

**North Platte Natural Resources
District Board of Directors Meeting Held Telephonically**

April 9, 2020

The regular meeting of the North Platte Natural Resources District (NRD) Board of Directors was called to order via conference call at 3:00 p.m. MDT, April 9, 2020, by Kent Andreas, via a conference call initiated from the North Platte NRD Offices (Agenda item #1). Notice of the meeting was given to the public by publishing a legal notice in the April 2, 2020, Scottsbluff *Star-Herald*. Andreas informed meeting attendees that this meeting would be conducted in accordance with the Open Meetings Act, a copy of which is posted on the NPNRD website for public inspection (Agenda item #2).

Board members present: Kent Andreas, Gary Darnall, Dave Deines, Roger Eirich, Chuck Henkel, Pete Lapaseotes, Ryan Reuter, and Mark Westphal. Board member absent: Dan Weinreis. Others present: John Berge, Barb Cross, Danielle Schafer, Kyle Ann Hopkins, Carolyn Hudson, and Amanda Shepperd of NPNRD staff; Thad Kuntz, Adaptive Resources, Inc; Steve Smith & Megan Dockery, Simmons Olson Law Firm.

The following items of informational material were made available to the Directors electronically prior the Board Meeting:

1. Meeting Notice
2. Agenda
3. Minutes, North Platte Natural Resources District, March 12, 2020
4. Treasurers Report
5. Manager's Report
6. COVID Memo & Essential Services Memo (Informational)
7. Staff Succession Planning
8. Check Signing Alternates Suggested Motion

The following items were provided to the Directors at the Board Meeting:

1. Agenda
2. Minutes, North Platte Natural Resources District, District Board of Director's Meeting, March 12, 2020.
3. Treasurer's Report
4. Manager's Report
5. COVID Memo & Essential Services Memo (Informational)
6. Staff Succession Planning
7. Check Signing Alternates Suggested Motion

3. Approval of Minutes of Previous Meeting

The Board reviewed the minutes of the March 12, 2020, regular Board meeting.

Moved by Eirich, seconded by Reuter, to approve the minutes of the March 12, 2020 regular Board meeting. Motion passed.

Ayes: Darnall, Deines, Eirich, Henkel, Lapaseotes, Reuter, Westphal

Nay: none

Abstain: Andreas

Absent: Weinreis

4. Treasurer's Report and Accounts Payable

Ryan Reuter reviewed the Treasurer's report with the Board. Motion made by Henkel, seconded by Westphal, to accept the Treasurer's report and pay the bills as listed. Motion passed.

Ayes: Andreas, Darnall, Deines, Eirich, Henkel, Lapaseotes, Reuter, Westphal

Nay: none

Abstain: none

Absent: Weinreis

5. Comments from the Public

None

6. Manager's Report

General Manager John Berge indicated that the written report was sent to the board and was available on the NPNRD website.

7. Legislative Update

Berge indicated that the legislature was not in session due to COVID-19 concerns.

8. Consideration of the Staff Succession Plan

Berge indicated that the hierarchy of senior leadership at the NPNRD has included the General Manager and the Assistant Manager only, for the past several years. Given recent events, it has become necessary to extend the succession plan several layers to ensure continuity of leadership if both the General Manager and Assistant Manager are unable to conduct the duties of their position. To ensure seamless leadership, Berge recommends the following succession plan:

1. General Manager, 2. Assistant Manager, 3. Water Department Manager, 4. Database Coordinator, 5. Soil and Tree Department Manager, 6. GIS Coordinator, 7. Office Manager.

Motion made by Lapaseotes, seconded by Darnall to approve the recommended order of leadership.

Ayes: Andreas, Darnall, Deines, Eirich, Henkel, Lapaseotes, Reuter, Westphal

Nay: none

Abstain: none

Absent: Weinreis

9. Consideration of Check-Signing Alternates

Berge made a recommendation to the Board to add two additional alternates for the signature cards at our banking institutions (First State Bank, Platte Valley Bank, Western States Bank, and Great Western Bank): Mark Westphal, Board Member and Member of the Budget and Personnel Committee and Danielle Schafer, Office Manager.

Motion made by Deines, seconded by Darnall to approve the two alternates recommended for the signature cards at the banks. Motion passed.

Ayes: Andreas, Darnall, Deines, Eirich, Henkel, Lapaseotes, Reuter, Westphal

Nay: none

Abstain: none

Absent: Weinreis

10. Adjourn

There being no further business, the Chairman called for a motion to adjourn.

Motion made by Eirich, seconded by Lapaseotes to adjourn at 3:15 p.m., MDT. Motion passed.

Ayes: Andreas, Darnall, Deines, Eirich, Henkel, Lapaseotes, Reuter, Westphal

Nay: none

Abstain: none

Absent: Weinreis