting Saturday at 9:00 am November 21st carried via Zoom/telephone conferencing carried. The election of board officers will be conducted immediately following the adjournment of the business meeting via Zoom the details to be worked out by Leslie Rosedahl. Planning the agenda for the conference will be done by the T/E Committee. **Motion** made by Milender, seconded by Hooker, to schedule Committee and Board meetings November 18 and 19th in St. Michael with individual directors able to choose using Zoom if desired carried.

The Legislative Committee report by Fisher covered the proposed contract with Fredrikson & Byron. **Motion** made by Milender, seconded by Hooker, to enter into a two-year contract including regular sessions of the legislature and special sessions that may occur, including meeting with the Board each month, with compensation the first year of \$50,000 and the second year of \$60,000 carried with 10 ayes and 3 nays. David Hann covered our government relations efforts for 2021/22 session.

Policy Chairman Miller expresses concerns about district director elections and filling vacancy procedures. Youngkrantz presented Policy 409 Best Practices draft for directors to study and provide feedback to the committee.

Board workshop committee Chairman Milender presented a proposed agenda for the October workshop. **Motion** made by Youngkrantz, seconded by Stalker, to accept the agenda carried.

Wells reported for the Human Resources committee. Job descriptions that David Hann is responsible for will be finalized and sent to all directors. ED evaluations will be done by Survey Monkey during September and be ready for the October workshop. Staff will not be required to attend in person district meetings in August. Gary will go to Redalen and Stai's district meetings and would like to listen in on the others.

Directors report were made.

Motion made by Milender, seconded by Hooker, to adjourn carried at 1:50 pm.

Respectfully submitted by Jill K. Hall, Secretary

Minutes of the June 24, 2020 MAT Board of Directors' Meeting

The Board of Directors met **June 24, 2020** via Zoom at 7:00 PM. Directors present were President Gary Burdorf, First Vice-president Mel Milender, Second Vice-president Jane Youngkrantz, Secretary Jill Hall, Treasurer Sandy Hooker, Directors Tammy Houle, Lori Stalker, Jim Fisher, Vance Bachmann, Lyle Stai, Reno Wells, Mike Miller, Nathan Redalen, and also, Executive Director David Hann and Attorney Steve Fenske.

President Burdorf called the meeting to order at 7:03 PM. Topics of concern were how to conduct upcoming district meetings in August and the L&R Committee meeting in September because of the COVID-19 pandemic.

Each director indicated how their district's meeting would be conducted in August. The districts that do not have an election will meet remotely by Zoom, telephone conferencing, or both. The districts with elections: Lyle Stai and Nathan Redalen's districts will meet in person. Jane Youngkrantz's, Mike Miller's, and Reno Wells' districts will be conducted remotely.

Motion made by Wells, seconded by Stalker, to send township officers in the districts with elections that are uncontested and meeting remotely a mail-in ballot which would include the name of the person who has filed and a write-in line carried 13-0.

Executive Director presented his plan for conducting the L&R Committee meeting in September remotely. **Motion** made by Hooker, seconded by Stalker, provides for each of the five subcommittees to meet by Zoom/phone to be scheduled during September 21, 22, and 23 carried. Resolutions coming out of these meetings would be reviewed by Attorney Steve Fenske before the L&R Committee in November and be acted upon at the Annual Meeting.

September committee and board meetings would be held in St. Michael the 24 and 25th.

The Training/Education Committee will be meeting June 29, 2020 at 9:00 AM.

Youngkrantz and Stalker will write an article on election issues for the INSIDER.

If there is a second special session called by the Governor our interests will be watched by our lobbyists.

Motion made by Stai, seconded by Stalker, to adjourn carried at 8:39 PM.

Respectfully submitted by Jill K. Hall, Secretary

Minutes of the July 30, 2020 MAT Board of Directors' Meeting

The MAT Board of Directors met via Zoom at 7:47 AM. Eleven directors were present and Executive Director David Hann. Directors Lyle Stai and Jim Fisher were not present. President Gary Burdorf called the meeting to order.

Discussion was held concerning allowing candidates for office (incumbents and non-incumbents) to be part of the District Meetings. This will be part of the board workshop in October.

Other issues discussed were the seed packets coming from China, distribution of the weed booklets, training issues during the pandemic, and election judge training issues. Motion made by Wells, seconded by Hooker, to not charge for the weed booklets carried. We do want each township to have at least one.

Motion made by Wells, seconded by Hooker, to adjourn carried at 8:45 am.

Note: During the training session for our District Meetings hosted by Leslie Rosedahl and David Hann held before this meeting, we decided to have a board meeting via Zoom on August 10, 2020 at 7:00 am.

Respectfully submitted by Jill K. Hall, Secretary