

2014 SWCD Wage and Benefit Report

SWCD	Area	Position	Full/Part-time	Length of Service	Wage	Employee Health Benefits:		
Aitkin	3	Supervisor Compensation	Per Diem		\$75.00	All Meetings		
		Mileage Reimbursement			IRS Rate			
		District Manager	Full-time	30 years	\$51,800.00	<u>Insurance for full-time employees:</u> \$700/month (pro-rated for part-time employees)		
		District Secretary	Part-time	21 years	\$18.64			
		District Technician	Part-time	20 years	\$18.89			
		District Technician	Full-time	16 years	\$18.54			
		<u>Employee Leave Benefits:</u>						
		Sick leave:			4 hours per 80 worked (any length of service)			
		Annual leave:			23 days per year and pro-rated			
		Severance Compensation:			All annual leave is paid upon retirement, resignation, or termination - no sick leave.			
		Paid Holidays:			12 per year			
		County Support:			30%	% of total operating budget		
		County Population:			15,927	Source: www.city-data.com/county/Aitkin_County-MN.html		
		County Cost of Living Index:			89.4			
Anoka	4	Supervisor Compensation	Per Diem		\$75.00	Regular and Special Board Meetings Meetings over 3 hours in length Meetings 3 hours or less		
			Per Diem		\$75.00			
			Per Diem		\$55.00			
		Mileage Reimbursement			IRS Rate			
		District Manager	Full-time	23 years	\$37.09	<u>Cost for health insurance:</u> Family \$1,585 and single \$746.60. The District pays \$1062/mo towards Family and \$503/mo towards Single and \$450/mo for those opting out. The District provides LTD.		
		Water Resources Specialist	Full-time	13 years	\$29.23			
		Wetland Specialist	Full-time	8 months	\$25.14			
		Conservation Specialist	Full-time	4 years	\$24.11			
		Administrative Assistant	Full-time	9 years	\$23.29			
		District Technician	Seasonal/PT	8 months	\$12.66			
		Water Resource Technician	Full-time	1 year	\$18.00			
		Water Resource Technician	Full-time	1 year	\$18.00			
		<u>Employee Leave Benefits:</u>						
		Flexible Time Off Accrual: (Sick and Annual Combined)			7.384 hours per 80 worked - 24 days/yr FT (0 - 5 years)			
			8.304 hours per 80 worked - 27 days/yr FT (5 - 10 years)					
			9.232 hours per 80 worked - 30 days/yr FT (10 - 15 years)					
			10.152 hours per 80 worked - 33 days/yr FT (15 + years)					
Severance Compensation:			FTO is paid upon retirement, resignation, or termination.					
Paid Holidays:			12 per year including a floating holiday					
County Support:				% of total operating budget				
County Population:			336,414	Source: www.city-data.com/county/Anoka_County-MN.html				
County Cost of Living Index:			112.9					

Becker	1	Supervisor Compensation Mileage Reimbursement	Per Diem		\$75.00 \$0.56	n/a
		District Administrator	Full-time	1 year	\$26.44	\$850 / mo
		Admin Assistant	Full-time	1.3 years	\$19.95	\$850 / mo
		District Technician	Full-time	20 years	\$24.04	\$850 / mo
		Engineering Technician	Full-time	<1 year	\$14.38	\$850 / mo
		Ag Inspector / Shoreland Specialist	Full-time	8 years	\$20.00	\$850 / mo
		Clerical	Part-time	<1 year	\$12.69	n/a
		<u>Employee Leave Benefits:</u>				
		Sick leave:	1 day per month up to a total of one hundred twenty (120) days or nine hundred sixty (960) hours			
		Annual leave:				
		0-5 years	8 hours per month or 12 days per year			
		5-10 years	10 hours per month or 15 days per year			
		10-15 years	12 hours per month or 18 days per year			
		15-20 years	14 hours per month or 21 days per year			
		20 and over	16 hours per month or 24 days per year			
		Severance Compensation:	Employees who have completed five (5) years of service and have honorably separated, including medical separation or retirement, shall be entitled to be paid for all unused vacation time and one-half (1/2) of all unused sick leave up to four hundred (400) hours of unused sick leave. All severance pay will be deposited by the Becker SWCD into the employee's post-employment Health Care Savings Plan account.			
		Paid Holidays:	10 per year plus any holidays as declared by Federal Government			
		County Support:	54.0%	% of total operating budget		
		County Population:	33,000	Source: www.city-data.com/county/Becker_County-MN.html		
		County Cost of Living Index:	88.4%			

Beltrami 2011 Data	8	Supervisor Compensation Mileage Reimbursement	Per Diem		\$75.00 IRS Rate	All Meetings
		Stewardship Forester	Full-time	18 years	\$21.93	\$382.57 / mo
		<u>Employee Leave Benefits:</u>				
		Sick leave:	12 days per year until 960 hours accumulated then 6 days (4 hours/mo) per year is accrued.			
		Annual leave:				
			4 hours per month (0 - 5 years)			
			6 hours per month (5 - 10 years)			
			8 hours per month (11 - 15 years)			
			12 hours per month (15+ years)			
		Severance Compensation:	All annual leave is paid upon retirement, resignation, or termination - no sick leave.			
		Paid Holidays:	10 per year			
		County Support:	0%	% of total operating budget		
		County Population:	44,350	Source: www.city-data.com		
		County Cost of Living Index:	80.0			

Benton	2	Supervisor Compensation	Per Diem		\$55.00	All Meetings
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Mileage Reimbursement

IRS Rate

District Manager	Full-time	17.5 years	\$34.11
District Technician	Full-time	7 years	\$23.14
Farm Bill Technician	Full-time	3.75 years	\$21.78
Administrative Assistant	Part-time	2.25 years	\$14.73
Watershed Technician	Full-time	2 months	\$18.70

Benefits - same for all employees

Health and Preventative Dental Benefits - District pays 90% of the premium for a single policy and 70 % of a family policy.

Life Insurance - \$20,000 policy for employee, \$1,000 for spouse / children paid for by District. Employees can increase coverage at their own expense.

Retirement - PERA
 Disability Ins - Long/Short term disability insurance paid for by the district.
 Employee Association Dues - District will pay for MACDE dues for all full-time employees
 Health Care Savings - Employees required to participate. < 5 years of service = 1% of salary, 5 - 10 years = 2%, > 10 years = 3%
 Sustained Excellence Award - Reward for consecutive years of excellent performance (ie: 5 consecutive years=\$500, 10 consecutive years=\$1,000, etc).

Paid Time Off

(part time employees receive PTO on a pro rata basis)

Years of Service	Annual Hours Accrued:
0 - 2	100
3 - 5	120
6 - 10	140
11 - 15	180
16 - 20	220
21+	240

Severance Compensation:

Severance for full time employees is 2 weeks pay deposited into their Health Care Savings Plan. Severance for part time employees is 2 weeks pay directly to the employee.

Paid Holidays:

12 per year (including 1/2 days on Christmas Eve and Good Friday) up to 120 hrs of paid time off can be carried over each anniversary year.

County Support:

43% % of total operating budget

County Population:

38,865

[Source: www.city-data.com/county/Benton_County-MN.html](http://www.city-data.com/county/Benton_County-MN.html)

County Cost of Living Index:

101.3

Big Stone

2

Supervisor Compensation
 Mileage Reimbursement

Per Diem

\$75.00
 IRS Rate

District Technician

Full-time

3.75 year

\$16.00

\$400 per month stipend toward individual insurance policy

District Administrative Assistant

Full-time

11 years

\$15.55

\$400 per month stipend toward individual insurance policy

District FarmBill Technician

Full-time

4 months

\$14.50

Eligible for \$400 per month stipend

Employee Leave Benefits:

PTO

1-2 yrs service = 15 days per year
 3-5 yrs service = 18 days per year
 6-7 yrs service = 21 days per year
 8+ yrs service = 24 days per year

encumbered at 10 hrs per month
 encumbered at 12 hrs per month
 encumbered at 14 hrs per month
 encumbered at 16 hrs per month

Upon termination or resignation of a regular employee, all unused PTO will be paid to the employee. Unused PTO may be accumulated for use in the succeeding year. The maximum number of PTO hours an employee may carry over into the first full pay period of January is the amount of annual leave earned in the previous year.

Severance Compensation: Upon termination or resignation of regular employee, all unused PTO will be paid to the employee.

Paid Holidays: 11 per year
 County Support: 11% % of total operating budget
 County Population: 5,164 [Source: www.city-data.com/county/Big_Stone_County-MN.html](http://www.city-data.com/county/Big_Stone_County-MN.html)
 County Cost of Living Index: 86.0

Blue Earth	6	Supervisor Compensation	Per Diem	\$55.00	Meetings up to 3 hours
		Mileage Reimbursement		\$75.00	Meetings over 3 hours or all day
				IRS Rate	
		District Manager	Full-time	7 years	\$25.66
		Conservation Specialist	Full-time	1.75 years	\$18.40
		LeSueur River Coordinator	Full-time	0.25 years	\$15.50
					Employees receive \$250.00/month health reimbursement
		<u>Employee Leave Benefits:</u>			
		Sick leave:	4 hours per 80 worked (any length of service)	Full-time	
			2 hours per 40 worked	Part-time	
			3 hours per 41-79 hours worked	Part-time	
		Annual leave:	4 hours per 80 worked (0-5 years)	Full-time	
			5 hours per 80 worked (6+ years)	Full-time	
			2 hours per 40 worked	Part-time	
			3 hours per 41-79 hours worked	Part-time	
		Severance Pay:	100% of annual leave is paid out at the current rate of pay. 20% of sick leave is paid out at the current rate of pay. Payment to those who leave in good standing after 5 years of service.		
		Paid Holidays:	10 paid holidays		
		County Support:		% of total operating budget	
		County Population:	65,091	Source: www.city-data.com/county/Blue_Earth_County-MN.html	
		County Cost of Living Index:	82.2		

Brown	6	Supervisor Compensation	Per Diem	\$75.00	Any length meeting, Daily
		Mileage Reimbursement		\$0.560	or Current IRS Rate
		Program Manager	Full-time	.5 years	\$21.12
		Administrative Assistant	32 hours/week	Vacant	\$13.00-\$18.00
					District pays \$440.80 monetary in lieu of health insurance benefits (pro rated for part time employees), PERA, and PERA life
		Conservation Aide	PT/Seasonal	43 years	\$12.00
		Conservation Aide	PT/Seasonal	1 years	\$12.00
					No benefits - PERA Exempt
					No benefits - PERA Exempt
		<u>Employee Leave Benefits:</u>			
		Sick leave:	8 hours per month		Pro rated for part time employees
		Annual leave:	8 hours per month 0-5 years		Pro rated for part time employees

10 hours per month 5-10 years
 12 hours per month 10-15 years
 14 hours per month 15-20 years
 15 hours per month 20+ years

Severance Pay:

All vacation leave is paid out upon retirement, resignation or voluntary termination.
 Sick leave is paid out upon retirement, resignation or voluntary termination at the following rate:
 0% (less than 10 years of employment)
 10% (at least 10 years of employment)
 25% (at least 15 years of employment)
 Comp Time (overtime earned) is paid out at a rate of the average hourly salary over the last 3 years

Paid Holidays:

10 Full 2 Half Days

County Support:

43% % of total operating budget

County Population:

25,425

[Source: www.city-data.com/county/Brown_County-MN.html](http://www.city-data.com/county/Brown_County-MN.html)

County Cost of Living Index:

79.9

Carlton	3	Supervisor Compensation	Per Diem		\$55.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		District Manager	Full time	17 years	\$29.39	\$477.55/month
		District Technician	Full time	19 years	\$25.24	\$625.19/month
		Water Resource Coordinator	Full time	2 years	\$16.67	\$304.80/month
		Administrative Assistant	Part time	3 years	\$12.30	\$286.54/month

Employee Leave Benefits:

Sick leave:

4 hours per pay period (any length of service)

Annual leave:

Max carryover - 120 hrs

Year 1	5 days (1.6 hrs/payperiod)
Years 2-5	10 days (3.3 hrs/payperiod)
Years 6-10	15 days (5 hrs/payperiod)
Years 11-15	20 days (6.5 hrs/payperiod)
Years 16+	25 days (8.2 hrs/payperiod)

Severance Compensation:

All annual leave is paid upon retirement, resignation, or termination.
 Unused sick leave pay:

Years of service:	10 or less years	no payment
	11 years	60%
	12 years	70%
	13 years	80%
	14 years	90%
	15 years	100%

Paid Holidays:

11 per year

County Support:

40%

% of total operating budget

County Population:

35,348

[Source: www.city-data.com/county/Carlton_County-MN.html](http://www.city-data.com/county/Carlton_County-MN.html)

County Cost of Living Index:

88.2

Carver	4	Supervisor Compensation	Per Diem		\$75.00	Board meeting/All Meetings more than 3 hrs.
			Hourly rate		\$15.00	Committee meetings up to 3 hours
		Mileage Reimbursement			\$0.55	
		District Manager	Full-time	15 Years	\$38.16	Employees choose their plan; we are under the same insurance plan as Carver County employees and offer the SWCD the same benefits. Currently, SWCD pays \$1,175 per month towards the health insurance for FAMILY coverage OR \$660 per month towards single coverage. Health Plans include the option for either an HRA or HSA. The SWCD also makes additional <u>annual</u> contributions to either the HRA (\$750 single/\$1'500 Family) or HSA (\$1000 Single/\$2.000 Family).
		Conservation Technician	Full-time	22 Years	\$35.71	
		District Technician	Full-time	10 Years	\$28.49	
		District Technician	Full-time	1 month	\$21.00	
		Administrative Assistant	Full-time	20 Years	\$28.49	
		Urban Conservation Tech.	Full-time	1 Year	\$21.88	
		<u>Employee Leave Benefits:</u>				
	Sick leave:	8 hours per month				
	Annual Leave:	10 days/yr (0-1 years of service)				
		12 days/yr (1-5 years of service)				
		15 days/yr (5-10 years of service)				
		18 days/yr (10-15 years of service)				
		21 days/yr (15-20 years of service)				
		22 days/yr (20-23 years of service)				
		23 days/yr (23-24 years of service)				
		24 days/yr (24-25 years of service)				
		25 days/yr (25 or more years of service)				
	Severance Compensation:	All annual leave is paid upon retirement or resignation, plus 1/3 of sick leave – maximum of 360 Hours. Must be employed at least 5 years to receive the sick leave portion.				
	Paid Holidays:	12 per year				
	County Support:	42%	% of total operating budget			
	County Population:	93,707	Source: www.city-data.com/country/Carver_County-MN.html			
	County Cost of Living Index:	112.8				

Cass 2011 Data	8	Supervisor Compensation	Per Diem		\$75.00	In-county meetings and per day for training/conferences plus meals.	
		Mileage Reimbursement			IRS Rate		
		District Manager/ESD Director	Full-time	1.5 years	\$30.00	\$896 / month County contribution for health Ins (premium) and life ins. Policy (\$10K). No benefits other than Worker's Comp.	
		District Technician	PT/Seasonal	3 years	\$17.00		
		Program Assistant	Full-time	21 years	\$19.92		
		* This district is a combined district with Cass County and uses the county pay scale. We have one seasonal employee in addition to shared duties/responsibilities with the ESD Director/District Manager and Assistant.					
		<u>Employee Leave Benefits:</u>					
		Sick leave:	3.696 hours per 80 worked (any length of service)				
		Annual leave:	3.696 hours per 80 worked (0 - 3 years)				
			4.616 hours per 80 worked (After 3 years)				
		5.536 hours per 80 worked (After 5 years)					
		6.464 hours per 80 worked (After 10 years)					
		7.384 hours per 80 worked (After 15 years)					

Severance Compensation: All annual leave & up to 400 hr sick leave is paid upon retirement, resignation, or termination.

Paid Holidays: 12 per year

County Support: \$6,000 Also office space and support, supplies, vehicle, insurance, etc.

County Population: 28,534 Source: www.city-data.com

County Cost of Living Index: 81.3

Chippewa 2011 Data	2	Supervisor Compensation	Per Diem		\$75.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		District Manager	Full-time	33 years	\$20.26	\$600 / month health insurance
		District Technician	Full-time	27 years	\$20.98	\$600 / month health insurance
		District Technician	Full-time	6 months	\$14.50	\$600 / month health insurance

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)

Annual leave: 4 hours per 80 worked (0 - 5 years)

6 hours per 80 worked (5 - 10 years)

7 hours per 80 worked (10 - 15 years)

8 hours per 80 worked (15 + years)

Severance Compensation: All annual leave and up to 240 hours of accrued sick leave is paid upon retirement, resignation, or termination.

Paid Holidays: 9 per year

County Support: 30% % of total operating budget

County Population: 12,321 Source: www.city-data.com

County Cost of Living Index: 78.7

Chisago	4	Supervisor Compensation	Per Diem		\$50.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		*This District utilizes the County Pay Scale				
		District Administrator	Full-time	15 years	\$36.04	
		Water Resource Specialist	Full-time	8 years	\$25.17	
		Water Resource Technician	Full-time	4 years	\$21.64	\$777.45/month
		Administrative Assistant	Full-time*	14 years	\$22.03	

* Shared position with UM Ext. (50% SWCD/50% UM Ext)

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)

Annual leave: 4 hours per 80 worked (0 - 3 years)

6 hours per 80 worked (3 - 15 years)

8 hours per 80 worked (15 + years)

Maximum vacation leave that can be carried over cannot exceed 240 hours on January 1st of each year.

Severance Compensation: All unused sick leave will be compensated according to the following schedule and is based on the employee's current rate of pay and year of service. Years of completed Service. Less than 5 years of service: 0 percent, 5 years but less than 10 years of service: 15 percent, 10 years but less than 15 years of service: 25 percent, 15 years or more of service: 35 percent.

Paid Holidays: 11 per year
 County Support: 10% % of total operating budget
 County Population: 53,452 [Source: www.city-data.com/city/Chisago_County-MN.html](http://www.city-data.com/city/Chisago_County-MN.html)
 County Cost of Living Index: 96.5

Clay	1	Supervisor Compensation	Per Diem	\$75.00	All Meetings	
		Mileage Reimbursement		IRS Rate		
		District Manager	Full-time	36 years	\$38.14	\$509.50 single health premium
		District Technician/CFO Technician	Full-time	23 years	\$29.28	same as above
		District Secretary	Full-Time	21 years	\$23.21	same as above
Water Resources Management Technician	Full-time	6 years	\$26.70	same as above		

Employee Leave Benefits:

Sick leave: 8 hours per month
 Annual leave: 0-4th year of employment - 8 hrs/month-12 days
 5-10th year of employment - 10 hrs/mo-15 days
 11-15th year of employment - 14 hr/mo-18 days
 16-20th year of employment - 14 hr/mo-21 days
 21st year and beyond - 16 hr/mo - 24 days
 Overtime: Comp time taken at 1-1/2 for each hour worked - Only 40 hrs may be carried over into the following year.
 Probationary Period: 6 months - no vacation accrued during this time
 Severance Compensation: All employees who retire or whose employment is terminated are paid all unused vacation time and one-half of all unused sick leave not to exceed 200 hrs.
 Paid Holidays: 12 days (Follow Federal days)
 County Support: 57% % of total operating budget
 County Population: 60,155 [Source: www.city-data.com/city/Clay_County-MN.html](http://www.city-data.com/city/Clay_County-MN.html)
 County Cost of Living Index: 99.7

Clearwater	8	Supervisor Compensation	Per Diem	\$65.00	All Meetings	
		Mileage Reimbursement		IRS Rate		
		District Manager	Full-time	4 yrs as DM, prior 6 yrs as Resource Technician	\$19.10	\$4521/yr - cafeteria plan
		Office Manager	0.9	3.5years	\$15.74	\$4069/yr - cafeteria plan
Water Planner/Technician.	Full-time	3.5 years	\$16.82	\$4521/yr - cafeteria plan		

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
 Annual leave: 2 hours per 80 worked (0-1 years of service)

4 hours per 80 worked (1-3 years of service)
 6 hours per 80 worked (3-10 years of service)
 8 hours per 80 worked (11+ years of service)

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination.

Paid Holidays: 11 per year
 County Support: 41% % of total operating budget
 County Population: 8,703 [Source: www.city-data.com/city/Clearwater_County-MN.html](http://www.city-data.com/city/Clearwater_County-MN.html)
 County Cost of Living Index: 87.7

Cook	3	Supervisor Compensation	Per Diem		\$65.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		District Manager	Full-time	3.5 years	\$22.56	SWCD pays BCBS (\$14,688yr for family)
		Water Plan Coordinator	Full-time	3 years	\$17.27	None
		Program Assistant	Part-time	3.7 years	\$14.24	None
		<u>Employee Leave Benefits:</u>				
		Paid Time Off (PTO)	0.08462 hours per 1 hour paid (0-5 years) 0.09615 hours per 1 hour paid (5-10 years)			
		Severance Compensation:	Upon separation from employment in good standing employees are paid in full for the balance of their accumulated Paid Leave.			
		Paid Holidays:	10 per year			
		County Support:		% of total operating budget		
		County Population:	5,185			Source: www.city-data.com/city/Cook_County-MN.html
		County Cost of Living Index:	90.0			

Cottonwood	5	Supervisor Compensation	Per Diem		\$65.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		District Administrator	Full-time	26 years	\$26.50	Employee pays \$417.33/month - County pays \$817.67/month plus \$230/month County pays into a VEBA account (health reimbursement account) Employee pays \$417.33/month - County pays \$817.67/month plus \$230/month County pays into a VEBA account (health reimbursement account)
		District Technician	Full-time	24 years	\$25.27	County pays 100% of premium (Family Traditional Plan) - \$586.00 single Employee pays \$417.33/month - County pays \$817.67/month plus \$230/month County pays into a VEBA account (health reimbursement account)
		Farm Bill Assistant/Program Technician	Full-time	1.5 years	\$16.23	
		Administrative Assistant	Full-time	3 years	\$15.48	
		<u>Employee Leave Benefits:</u>				
		Sick leave:	8 hours per month			

Annual leave:	6 days per year	worked (0-1 year)
	10 days per year	worked (1-2 years)
	12 days per year	worked (2-5 years)
	14 days per year	worked (5-9 years)
	16 days per year	worked (9-15 years)
	20 days per year	worked (15+ years)

Severance Compensation: After a 6 month probationary period, all annual leave and compensatory time is paid upon retirement, resignation, or termination. 70% of sick leave with maximum of 720 hours accumulated.

Paid Holidays: 10 per year

County Support: 2014 County budget is 42% of our total budget, of which 11% is base revenue from the County.

County Population: 11,597 [Source: www.city-data.com/country/Cottonwood_County-MN.html](http://www.city-data.com/country/Cottonwood_County-MN.html)

County Cost of Living Index: 86.9

Crow Wing	8	Supervisor Compensation	Per Diem		\$50.00	In-county meetings	
					\$75.00	Out-of-county meetings	
		Mileage Reimbursement				\$0.50	
		District Manager	Part-time	5 years (3 as Manager)		\$22.00	\$1.50 per hour for health care
		District Technician	Full-time	7 years		\$21.50	\$1.50 per hour for health care
		District Technician	Full-time	3 years		\$19.00	\$1.50 per hour for health care
		District Coordinator	Full-time	1 year		\$16.25	\$1.50 per hour for health care

Employee Leave Benefits:

Sick leave:	4 hours per month (any length of service)
Annual leave:	4 hours per 80 worked (1-3 years)
Allowed to carry over 240 hours of annual leave and 160 hours of sick leave each year.	5 hours per 80 worked (4-5 years)
	6 hours per 80 worked (6-7 years)
	7 hours per 80 worked (8-15 years)
	8 hours per 80 worked (16+ years)

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination - no sick leave.

Paid Holidays: 12 per year

County Support: 2% % of total operating budget

County Population: 62,882 [Source: www.city-data.com/country/Crow_Wing_County-MN.html](http://www.city-data.com/country/Crow_Wing_County-MN.html)

County Cost of Living Index: 89.7

Dakota	4	Supervisor Compensation	Per Diem		\$75.00	PEAR, Medicare
		Mileage Reimbursement			IRS Rate	

The District has adopted Dakota County Personnel Policies and the Dakota County Merit Compensation Policy and Plan including position classifications and the associated pay scale; however, an independent SWCD Board action is taken each year for salary adjustments to keep County Board salary/financial decisions independent from those of the SWCD Board. For a list of all Dakota County position descriptions and salary ranges go to www.co.dakota.mn.us and click on jobs and then click on job descriptions.

Positions/Salaries Classified by County:

District Manager	Full-time	20 years	\$45.81
Senior Resource Conservationist	Part-time	8 years	\$37.77
Senior Resource Conservationist	Full-time	13 years	\$33.19
Senior Resource Conservationist	Full-time	7 years	\$29.38
GIS Specialist/Resource Conservationist	Full-time	15 years	\$32.18
Resource Conservationist	Full-time	17 years	\$31.24
Resource Conservationist	Full-time	1 year	\$26.23
Water Resource Specialist	Full-time	1 year	\$26.23
Finance & Grants Coordinator	Full-time	18 years	\$30.64
Program Assistant	Full-time	1 year	\$15.00

See "Employee Benefits" below

Salary Increases Based on Employee Performance and Not Automatic Step Increases

Employee Benefits:

Flex Leave:	1-5 Years - 160 Hours 6-10 Years - 192 Hours 11-15 Years - 240 Hours 16+ Years - 304 Hours Maximum carryover at 12/31 is 480 Hours
Severance Compensation:	All flex leave is paid upon retirement, resignation, or termination.
Compressed Work Schedule 44/36:	Employee Choice
Paid Holidays:	10 per year
Disability Insurance:	Paid by Employer
Life Insurance:	\$25,000 Paid by Employer
Health/Dental Insurance:	\$800 to \$1,400 Month Paid Toward Premium Only
County Support:	\$286,000 Current - Decided Annually
Deferred Compensation Plan Available:	Yes - Employee Choice no Employer Contributions
PERA, Social Security, Medicare:	As Required
Paid Holidays:	10 per year
<u>County Support</u>	% of total operating budget
County Population:	405,088
County Cost of Living Index:	112.9

[Source: www.city-data/county/Dakota_County-MN.html](http://www.city-data/county/Dakota_County-MN.html)

Dodge	7	Supervisor Compensation	Per Diem	\$60.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		District Manager	Full-time	0 years	Flex Schedule: Work eight 9-hour days, one 8-
		District Technician	Full-time	38 years	hour day, with the 10th day off (equivalent of 80
		Feedlot Conservation Technician	Full-time	3 years	hours worked in a two-week period)

Employee Leave Benefits:

Sick leave:	3.5 hours per 80 worked (any length of service)
Annual leave:	4 hours per 80 worked (0 -3 years) 6 hours per 80 worked (3 - 10 years) 7 hours per 80 worked (10 - 20 years) 9 hours per 80 worked (20 + years)

District employees are eligible for the health insurance provided by the District. The District will pay full coverage for the single rate for this insurance for permanent full-time employees and prorated for permanent part-time employees. For information on the policy, there is a copy in the District files. The District will pay ½ of an employee's dependant health insurance coverage, to be reviewed annually at the policy's anniversary date.

Severance Compensation: All employees who retire or whose employment is terminated shall be entitled to pay for all unused vacation time and one-half (1/2) of his/her accumulated sick leave not to exceed 180 hours. Severance pay shall be paid to surviving spouse, dependents, or estate upon death of employee.

Paid Holidays:	10 per year	
County Support:	57%	% of total operating budget
County Population:	20,231	Source: www.city-data.com/city/Dodge_County-MN.html
County Cost of Living Index:	88.0	

Douglas	2	Supervisor Compensation	Per Diem	\$70.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		District Coordinator	Full-Time	24 Years	\$28.03
		District Technician	Full-Time	35 Years	\$22.71
		District Secretary	Full-Time	3 Years	\$18.39
		Water Plan Technician	Full-Time	2 Years	\$18.00

All employees receive single coverage

Employee Leave Benefits:

Sick leave:	4 hours per 2-week pay period (any length of service)
Annual leave:	4 hours per 2-week pay period (0 - 3 years)
	6 hours per 2-week pay period (3 - 15 years)
	8 hours per 2-week pay period (15+ years)

*Employees may carry over to the following year up to 240 hours of annual leave and 75 hours of comp time.

*Employees can earn Comp Time hours at 1 1/2 times for each hour attended for Board Meetings or other meetings after hours with a maximum 50 hours that can be carried over into the next year.

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination and 1/2 of sick leave up to 50 days (400 hours) and all compensatory time up to 50 hours.

Paid Holidays:	12 per year	
County Support:	44%	% of total operating budget
County Population:	36,415	Source: www.city-data.com
County Cost of Living Index:	89.2	Source: www.city-data.com/city/Douglas_County-MN.html

Faribault	6	Supervisor Compensation	Per Diem	\$75.00
		Mileage Reimbursement		IRS Rate

Paid by County	Program Administrator	Full-time	29 years	\$28.77	
Paid 1/3 by county	Asst. Program Admin	Full-time	14 years	\$22.54	*Contact for a copy of the Accountable Medical Reimbursement Plan
Paid 1/2 by county	Program Technician	Full-time	24 years	\$20.63	
Paid 1/2 by county	Water Quality Technician	Full-time	23 years	\$21.31	
Paid 1/2 by county	Administrative Assistant	Full-time	19 years	\$18.66	
Paid by county	Drainage Inspector	Full-time	9 months	\$20.00	*Contact for a copy of the Accountable Medical Reimbursement Plan
Paid by county	Drainage Engineer	Full-time	2 years	\$29.00	
Grant Funded	Nonpoint Specialist	Part-time	3 years	\$19.54	

SWCD has contract for services with the county.

Employee Leave Benefits:

PTO - Based on 2080 Hrs.	Years of Service	Hours Earned per Month
	0-4	15.0
	5-9	17.0
	10-14	19.0
	15-19	21.0
	20-24	23.0
	25-29	25.0
	30+	27.0

* Part time employees earn PTO on pro-rated basis

Severence Pay

Years of Service	\$
10.0	400.00
11.0	800.00
12.0	1200.00
13.0	1600.00
14.0	2000.00
15.0	2400.00
16.0	2800.00
17.0	3200.00
18.0	3600.00
19.0	4000.00
20.0	4400.00
21.0	4800.00
22.0	5000.00

Paid Holidays:

13 per year

County Support:

% of total operating budget

County Population

14,263

Source: www.city-data.com/country/Faribault_County-MN.html

County Cost of Living Index:

86.9

Fillmore	7	Supervisor Compensation	Per Diem		\$70.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		District Administrator	Full-time	5 years	\$28.61/hour	District pays 100% of single coverage (HSA) , plus single dental, and \$10,000 of life insurance plus will deposit \$1,781.92 into employee's HSA account in 2014.
		Administrative Assistant	Full-time	8 years	\$20.71/hour	District pays 80% of family coverage (HSA) and will deposit \$3,999.44 into employee's HSA account in 2014. Employee pays 20% of family medical coverage and \$10,000 of life insurance.
		Resource Conservation Technician	Full-time	29 years	\$23.57/hour	District pays 100% of single coverage, plus single dental, and \$10,000 of life insurance.
		Resource Conservation Technician	Full-time	28 years	\$23.57/hour	District pays for \$10,000 of life insurance. Waives medical insurance coverage.

Conservation Planning/Engineer Technician	Full-time	12 years	\$26.89/hour	District pays 100% of single coverage (HSA), plus single dental, and \$10,000 of life insurance plus will deposit \$1,781.92 into employee's HSA account in 2014.
Soil Health Technician	Full-time	5 years	\$21.21/hour	District pays 100% of single coverage (HSA), plus single dental, and \$10,000 of life insurance plus will deposit \$1,781.92 into employee's HSA account in 2014.
Nutrient Management Planning Specialist	Full-time	7 years	\$25.48/hour	District pays 80% of family coverage. Employee pays 20% of family medical coverage, family dental coverage and \$10,000 of life insurance.
Water Management Coordinator	Full-time	Just hired; in house with 3 yrs experience	\$22.65/hour	District pays 80% of family coverage (HSA) and will deposit \$3,999.44 into employee's HSA account in 2014. Employee pays 20% of family medical coverage and \$10,000 of life insurance.
Conservation Technician	Full-time	Currently vacant		
<u>Employee Leave Benefits:</u>				
Paid Time Off (PTO):		7.38 hours per 80 worked (0 - 5 years)		
		8.32 hours per 80 worked (6 - 10 years)		
		9.24 hours per 80 worked (11 - 15 years)		
		10.17 hours per 80 worked (16+ years)		
Severance Compensation:		An employee who terminates employment or retires is paid accrued Paid Time Off up to the accrual cap in effect at the time, plus 50% of banked sick leave if applicable.		
Paid Holidays:		10 per year		
County Support:		15.7%	% of total operating budget	
County Population:		20,834	Source: www.city-data.com/county/Fillmore_County-MN.html	
County Cost of Living Index:		88.2		

Freeborn	7	Supervisor Compensation	Per Diem	\$75.00	All Meetings	
		Mileage Reimbursement		IRS Rate		
		District Manager	Full-time	8 years	\$27.43	\$581.34/month plus \$1600/year HSA
		Office Manager	Full-time	17 years	\$19.62	\$1161.30/month plus \$1600/year HSA
		District Technician	Full-time	1 year	\$17.00	\$257.76/month plus \$1600/year HSA
<u>Employee Leave Benefits:</u>						
Sick leave:		4 hours per 80 hours worked (any length of service)				
Annual leave:		40 hours after 1 year				
		80 hours (2 - 3 years of service)				
		120 hours (4 - 5 years of service)				
		144 hours (6 - 12 years of service)				
		168 hours (13 - 24 years of service)				
		200 hours (25+ years of service)				

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination plus 25% of accrued sick leave not to exceed 1200 hours.

Paid Holidays: 10 per year

County Support: 60% % of total operating budget

County Population: 31,054 [Source: www.city-data.com/county/Freeborn_County-MN.html](http://www.city-data.com/county/Freeborn_County-MN.html)

County Cost of Living Index: 79.2

Goodhue 7 Supervisor Compensation Per Diem \$75.00 All Authorized Meetings

Mileage Reimbursement IRS Rate

District Manager Full-time 20 years \$45.54 Employee Health Benefits:

Administrative Assistant Full-time 26 years \$29.08 All employees provided comprehensive Health

District Technician Full-time 19 years \$32.07 Insurance (Health Partners). Choice of regular

District Technician Full-time 10 Years \$26.58 plan or Health Savings Account \$1250 annual

Water Plan / WCA Coordinator Full-time 10 years \$31.09 contribution. Cover employee, 50% of family.

Feedlot Compliance Coordinator Full-time 2 years \$20.61

Employee Leave Benefits:

Sick leave: 8 hours per month (any length of service)

Annual leave: 4 hours per 80 worked (0-5 years of service)

5 hours per 80 worked (6-10 years of service)

6 hours per 80 worked (11-15 years of service)

7 hours per 80 worked (16+ years of service)

Severance Compensation: If an employee leaves the district in good standing or is laid off or retires, the employee shall be paid for the accrued but unused vacation and up to 60% of their sick leave (accumulated sick leave is capped at 960 hours).

Paid Holidays: 10 per year

County Support: 43% % of total operating budget

County Population: 46,336 [Source: www.city-data.com/county/Goodhue_County-MN.html](http://www.city-data.com/county/Goodhue_County-MN.html)

County Cost of Living Index: 82.4

Grant 1 Supervisor Compensation Per Diem \$75.00 All Meetings

Mileage Reimbursement IRS Rate

District Manager Full time 40 years \$34.44 All SWCD staff participate in a group health/life

District Technician Full time 24 years \$25.23 insurance program which is covered 100% by the

District Coordinator Part-time 24 years \$24.48 SWCD at a monthly cost of \$3295.00

Employee Leave Benefits:

Sick leave: 8 hours per month (any length of service) Max accumulation of 720 hours

Annual leave: 8 hours per month (0 - 5 years)

12 hours per month (5 - 15 years) Max accumulation of 240 hours

16 hours per month (15 + years)

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination plus 50% of unused sick leave.

Paid Holidays:	12 per year	
County Support:	38%	% of total operating budget
County Population:	5,944	Source: www.city-data.com/county/Grant_County-MN.html
County Cost of Living Index:	87.4	

Hennepin CD
2011 Data

4	Supervisor Compensation	Per Diem		\$55.00	All Meetings
	Mileage Reimbursement			IRS Rate	

As of November 30, 2006 the Hennepin Conservation District employs no staff and has instead signed a cooperative agreement with Hennepin County to have all work performed by county staff. Contact Stacey Lijewski at 612-348-9938 for more information.

County Population:	1,116,037	Source: www.city-data.com
County Cost of Living Index:	98.9	

Hubbard	8	Supervisor Compensation	Per Diem		\$50.00	In-county meetings
		Mileage Reimbursement			\$70.00	Out-of-county meetings
					\$0.50	
		District Manager	Full-time	1 year	\$19.54	\$250 per month for health insurance
		Administrative Assistant	Part-time	3.5 years	\$15.85	\$100 per month for health insurance
		Water Quality/Resource Specialist	Full-time	1 year	\$15.85	\$250 per month for health insurance

Employee Leave Benefits:

Sick leave:	1 hours per 20 worked (any length of service)
Annual leave:	1.5 hours per 40 worked = 10 days (0 - 2 years)
	1.85 hours per 40 worked = 12 days (3 - 5 years)
	2.3 hours per 40 worked = 15 days (6 - 15 years)
	3.1 hours per 40 worked = 20 days (16 + years)

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination – ½ of sick leave.

Paid Holidays:	10 per year	
County Support:	37%	% of total operating budget
County Population:	20,347	Source: www.city-data.com/county/Hubbard_County-MN.html
County Cost of Living Index:	88.9	

Isanti	4	Supervisor	Per Diem		\$50.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		District Manager	Contracted	with another SWCD	\$52/hr	District offers Single health/dental/life at 100 %
		Administrative Assistant	Full-time	21 years	\$20/hr	

Employee Leave Benefits:

Sick leave:	4 hours per 80 worked (any length of service)
Annual leave:	3.08 hours per 80 worked(1-4 years)
	4.62 hours per 80 worked (5-10 years)
	5.54 hours per 80 worked (11-12 years)
	6.16 hours per 80 worked (13-16 years)

6.77 hours per 80 worked (17-22 years)
 7.08 hours per 80 worked (23 years)
 7.38 hours per 80 worked (24 years)
 7.70 hours per 80 worked (25+ years)

Severance Compensation:

All annual leave is paid upon retirement, resignation, or termination--no sick leave pay. An eligible employee shall receive severance pay on final payroll according to following schedule: 5 full yrs .50 Average month's pay, 10 full yrs .75 Average month's pay, 15 full yrs 1.00 Average month's pay, 20 full yrs 1.25 Average month's pay, 25 full yrs 1.50 Average month's pay, 30 full yrs 1.75 Average months pay.

Paid Holidays:

11 per year

County Support:

14%

% of total operating budget

County Population:

38,248

Source: www.city-data.com/country/Isanti_County-MN.html

County Cost of Living Index:

96.2

Itasca

8

Supervisor Compensation
 Mileage Reimbursement

Per Diem

\$75.00
 IRS Rate

All Meetings

District Manager
 Office Administrator
 Lake/Waters Specialist
 Forester/ Shoreland Specialist
 Wetland Specialist

Full-time
 Full-time
 Full-time
 Full-time
 Full-time

13.25 years
 12.1 years
 15.25 years
 10.9 years
 8.25 years

\$23.74
 \$19.94
 \$23.54
 \$19.72
 \$18.27

Medical and dental health insurances are made available to all permanent employees of the district. These benefits are prorated using number of hours worked. Degree and type of coverage shall be negotiated in good faith by the Board and eligible employees.

Employee Leave Benefits:

Sick leave:

8 hrs per month

Annual leave:

1 year = 40 hrs
 2-4 years = 80 hrs
 5-9 years = 120 hrs
 Over 10 years = 160 hrs

No carry over of unused annual leave

Severance Pay:

Unused annual leave will be paid, Unused sick leave will not be paid

Paid Holidays:

10 per year

County Support:

49.5%

% of total operating budget

County Population:

45,221

Source: www.city-data.com/country/Itasca_County-MN.html

County Cost of Living Index:

88.4

Jackson

5

Supervisor Compensation
 Mileage Reimbursement

Per Diem

\$75.00
 IRS Rate

All Meetings

District Director
 District Technician
 Administrative Assistant

Full-time
 Full-time
 Full-time

8 years
 <1 year
 9 years

\$23.16
 \$19.18
 \$15.42

\$416.43/month plus \$1,512/year H.S.A.
 \$416.43/ month plus \$1,512/year H.S.A.
 \$432.43/month plus \$1,320/year H.S.A.

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked
Annual leave: 8 hours per month (1-5 years of service)
10 hours per month (6-10 years of service)
12 hours per month (11-15 years of service)
14 hours per month (16-20 years of service)
16 hours per month (21+ years of service)

Severance Compensation: Upon voluntary termination of employment, employees shall be paid for unused vacation leave that has been earned through the last day of work.

Upon voluntary termination of employment, employees shall be paid for unused sick leave that has been earned through the last day of work based on the following schedule.

6-10 years of service - 20% of sick leave
11-15- years of service - 25% of sick leave
16-20 years of service - 30% of sick leave
21-25 years of service - 35% of sick leave
26-29 years of service - 40% of sick leave
30+ years of service - 50% of sick leave

Paid Holidays: 11 per year
County Support: 28% % of total operating budget including wages & benefits for District Director and Administrative Assistant
County Population: 10,281 [Source: www.city-data.com/country/Jackson_County-MN.html](http://www.city-data.com/country/Jackson_County-MN.html)
County Cost of Living Index: 87.3

Kanabec	3	Supervisor Compensation	Per Diem	\$50.00	All Meetings	
		Mileage Reimbursement		IRS Rate		
		District Manager	Full-time	15 years	\$25.34	Total wage & benefit package; employee purchases own insurance
		Office Manager	Full-time	27 years	\$20.77	Total wage & benefit package; employee purchases own insurance

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
Annual leave: 4 hours per 80 worked (0 - 3years)
5 hours per 80 worked (3- 5 years)
6 hours per 80 worked (5 - 10 years)
7 hours per 80 worked (10 - 15 years)
8 hours per 80 worked (15 – 20 years)
9 hours per 80 worked (20+ years)

Severance Compensation: Severance pay will be paid to regular employees upon retirement, resignation in good standing, resignation due to disability verified by a physician, or death of employee. Severance pay is limited to the actual annual leave balance at separation. (maximum annual accumulation is 120 hours; no unused sick leave is paid)

Paid Holidays: 12 per year
County Support: 30% % of total operating budget

County Population: 16,005
 County Cost of Living Index: 88.9

Source: www.city-data.com/country/Kanabec_County-MN.html

**Kandiyohi
2011 Data**

2 Supervisor Compensation Per Diem \$75.00 All Meetings
 Mileage Reimbursement IRS Rate

NOTE: This district uses the GSA Pay Scale and no raises were issued in 2011. Range used is from Grade 6 to Grade 9.

Grade 9, step 7	District Manager	Full-time	23 years	\$28.13	SWCD pays 70% of BC-BS single or family plan.
Grade 8, step 9	Program Coordinator	Full-time	21 years	\$26.16	SWCD pays \$12.50/mo for life insurance.
Grade 7, step 4	RIM Coordinator	Full-time	10 years	\$21.14	Employees with 15 years of service contribute 2% of gross wages to HCSP - no SWCD contribution.
	Service Program Assistant	Seasonal		\$12.00	

Steps 1-3 are 1 year
 Steps 2-6 are 2 year
 Steps 7-10 are 3 year

Flex Schedule: Work eight 9-hour days, one 8-hour day, with the 10th day off (equivalent of 80 hours worked in a two-week period)

Employee Leave Benefits:

Sick leave:	8 hours per month (any length of service)	Max accumulation of 920 hours
Annual leave:	8 hours per month (0 - 6 years)	
	10 hours per month (6 - 10 years)	
	12 hours per month (10-20 years)	Max accumulation of 180 hours
	14 hours per month (20+ years)	

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination - no sick leave. If the employee is eligible to participate in the HCSP, all annual leave is deposited in the HCSP.

Paid Holidays: 10 per year plus any holidays as declared by Federal Government
 County Support: 33% % of total operating budget
 County Population: 41,123 Source: www.city-data.com
 County Cost of Living Index: 80.6

Kittson 1 Supervisor Compensation Per Diem \$65.00 Regular Supervisor
 Mileage Reimbursement IRS Rate \$75.00 Board Supervisor

District Manager	Full-time	10 years (4 years as Mgr.)	\$25.50	\$433.33/mo for health insurance
District Technician	Full-time	2 years	\$16.50	\$433.33/mo for health insurance
District Coordinator	Full-time	2 years	\$16.00	\$433.33/mo for health insurance

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
 Annual leave: 4 hours per 80 worked (0 - 5 years)
 5 hours per 80 worked (5 - 10 years)
 6 hours per 80 worked (10 - 15 years)
 8 hours per 80 worked (15 - 25 years)
 10 hours per 80 worked (25+ years)

Severance Compensation: If an employee leaves the SWCD in good standing, the employee shall be paid for the accrued vacation (not to exceed 240 hours) and sick leave (not to exceed 240 hours).

Paid Holidays: 11 per year
 County Support: 20% % of total operating budget
 County Population: 4,493 [Source: http://www.city-data.com/county/Kittson_County-MN.html](http://www.city-data.com/county/Kittson_County-MN.html)
 County Cost of Living Index: 86.5

Koochiching	8	Supervisor Compensation	Per Diem	\$75.00	All meetings
		Mileage Reimbursement		IRS Rate	
		District Administrator	Full-time	20 years	\$22.28
		District Technician	Full-time	1 year	\$17.83
		Program Coordinator	Full-time	1 year	\$15.56

Benefits for all full-time employees:
 525/mo cash allowance for health Ins
 \$16.00 / month (paid to NCPERS Life Ins)
 \$50 / month cash allowance for cell phone

* This district uses the county pay scale with the exception of step increases which occur every 3 years for SWCD staff instead of every year like County staff.

Employee Leave Benefits:

Sick leave: 4 hours per pay period (any length of service) Max accumulation of 480 hours
 Annual leave: 4 hours per pay period (0 - 5 years)
 5 hours per pay period (6 - 10 years) Max accumulation of 240 hours
 6 hours per pay period (11 - 15 years)
 8 hours per pay period (16 - 20 years)
 10 hours per pay period (After 20 years)

Bonus Vacation Leave: Sick leave accumulation over the maximum 480 hours shall be eligibility for bonus vacation leave which shall be calculated as of the last day of the last pay period ending prior to the end of the month. An employee who has sick leave earnings as of the accumulation date of more than the maximum accumulation of four hundred eighty (480) sick leave hours shall receive four (4) hours of vacation (called " bonus vacation leave") for each eight (8) hours of sick leave earned, whereupon sick leave accumulation shall be reduced to a maximum of four hundred eighty (480) hours. Maximum bonus vacation leave an employee may earn during the year is six (6) days (forty-eight (48) hours). Carryover of bonus vacation leave days from one year to the next will be allowed, with the cap not to exceed six (6) days (forty-eight (48) hours) at any one time.

Severance Compensation: All District employees who retire or whose employment is terminated in good standing shall be entitled to severance pay in the form of regular pay for all unused accrued vacation leave, accrued compensatory time, and 50% of accrued sick leave. In the event that benefits due is a result of an employee's death, severance pay shall be paid to the surviving spouse, dependents, or estate.

Paid Holidays: 12 per year
 County Support: 16% % of total operating budget
 County Population: 13,208 [Source: http://www.city-data.com/county/Koochiching_County-MN.html](http://www.city-data.com/county/Koochiching_County-MN.html)
 County Cost of Living Index: 87.2

Lac qui Parle	5	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		IRS Rate	
*District Mgr:	*	District Manager	Full-time	28 years	\$22.60

10% of time paid by County Water Plan Funds	Program Assistant	Full-time	2 years	\$16.22	\$7,000 per year for health insurance (premium + HSA). No dental or life.
** District Tech: 50% of time paid by Farm Bill Prgm.	District Technician	Full-time	6 months	\$15.71	

Employee Leave Benefits:

Sick leave:	8 hours per month January - November and 16 hours in December
Annual leave:	8 hours per month January - November and 16 hours in December (1 - 3 years)
	13 hours per month January - November and 17 hours in December (3 - 15 years)
	17 hours per month January - November - 21 hours in December (15+ years)

240 hours may be carried from one year to the next, but if sick leave exceeds 800 hours, employees has option to cash it in.

Severance Compensation:

All annual leave and 25% of sick leave is paid upon retirement, resignation, or termination. No cap on leave accumulation during course of the year (only 240 hours annual leave may carry from one year to the next) but employee has option to cash in sick leave exceeding 800 hours at 25% or use as annual leave at 50%.

Paid Holidays:	10 per year	
County Support:	31.8%	% of total operating budget
County Population:	7,109	Source: http://www.city-data.com/county/Lac_qui_Parle_County-MN.html
County Cost of Living Index:	87.1	

Lake 2011 Data

3	Supervisor Compensation	Per Diem		\$65.00	All Meetings
	Mileage Reimbursement			IRS Rate	
	Meals			\$10 - \$12 - \$15	
	District Clerk	Part-time	New Hire	\$15.50	\$250/month (pro-rated on FTE) plus PERA
	Conservation Specialist-U of M	FT-Shared	31 years	\$83,400.00	Covered by Federal benefits and policies

Employee Leave Benefits:

Sick leave:	4 hours per 75 worked (any length of service)
Annual leave:	4 hours per 75 worked (0 - 2 years)
	6 hours per 75 worked (3 - 14 years)
	8 hours per 75 worked (15 + years)

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination - no sick leave.

Paid Holidays:	10 per year	
County Support:	39.3%	% of total operating budget
County Population:	10,610	Source: www.city-data.com
County Cost of Living Index:	79.1	

Lake of the Woods	8	Supervisor Compensation	Per Diem		\$75.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		Resource Technician	Full-time	9 years 7 months	\$19.79/hr	\$450.00/month
		Resource Technician	Full-time	9 years 3 months	\$19.79/hr	\$450.00/month
		Office Assistant	Part-time	2 years 1 month	\$13.24/hr	\$0.00/month
		District Manager	The District Manager is a County employee shared between SWCD and County via a Joint Powers Agreement.			

Employee Leave Benefits:

Sick leave:

All permanent employees of the District are entitled to paid sick leave at the rate of one and one-half (1.5) hours for every forty (40) hours worked (.0375/hr.) After 120 hours, the employee has the option to take one-half (1/2) hour annual leave for every one (1) hour of sick leave over the one hundred twenty 120 hour minimum. Employees may accumulate and carry into the succeeding year up to a maximum of two hundred forty (240) hours sick leave. Anything over will be converted to annual leave.

Annual leave:

Max of 160 hours can be carried into next year and any excess hours will be forfeited unless approved by the District Board.

0-2 years - 1.5 hours for every 40 worked
3-9 years - 2.5 hours for every 40 worked
10-15 years - 3 hours for every 40 worked
15+ years - 3.5 hours for every 40 worked

Severance Pay:

All employees who resign in good standing shall be entitled to pay for all unused accrued annual leave, compensatory time, and one-half (1/2) of all unused accrued sick leave not to exceed one hundred sixty (160) hours (maximum 160 hours sick leave converts to 80 hours pay.) Severance pay shall be paid to surviving spouse, dependents, or estate upon death of employee.

Paid Holidays:

10 per year and have the option of working Columbus day and receiving Holiday pay for the day after Thanksgiving. There is no Holiday pay for permanent part-time employees.

County Support:

26% % of total operating budget

County Population:

3,973

[Source: http://www.city-data.com/county/Lake_of_the_Woods_County-MN.html](http://www.city-data.com/county/Lake_of_the_Woods_County-MN.html)

County Cost of Living Index:

87.5

Le Sueur	6	Supervisor Compensation	Per Diem	\$60.00	Half day meetings
			Per Diem	\$75.00	Full day meetings
		Mileage Reimbursement		IRS Rate	
		District Manager	Full-time	51 years	\$29.93
		District Technician	Full-time	4 years	\$22.77
		Program Specialist	Full-time	23 years	\$26.78

Employees receive the same health care package that the Le Sueur County employees do

Employee Leave Benefits:

Sick leave:

8 hours per month (any length of service)

Annual leave:

5 days (1 year of service)
10 days (2 years of service)
2.5 days additional each year thereafter
Maximum 25 days

Severance Pay:

100% of annual leave is paid out at the current rate of pay.

Paid Holidays:

SWCD follows Federal Government paid holidays

County Support:

% of total operating budget

County Population:

27,677

[Source: http://www.city-data.com/county/Le_Sueur_County-MN.html](http://www.city-data.com/county/Le_Sueur_County-MN.html)

County Cost of Living Index:

88.9

Lincoln	5	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		District Manager/WP Coord.	Full-time	34.5	\$28.38
		Engineering Technician	Full-time	19.5	\$24.52

Employees pay 10% of Single Coverage
90% of Single Coverage (Health/Dental/Life)
90% of Single Coverage (Health/Dental/Life)

Conservation Tech/WCA Admin	Full-time	19.0	\$24.52	90% of Single Coverage (Health/Dental/Life)
Farm Bill Technician	Full-time	10.0	\$23.15	90% of Single Coverage (Health/Dental/Life)

Employee Leave Benefits:

Sick leave:	8 hours per month (any length of service)
Annual leave:	8 hours per month (0 - 5 years)
	12 hours per month (5 - 15 years)
	16 hours per month (15 - 30 years)
	18 hours per month (30 + years)

Severance Pay: All annual leave is paid upon retirement, resignation, or termination - no sick leave paid.

Paid Holidays:	11.5 per year	
County Support:	19%	% of total operating budget
County Population:	5,818	Source: http://www.city-data.com/county/Lincoln_County-MN.html
County Cost of Living Index:	86.9	

**Lyon
2011 Data**

5	Supervisor Compensation	Per Diem	\$65.00	All Meetings
	Mileage Reimbursement		Federal Rate	
	District Administrator	Full-time (32)	21 years	\$19.80
	Administrative Assistant	Full-time (32)	5 years	\$12.55
	Conservation Technician	Full-time (32)	1 year	\$12.50

* Normally, wage scale is 2% increase each year for the first 5 years and then every other year after that. However for 2011, wages were frozen at the 2008 rate.

Employee Leave Benefits:

Sick leave:	12 days per year with 30 max accumulation. After reaching the 240 hours, employee earns only 4 hours per month up to an accumulation total of 400 hours. After reaching the 400 hours, employee earns only 2 hours per month with no max.
Annual leave:	3.5 hours per month (First Year)
	8 hours per month (2 - 4 years)
	10 hours per month (5 - 10 years)
	12 hours per month (11 - 15 years)
	14 hours per month (16+ years)

Severance Pay: All annual leave is paid upon retirement, resignation, or termination - no sick leave.

Paid Holidays:	10 per year / 3 days of funeral leave	
County Support:	30%	% of total operating budget
County Population:	25,074	Source: www.city-data.com
County Cost of Living Index:	80.1	

**Mahnomen
2011 Data**

1	Supervisor Compensation	Per Diem	\$40.00	In-county meetings
	Mileage Reimbursement		\$55.00	Out-of-county meetings
			IRS Rate	
	District Manager	Full-time	13 years	\$24.91
	(Follows job class equal to Zoning Officer position on Mahnomen County pay scale)			\$250/mo for health ins. (cash or premium)

Office Manager Full-time (32) 18 years \$20.43 \$250/mo for health ins. (cash or premium)
 (Using Pay Equity, wage is automatically determined at 82% of District Manager wage)

Employee Leave Benefits:

Sick leave: 4 hours per pay period up to 240 hours
 Annual leave: 12 work days (1-2 years of service)
 15 work days (3-5 years of service)
 18 work days (6-9 years of service)
 20 work days (10+ years of service)

Only 8 days can be carried from one year to the next.

Severance Pay: Upon retirement, resignation, or termination unused annual leave is paid at the rate of 1/2 normal pay - no sick leave.

Paid Holidays: 10 per year
 County Support: 30% % of total operating budget
 County Population: 5,025 Source: www.city-data.com
 County Cost of Living Index: 77.8

Marshall 1 Supervisor Compensation Per Diem \$75.00 All Meetings
 Mileage Reimbursement IRS Rate

District Manager Full-time 8 years \$24.83 Hospital-Medical-Surgical Insurance – This is given as a benefit. For employees who began service before 1990, the District will pay 67% family coverage of employee's premium as set forth by the agency dealing with. Employees employed after 1990 shall have 67% single premium rate paid or \$150/month reimbursement with proof that insurance premium has been paid by employee/spouse
 Administrative Assistant Full-time 31 years \$22.12
 District Technician Full-time 14 years \$18.87

Employee Leave Benefits:
 Sick leave: 8 hours per month
 Annual leave: 10 working days (0-2 years of service)
 15 working days (3-9 years/364 days of service)
 20 working days (10-14 years/364 days of service)
 26 working days (15+ years of service)

Severance Pay: All employees who retire or whose employment is terminated are entitled to pay for all unused annual leave and 50% of all unused sick leave not to exceed a combination of thirty days.

Paid Holidays: 10 per year plus employee's birthday off
 County Support: 41% % of total operating budget
 County Population: 9,449 Source: http://www.city-data.com/county/Marshall_County-MN.html
 County Cost of Living Index: 86.6

Martin 6 Supervisor Per Diem \$55.00 Meeting
 \$75.00 Regular Meetings
 Mileage Reimbursement IRS Rate

District Manager Full-time 32 years \$26.41 \$600/month for health insurance (Maximum) -
 Farmbill/District Technician Full-time 11 years \$23.20 \$125/month HSA
 Water Plan/WCA/District Tech. Full-time 15 years \$22.62 \$600/month for health insurance (Maximum) -
 Grants Coord./District Tech. Full-time 3 years \$19.25 \$125/month HSA

Employee Leave Benefits:
 Sick leave: 4 hours per 80 worked (any length of service)

Annual leave: 8.67 hours per month (0 - 4 years)
 9.34 hours per month (5 - 7 years)
 10.00 hours per month (8 - 9 years)
 10.67 hours per month (10 - 12 years)
 12.00 hours per month (13 - 15 years)
 15.34 hours per month (15+ years)

Severance Compensation

All vacation leave is paid upon retirement, resignation, or voluntary termination
 25% of sick leave paid with 20 years of service upon retirement, resignation, or voluntary termination.

Paid Holidays 11 per year
 County Support: 19% % of total operating budget
 County Population: 20,475 [Source: http://www.city-data.com/county/Martin_County-MN.html](http://www.city-data.com/county/Martin_County-MN.html)
 County Cost of Living Index: 87.3

McLeod	6	Supervisor Compensation	Per Diem		\$75.00	All Meetings
		Mileage Reimbursement			\$0.530	
		Program Director	Full-time	19 years	\$22.92	\$240/month Insurance Allowance
		Administrative Secretary	Part-time	3 Years	\$15.72	No Insurance Allowance

Employee Leave Benefits:

Sick leave: 4.0 hours per pay period (any length of service) Max accumulation 800 hrs
 Annual leave: 4 hours per pay period (0-5 years)
 5 hours per pay period (5-10 years)
 6 hours per pay period (10-15 years)
 7 hours per pay period (15-20 years)
 8 hours per pay period (20+ years)

Severance Pay: Annual leave is paid out at current hourly rate, up to 200 hours
 50% of Sick leave is paid out at current hourly wage (up to 800 hours)

Paid Holidays: 10 per year
 County Support: 45% % of total operating budget
 County Population: 36,053 [Source: http://www.city-data.com/county/McLeod_County-MN.html](http://www.city-data.com/county/McLeod_County-MN.html)
 County Cost of Living Index: 81.4

Meeker	2	Supervisor Compensation	Per Diem		\$75.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		District Technician	Full-time	4 years	\$18.69	Through Meeker County. Choice of plans. \$14,822.04 for 2014.
		District Admin. Secretary	20 hours/week	3 years	\$16.64	None
		Assistant Feedlot Office/Ag-Weed	Full-time	1 month	\$16.83	Through Meeker County. Choice of plans. \$8,553.96 for 2014.

Employee Leave Benefits:

Sick leave: 8 hours per month (any length of service)
 Annual leave: 1 day/month (0 - 6 years full time) .0462 hr/hour worked (0 - 6 years part time)
 1.25 days/month (7 - 12 years full time) .0577 hr/hour worked (7 - 12 years part time)

1.5 days/month (13 - 15 years full time)	.0692 hr/hour worked (13 - 15 years part time)
1.75 days/month (16 - 20 years full time)	.0808 hr/hour worked (16 - 20 years part time)
2.25 days/month (21+ years full time)	.1038 hr/hour worked (21+ years part time)

Severance Pay: All earned vacation is paid out at termination. Employees with five or more years of service receive 75% of their regular sick leave accrued to their credit up to a maximum of \$3,000.

Paid Holidays:	10 per year	
County Support:	82%	% of total operating budget
County Population:	23,061	Source: http://www.city-data.com/county/Meeker_County-MN.html
County Cost of Living Index:	88.8	

Mille Lacs
2011 Data

3	Supervisor Compensation	Per Diem	\$40.00	All Meetings
	Mileage Reimbursement		IRS Rate	
	District Manager	Full-time	12 years	\$40,041.46
	District Technician	Full-time	5 years	\$13.06/hr

Health Benefits: \$687/mo. - single medical/dental/basic life (PEIP) or option to use for deferred compensation retirement plan.

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
 Annual leave: 4 hours per 80 worked (0 - 3 years)
 5 hours per 80 worked (4 - 5 years)
 6 hours per 80 worked (6 - 10 years)
 7 hours per 80 worked (11 - 15 years)
 8 hours per 80 worked (16 - 20 years)
 9 hours per 80 worked (21 + years)

Severance Pay:

Annual Leave All annual leave is paid upon retirement, resignation, or termination.

Sick Leave Unused sick leave severance pay is based on the following tenure of continuous years of service:

- Beginning of Employment through (3) years = None
- Beginning of fourth (4) through tenth (10th) year = 25% of unused sick leave
- Beginning of eleventh (11th) year and over = 50% of unused sick leave
- Maximum benefit is not to exceed fifty (50) days

Years of Service In addition, employees with 10 years or more service shall receive additional severance pay and shall be paid upon termination in good standing, one day's pay at prevailing pay scale for each year of SWCD service.

Paid Holidays:	12 per year	
County Support:	56%	% of total operating budget (operating allocation + NRBG)
County Population:	26,383	Source: www.city-data.com
County Cost of Living Index:	81.0	

Morrison	2	Supervisor Compensation	Per Diem	\$75.00	Full Board Meetings
				\$25.00	Committee Meetings
		Mileage Reimbursement		IRS Rate	
		District Manager	Full-time	28 yrs in Sept.	\$42.04

EMPLOYEE WAGES / HEALTH BENEFIT:
All full-time regular employees, who work a

District Lead Technician	Full-time	25 yrs in April	\$34.59	minimum of eighty (80) hours per bi-monthly pay period are entitled to an annual health benefit, deferred compensation plan and/or life insurance benefit to be paid to a provider of the employees choice or taken as wages at a per hour rate provide by Morrison SWCD. The contribution to a flex benefit account will not exceed \$2500 per
District Administrative Assistant / Bookkeeper	Full-time	3 yrs in Aug.	\$19.76	
District Easement Technician	Full-time	7 yrs in Aug.	\$19.95	

Employee Leave Benefits:

Sick Leave:

Sick leave shall be earned by full-time employees a the rate of eight (8) hours maximum for each full month of service worked. The maximum carry-over of sick leave from one year to the next per employee shall be 800 hours.

Vacation Accrual Schedule:

0 - 5 years; 8 hours / month; 1 day / month; 12 days / year
6 - 10 years; 10 hours / month; 1 1/4 days / month; 15 days / year
11 - 15 years; 12 hours / month; 1 1/2 days / month; 18 days / year
16 - 20 years; 14 hours / month; 1 3/4 days / month; 20 days / year
21 - 24 years; 16 hours / month; 2 days / month; 24 days / year

The maximum vacation time that may be carried over at the end of the year shall be 240 hours.

Wellness Incentive Any employee carrying over 400 hours at the end of a calendar year, and has been with the District for more than 10 years, will deposit one-week or forty (40) hours of sick leave pay into their Post-Retirement Health Care Savings Plan. Any employee carrying over 500 hours at the end of a calendar year, and has been with the District for 20 years or more, will deposit two (2) weeks, or eighty (80) hours of sick leave pay into their Post-Retirement Health Care Savings Plan.

Severance Pay Upon Termination or Resignation:

All employee who leaves the employ of the SWCD in good standing (minimum notice and has been with the District a minimum of 10 years), shall receive severance payment of up to 25% of hours of unused sick leave in addition to any unused vacation leave. Employees that have been with the District for 25 years or more and leave in good standing, shall receive up to 500 hours of accrued unused sick leave and any unused accrued Vacation Leave. All employees eligible for the severance pay will have the Sick Leave portion of their severance payment deposited into their individual Post retirement Health Care Savings Plan (HCSP) account. The remaining dollars will be paid in lump payment to the employee and be subject to all withholdings. Employees not participating in Post Retirement Health Care Savings Plan, but meeting the experience requirement will only be eligible for a lump sum payment not to exceed \$2000 to be paid

Severance Pay Upon Retirement:

An employee who leaves the employment of the SWCD in good standing shall receive documented, accumulated unused vacation leave as severance pay provided a minimum of two (2) week written notice is provided.

Upon retirement eligible employee's severance pay will include any unused portion of their flexible spending benefit, to be deposited into their HCSP accounts, if participating. Employees not participating in an HCSP but have met the 10 year minimum employment and eligible for severance packages, will forfeit any unused insurance benefit but will have 60 days to submit eligible reimbursable bills.

Paid Holidays:	11 per year - Pro-Rated holiday benefits based on the average number of scheduled hours the employee worked in
County Support:	17% % of total operating budget
County Population:	33,052 Source: http://www.city-data.com/county/Morrison_County-MN.html
County Cost of Living Index:	88.6

Mower	7	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		IRS Rate	

District Manager/Watershed Administrator	Full-time	27 years	\$39.01	The District pays 100% of Single coverage and Employee pays \$1,752/year for Family coverage + money into VEBA. Employees can pay into Deferred Comp and are eligible for HCSP.
Administrative Assistant	Full-time	21 years	\$24.20	
Engineering Technician	Full-time	3.5 years	\$22.26	
Resource Specialist	Full-time	10 years	\$32.27	
Watershed Technician	Full-time	1 year	\$21.55	
District Technician	Part-time	2 years	\$16.52	No benefits - Prorated sick and annual leave

Employee Leave Benefits:

Sick leave:	8 hours per month (any length of service)	
Annual leave:	Date of employment - 3 years	10 days per year
	Beginning of 4 year - 5 years	15 days per year
	Beginning of 6 year - 12 years	18 days per year
	Beginning of 13 year - 24 years	25 days per year
	Beginning 25 year plus -	30 days per year
	Flex Schedule: Work eight 9-hour days, one 8-hour day, with the 10th day off (equivalent of 80 hours worked in a two-week period)	

Severance Pay: Annual leave and comp time are paid in full upon retirement, resignation or termination. Sick leave is paid at 50% up to 240 hours. After 25 years of service, sick leave is paid at 50% up to 480 hours. 100% of severance pay will be contributed to the employees Health Care Savings Plan.

Paid Holidays:	11 per year	
County Support:	27%	% of total operating budget
County Population:	39,372	Source: http://www.city-data.com/county/Mower_County-MN.html
County Cost of Living Index:	79.3	

Murray	5	Supervisor Compensation	Per Diem	\$75.00	All Meetings	
		Mileage Reimbursement		IRS Rate		
		District Manager	Full-time	33 years	\$27.94	\$775/mo single health insurance plus \$111.65/month VEBA thru county
		District Technician	Full-time	22 years	\$19.52	\$1,481/mo family health ins. \$0.00 VEBA thru county
		District Secretary	Part-time	14 years	\$16.37	\$775/mo single health insurance plus \$111.65/month VEBA thru county
			32 hr per week			

Employee Leave Benefits:

Sick leave:	4 hours per 80 worked (any length of service)	Sick and annual leave prorated for part-time
Annual leave:	4 hours per 80 worked (0 - 5 years)	Max accumulation 960 hours
	5 hours per 80 worked (6 - 10 years)	Max accumulation 192 hours
	6 hours per 80 worked (11 - 15 years)	Max accumulation 240 hours
	7 hours per 80 worked (16-20 years)	Max accumulation 288 hours
	8 hours per 80 worked (21+ years)	Max accumulation 336 hours
Personal Leave	16 hrs per year	Max accumulation 384 hours
		Use it or lose it by end of year

Severance Pay:	All unused annual leave is paid upon retirement, resignation, or termination, plus 50% of accrued and unused sick leave not to exceed schedule below.		
Years of service rate of sick leave payout termination	0-5 years	\$1500.00	
	6-10 years	\$1,750.00	
	11-15 years	\$2,000.00	
	16 years and over	\$2,500.00	
Paid Holidays:	10 per year		
County Support:		% of total operating budget	
County Population:	8,577		Source: http://www.city-data.com/county/Murray_County-MN.html
County Cost of Living Index:	87.3		

Nicollet	6	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		District Manager	Full-time	20 years	\$28.51-\$41.34 Employee pays \$600/year to be on County
		District Technician	Full-time	9 year	\$22.93-\$33.24 Medical & Dental Insurance

Employee Leave Benefits:

Sick leave:	8 hours per month (any length of service)
Annual leave:	8 hours per month (0 - 5 years)
	10 hours per month (6 - 10 years)
	13 hours per month (11 - 15 years)
	16 hours per month (16 + years)

Severance Pay:	Annual leave - employees who leave the employment of the District shall be paid for accrued vacation time at the current hourly rate of pay at the date of their severance.		
	Sick leave - paid at the current hourly rate of pay on the following basis:		
	0-10 years	30%	of accumulated sick leave, not to exceed 800 hours
	11-15 years	45%	of accumulated sick leave, not to exceed 800 hours
	16-20 years	60%	of accumulated sick leave, not to exceed 800 hours

Paid Holidays:	11 per year	plus Half day Christmas Eve
County Support:	53%	% of total operating budget
County Population:	32,929	Source: http://www.city-data.com/county/Nicollet_County-MN.html
County Cost of Living Index:	82.0	

Nobles	5	Supervisor Compensation	Per Diem	\$60.00	Meetings less than 2 hours
				\$75.00	Meetings 2 hours and over
		Mileage Reimbursement		IRS Rate	
		District Manager	Full-time	10 years	\$25.52 \$600.00 per month
		Financial/Contracting Specialist	4 days/wk	32 years	\$26.39 \$440.00 per month (prorated)
		District Technician	Full-time	2 years	\$19.15 \$550.00 per month
		Farmbill Technician	Full-time	Just Started	\$16.79 \$550.00 per month
		MOB Watershed Coordinator	Full-time	3 years	\$19.83 \$550.00 per month

Employee Leave Benefits:

Paid Time Off (PTO)

4.9 hours per 80 worked - 1st year
6.2 hours per 80 worked - 2-5 years
7.4 hours per 80 worked - 6-10 years
8.6 hours per 80 worked - 11-15 years
9.8 hours per 80 worked - 16-20 years
11.1 hrs. per 80 worked - 21 or more yrs
(This schedule is prorated for part-time employees)

Severance Pay:

All PTO is paid upon retirement, resignation, or termination - Extended sick leave is paid at between 20%- 25%

Paid Holidays:

12 per year (part-time is prorated)

County Support:

14% % of total operating budget

County Population:

21,487

Source: http://www.city-data.com/county/Nobles_County-MN.html

County Cost of Living Index:

78.7

Norman
2011 Data

1	Supervisor Compensation	Per Diem		\$50.00	Half day meetings
				\$65.00	Full day meetings
	Mileage Reimbursement			IRS Rate	
	District Manager	Full-time	21 years	\$20.18	\$200/mo for health Ins (premium or cash); \$16.00/mo (paid to NCPERS Life Ins)
	District Technician	Full-time	35 years	\$23.49	
	Assistant Manager	Full-time	21 years	\$17.27	

Employee Leave Benefits:

Sick leave:

4 hours per 80 worked (any length of service)

Annual leave:

5 hours per 80 worked (0-4 years of service)
6.66 hours per 80 worked (5+ years of service)

Severance Pay:

All annual leave is paid upon retirement, resignation, or termination and half (1/2) of all unused sick leave not to exceed thirty (30) days.

Paid Holidays:

12 per year

County Support:

8% % of total operating budget

County Population:

6,455

Source: www.city-data.com

County Cost of Living Index:

77.0

Olmsted	7	Supervisor Compensation	Per Diem		\$75.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		District Coordinator	Full-time	33 years	Minimum \$50,007.00	Maximum \$79,275.00
		District Office Manager	Full-time	18 years	\$40,372.00	\$62,486.00
		District Technician	Full-time	17 years	\$40,372.00	\$62,486.00
		District Technician	Full-time	8 years	\$40,372.00	\$62,486.00

Employee Leave Benefits:

Paid Time Off (PTO)

1st year of Employment 18 days per year
Starting year 2-5 years 20 days per year
Starting year 6-10 years 23 days per year

Starting year 11-15 years	26 days per year
Starting year 16-20 years	28 days per year
Starting year 21 and on	30 days per year

Severance Pay:

Unused PTO will be paid in Full-time at termination, retirement or when an employee transfers to a non-benefited position that does not accrue these leave benefits. When an employee resigns and extends their paid time by running out their PTO, they will not receive an accrual for any part-time pay period based on their full-time equivalence. Either payment option is subject to normal withholding taxes. If an employee did not cash out their sick leave back at the time of conversion to PTO or when 12 years of continuous employment were attained (excluding unpaid leave of absence), the following is the severance pay calculation:

- 1) Calculation by taking balance of unused sick leave hours about 384 hours and
- 2) Taking the resulting number of hours above and multiply by employee's rate of pay as of the preceding December 31st prior to the individual converting to the PTO program. The severance pay may not exceed \$3,500.00.

Paid Holidays:	10 per year	Plus 4 hours for Christmas eve when it falls Monday-Thursday
County Support:	42%	% of total operating budget
County Population:	147,066	Source: http://www.city-data.com/county/Olmsted_County-MN.html
County Cost of Living Index:	105.5	

Otter Tail (E)
2011 Data

1	Supervisor Compensation	Per Diem	\$75.00	All Meetings
	Mileage Reimbursement		IRS Rate	
	District Manager	Full-time	6 years	\$26.05
			(Plus 12 years experience with other SWCD)	
	Office Manager	Full-time	13 years	\$18.24
	Shoreland Specialist	Full-time	5.5 years	\$17.19
	Farm Bill Technician	Full-time	2.5 months	\$16.15
	Irrigation Scheduler/Dist. Tech	Part-time	4.5 years	\$14.89
				Up to \$500/mo reimbursement for health insurance premiums or medical bills
				None

Employee Leave Benefits:

Sick leave: Part-time employees earn sick and annual leave based on hours worked.
All full-time employees earn sick leave at the rate of 1 day per month to be used in the current year. Unused sick leave may not be carried over or traded for compensation. Maximum accumulation is 60 days.

Annual leave: 6.67 hours per month (0-4 years)
10 hours per month (5-14 years)
13.34 per month (15 + years)

Severance Compensation:			
Paid Holidays:	10 per year		
County Support:	?	% of total operating budget	
County Population:	56,588	Source: www.city-data.com	Includes West Otter Tail
County Cost of Living Index:	80.2		Includes West Otter Tail

Otter Tail (W)

1	Supervisor Compensation	Per Diem	\$75.00	All Meetings
	Mileage Reimbursement		IRS Rate	
	District Manager	Full-time	31 Years	\$32.00
	Office Administrator	Full-time	17 Years	\$17.80
				INSURANCE SUPPLEMENT - \$600.00/Month

District Technician	Full-time	1 Year	\$15.90	INSURANCE SUPPLEMENT = \$600.00/MONTH
Farmbill Technician	Full-time	1 Year	\$20.50	

Employee Leave Benefits:

Sick leave:	1 day per month	Max accumulation 120 days
Annual leave:	10 days (1 year of service)	After 6 years add an additional (1/2) day vacation per year, until employee has worked 26 years for the WOT SWCD then the employee will receive twenty-five (25) working days vacation.
	11 days (2 years of service)	
	12 days (3 years of service)	
	13 days (4 years of service)	
	14 days (5 years of service)	
	15 days (6+ years of service)	

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination. All sick leave is forfeited.

Paid Holidays:	13 per year	
County Support:	30%	% of total operating budget
County Population:	57,288	Source: http://www.city-data.com/county/Otter Tail County-MN.html
County Cost of Living Index:	88.6	(Includes East Otter Tail)

Pennington	1	Supervisor Compensation	Per Diem	\$60.00	All Meetings	
		Mileage Reimbursement		IRS Rate		
		District Manager	Full-time	16 years	\$23.89	Single health or \$250/month cash allowance
		District Coordinator	Full-time	37 years	\$22.66	Single health or \$250/month cash allowance
		Water Plan Coordinator	Full-time	2 years	\$18.50	Single health or \$250/month cash allowance

Employee Leave Benefits:

Sick leave:	4 hours per pay period (any length of service)
Annual leave:	4 hours per pay period (0 - 2 years)
	6 hours per pay period (2-15 years)
	8 hours per pay period (15+ years)

Severance Pay: All annual leave is paid upon retirement, resignation, or termination and up to 160 hours of sick leave.

Paid Holidays:	10 per year (Follows Federal Holiday Schedule)	
County Support:	32%	% of total operating budget
County Population:	13,842	Source: http://www.city-data.com/county/Pennington County-MN.html
County Cost of Living Index:	77.5	

Pine	3	Supervisor Compensation	Per Diem	\$50.00			
		Mileage Reimbursement		IRS Rate			
	(32 hrs/wk)		District Manager	Full-time	11 years	\$20.35	None
	(24 hrs/wk)		Wetland Specialist	Part-time	11 years	\$19.00	None
(32 hrs/wk)		Water Management Specialist	Full-time	19 years	\$18.35	None	

Employee Leave Benefits:

Sick leave: 2 hours per 40 worked
Annual leave: 2 hours per 40 worked (0 - 2 years)
3 hours per 40 worked (3 - 14 years)
4 hours per 40 worked (15+ years)

Severance Pay: All annual leave is paid upon retirement, resignation, or termination - no sick leave.

Paid Holidays: 10 per year
County Support: 45% % of total operating budget
County Population: 29,218 [Source: http://www.city-data.com/county/Pine_County-MN.html](http://www.city-data.com/county/Pine_County-MN.html)
County Cost of Living Index: 88.8

Pipestone	5	Supervisor Compensation	Per Diem	\$55.00	In-county meetings
				\$75.00	Out-of-county meetings
		Mileage Reimbursement		\$0.65	IRS Rate
		* Pipestone County Conservation and Zoning operates under an Agreement between Pipestone County and the Pipestone SWCD, where the administrator is a County employee and all other staff are SWCD employees. As a result, the SWCD is also administers Environmental Services, Ag Inspection, Solid Waste and Recycling, Feedlot Administration, Planning and Zoning, Water Planning, GIS, Septic, WCA, and Water Plan.			
		Environmental Administrator (County Position)	Full-time	12 years	\$67,476.00 Single Health (\$500 cap contribution)
		SWCD Conservationist	Full-time	1 years	\$18.08 Single Health (\$500 cap contribution)
		Administrative Assistant	Full-time	6 years	\$19.78 Single Health (\$500 cap contribution)
		Environmental Tech	Full-time	.5 years	\$16.40 Single Health (\$500 cap contribution)

Employee Leave Benefits:

Sick leave: 8 hours per month (any length of service)
Annual leave: 8 hours per month (0 - 3 years of service)
10 hours per month (4 - 10 years of service)
12 hours per month (11 - 15 years of service)
14 hours per month (16+ years of service)

Severance Pay: All annual leave is paid upon retirement, resignation, or termination and 50% of sick leave.

Paid Holidays: 10 per year
County Support: 20% % of total operating budget
County Population: 9,345 [Source: http://www.city-data.com/county/Pipestone_County-MN.html](http://www.city-data.com/county/Pipestone_County-MN.html)
County Cost of Living Index: 87.2

Polk, East	1	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		District Manager	Full-time	>40 years	\$25.87 hr \$675 month
		District Technician	Full-time	3 years	\$20.91 hr \$675/month
		District Secretary	Part-time	>30 years	\$18.90 hr none

Employee Leave Benefits:

Sick leave: Same as Annual Leave
 Annual leave: 12 days per year (0 - 5 years)
 15 days per year (6 - 10 years)
 18 days per year (11 - 15 years)
 21 days per year (16 - 20 years)
 24 days per year (21 - 25 years)
 27 days per year (Over 25 years)

Severance Compensation: All unused annual leave is paid upon retirement, resignation, or termination and up to 1/3 of unused sick leave not to exceed 25 days.

Paid Holidays: 10 per year
 County Support: 20% % of total operating budget
 County Population: 31,416 [Source: http://www.city-data.com/county/Polk_County-MN.html](http://www.city-data.com/county/Polk_County-MN.html)
 County Cost of Living Index: 79.2 (Includes West Polk)

Polk, West	1	Supervisor Compensation	Per Diem	\$65.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		District Manager	Full-time	20 years	23.00/hour \$540/month
		District Technician	Full-time	2 years	22.00/hour \$540/month

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked
 5 hours per 80 worked (2-5 years)
 6 hours per 80 worked (5-10 years)
 7 hours per 80 worked (10-15 years)
 8 hours per 80 worked (15+ years)
 Annual leave: 4 hours per 80 worked (0 - 2 years)
 5 hours per 80 worked (2 - 5 years)
 6 hours per 80 worked (5 - 10 years)
 7 hours per 80 worked (10 - 15 years)
 8 hours per 80 worked (15 + years)

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination - no sick leave.

Paid Holidays: 10 per year
 County Support: 10% % of total operating budget
 County Population: 31,416 [Source: http://www.city-data.com/county/Polk_County-MN.html](http://www.city-data.com/county/Polk_County-MN.html)
 County Cost of Living Index: 88.1 (Includes East Polk)

Pope 2011 Data	2	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		Office Manager	Full-time	2 yrs in Jan.	\$15.20
		District Technician	Full-time	5 yrs in June	\$18.06
		Farm Bill Technician	Full-time	1 yr in Oct.	\$17.06

Employee Benefits - Same for all:
 Employees receive \$700/mo for Health Ins.
 Prorated sick and annual leave
 PERA Match 7.25% gross wage

Employee Leave Benefits:

Sick leave: 4 hours per pay period
Annual leave: 4 hours per pay period (0 - 3 years)
6 hours per pay period; plus an additional 4 hours for the last complete pay period of the calendar year; that is the last pay period that ends in December (4 - 15 years)
8 hours per pay period (15 + years)

Severance Pay:

All employees upon leaving employment in good standing, prior to the normal retirement date or whose employment is terminated shall be entitled to severance pay. Severance pay shall include the payment of accumulated vacation leave at the current rate of wage at separation and does not include health insurance contribution. Severance pay shall be paid to the surviving spouse, dependents, or estate upon death of the employee.

Paid Holidays: 11 per year - prorated according to days worked
County Support: 17% % of total operating budget
County Population: 10,869 Source: www.city-data.com
County Cost of Living Index: 79.3

Ramsey CD	4	Supervisor Compensation	Per Diem	\$75.00	SWCD Board meetings	
		Mileage Reimbursement		\$50.00	Committee Assignments	
				IRS Rate		
		Administrator	Full-time	8 years	\$28.26	Benefits are available to all RCD regular employees
		Conservation Design Specialist	Full	2 years	\$23.52	Health Insurance: Single Coverage - \$734.64/month paid by SWCD & \$55 by employee
		Natural Resource Specialist	Full	6 months	\$20.50	Family Coverage – \$1,750.82/month paid by SWCD and \$445.24 paid by employee Other coverage available includes: dental insurance, basic life, AD&D, and long term disability

Employee Leave Benefits:

Sick leave: 4.6 hours per 80 hours worked

Annual leave: 4 hours per 80 worked (0 - 5 years)
6 hours per 80 worked (5 - 10 years)
7 hours per 80 worked (10 - 15 years)
8 hours per 80 worked (15 + years)

Severance Pay: All annual leave is paid upon retirement, resignation, or termination - no sick leave.

Paid Holidays: 10 per year plus 2 floating holidays
County Support: 30% % of total operating budget
County Population: 520,152 Source: http://www.city-data.com/county/Ramsey_County-MN.html
County Cost of Living Index: 113.4

Red Lake	1	Supervisor Compensation Mileage Reimbursement	Per Diem		\$65.00 IRS Rate	All Meetings
		District Manager	FT	20 years	\$25.50	Individual Health Insurance Policy Paid
		District Technician	PT	3 years	\$14.00	Individual Health Insurance Policy Paid
		Seasonal Employee	Seasonal	3 years	\$16.00	No Benefits
		Seasonal Employee	Seasonal	1 year	\$15.00	No Benefits
		<u>Employee Leave Benefits:</u>				
		Sick leave:	104 hours FT Employee and 52 hours PT Employee			
		Annual leave:	160 hours FT Employee and 60 hours PT Employee			
		Severance Pay:				
		Paid Holidays:	10 paid holidays for FT and 5 paid holidays for PT			
		County Support:	27%	% of total operating budget		
		County Population:	4,087	Source: http://www.city-data.com/county/Red_Lake_County-MN.html		
		County Cost of Living Index:	86.4			
<hr/>						
Redwood	5	Supervisor Compensation Mileage Reimbursement	Per Diem		\$75.00 IRS Rate	All Meetings
		District Administrator	Full-time	40 years	\$33.65	Full coverage + Dental + Life Insurance
		Senior Technician	Full-time	3 Years	\$20.38	Refused Health; Receives Dental + Life Insurance
		District Technician	Full-time	1 Years	\$15.88	Refused Health and Dental; Receives Life Insurance
		Office Assistant	Full-time	15 Years	\$15.19	Full Family + Dental + Life Insurance
		<u>Employee Leave Benefits:</u>				
		Sick leave:	4 hours per pay period (any length of service)			Max accumulation 800 hours
		Annual leave:	0-5 4 hrs per pay period			
			5-10 5 hours per pay period			
			10-15 5 hours per pay period			
			15-20 7 hours per pay period			
			20+ 8 hours per pay period			
		Severance Pay:	All annual leave is paid upon retirement, resignation or termination. Sick leave is paid 2.5% of accrued regular sick leave for each full year of service based on employees latest salary with a maximum of 60% of paid day or 480 hours.			
		Paid Holidays:	12 per year			
		County Support:	30%	% of total operating budget		
		County Population:	15,847	Source: http://www.city-data.com/county/Redwood_County-MN.html		
		County Cost of Living Index:	87.3			

Renville	6	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		Office Manager	Full-time	20.5 years	\$20.76
		District Technician	Full-time	35 years	\$26.91
		District Technician	Full-time	0.5 years	\$18.98
		Farm Bill Technician	Full-time	0.5 years	\$17.00
		District pays full health insurance for employee only- BCBSM @ \$676/month each. Family insurance available, employee pays 100% of additional family insurance cost.			
		Flexible Spending Account - voluntary employee contribution			
		Health Care Savings Plan - mandatory employee contributions after 2 years. From 0.5% to 2.0% depending on years of service plus age - District matches contribution after 20 years.			
		<u>Employee Leave Benefits:</u>			
		Sick leave:	3.7 hours per 80 worked (any length of service)		
		Annual leave:	4 hours per 80 worked (0-5 years)		
			6 hours per 80 worked (5-10 years)		
			7 hours per 80 worked (10-15 years)		
			8 hours per 80 worked (15-20 years)		
			9 hours per 80 worked (20+ years)		
		Severance Pay:	All vacation leave is paid out upon retirement, resignation or voluntary termination. 50% of Sick leave is paid into an employee Health Savings Account		
		Paid Holidays:	11 per year		
		County Support:	17%	% of total operating budget	
		County Population:	15,369	Source: http://www.city-data.com/county/Renville_County-MN.html	
		County Cost of Living Index:	87.3		

Rice	7	Supervisor Compensation	Per Diem	\$55.00	Half day meetings
		Mileage Reimbursement		\$75.00	Full day meetings
				IRS Rate	
		District Manager	Full-time	10 Years	\$37.92
		District Secretary	Full-time	19 Years	\$23.53
		District Technician	Full-time	2 Years	\$21.08
		Nutrient Mgmt. Specialist	Full-time	2 Years	\$21.08
		All FT employees receive 100% Individual Premium for a 1500/100 H.S.A. plus 50% of Family Coverage			
		<u>Employee Leave Benefits:</u>			
		Sick leave:	4 hours per 80 worked (any length of service)		
		Annual leave:	4 hours per 80 worked (0 - 3 years)		
			6 hours per 80 worked (3 - 15 years)		
			8 hours per 80 worked (16 + years)		
		Severance Pay:	All accumulated leave plus 50% of Sick Leave deposited into employees Health Care Savings Plan.		
		Paid Holidays:	10 per year		
		County Support:	35%	% of total operating budget	
		County Population:	64,854	Source: http://www.city-data.com/county/Rice_County-MN.html	
		County Cost of Living Index:	79.2		

Rock
2011 Data

5	Supervisor Compensation	Per Diem		\$55.00	Half Day Meetings
	Mileage Reimbursement			\$75.00	Full Day Meetings
				IRS Rate	
	* In this district all employees are county employees.				
	Director	Full-time	9 years	\$32.93	\$550 / month for health Ins premium
	Assistant Director	Full-time	15 Years	\$30.45	\$550 / month for health Ins premium
	Engineering Technician 1	Full-time	13 years	\$18.69	\$550 / month for health Ins premium
	Engineering Technician 2	Full-time	6 years	\$16.62	\$550 / month for health Ins premium
	Office Manager 1	Part-time	17 years	\$17.28	No benefits other than PERA and Vacation & Sick leave at ½ time
	Office Manager 2	Part-time	5years	\$14.21	No benefits other than PERA and Vacation & Sick leave at ½ time
	<u>Employee Leave Benefits:</u>				
	Sick leave:	8 hours per month (any length of service)			Max accumulation of 720 hours
	Annual leave:	8 hours per month (0 - 5 years)			
		10 hours per month (6 - 10 years)			
		12 hours per month (11 - 15 years)			
		14 hours per month (16 - 20 years)			
		16 hours per month (21+ years)			
	Severance Pay:	All vacation leave plus 20% of sick leave is paid upon retirement, resignation, or termination.			
	Paid Holidays:	11 per year			
	County Support:	All employees are county employees			
	County Population:	9,483	Source: www.city-data.com		
	County Cost of Living Index:	78.7			

Root River	7	Supervisor Compensation	Per Diem		\$75.00	All Meetings
		Mileage Reimbursement			IRS Rate	
		District Manager	Full-time	25 Years	\$27.42	<u>Employee Health Benefits:</u> Employer pays - \$567.64/month Health Insurance Premium, employee pays difference, plus \$1,520/yr to HSA/VEBA and \$360/yr Life Insurance Premium
		Technician	Full-time	22 Years	\$23.00	Employer pays - \$567.64/month Health Insurance Premium, employee pays difference, plus \$1,520/yr to HSA/VEBA and \$360/yr Life Insurance Premium
		Technician	Full-time	16 Years	\$22.55	Employer pays - \$567.64/month Health Insurance Premium, employee pays difference, plus \$1,520/yr to HSA/VEBA and \$360/yr Life Insurance Premium
		Administrative Assistant	Full-time	6 Years	\$18.59	Employer pays - \$567.64/month Health Insurance Premium plus \$1,520/yr to HSA/VEBA and \$17.04/yr Life Insurance Premium
		Technician	Temporary Part-time	1 month	\$14.45	N/A

Flex Schedule is optional for District Manager and Technicians: Work eight 9 hour days and one 8 hour day, with the 10th day off (equivalent of 80 hours worked in a two-week period)

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
 Annual leave: Full Time Employees Only:
 4 hours per 80 worked (0-5 years of service)
 5 hours per 80 worked (5 - 8 years of service)
 7 hours per 80 worked (8 - 12 years of service)
 7.5 hours per 80 worked (12 - 18 years of service)
 8 hours per 80 worked (18 - 25 years of service)
 8.5 hours per 80 worked (25 - 30 years of service)

Severance Compensation: All annual leave up to 192 hours is paid upon retirement, resignation, or termination. 50% of sick leave with maximum of 720 hours accumulated.

Paid Holidays: 11.5 per year
 County Support: 39% % of total operating budget
 County Population: 18,837 [Source: http://www.city-data.com/county/Houston_County-MN.html](http://www.city-data.com/county/Houston_County-MN.html)
 County Cost of Living Index: 88.4

Roseau
2011 Data

1	Supervisor Compensation	Per Diem	\$55.00	
	Mileage Reimbursement		IRS Rate	
	District Manager	Full-time	24 years	\$22.90 Family policy offered \$275 cap on premium
	Program Coordinator	Full-time	12 years	\$16.86 Family policy offered \$275 cap on premium
	District Secretary	Full-time	11 years	\$12.56 Family policy offered \$275 cap on premium

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
 Annual leave: 4 hours per 80 worked (0 - 5 years)
 5 hours per 80 worked (5 - 10 years)
 6 hours per 80 worked (10 - 15 years)
 7 hours per 80 worked (15 - 20 years)
 8 hours per 80 worked (20 - 25 years)

Severance Compensation: If an employee leaves the district in good standing or is laid off or retires, the employee shall be paid for the accrued but unused vacation in the current year only and up to 240 hours of sick leave.

Paid Holidays: 11 per year
 County Support: 30% % of total operating budget
 County Population: 15,911 Source: www.city-data.com
 County Cost of Living Index: 78.8

Scott	4	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		\$0.56	
		District Manager	Full-time	4.5 years	\$41.61 <u>Employee Benefits:</u>
		Resource Conservationist II	Full-time	15 years	\$35.05 Health Ins-Employee Cost:
		Administrative Clerk	Full-time	13 years	\$31.05 \$302.50/month-Family

Resource Conservationist I	Full-time	12 years	\$31.05	\$55/month-Single
Resource Conservationist I	Full-time	7 years	\$25.74	
Water Quality Technician	Full-time	1.5 years	\$21.57	Dental Ins-Employee Cost:
Communication Specialist	Full-time	6 year	\$24.42	\$54.52/month-Family
Resource Technician	Full-time	2 years	\$22.29	\$20.78/month-Single
Engineering Technician	Full-time	2 years	\$28.36	

Employee Leave Benefits:

Paid Time Off (PTO)	Years of Service:	Annual Hours Accrued:
	0-3	156
	4-9	208
	10-14	234
	15-19	260
	20 Plus	286

Severance Compensation: Upon termination of employment, employee is paid all unused annual leave. If sick leave accrual is 200+ hours, employee is paid unused sick leave up to a maximum of 200 hours.

Employees with 4-15 years of service: 50% of severance goes into HCSP
 Employees with 15+ years of service: 100% of severance goes into HCSP

Paid Holidays:	10 per year	
County Support:	12%	% of total operating budget
County Population:	135,152	Source: http://www.city-data.com/county/Scott_County-MN.html
County Cost of Living Index:	112.7	

Sherburne	4	Supervisor Compensation	Per Diem	\$65.00	All meeting
		Mileage Reimbursement		IRS Rate	
		District Manager	Full-time	5 years	Plus \$3.23/hr toward health insurance
		Water Resource Specialist	Full-time	6 years	Plus \$3.23/hr toward health insurance
		Resource Conservationist	Full-time	15 years	Plus \$3.23/hr toward health insurance
		District Technician	Full-time	35 years	Plus \$3.23/hr toward health insurance
		District Aide	Full-time	2 years	Plus \$3.23/hr toward health insurance
		Admin/Marketing Assistant	Part-time		Plus \$3.23/hr toward health insurance

Employee Leave Benefits:

Paid Time Off (PTO):
Less than 3 years of service - 208 hours (26 days a year)
3 years but less than 15 years of service - 264 hours (33 days a year)
15 years or more of service - 312 hours (39 days a year)

Severance Compensation: Upon termination of employment with the District, in good standing and with a minimum of a two week notice, employees are entitled to payment of 100% of unused accrued PTO at the employee's regular current rate of pay, up to a maximum of 350 hours.

Paid Holidays: 11 per year
County Support: 57% % of total operating budget
County Population: 89,455 [Source: http://www.city-data.com/county/Sherburne_County-MN.html](http://www.city-data.com/county/Sherburne_County-MN.html)
County Cost of Living Index: 105.9

Sibley	6	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		Administrative Coordinator	Full-time	45 years	\$21.12 District pays full health benefits
		Water Plan/Watershed Tech.	Full-time	7 years	\$14.10 District pays full health benefits

Employee Leave Benefits:

Sick leave: 8 hours per month (any length of service)
Annual leave: 4 hours per month (0-1 years)
7 hours per month (1-3 years)
10 hours per month (3-10 years)
13 hours per month (10-15 years)
16 hours per month (15-20 years)
19 hours per month (20+ years)

Severance Compensation: Annual leave is paid upon retirement, resignation, or termination.
75% not to exceed 600 hours of sick time payed out at end of service.

Paid Holidays: 12 per year
County Support: 67% % of total operating budget
County Population: 15,123 [Source: http://www.city-data.com/county/Sibley_County-MN.html](http://www.city-data.com/county/Sibley_County-MN.html)
County Cost of Living Index: 88.5

St Louis (N) 2011 Data	3	Supervisor Compensation	Per Diem	\$70.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		Office Administrator	Full-time	20 years	\$18.74 \$435 / month for Health Ins., MN Deferred Comp.
		Resource Conservationist	Full-time	3 years	\$19.18 Plan, Life Ins., Dental Ins. or Flex Plan

2014: No staff employed at this time

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
Annual leave: 4 hours per 80 worked (0 - 3 years)
6 hours per 80 worked (3 - 15 years)
8 hours per 80 worked (15 + years)

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination - no sick leave.

Paid Holidays: 11 per year
 County Support: 43% % of total operating budget
 County Population: 197,767 Source: www.city-data.com
 County Cost of Living Index: 80.9

St Louis (S)
2011 Data

3 Supervisor Compensation Per Diem \$50.00 All Meetings
 Mileage Reimbursement IRS Rate
 District Manager FT Salaried 12 years \$54,000/yr
 Conservation Specialist FT Salaried 4 years \$41,000/yr 90% of premium up to \$877/month
 Project Assistant PT Hourly 4 months \$15.00 / hr

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
 Annual leave: 4 hours per 80 worked (0 - 3 years)
 6 hours per 80 worked (3 - 14 years)
 8 hours per 80 worked (15 + years)

Severance Compensation: All vacation and 20 hours of sick leave.

Paid Holidays: 11 per year
 County Support: 27% % of total operating budget 17% of entire budget
 County Population: 197,767 Source: www.city-data.com
 County Cost of Living Index: 80.9

Stearns 2 Supervisor Per Diem \$75.00 All Meetings
 Mileage Reimbursement IRS Rate rounded down to whole cent

NOTE: This district uses the GS Pay Scale including COLA. For current wage scale, go to: www.opm.gov/oca/11tables/indexGS.asp and select the MINNEAPOLIS-ST. PAUL-ST. CLOUD, MN-WI locality.

District Administrator	Full-time	18 years	\$45.87	
Administrative Assistant	Full-time	39 years	\$35.66	
Soil Conservationist	Full-time	33 years	\$34.86	
Nutrient Mgmt. Specialist	Full-time	9 years	\$29.29	
Nutrient Mgmt. Specialist	Full-time	3 years	\$25.95	
Soil Conservationist	Full-time	6 months	\$19.89	
Shoreland Specialist	Full-time	14 years	\$30.01	
Water Resources	Full-time	10 years	\$29.20	
Urban Conservationist	Full-time	7 years	\$27.57	
GIS Conservationist	Full-time	3 years	\$25.95	
Technician/Planner	Full-time	1 year	\$24.97	
Technician/Planner	Full-time	37 years	\$29.38	
Advanced Engineering Tech	Full-time	5 years	\$27.57	

Dental covered 100%, Health (100% single coverage and 90% family coverage)

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
Annual leave: 4 hours per 80 worked (0 - 3 years)
6 hours per 80 worked (3 - 15 years)
8 hours per 80 worked (over 15 years)

Severance Compensation: If an employee leaves the district in good standing or is laid off or retires, the employee shall be paid for the accrued but unused vacation in the current year only and up to 240 hours of sick leave. Employee is also eligible to receive a portion of their sick leave, based on years of service. Both annual leave and sick leave are deposited into a Health Care Savings Plan.

Paid Holidays: 11 per year
County Support: 67% % of total operating budget
County Population: 151,606 Source: www.city-data.com
County Cost of Living Index: 101.9 [Source: http://www.city-data.com/county/Stearns_County-MN.html](http://www.city-data.com/county/Stearns_County-MN.html)

Steele	7	Supervisor Compensation	Per Diem	\$75.00	Meetings over 4 hours	
				\$60.00	Meetings 4 hours or less	
		Mileage Reimbursement		IRS Rate		
		District Manager	Full-time	37 years	\$29.10	\$987.71/month for Health and Dental, \$110.42/month for H.S.A. \$94.78/month for Life and Disability
		Administrative Assistant	Full-time	> 1 year	\$12.00	\$383.14/month for Health and Dental, \$110.42/month for H.S.A. \$22.88/month for Life
		District Resource Conservationist	Full-time	19 years	\$25.54	\$560.34/month for Health and Dental, \$110.42/month for H.S.A. \$62.78/month for Life and Disability

Employee Leave Benefits:

Sick leave: 4 hours per 80 worked (any length of service)
Annual leave: 4 hours per 80 worked (0 - 3 years)
6 hours per 80 worked (3 - 15 years)
8 hours per 80 worked (15+ years)

Severance Compensation: All annual leave is paid upon retirement, resignation, or termination. All accumulated sick leave not to exceed 10 day (80 hours) shall be paid.

Paid Holidays: 10 per year
County Support: 50% % of total operating budget
County Population: 36,322 [Source: http://www.city-data.com/county/Steele_County-MN.html](http://www.city-data.com/county/Steele_County-MN.html)
County Cost of Living Index: 81.3

Stevens	2	Supervisor Compensation	Per Diem	\$60.00	Half day meetings	
				\$75.00	Full day meetings	
		Mileage Reimbursement		IRS Rate		
		District Administrator	Full-time	8.5 years	\$24.53	\$500 per month as cash or reimbursement for premiums

District Technician	Full-time	7.5 years	\$19.26	\$400 per month as cash or reimbursement for premiums
Assistant Technician	Full-time	1 year	\$15.15	\$300 per month as cash or reimbursement for premiums
Education & Promotion Coordinator	Full-time	19 year	\$19.37	none
Office Manager	Full-time	10 year	\$20.15	\$500 per month as cash or reimbursement for premiums

Employee Leave Benefits:

Sick leave:	4 hours per 80 worked (any length of service)	Max accumulation of 800 hours
Annual leave:	4 hours per 80 worked (0 - 3 years) 6 hours per 80 worked (4 - 15 years) 8 hours per 80 worked (15+ years)	Up to 240 hours may be carried over at the end of the year

Severance Pay: Employees with more than three years of service who retire, resign or whose employment is terminated will receive pay for all unused vacation time and half of all unused sick time (not to exceed 400 hours sick time).

Paid Holidays:	12.5 per year	
County Support:	31%	% of total operating budget
County Population:	9,663	Source: http://www.city-data.com/county/Stevens_County-MN.html
County Cost of Living Index:	79.0	

Swift	2	Supervisor Compensation	Per Diem	\$75.00	All Meetings	
		Mileage Reimbursement		IRS Rate		
		Office Manager	Full-time	7 years	\$15.25	\$400/month
		District Technician	Full-time	25 years	\$21.25	\$400/month

Employee Leave Benefits:

Sick leave:	4 hours per 80 hours worked (any length of service)
Annual leave:	8 hours per month (1 - 5 years of service) 10 hours per month (6 - 10 years of service) 12 hours per pay period (11 - 15 years of service) 16 hours per pay period (15+ years of service)

Severance Pay: All annual leave (240 max) is paid upon retirement, resignation, or termination. 25% of sick leave with maximum of 800 hours accumulated.

Paid Holidays:	11 per year	
County Support:	35%	% of total operating budget
County Population:	9,594	Source: http://www.city-data.com/county/Swift_County-MN.html
County Cost of Living Index:	87.4	

Todd 2011 Data	2	Supervisor Compensation	Per Diem	\$75.00	All Meetings
		Mileage Reimbursement		\$0.51	

District Manager	Full-time	29 years	\$45,423.46/yr	All full-time employees receive \$6K/year (\$2.89/hr) to purchase health insurance (premium or cash). Upon 5th anniversary w/SWCD benefit increases to \$9K/year (\$4.32/hr).
Technical Manger	Full-time	32 years	\$45,423.46/yr	
Feedlot Tech/WCA Coord.	Full-time	5 years	\$39,376.90/yr	
Resource Conservationist	Full-time	9 months	\$36,321.79/yr	
Administrative Assistant	Full-time	9 months	\$30,147.94/yr	

Employee Leave Benefits:

Sick leave:	8 hours per month (any length of service)
Annual leave:	8 hours per month (1 - 3 years)
	10 hours per month (4 - 5 years)
	12 hours per month (6 - 10 years)
	14 hours per month (11 - 15 years)
	16 hours per month (16 - 20 years)
	17 hours per month (21 - 24 years)
	18 hours per month (25+ years)

Severance Pay: Upon retirement or resignation, 25% of accumulated sick leave up to a maximum of 400 hours and any unused annual leave up to 240 hours will be paid as severance pay for deposit into their individual Health Care Savings Plan (HCSP).

Paid Holidays:	12 per year + 1/2 day on Christmas Eve and New Year's Eve days when they fall on a work day	
County Support:	16.7%	% of total operating budget
County Population:	23,869	Source: www.city-data.com
County Cost of Living Index:	78.8	

Traverse	1	Supervisor Compensation	Per Diem	\$65.00	All Meetings	
		Mileage Reimbursement		IRS Rate		
		District Manager	Full-time	11 years	\$21.56	District pays 100% of dental/life ins premiums and first \$200/month of health ins premium with the balance paid at a rate of 60% employer/40% employee. Or employee takes \$600 per month
		District Technical Manager	Full-time	9 1/2 years	\$21.56	
		District Administrative Assistant	Full-time	8 years	\$17.59	
		District Technician	Full-time	2 years	\$16.76	

Employee Leave Benefits:

Sick leave:	5 hours per pay period equal to 10 hours per month or 120 hours per year, 900 hrs max accumulation
Annual leave:	5 hours per pay period equal to 10 hours per month (0 - 5 years)
	7.5 hours per pay period equal to 15 hours per month (6 - 10 years)
	10 hours per pay period equal to 20 hours per month (15+ years)

Severance Pay: All annual leave is paid upon retirement, resignation, or termination and 1/2 of sick leave up to 200 hours.

Paid Holidays:	12 per year	
County Support:	17%	% of total operating budget
County Population:	3,451	Source: http://www.city-data.com/county/Traverse_County-MN.html
County Cost of Living Index:	86.8	

Wabasha	7	Supervisor Compensation	Per Diem	\$75.00	All Meetings	
		Mileage Reimbursement		IRS Rate		
		District Manager	Full-Time	4 Years	\$23.56	\$983.78/month

Administrative Assistant	Full-Time	1 Year	\$15.15	Not needed
District Technician	Full-Time	3 Years	\$19.71	\$181.57/month
Feedlot Tech Assistant	Full-Time	1 Year	\$15.66	\$181.57/month

Employee Leave Benefits:

Sick Leave:	4 Hours per 80 worked (any length of service)
Annual Leave:	4 hours per 80 worked (0-3 years of service)
	5 hours per 80 worked (4-6 years of service)
	6 hours per 80 worked (7-10 years of service)
	7 hours per 80 worked (11 years until retirement)

Severance Pay: All annual leave and comp time will be paid upon retirement, resignation, or termination. If hired prior to 9/19/1994, 60% of sick leave will be paid.

Paid Holidays:	12 per year
County Support:	% of total operating budget
County Population:	21,476
County Cost of Living Index:	88.8

Source: http://www.city-data.com/county/Wabasha_County-MN.html

Wadena
2011 Data

8	Supervisor Compensation	Per Diem	\$75.00	All Meetings
	Mileage Reimbursement		IRS Rate	
	District Coordinator	Full-time	20 years	\$18.25
	District Technician	Full-time	6 to 12 yrs	\$14.25
	Water Plan, & Forestry			\$681 / mo for health Ins premium + PERA

Employee Leave Benefits:

Sick leave:	4 hours per 80 worked (any length of service) up to 400 hours
Annual leave:	4 hours per 80 worked (0 - 5 years)
	5 hours per 80 worked (6 - 10 years)
	6 hours per 80 worked (11 + years)

Severance Pay: 104 hrs or 3 wks. annual leave is paid upon retirement, resignation, or termination – no sick leave is paid.

Paid Holidays:	12 per year
County Support:	21%
County Population:	13,269
County Cost of Living Index:	78.5

Source: www.city-data.com

Waseca
2011 Data

6	Supervisor	Per Diem	\$55.00	Meetings 4 hours or less
	Mileage Reimbursement		\$75.00	Meetings over 4 hours
			\$0.50	
	District Manager/Technician	Full-time	29.5 years	\$24.80
	Office Assistant	Full-time	13.75 years	\$15.19

Family coverage-75% pd by SWCD (\$1511/mo) plus life ins (\$5.26/mo)

2014: Not participating this year. Only one part time staff working at this time

Employee Leave Benefits:

Sick leave: 8 hours per month (any length of service)
 Annual leave: 8 hours per month (0 - 3 years)
 13 hours per month (3 - 15 years)
 17 hours per month (15+ years)

Severance Pay: All annual leave and up to 80 hours of accumulated sick leave is paid upon retirement, resignation, or termination.

Paid Holidays: 10 full and 2 half days per year
 County Support: 34% % of total operating budget
 County Population: 18,771 Source: www.city-data.com
 County Cost of Living Index: 79.4

Washington CD
2011 Data

4	Supervisor Compensation	Per Diem		\$75.00	All Meetings
	Mileage Reimbursement			IRS Rate	
	Water Resource Tech	Full-Time	2 years	\$19.33	
	Sr Water Res Tech	Full-Time	3 years	\$21.48	
	Sr Water Res Tech	Full-Time	4 years	\$24.53	
	Administrative Assistant	Full-Time	5 years	\$25.27	
	Education Specialist	Full-Time	5 years	\$25.27	
	Natural Resource Specialist	Full-Time	1 years	\$26.27	
	Natural Resource Specialist	Full-Time	3 years	\$27.91	
	Water Resource Specialist	Full-Time	19 years	\$29.55	
	Water Resource Specialist	Full-Time	8 years	\$29.84	
	Natural Resource Specialist	Full-Time	4 years	\$29.84	
	Engineer	Full-Time	6 years	\$30.74	
	Natural Resource Specialist	Part-Time	16 years	\$31.64	
	Water Resource Specialist	Full-Time	11 years	\$31.64	
	District Manager	Full-Time	6 years	\$41.67	

Employee Benefits

Employer paid portion of medical insurance coverage; Employer pays a portion of family coverage; Employer paid life insurance - amount equal to salary; Employer paid long term disability; PERA; \$500 medical pool; \$15/mo cellular phone allowance to eligible employees.
 Employees may participate in deferred compensation programs or short term disability plans at their own expense.

Employee Leave Benefits:

Sick leave: 4 hours each pay period
 Annual leave: 4 hours each pay period (Less than 3 years of service)
 6 hours each pay period (3 years but less than 15 years of service)
 8 hours each pay period (15+ years of service)

Severance Pay: All non-probationary employees who retire, resign, or are terminated and are in good standing with the District, shall be entitled to receive pay for all unused vacation time and overtime. All employees, after ten (10) years district service, who retire or leave employment in good standing shall be entitled to one-half (1/2) of all unused sick leave not to exceed 400 hours. Sick leave pay will be paid at the same hourly rate the employee was receiving when the notice of separation was received.

Paid Holidays: 11 per year
 County Support: 20% % of total operating budget 20% from State/60% from Watersheds
 County Population: 231,958 Source: www.city-data.com
 County Cost of Living Index: 98.9

Watonwan 2011 Data	6	Supervisor Mileage Reimbursement	Per Diem		\$75.00 IRS Rate	All Meetings	
2014: Not participating this year. On County payroll		District Manager	Full-time	11 years	\$20.57	\$350 / month for Health Insurance	
		Administrative Assistant	Part-time	16 years	\$16.27	No Benefits	
		<u>Employee Leave Benefits:</u>					
		Sick leave:	4 hours per 80 worked (any length of service)				Sick and Annual leave are prorated for Part-time staff
		Annual leave:	4 hours per 80 worked (0 - 3 years)				
			6 hours per 80 worked (3 - 10 years)				
		8 hours per pay period (10+ years)					
		Severance Pay:	All annual leave is paid upon retirement, resignation, or termination and 1/4 of sick leave up to a max of 200 hours.				
		Paid Holidays:	10 and 2 half days per year				
		County Support:	?	% of total operating budget			
		County Population:	10,912	Source: www.city-data.com			
		County Cost of Living Index:	77.3				
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Wilkin	1	Supervisor Mileage Reimbursement	Per Diem		\$75.00 IRS max	All Meetings	
		District Clerk	Part-time	23 Years	\$24.92	<u>Insurance/DCP stipend</u> \$840 per month	
		Resource Specialist	Full-time	14 Years	\$25.56	\$840 per month	
		District Manager	Full-time	25 Years	\$28.79	\$840 per month	
		<u>Employee Leave Benefits:</u>					
		Sick Leave:	8 hours per month (0-3 years of service)				
		Annual leave:	12 hours per month (3-15 years of service)				
			16 hours per month (15+ years of service)				
		Severance Pay:	100% annual leave and up to 50% of all sick leave not to exceed 400 hrs				
		Paid Holidays:	10 per year				
		County Support:	29%	% of total operating budget			
		County Population:	6,585	Source: http://www.city-data.com/county/Wilkin_County-MN.html			
		County Cost of Living Index:	77.6				
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Winona	7	Supervisor	Per Diem		\$75.00	Meetings over 2 hours	
		Mileage Reimbursement			\$40.00 IRS Rate	Meetings under 2 hours	
		District Manager	Full-time	26 years	\$30.75	Payroll Health Benefit of \$700/month for all full time employees.	
		Office Administrator	Full-time	9 years	\$24.62		
		Feedlot Engineering Technician	Full-time	2 years	\$21.89		
		Resource Specialist	Full-time	2 years	\$23.67		
		<u>Employee Leave Benefits:</u>					

Sick leave: 8 hours per month (any length of service)
 Annual leave: 8 hours per month (0 - 3 years)
 13 hours per month (3 - 15 years)
 17 hours per month (15+ years)

Severance Pay: All annual leave and 50% of accrued sick leave is paid upon retirement, resignation, or termination. Employees may carry over into the next year a maximum of 175 hours of annual leave and 800 hours of sick leave.

Paid Holidays: 10 per year
 County Support: 30.9% % of total operating budget
 County Population: 51,629 [Source: http://www.city-data.com/county/Winona_County-MN.html](http://www.city-data.com/county/Winona_County-MN.html)
 County Cost of Living Index: 81.4

Wright	4	Supervisor	Per Diem	\$55.00	All Meetings
		Mileage Reimbursement		IRS Rate	
		District Manager	Full-time	33 Years	\$43.50
		Resource Conservationist/ Wetland Specialist	Full-time	3 Years	\$23.25
		Water Management Specialist	Full-time	14 Years	\$28.30
		Engineering Technician	Full-time	10 Years	\$24.75
		Resource Conservationist/ Urban Specialist	Full-time	5 Years	\$22.20
		Secretary/Bookkeeper	Full-time	39 Years	\$27.30

Employee Leave Benefits:

Sick leave: 8 hours per month (any length of service)
 (Max 800 hours)
 Annual leave:
 (Max 240 hours carryover)

0-3 Years	12 Days/Year
4-6 Years	14 Days/Year
7-10 Years	17 Days/Year
11-15 Years	20 Days/Year
16-20 Years	22 Days/Year
20 and Over	24 Days/Year

Severance Pay: All annual leave is paid upon retirement, resignation or termination. Sick leave with maximum of 800 hours accumulated as follows: 0-4 Years 0%, 5-10 Years 15%, 11-15 Years 25%, 16 and Over 35%

Paid Holidays: 11 per year
 County Support: 59% % of total operating budget
 County Population: 127,336 [Source: http://www.city-data.com/county/Wright_County-MN.html](http://www.city-data.com/county/Wright_County-MN.html)
 County Cost of Living Index: 112.1

Yellow Medicine	5	Supervisor Compensation	Per Diem	\$55.00	In-county meetings
		Mileage Reimbursement		\$75.00	Out-of-county meetings
				IRS Rate	
		Manager	4 days/week	30+ years	\$25.38
		Administrative Assistant	3 days/week	26+ years	\$18.92
		SWCD Technician	Full-time	11+ years	\$23.37
		Farm Bill Technician	Full-time	1 year	\$16.55

All regular full-time employees and regular part-time employees (minimum of 30 hours/week) are eligible for group coverage health, dental and life insurance under the Yellow Medicine County's policy. SWCD pays:
 Single Health = \$687.00/month plus \$1,025/year VEBA (no cost to employee)
 Family Health = \$1,288.25/month plus \$1,950/year VEBA
 Employees pays an additional \$770.75/month
 Single Dental = \$40.40/month
 Single Life Insurance = \$4.80/month

Employee Leave Benefits:

Sick leave: 8 hours per month January - November and 16 hours in December
 Annual leave: 8 hours per month January - November and 16 hours in December (0 - 5 years)
 13 hours per month January - November and 17 hours in December (6 - 15 years)
 17 hours per month January - November - 21 hours in December (16 + years)
 Annual/Sick leave is prorated for non full time employees

SEVERANCE PAY UPON TERMINATION OR RESIGNATION:

All employees upon leaving employment prior to the normal retirement date or whose employment is terminated shall be entitled to severance pay. Severance pay shall include the payment of accumulated vacation leave at the current rate of wage at separation not to exceed an amount as follows:

Less than 1 year	Not eligible
Completion of 1 year	80 hours
Completion of 2 years	160 hours
Completion of 3 years or more	240 hours

SEVERANCE PAY UPON RETIREMENT:

All employees upon leaving employment on or subsequent to the normal retirement date shall be entitled to severance pay. Normal retirement is defined under PERA and/or Social Security from district employment, after a minimum of 10 years of continued years of service. Severance pay shall include the payment of accumulated vacation leave, accumulated sick leave or a combination thereof at the current rate of wage at separation not to exceed 800 hours. Severance pay shall be paid in a manner mutually agreeable to the employee and employer over a period not to exceed five years from retirement or termination of employment. In the event that a retired or terminated employee dies before all or a portion of the severance pay has been disbursed, that balance due shall be paid to a named beneficiary or, lacking same, to the deceased estate.

Paid Holidays:	10 per year plus another two 1/2 days (Good Friday and Christmas Eve)	
County Support:	33%	% of total operating budget
County Population:	10,158	Source: http://www.city-data.com/county/Yellow_Medicine_County-MN.html
County Cost of Living Index:	87.3	