



North St. Louis Soil and Water Conservation District

Meeting Minutes

January 11, 2016

Northland Office Building

307 First St S, Planning Conference Room

Virginia MN 55792

Supervisors Present: Chuck Bainter, Curt Kleist, Peggy Pearson, Mark Peterson & Gary Rantala

Others Present: Anita Provinzino, District Administrator; Jared Ecklund, Resource Conservationist; and Roger Marks, NRCS.

The meeting was called to order by Chair, Peggy Pearson at 10:30 a.m.

1. Agenda - Motion by Gary Rantala/Chuck Bainter to approve agenda.
Affirmative: Bainter, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
2. Minutes – Motion by Chuck Bainter/Mark Peterson to approve the minutes as written.
Affirmative: Bainter, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried

Supervisor Curt Kleist arrived at the meeting.

3. Treasurer's Report – Motion by Mark Peterson/Chuck Bainter to approve the Treasurer's Report dated December 31, 2015.
Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
4. Accounts Payable & Accounts Receivable – Motion by Gary Rantala/Mark Peterson, to approve the accounts payable and accounts receivable as presented plus additional invoice of \$1751.99 to USDA APHIS.
Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried

5. Guest Introductions: none present

REPORTS:

6. Supervisor & Committee Reports
 - a. Mark Peterson will attend Area 3 Forestry meeting in McGregor
 - b. Chuck gave Anita a copy of 2012 Operating Rules and Guidelines for the District's files.
 - c. Peggy attended the RC & D meeting. The wild rice project is nearing its end. There was a coastal streams symposium last week in Duluth.

- d. Gary will attend TSA 3 Area meeting in Duluth
- 7. NRCS Conservationist Report – A copy of the written report is on file.
- 8. District Administrator Report – See report on file.
- 9. Resource Conservationist Report – See report on file.

OLD BUSINESS:

- 10. Contests – Chuck Bainter advised the Board that he met with area superintendents on January 7th to seek interest in the Poster & Essay Contest. Motion by Mark Peterson/Gary Rantala to have the public judge the posters at the Iron Range EarthFest in April and the Board & staff judge the essays with prizes of \$25, \$15, \$10 for each category.
Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
- 11. Envirothon – No new information to report.

NEW BUSINESS:

- 12. Aquatic Invasive Species Grant - current
 - a. DNR Delegation Agreement - Motion by Gary Rantala/Mark Peterson to authorize Anita Provinzino to execute the delegation agreement with the DNR.
Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
 - b. Water Resource Specialist Job Description, Salary Range and Job Posting – Motion by Chuck Bainter/Mark Peterson to approve salary at \$17 per hour, posting and job description with the addition of “and other duties as assigned”
Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
 - c. Always There Staffing Contract for Temporary Positions – Motion by Gary Rantala/Curt Kleist to authorize Anita Provinzino to execute the contract with Always There Staffing service at the appropriate salary rate for temporary watercraft inspector positions.
Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
- 13. 2016 SLC AIS Grant Application – Burntside Lake Association – Motion by Chuck Bainter/Mark Peterson to not enter into an AIS grant with Burntside Lake Association due to District capacity and staffing concerns.
Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
- 14. Upcoming Meetings and Trainings - None
- 15. General Business
 - a. Annual Meeting Business
 - i. Set Monthly Meeting Date and Time (Second Monday at 10:30 a.m.)
 - ii. Designate Depository Agency (Frandsen Bank & Trust)
 - iii. Check Signing Authority (Mark Peterson, Gary Rantala, Anita Provinzino)
 - iv. District Administrator Spending Limit – (\$500)
 - v. Authorized Credit Card Holders and Spending Limits

1. Anita Provinzino
2. Jared Ecklund, \$500
3. Water Resources Specialist, \$500
- vi. Designate Official Newspaper for Public Notices – (Hometown Focus)
- vii. Supervisor Compensation – (remains at \$70 per meeting)
- viii. 2016 Mileage Rate (IRS at \$.54 when company vehicle is not available/\$.19 when company vehicle is available)
- ix. Election of Officers – Motion by Gary Rantala/Mark Peterson to approve same slate of officers.
Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
- x. Committee Assignments & Alternates – see attached
- xi. Board Packet Content – All information will be emailed to Board. A report of budget to actual will be included quarterly. Printed packet will not contain bank statements, copies of agreements and materials intended to not generate discussion. Any Board member can request these materials be furnished if they have questions or anticipate discussion.

Chuck Bainter/Mark Peterson moved to approve items i thru xi above except item ix which was a separate motion.

Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried

- b. Pay Equity Report – Gary Rantala/Chuck Bainter approved Anita to submit the Pay Equity Report as presented.

Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried

- c. MASWCD dues (\$3178) Mark Peterson/Chuck Bainter moved to table this item until MASWCD meets with the District.

Affirmative: Bainter, Kleist, Pearson, Peterson, Rantala.
Opposed: None
Motion Carried

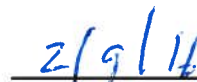
- d. Other – No further business

16. Confirm Next Meeting Date: Gary Rantala/ Chuck Bainter moved to set the next meeting to Tuesday, February 9, 2016 at 2:00 p.m.

17. Meeting was adjourned by Mark Peterson at 12:35 p.m.



Chuck Bainter
Board Secretary


Date

North St. Louis Soil & Water Conservation District Board of Supervisors

| | |
|------------|--------------------------|
| District 1 | Margaret "Peggy" Pearson |
| District 2 | Gary Rantala |
| District 3 | Curt Kleist |
| District 4 | Chuck Bainter |
| District 5 | Mark Peterson |

Current Officers 2016

Chair Peggy Pearson
Vice Chair Gary Rantala
Secretary Chuck Bainter
Treasurer Mark Peterson

Committee Appointments

| | |
|---|--------------------------------|
| Education | Chuck Bainter Gary Rantala |
| Laurentian Resource Conservation & Development Board | Peggy Pearson Chuck Bainter |
| Legislative | Gary Rantala Mark Peterson |
| MASWCD Forestry | Mark Peterson Curt Kleist |
| Personnel | Curt Kleist Gary Rantala |
| Technical Service Area 3 Board | Gary Rantala Chuck Bainter |
| USDA Environmental Quality Incentives Program – Local Work Group | Peggy Pearson Chuck Bainter |
| Water Advisory | Curt Kleist Chuck Bainter |