

PSAN BOARD OF DIRECTORS MEETING MINUTES

Country Inn & Suites
5353 North 27th Street Lincoln, Nebraska
10:00 a.m., June 22, 2018

1. Meeting called to order at 10:07 a.m. by President Todd Whitfield

2. Roll Call

President – Todd Whitfield - P

Vice President – LaVern Schroeder - P

Treasurer - John Berry - P

Secretary - Warren Headlee - P

Administrative Secretary - Connie Arnold - A

Directors -

Matt Tinkham (2018) - P

Jeremy Feusner (2018) - P

Duane Katt (2018) - P

Jerry Penry (2019) - P

Brian Foral (2019) – P

Eric Schaben (2019) - P

Casey Sherlock (State Surveyor) - P

Steve Cobb (Affiliate - SENLSA) - P (arrived at 1:09 p.m.)

Guest -

Dan Martinez (after lunch)

Rex Heiden

3. Review and approve agenda

Motion to approve by: Jeremy Feusner

Second by: LaVern Schroeder

Motion: Pass

4. Review and approve minutes of the March 9, 2018 PSAN Quarterly Board Meeting

Motion to approve by: Brian Foral

Second by: Duane Katt

Motion: Pass

5. Reports

5.1. Treasurer: (John Berry)

5.1.1. Review and approve Treasurer's report dated June 15, 2018 – (attached)

John Berry reported that some money was transferred from savings to checking to cover expenses. Berry also reported that the Kearney Visitor's Bureau 2018 Winter Conference donation had been received.

Motion to approve by: Duane Katt

Second by: Eric Schaben

Motion: Pass

5.2. Administrative Secretary's Report: (Connie Arnold)

5.2.1. Administrative Secretary's report dated June 22, 2018 – (attached)

5.3. Conference Committee: (Jeremy Feusner)

5.3.1. 2018 Summer Conference, Calamus Reservoir (Matt Tinkham)

Jeremy Feusner handed out the 2018 Summer Seminar Agenda. (attached)
Matt Tinkham stated that he would contact Connie Arnold to have her send the agenda out.

5.3.2. 2019 Winter Conference, Kearney (John Berry)

John Berry handed out a preliminary draft of the 2019 Winter Seminar agenda (attached). Berry stated that the seminar is scheduled for February 7th & 8th and that he is still working on the breakout sessions.

5.3.3. 2019 Summer Conference, Norfolk, NE (LaVern Schroeder)

Lavern Schroeder reported that the 2019 Summer Conference would be held in July at Divots in Norfolk. Schroeder added that Chuck Chase with the Nebraska Department of Natural Resources is the scheduled speaker.

5.3.4. 2020 Winter Seminar, Kearney (need volunteer)

Todd Whitfield stated that we are still looking for volunteers. Jeremy Feusner commented that volunteers usually come forward at the annual meeting.

5.3.5. 2020 Summer Seminar, (need volunteer)

5.4. Officer Reports:

5.4.1. President – Todd Whitfield – no report

5.4.2. Vice President – LaVern Schroeder – no report

5.4.3. Treasurer – John Berry

Washington County Bank – Paperwork needed and signer's info

John Berry reported that the Washington State Bank had made some changes to their requirements and that he and Casey Sherlock are taking care of the paperwork on this.

Berry then brought up the concern of our rising financial obligations including insurance cost and monument restoration and asked for input on raising membership dues. Berry pointed out that we had not raised our dues since at least 2007. Todd Whitfield provided a spreadsheet comparing PSAN's annual membership dues with that of surrounding states (attached) and added that we had discussed raising our winter seminar registration fees. Jeremy Fuesner stated that PSAN needed to establish financial goals for the conferences to define expected profit and what the cost per PDH would be. Casey Sherlock stated the Board of Examiners had

been discussing online PDH's. Sherlock said his research showed an approximate cost of \$26-\$27 per credit hour and added that the current bylaws do not address online credit hours.

5.4.4. Secretary – Warren Headlee – no report

5.5. Directors:

5.5.1. Matt Tinkham (2018) – no report

5.5.2. Jeremy Feusner (2018) – no report

5.5.3. Duane Katt (2018)

Duane Katt expressed concern that County Boards are not wanting to spend money to perpetuate the corners. Casey Sherlock stated that he had sent an email stating what he believe the law says and that we would discuss further under New Business Item 7.3 County Surveyors.

5.5.4. Jerry Penry (2019) – no report

5.5.5. Brian Foral (2019) – no report

5.5.6. Eric Schaben (2019) – no report

5.5.7. Casey Sherlock (State Surveyor)

Casey Sherlock reported that, per the Board of Examiners, no one has sat for the Nebraska two-hour exam this year and added that they have not licensed anyone yet this year other than reciprocities. Sherlock added that there has been some SIT's approved and some of them have applied to take the LS exam. Sherlock explained that the test is now scheduled through the NCEES and taken at one of their testing centers and that the state specific portion is scheduled separately through the Secretary of the Board and taken in Lincoln.

5.5.8. Steve Cobb (Affiliate - SENLSA) – no report

5.6. Standing Committees:

5.6.1. Education Committee (Matt Tinkham)

Matt Tinkham requested to see the past pre-exam breakout session attendance numbers from John Berry. Tinkham also stated that he, Jon Carrell and Doug Stevenson had been participating in local school's outreach programs, career fairs, etc. to talk about surveying careers with younger students. Tinkham said that he had also contacted SENLSA to ask about their participation but did not believe that they had started anything yet. Tinkham said he would also contact Steve Cobb and Dan Kahm for their input and compile a report of the schools that had been visited to present as a part of committee's annual report.

5.6.2. Historical Committee (Jerry Penry)

Jerry Penry reported that the Northwest corner project was a success and that the sign for the benchmark was set a Fort Robinson. Penry added that Kansas was leading the way on the cast iron monument and that there was nothing new to report. Reporting on the PSAN records that had been sorted at the Winter Seminar, Penry stated that he was waiting to hear if Dan Martinez had gotten records from Jerry Hain and that otherwise they were at a standstill.

John Berry suggested that instead of the proceeds from the Winter Seminar's auction going to the educational fund, which has a current balance of approximately \$9,000, that the funds go to the existing historical fund account to help offset some of the cost we are incurring. Berry added that we would need to make it be known before the auction what the proceeds would be used for. It was decided that fund raising proceeds could be used for different causes each year as long as we announce what the proceeds are to be used for prior to the fund-raising event.

5.6.3. Legislative Committee – PEC Report (Todd Whitfield)

Todd Whitfield reported that PEC Board meet six weeks ago and Kissel had given a debrief of the last session and that they had earmarked some things that they were going to start watching for the next sessions but that nothing that would affect us had been introduced yet.

5.6.4. GIS Committee (Erik Hubl) – no report

5.6.5. Nominations and Membership Committees (Brian Langenberg) – no report

5.6.6. Publications: (LaVern Schroeder)

Lavern Schroeder reported that Sandy Maillie was preparing her final publication of the "Summer Letter" and then will turn it over to the new Administrative Secretary.

5.6.7. Ethics and Standards Committee: (Duane Katt)

Duane Katt stated that he thought the GIS profession needs standards like surveyors have and wondered if NACO could help. Todd Whitfield commented that he felt that education was key and that we had started doing that by attending and presenting at the GIS/LIS symposiums.

5.6.8. NSPS: (Dan Martinez)

Dan Martinez reported that the NSPS Executive Committee meeting last week and Curt Sumner had prepared the attached NSPS Executive Directors report. The next meeting is the Maryland Society of Surveyors in October 17th-20th.

5.6.9. Nebraska State Surveyor: (Casey Sherlock)

Casey Sherlock reported that:

- He will give a presentation on repository filing and that the current Board of Examiners is more aggressive than in the past.
- He will give a presentation on county surveyors.
- He will try and get the 2020 datum change on NACO's agenda.

- State surveyor works for the Board of Educational Lands & Funds.
- County surveyor's duty is to record and file surveys & can't reject surveys.
- The repository can't reject surveys unless missing minimum standards.
- Once filed within 90 days of survey, survey becomes an official record.
- Surveying without a license is a Class 3 Misdemeanor and prosecuted by the County Attorney's Office.

5.6.10. Affiliate – SENLSA: (Steve Cobb)

Jerry Penry asked what is the relationship between PSAN and SENLSA. It was agreed that belonging to one organization doesn't automatically make you a member of the other. LaVern Schroder quoted Article VII, Sections 1, 2, 3 & 4 of the Constitution of PSAN as defining "Affiliate Associations".

6. Old Business:

6.1. Administrative Secretary replacement (Committee report) (John B, Jeremy F, Jerry P, Steve C, LaVern S, Brian F)

John Berry reported that we had three applicants for the position and that one had backed out. Berry added that Jeremy Feusner had scheduled a time to interview the two remaining applicants but that one of them would not be available the day of the scheduled interviews. Berry asked if we should reopen the ad?

Motion by LaVern Schroeder to reopen application period until June 29th. Based on responses, selected applicants will be interviewed on Friday, July 6th.

Second by: Matt Tinkham

Motion: Pass

Discussion followed to determine the Administrative Secretary's job status, (i.e. contract employee?), salary and expenses.

Motion by Jeremy Feusner to offer a starting wage of \$15.00 per hour.

Discussion followed.

Motion died for lack of second.

Motion by LaVern Schroeder that the Administrative Secretary to be a contract services paid \$15,000 per year with PSAN to pay reimbursable expenses. PSAN will provide phone and laptop.

Second by: Casey Sherlock

Discussion followed.

Motion to amend by Matt Tinkham to change Schroeder's motion from \$15,000 per year to \$17,500 per year as the contracted amount.

Second by: Casey Sherlock

Motion to amend: Pass

Board then voted on Schroeder's motion.

Motion: Pass

6.2 Membership dues (Todd W, Danny M)

Todd Whitfield reported that there are two items to be addressed. NSPS membership dues and PSAN membership dues. Whitfield stated that, as discussed at the last PSAN meeting, he and Dan Martinez were to research adjoining states membership dues which he had done and is attached. Martinez added that the following states membership dues include NSPS membership and are as follows: Missouri - \$125; Colorado - \$150; Wyoming - \$120; North Dakota - \$171.

Martinez reported that the NSPS was proposing to raise its membership dues by \$10 per year. Martinez provided a white paper from the NSPS (attached) explaining the reasoning behind the proposal. Martinez stated that PSAN would vote on this at the Annual Meeting and it would take place in 2020. Whitfield added that NSPS membership dues would then be \$50 per year.

John Berry reported that PSAN dues have been \$100 for at least 11 years and PSAN currently has 180 active members. Martinez said that the board of directors sets the PSAN dues and it's not subject to a membership vote. Martinez also said that PSAN fiscal year starts October 1st but that dues are based on a calendar year. Whitfield asked if we should raise our current dues and what that amount should be. Whitfield also asked if the increase should include sustaining members, professional affiliate, retired member and associate member. Whitfield continued by stating we don't have separate student, intern, SIT, technician or non-resident member rates. Berry said that we have 31 associate members and that he would look up the total for all dues received. Berry added that in 2016-2017 PSAN had total receipts of \$27,615 including approximately \$7,200 in NSPS dues.

After debate, it was agreed that PSAN membership dues would not be increased now.

6.3. County Surveyor listing on PSAN Website

Casey Sherlock reported that a link had been added on the State Surveyor's website that goes to the NACO PDF of county officials which is constantly being updated. Sherlock said that a similar link would be added to the PSAN website.

6.4. Website Security – Casey S, Todd W

Casey Sherlock reported that he and Ryan Luedtke had discussed website security and decided that the only information on the website that other people don't need is the addition of the certificates. All the membership contact information is already available on the Board of Examiner's website. Sherlock does not recommend adding security at this time.

6.5. PSAN Board of Examiners Recognition Plaque

Casey Sherlock stated that the Board of Examiners would not buy a plaque for somebody on the Board of Examiners. Todd Whitfield said that he would add this to the next meeting's agenda.

7. New Business:

7.1. Membership Applications

Todd Whitfield reported that there are no new membership applications.

7.2. 6th P.M. Initial Point Funding – Jerry Penry

Jerry Penry reported that the monument needs repair and that there have been discussions between the five states involved on how to pay for repairs. Penry reported that it has been proposed that the monument be repaired in phases. See attached "6th PM Initial Point Funding" provided by Penry for further explanation. Penry asked the board to approve the money adding that it would not necessarily be needed now estimating that this fall would be the earliest. Penry stated that South Dakota and Colorado have already approved their share and that they need to know if all five states will approve their share before they move ahead and repair the plaque.

Motion by Casey Sherlock that PSAN allocate the Nebraska proportional share of the 6th PM Plaque.
Second by Brian Foral.
Motion: Pass

7.3. County Surveyors – Elected/Appointed – Brian Foral

Brian Foral asked if there were any differences in the responsibilities depending on how the county surveyor was appointed. Casey Sherlock stated that the county surveyors' responsibilities remained the same no matter how they were appointed to the office. Sherlock then provided a synopsis of the county surveyors responsibilities based on county surveyors' statutes pertinent to perpetuating original corners with his comments added in red. (attached)

7.4. 2022 State Plane Coordinate System – Casey Sherlock, Steve Cobb

Casey Sherlock provided a map (attached) from the data that Steve Cobb submitted. Sherlock added that he, Cobb and Brent Jorgensen had discussed zone configurations and sizes. Cobb explained that the combined scale factor is going to change and the grid is going to go above the ground as opposed to below.

Cobb asked that the PSAN Board support the Nebraska Regional Coordinate System.

Motion by Duane Katt that PSAN support the preliminary configuration of the Nebraska Regional Coordinate System as presented by Steve Cobb and Casey Sherlock and that Sherlock contact Dave Zenk requesting information on how to proceed.

Second by Matt Tinkham.
Motion: Pass

7.5. Purchase four (4) projectors – Jeremy Feusner

Jeremy Feusner handed out cost estimates on three different projectors including cost to rent projectors (attached). Feusner recommended to the board that we buy four projectors for use at conferences. Feusner added that after two years of renting projectors at conferences we could have paid for them.

Motion by Warren Headlee to purchase four (4) PA503X projectors with travel cases at a cost of approximately \$1,700.

Second by Brian Foral.
Motion: Pass

8. Board of Director 2018 meeting schedule:

Friday March 9, 2018 (meeting)
Friday June 22, 2018 (meeting)
Friday September 14, 2018 (meeting)
Friday December 8, 2018 (meeting or conference call)

Board decided that the next meeting would be on Friday, September 14, 2018 and that it would not be a conference call.

9. Motion to adjourn

Motion by: Jeremy Feusner

Second by: Duane Katt
Motion: Pass

Meeting adjourned at 3:11 p.m.

Respectfully submitted by Warren Headlee, PSAN Secretary.