

Wabasha Soil and Water Conservation District  
District Special Board Meeting  
September 16, 2019  
5 p.m.  
Wabasha SWCD Break Room  
611 Broadway Ave.  
Wabasha, MN

I. **CALL MEETING TO ORDER** – Meeting called to order at 5 pm by Chair  
Terry Helbig

Supervisors Present: Terry Helbig, Chair; Lynn Zabel, Vice Chair; Larry  
Theismann, Secretary; Nate Arendt, Member

Staff: Terri Peters, District Manager

Others: Sharleen Klennert, Citizen

II. **PLEDGE OF ALLEGIANCE**

III. **AGENDA**

*Moved by Arendt, seconded by Zabel to approve the agenda as presented*

*Affirmative: Arendt, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion carried*

IV. **NEW BUSINESS**

A. Review job applications and results from the interviews of the selected  
candidates for the Bookkeeper/Administrative Assistant position-Board  
Discussion

B. Motion to make offer of employment to selected candidate-Board Action

*Moved by Theismann, seconded by Arendt to first offer the position to*

*Susan Cerwinske contingent on the background check*

*Affirmative: Arendt, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

*Moved by Theismann, seconded by Arendt to offer the position to Molly  
Baker in the event that Susan Cerwinske declines the offer, contingent on  
the background check*

*Affirmative: Arendt, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

V. Adjourn- Board Action

*Moved by Arendt, seconded by Zabel to adjourn*


*Affirmative: Arendt, Helbig, Theismann, Zabel*

*Opposed: None*

*Motion Carried*

*Meeting Adjourned at 5:41 pm*

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read 'Larry Theismann', written over a horizontal line.

Larry Theismann, Secretary