

Minutes- Approved October 1st, 2025
Meeting Type: Personnel Committee
Time/Date: 7:00pm, September 3rd, 2025
Location: 112 E. 5th Street, #102 Chaska,
Minnesota 55318
Virtual Location: [Join Meeting](#)



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

1. Call to Order and Roll Call

The meeting was called to order by Chair Barisonzi at 7:00 PM. Roll call was conducted:

- Joseph Barisonzi (Chair)
- Theresa Kuplic
- Lauren Salvato
- Will Lytle (Administrator)

1.1. Approval of Agenda

The agenda was reviewed. No changes were suggested. *Agenda approved as presented.*

1.2. Approval of August 2025 Personnel Committee Minutes

Committee voted unanimously to forward the August Personnel Committee minutes to the Board for approval and inclusion in the consent agenda.

1.3. Public Comment

No public comments were received.

2. Administrative Reports

Administrator Lytle shared updates on administrative capacity, consultant performance, and internal systems. Committee members discussed restructuring workloads, improving reporting processes, and prioritizing deliverables.

3. Standing Business

3.1. Consultant Updates

- **Young Environmental:** Committee discussed evolving expectations for permitting, inspections, and coordination with regulatory agencies.
A report with recommendations will be presented in November.

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- **Naiad Consulting:**

Motion carried to withhold further payment until district files and email records are delivered, and a new work plan is submitted and approved.

Committee also discussed account transitions and email ownership.

- **CLA:** Administrator is working with CLA to align budget structures and improve financial reporting systems.

Initial revisions to budget codes will be implemented this year.

- **Resonance Consulting:** The committee was briefed on public engagement work being conducted by Resonance Consulting. The team is working with Young Environmental to develop survey tools and consolidate community input from the riverboat tour.

A final report incorporating survey results and community visioning is expected in October.

- **Tunheim:** Committee acknowledged receipt of updated engagement materials.

Members will submit individual feedback by the stated deadline.

- **Park Street:**

Administrator was directed to clarify deliverables during the legislative interim and to prioritize scheduling meetings with key legislators and county officials.

3.2. Review of Committees

No formal action taken. Discussion deferred to a future meeting.

4. Old Business

4.1. Board Training Program Development and Scheduling

Item not discussed due to time constraints.

5. New Business

No new business was introduced.

6. Adjournment

Chair Barisonzi adjourned the Personnel Committee meeting at 7:59 PM.

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Respectfully submitted,

Will Lytle, District Administrator

Lower Minnesota River Watershed District