

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

SPECIAL MEETING

December 8, 2009

ADMINISTRATOR INTERVIEWS

1. A Special Meeting of the Wild Rice Watershed District Board of Managers was held on Tuesday December 8, 2009, at the office of the District located at 11 Fifth Avenue East, Ada, MN. The purpose of the meeting was to hold interviews for Administrator Applicants. The following Managers were in attendance: Joe Spaeth, Dean Spaeth, Mike Christensen, Greg Holmvik, Duane Erickson, John Austinson and Diane Ista. Absent: None. Also in attendance were Interim Administrator Loretta Johnson, Executive Assistant/Project Coordinator Kari Kujava. Chairman Christensen called the meeting to order at 8:15 a.m.

2. Managers used the following questions for all applicants to answer. Answers included information regarding their ability to be administrator. 1. Describe an unpopular decision someone else made that you had to implement. How did you handle the implementation? 2. Describe an example of when you had to convince a team to work on a project that they weren't thrilled about? How did you do it? 3. Give an example of a difficult situation you handled with a co-worker. How did you handle that situation? What was the outcome? 4. Give an example of an occasion when you used logic to solve a problem. 5. How do you raise the bar for yourself and others around you? 6. How do you typically deal with conflict? 7. Tell about a situation where you were told "No" and you took the initiative to look for a win/win outcome. 8. Tell us about a time when you took charge of a situation and made something positive happen. 9. What are the first five things you would do if you get this position? 10. Talk about a time you had to deal with a person or client who was difficult to get along with and tell how you handled the situation. 11. Do you have knowledge of Minnesota drainage laws and the legislative process, and if not, how will you gain this knowledge? 12. What is your perception of the difference between the roles of administrator versus board members? 13. What is your experience in grant writing? How much success have you had in this field? 14. Tell us about a time you had to work to come to a consensus and move forward.

3. Raymond Reading talked about his knowledge of NRCS and CRP rules as a result of his previous employment with USDA and felt that his knowledge of these programs would assist him in being the administrator. As Reading currently has his own business, he was asked if this would interfere with a job at the Watershed District. Reading answered that he would not be involved in private business if he became Administrator.

4. Blair Stoltman talked about his work experience at his current manufacturing position in which he works to coordinate and solve problems between sales, design and manufacturing of a particular product, getting it to the consumer in a timely fashion. Stoltman stated that his knowledge gained in working with employees would provide him with training for the job of Administrator.

5. William Reusch talked about his experience as a former school district superintendent dealing with a board as employers and as currently self employed and the abilities these brought to employment like the administrator of a watershed district.
6. Thomas Wollin stated that in his current position he works with legislators and government agencies, military contracts and owners and buyers, and from this he has learned to negotiate contracts and work agreements to make everyone satisfied. He felt these attributes would assist him well in the job of administrator.
7. There being no further interviews the meeting was adjourned at 2:20 p.m.

John Austinson Secretary