

**Lower Minnesota River Watershed District
Board of Manager's Special Personnel Committee
7:00 p.m., Monday, February 3, 2025
White Oak Room – Chaska Community Center
1661 Park Ridge Drive, Chaska, MN
Approved _____, 2025**

In attendance: In-person: Manager Apollo Lammers; Lee Peterson, CAC member; and Linda Loomis, LMRWD Administrator. Virtual attendance: President Joseph Barisonzi; Manager Theresa Kuplic; and Della Young, Young Environmental Consulting Group, LLC, LMRWD Technical Consultant.

PURPOSE: The purpose of the meeting will be to review and discuss applications submitted for the District Administrator position.

Agenda:

1. Approve meeting agenda

The meeting agenda was approved

2. Approve Personnel Committee meeting minutes

- [Thursday, January 9, 2025](#)
- [Wednesday, November 13, 2024](#)
- [Thursday, October 31, 2024](#)
- [Thursday, October 3, 2024](#)

The meeting minutes were unanimously approved.

3. Review applications received

There was uncertainty about the number of applications received, as the mailbox Personnel@Lowermnriverwd.org was never set-up. Administrator Loomis will work with HDR to retrieve applications sent to that email address. President Barisonzi was copied on two of the applications sent to the Personnel Committee mailbox, so he was able to share two applications. It was not known if other application had been received. If other applications were received, Administrator Loomis will share those application with Committee members and those interested in participating in the process

4. Determine which applicants to invite to interviews

- Interviews will occur Thursday, February 6, 2025, and will continue Friday, February 7, 2025 if necessary

Given that only two applications were received, the Committee decided to interview both applicants and any others that may have submitted applications.

5. Set schedule for interviews

LOWER MINNESOTA RIVER WATERSHED DISTRICT
PERSONNEL COMMITTEE
WEDNESDAY, FEBRUARY 3, 2025
MEETING MINUTES

Interviews are scheduled for Thursday, February 6, 2025, from 3:00 PM to 6:00 PM. Each interview will last 45 minutes, with a 15-minute interval between applicants. The White Oak Room at the Chaska Community Center has been reserved for these interviews.

The Committee was adjourned at 8:15 PM.

The Personnel Committee will convene Thursday, February 6, 2025, at 3:00 PM in the White Oak Room at the Chaska Community Center for the purpose of interviewing candidates for the position of LMRWD District Administrator.

UNAPPROVED