



North St. Louis Soil and Water Conservation District

Meeting Minutes
November 9, 2015
Northland Office Building
307 First St S, Suite 118
Virginia MN 55792

Supervisors Present: Peggy Pearson, Mark Peterson & Gary Rantala

Supervisors Absent: Chuck Bainter, Curt Kleist

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

Guests: Mitch Lundeen, Regional Water Quality Forester

The meeting was called to order by Chair, Peggy Pearson at 10:40 a.m.

1. Agenda - Motion by Gary Rantala supported by Mark Peterson to approve agenda. Affirmative: Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
2. Minutes - Motion to approve the minutes dated October 13, 2015 by Mark Peterson supported by Gary Rantala.
Affirmative: Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
3. Treasurer's Report – Motion by Gary Rantala, supported by Mark Peterson to approve the Treasurer's Report for October 31, 2015 as updated 11/9/15.
Affirmative: Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
4. Accounts Payable & Accounts Receivable – Motion by Mark Peterson, seconded by Gary Rantala, to approve the accounts payable and accounts receivable as updated 11/9/15. Affirmative: Pearson, Peterson, Rantala.
Opposed: None
Motion Carried
5. Guest Introductions: Mitch Lundeen introduced himself to Board Supervisors, spoke about his role as and distributed a handout on the duties of a Regional Water Quality Forester, and encouraged questions.

REPORTS:

6. Supervisor & Committee Reports
 - a. Personnel Committee: The committee met prior to today's Board meeting to review Anita's performance. A job description needs to be developed for her position.
 - i. Motion to allow Anita Provinzino to work 24 hours per week ongoing plus additional time to complete the 2016 budget, job description, and year-end reporting.
Affirmative: Pearson, Peterson, Rantala. Opposed:
None

Motion Carried

- ii. Motion to take Anita Provinzino off of probationary status by Gary Rantala, seconded by Mark Peterson.

Affirmative: Pearson, Peterson, Rantala.

Opposed: None Motion

Carried

- b. Supervisors attended no meetings since the October Board meeting.

7. NRCS District Conservationist Report – A copy of the written report is on file. In addition, Marge reminded the Board that EQIP program has only one sign-up period this year. Sign up by November 20.
8. District Administrator Report – See report on file.
9. Resource Conservationist Report – See report on file.

OLD BUSINESS:

10. Contests – Discussion was held regarding the Poster, Photo and Essay contests. Anita was directed to find out if Area 3 is sponsoring local contests and if MASWCD is participating in the national contests.
11. Envirothon – Staff will distribute materials to area school districts and encourage participation.

NEW BUSINESS:

12. Upcoming Meetings and Training

- a. MASWCD Annual Convention (December 6-8) – Motion by Mark Peterson supported by Gary Rantala to pay expenses for one Board member to attend MASWCD Annual Convention.

Affirmative: Pearson, Peterson, Rantala.

Opposed: None

Motion Carried

13. General Business

- a. Lease for Office Space – Motion by Mark Peterson, supported by Gary Rantala to allow Anita Provinzino to renew office space lease for 2016.

Affirmative: Pearson, Peterson, Rantala.

Opposed: None

Motion Carried

b. Other

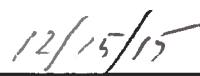
- i. Discussion was held on Pine County SWCD's email indicating they were not renewing their membership with MASWCD for 2016.
- ii. Discussion was held on uses of \$100,000 capacity funding for 2016. Anita will draft budget and staffing plan for this funding and entire agency for 2016 for approval in December.

14. Next Meeting Date: The Board set the next meeting date as Monday, December 14, 2015 at 10:30 a.m. The Personnel Committee will meet at 10:00 a.m. to review Jared's employment status and recommend changes in compensation for both employees.

15. Meeting was adjourned by Peggy Pearson at 11:50 a.m.



Chuck Bainter
Board Secretary



Date