



## North St. Louis Soil and Water Conservation District

Regular Meeting Minutes

**November 14, 2018**

Northland Office Building, Suite 118  
307 First St S. Virginia MN 55792

**Supervisors Present:** Chuck Bainter, Frank Modich, Peggy Pearson, Mark Peterson & Gary Rantala

**Staff Present:** Beth Kleinke, Forester; Emily Nelson, AIS Program Coordinator; Phil Norvitch, Resource Conservationist; Anita Provinzino, District Administrator; and Becca Reiss, Community Conservationist

**Others Present:** Marge Sella, USDA NRCS District Conservationist

The meeting was called to order by Chair Peggy Pearson at 10:32 a.m. A quorum was present.

1. Agenda – Motion by Chuck Bainter/Mark Peterson to approve the agenda.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
2. Minutes – Motion by Chuck Bainter/Mark Peterson to approve the minutes as written.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
3. Treasurer's Report – Motion by Frank Modich/Gary Rantala to approve the October 2018 Treasurer's Report.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
4. Accounts Payable & Accounts Receivable – Motion by Chuck Bainter/Mark Peterson to approve accounts payable and accounts receivable.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
5. Guest Introductions & Comments –None

### REPORTS:

6. Supervisor & Committee Reports - None
7. NRCS District Conservationist Report – See report on file.
8. District Administrator Report – See report on file.
9. Resource Conservationist – See report on file.
10. Water Resources Specialist Report – See report on file.
11. Forester Report – See report on file.
12. Community Conservationist Report – See report on file.

### OLD BUSINESS:

13. New Office Space – Anita indicated staff are working with the building owner to design the space to meet the needs of the District. The building owner will have a cost estimate once all specs are finalized. She is currently waiting on HVAC and electrical needs.
14. Legal Review of Employee Handbook – No proposals were received. Anita will contact attorneys individually to obtain a quote.



NEW BUSINESS:

15. Becca Reiss – completion of 6-month probationary period – Motion by Gary Rantala/Chuck Bainter to remove Becca Reiss from probationary status.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
16. 2018 Budget Revision – Motion by Frank Modich/Gary Rantala to approve the 2018 budget revision.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
17. BWSR Memo - 2018 SWCD Financial Statements and Audits – Noted that BWSR will not require the District to file a 2018 financial statement in March, as the District will have an audit on the 2018 books. This is a one-year trial.
18. Fund change CP18-01 Vermilion Dam Lodge – Motion by Chuck Bainter/Gary Rantala to change funds allocated to \$25,000 from 16 Community Partners, \$4972.04 from 17 Capacity Cost Share and \$309.06 from 18 Cost Share. Total funded remains the same at \$30,282 or 75% of actual cost, whichever is less.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
19. Contract Extension CP17-2 Camp du Nord – Motion by Frank Modich/Gary Rantala to approve a one-year contract extension to 11/30/19 due to wet fall weather that prevented construction.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
20. Contract Extension & Cost Increase FY17-2 Jeff Maki – Motion by Mark Peterson/Chuck Bainter to approve a one-year extension to 11/30/2019 and increase contract amount due to land occupier's difficulty obtaining bids and higher than anticipated cost estimates. Total amount authorized is \$9723.75 or 75% of total project cost, whichever is less. Funds are allocated as follows: \$6840.00 from 17 Cost Share; \$501.75 from 17 Capacity Cost Share; and \$2383.00 from 18 Cost Share.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
21. Cost Share Policy – Motion by Chuck Bainter/Frank Modich to approve the cost share policy upon removal of item 4.1.d.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
22. DNR CPL Grant Application for Terrestrial Invasive Species & Board Resolution 2018-8 – Motion by Gary Rantala/Mark Peterson to approve Board Resolution 2018-8.  
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala  
Opposed: None  
Motion Carried
23. 2019 St. Louis County Aquatic Invasive Species Program Grant Application & Board Resolution 2018-9 – Motion by Mark Peterson/Chuck Bainter to approve Board Resolution 2018-9.

Affirmative: Bainter, Modich, Pearson, Peterson, Rantala

Opposed: None

Motion Carried

24. 2019 Conservation Corp Minnesota Application for Work Crew & Board Resolution 2018-10

– Motion by Gary Rantala/Frank Modich to approve Board Resolution 2018-10.

Affirmative: Bainter, Modich, Pearson, Peterson, Rantala

Opposed: None

Motion Carried

25. 2019 Employee Stipend

a. Convert from taxable to non-taxable via Section 125 Cafeteria Plan

b. Approve contract with Public Employees Insurance Program

Motion by Mark Peterson/Frank Modich to table this item.

Affirmative: Bainter, Modich, Pearson, Peterson, Rantala

Opposed: None

Motion Carried

26. DNR PolyMet Mining Permit – Right to Demand a Hearing – Motion by Chuck Bainter/Mark Peterson to not demand a hearing based on the information available at this time.

Affirmative: Bainter, Modich, Pearson, Peterson, Rantala

Opposed: None

Motion Carried

27. Upcoming Supervisor Meetings and Trainings

a. Area 3 Forestry Meeting – Thursday, November 15, McGregor

b. Laurentian RC&D – Monday, November 26, Duluth

c. MASWCD – Sunday-Tuesday, Dec 9-11, Bloomington – Motion by Chuck Bainter/Mark Peterson to authorize payment for board or staff wishing to attend.

Affirmative: Bainter, Modich, Pearson, Peterson, Rantala

Opposed: None

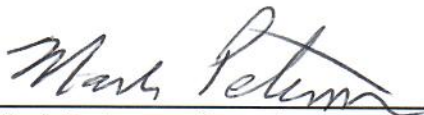
Motion Carried

d. MASWCD Committee Volunteer Form – return by December 15

e. Other - None

28. Confirm Next Meeting – Wednesday, December 12 at 10:30 a.m.

29. Meeting Adjourn by Gary Rantala at 12:07 p.m.



Mark Peterson, Secretary

December 12, 2018

Date