

The meeting was called to order at 7:30 p.m. by Board Chairman Bob Colclessor All Board members. Jeff Grover, Jim Mastne, Joe Riehl, and Henry Schwartz, were present. Also present were staff members Randy Stark, Torey Redfern, Supt. Marc Caldwell, and Dist. Clerk Carol Quinn.

Carol Quinn advised the Board that the meeting with Tom Tye and the BLM that had been scheduled for February 19 to look at a reservoir site had been cancelled. Tom was killed in an automobile accident February 16. The staff has been in contact with Compass Corp. and they will have another person to meet with us. However, we have advised them that we can postpone the meeting until they have a chance to settle some of the affairs and issues that they must reconcile.

At the time the Board met in November to appoint an interim superintendent and adjust the pay schedule for the person in that position an error was made in the salary schedule typed for distribution to the Board. Carol Quinn asked the Board for permission to adjust the scale from the \$2809.00 listed in error to \$2889.00 which was the correct figure. The error was made in the transfer of the calculation to the schedule. Mr. Riehl moved that the pay scale be corrected retroactive. Mr. Mastne seconded. Passed unanimously.

The Board was given a copy of some rules regarding Executive Sessions advising them that they would not be able to hold such a session at this time to review the nine applications received in response to the employment advertisement for Superintendent position. Before an Executive Session can take place for such a purpose, regular procedures for hiring must be adopted at a meeting open to the public at which the public has had an opportunity to comment. Since the District has no current hiring procedures or policy in effect and the public has not had opportunity to provide input into such a policy, the Executive Session was cancelled.

The remainder of the meeting was spent discussing standards, criteria and policy directives to be used in establishing a hiring policy. The Board felt that the job descriptions covered the required standards. They compiled a list of items that they would like to use for criteria to evaluate job applications including: completed application information, general education job related education, job related experience, certifications, District experience, supervisory experience, water treatment plant operation experience and administrative experience. They decided to establish a 0-3 point system for each of the above categories so that each application evaluates between 0-27 points. To warrant further consideration, an applicant must score above 14 points. The Board wants a policy that will require at least three applicants be interviewed. Before such an interview more information may be required. The Board needs a list of standardized questions for the oral interview. Procedural order needs to be established for the hiring policy. Passing a drug test and a physical as well as salary approval need to be addressed.

Mr. Mastne moved that the District's lawyer be asked to scrutinize and advise the Board on the above criteria and draft a hiring policy. Mr. Riehl seconded. Passed unanimously. The hiring policy will be placed on the agenda for the next regular Board Meeting which is March 10 at 7:30 p.m. and the public will be invited to comment.

The meeting was adjourned at 9:55 p.m.