

**MINUTES OF THE SPECIAL MEETING  
OF THE  
COMFORT LAKE–FOREST LAKE  
WATERSHED DISTRICT  
Tuesday, May 21, 2019**

**1. Call to Order**

President Spence called the May 21, 2019 special board meeting to order at 4:30 p.m. in the offices of the Comfort Lake-Forest Lake Watershed District, 44 Lake Street South, Suite A, Forest Lake.

Present: President Jon Spence, Vice President Jackie Anderson, Treasurer Steve Schmaltz, Assistant Treasurer Wayne Moe.

Absent: Secretary Jen Oknich

Others: Mike Kinney, Jessica Lindemyer (CLFLWD staff); Meghan Funke (Emmons & Olivier Resources)

**2. Public Open Forum**

There were no comments.

**3. Employee Benefits**

Administrator Kinney explained that the District needs to decide what percentage of employees' health insurance premiums it will pay, as it cannot pay 100% of it. He indicated that most metro watershed districts pay 80-85% of employees' health insurance premiums as part of the employee's benefits package. Many pay 40-50% of premiums for employees' dependents (e.g. spouses, children). Most other watershed districts contribute between \$600-\$1,000 to employees' health savings accounts (HSAs). The District currently contributes \$2,500 per year per employee. There was discussion about applicability of income taxes on HSA contributions and premium payments. Staff was directed to gather more information on this topic for discussion at the next meeting. Staff was also directed to look into different classes of employees which would differentiate classes of benefits provided (e.g. "management" and "employee"). There was further discussion about income taxes and total employee compensation, as well as insurance providers. Manager Anderson offered that \$1,000 from the HSA contribution be shifted to salary for all employees to cover the additional premium costs shifting to employees.

**4. District Office Space**

Manager Spence moved to convene the meeting in closed session to discuss potential purchase offers and rental rates for office space locations at 24139 Greenway Avenue, #B,

Forest Lake and 44 Lake Street South, Suite A, Forest Lake. Seconded by Manager Schmaltz. Upon a vote, the motion carried 4-0.

The Board reconvened in open session.

## **5. Adjourn**

### **a) Next regular board meeting – May 23, 2019**

Manager Moe moved to adjourn the meeting. Seconded by Manager Schmaltz. Upon vote, the motion carried 4-0, and the meeting was adjourned at 5:59 p.m.

Jen Oknich, Secretary \_\_\_\_\_