



North St. Louis Soil and Water Conservation
District

Regular Meeting Minutes

December 12, 2018

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

Supervisors Present: Frank Modich, Mark Peterson & Gary Rantala

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

Others Present: Mike Kennedy, Watershed Project Manager, Minnesota Pollution Control Agency

The meeting was called to order by Vice Chair Gary Rantala at 10:39 a.m. A quorum was present.

1. Agenda – Motion by Mark Peterson/Frank Modich to approve the agenda.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried
2. Minutes – Vice Chair Gary Rantala declared the minutes approved after hearing no requests for changes.
3. Treasurer's Report – Motion by Frank Modich/Mark Peterson to approve the Treasurer's Report.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried
4. Accounts Payable & Accounts Receivable – Motion by Mark Peterson/Frank Modich to approve accounts payable and accounts receivable.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried
5. Guest Introductions & Comments – Mike Kennedy, Minnesota Pollution Control Agency gave a presentation on the Littlefork River Watershed. He also spoke of an upcoming project on Binational Social Values Interviews in the Rainy-Lake of the Woods Basin.

REPORTS:

6. Supervisor & Committee Reports –
 - a. Forestry – Mark spoke about the recent forestry meeting including the DNR's recommendation for trees to replace ash and school trust land in the Boundary Waters Canoe Area Wilderness. Mark indicated he will not be able to attend the January 17, 2019 Area 3 Forestry meeting.
 - b. Laurentian RC&D – See report on file.
 - c. MASWCD Annual Convention – Gary indicated the conference provided interesting speakers and was well attended.
 - d. Budget Committee – The committee met in December to review the draft budget.
 - e. Other
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 lighting and electrical plans are being finalized. She awaits a price and a draft lease. Motion by Mark Peterson/Frank Modich to table this item.
14. Employee Stipend – Motion by Frank Modich/Mark Peterson to table this item.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried

NEW BUSINESS:

15. 2019 Budget – Motion by Frank Modich/Mark Peterson to approve the 2019 budget.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried
16. 2019 Staffing Service Bid – Motion by Frank Modich/Mark Peterson to award the staffing service bid to the lone bidder, Always There Staffing and grant the District Administrator authority to negotiate and sign a one-year renewable contract.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried
17. NACD Grant Application & Board Resolution 2018-11 – Motion by Mark Peterson/Frank Modich to approve Board Resolution 2018-11.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried
18. Record Retention Schedule and Data Classification List – Motion by Frank Modich/Mark Peterson to approve the Record Retention Schedule and Data Classification List.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried
19. Data Security Policy – Motion by Frank Modich/Mark Peterson to approve the Data Security Policy
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried
20. Vacation Carryover Request – Motion by Frank Modich/Mark Peterson to approve vacation carryover in excess of 40 hours for Phil Norvitch given his planned vacations in late December and late January.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried
21. Water Planning Authority – Motion by Frank Modich/Mark Peterson expressing intent to accept water planning authority from St. Louis County, if granted.
Affirmative: Modich, Peterson, Rantala
Opposed: None
Motion Carried

22. Upcoming Supervisor Meetings and Trainings

- a. Today's training – Robert's Rules of Order Table of Motions was briefly reviewed.
- b. Other - None

23. Confirm Next Meeting – Wednesday, January 9, 2019 at 10:30 a.m.

24. Meeting Adjourn by Frank Modich/Mark Peterson at 12:20 p.m.



Mark Peterson, Secretary

January 9, 2019

Date