

**TRAILL COUNTY WATER RESOURCE DISTRICT  
SPECIAL MEETING  
SEPTEMBER 14, 2021 - HILLSBORO, ND**

The District Board convened on this date and came to order at 8:00 am at the office of the Traill County Water Resource District in Hillsboro, ND. Managers present were Joel Halvorson, Jason Lovas, Andy Neset, and Gary Thompson, with Jason Siegert presiding as Chairman. Also present was Jessica Spaeth – Compass Business Consulting.

**AGENDA**

Secretary-Treasurer Position – The Traill County Water Resource District’s secretary-treasurer’s job description was reviewed and modified. Spaeth will update job description document and submit to Manager Siegert for final approval. Job will be posted with local and area media sources.

Manager Lovas moved to approve the interim hiring Jessica Spaeth - Compass Business Consulting to assist in general office duties, bookkeeping, job posting, other duties as assigned, and access to all account in all financial institutions during the transition period. Manager Peterson seconded the motion. Upon roll call vote, the motion carried unanimously.

**ADJOURNMENT**

Manager Lovas moved to adjourn the meeting at 9:25 am, seconded by Manager Halvorson. The meeting adjourned without objection.

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Jason Siegert, Chair

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Jessica Spaeth, Interim Secretary-Treasurer