

**LINCOLN CONSERVATION DISTRICT
BOARD OF SUPERVISORS SPECIAL MEETING
Zoom Meeting
May 5, 2022, 11:00 a.m.**

Attendance:

Board of Supervisors: Kathleen Johnson, chairperson; Darris Flanagan; Mike Garner; Laura Garner; Don Crawford; Katrina Newton

Absent:

Associate Supervisor(s):

Advisor(s):

Interim District Administrator: Rae Lynn Hays

Guest(s): John DeLeo

Called to order: 11:04 a.m. by Chairperson Kathleen Johnson

New Business:

- **Administrator Remote Work, Duty Station Days/Hours**
 - Kathleen Johnson spoke with the Libby Job Service and Hailey Graff, DNRC, regarding the possibility of remote work to increase the pool of candidates. Chris at Lewis and Clark Conservation District said her office worked remotely during COVID and they are adjusting the personnel policy to have that continue as an option.
 - Don Crawford asked if the office could be in Libby or Troy in addition to or in lieu of being in Eureka so it would not have to be remote. Kathleen J. is asking about office space in Libby. She suggests not moving the office entirely but maybe consider one day a week in the south end of the county. Katrina Newton asked about the possibility of moving the office to the south end of the county on a permanent basis. Laura Garner expressed concern about moving the office when the treasurer and chairperson who sign checks and review QuickBooks are located in Eureka. Don C. does not favor remote work for the long term. Kathleen J. expressed importance of keeping work records if the person worked remotely and that it should not negatively impact the employee or constituents.
 - **Motion** by Laura G. to include remote work for part of district administrator's time to increase the pool of candidates **Second** by Darris Flanagan. Discussion – Don C. wants to be fair to the candidates and determine number of hours and days of the week for so they know when they apply. Supervisors also discussed the possibility of paying mileage for an individual living out of town to drive to Eureka as the duty station. Kathleen J. will check on the feasibility of paying mileage.
 - **Motion passed.**
- **Pay Increase for Interim Administrator**
 - Rae Lynn Hays is willing to continue filling in as an interim administrator until someone is hired. Darris F. said that the board agreed to consider paying a new administrator \$18.50 to start and raise it \$20/hr.

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- **Motion** by Katrina N. to pay Rae Lynn Hays \$20/hour. **Second** by Laura G. Discussion – Don C. asked if the board would consider putting a maximum number of hours/week.
- **Motion amended** by Katrina N. to pay Rae Lynn Hays \$20/hour with a maximum of 30 hours/week. Second by Laura G.
- **Motion passed.** Kathleen J. abstained.

Open Mic and Other Business –

Meeting adjourned at 12:08 p.m.

Respectfully Submitted,

Kathleen Johnson, Chairperson

Rae Lynn Hays, Interim DA

Date: _____