

**Yellow Medicine County Board Special Meeting Minutes**

**May 17, 2016**

Chairman John Berends called this special meeting of the Yellow Medicine County Board to order at 8:12 a.m. with Commissioners Ron Antony, Greg Renneke, Gary Johnson and John Berends present. Also present were County Administrator Peg Heglund and Finance & Administration Deputy/HR Coordinator Ashley Soine. Absent was Commissioner Louis Sherlin.

Toni Smith, AMC, was in attendance to facilitate the meeting.

The special meeting was called to discuss the roles and responsibilities of the Yellow Medicine County Commissioners and County Administrator.

Toni Smith introduced herself and discussed the ground rules and goals for this meeting.

The group discussed what an ideal Board/Administrator relationship would look like.

The group discussed the 'Essential Functions' of the County Administrator as per the current job description.

A 'Parking Lot' was created as ideas came up to further discuss at a later time.

The group recessed for break at 9:30 a.m.

The group reconvened at 9:42 a.m.

Throughout the meeting, the group created and discussed a 'to-do' list for the future.

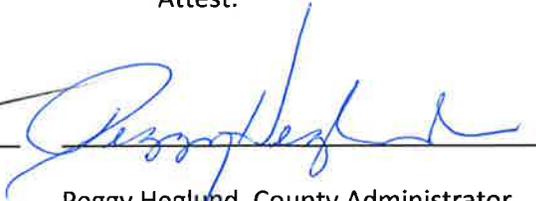
The Special Meeting adjourned at 11:59 a.m.

Witness:

Attest:



John Berends, Chair



Peggy Heglund, County Administrator