



North St. Louis Soil and Water Conservation District

Special Meeting Minutes

April 10, 2019

Mesabi Community College, Norse Room
1001 Chestnut St, Virginia MN 55792

Supervisors Present: Chuck Bainter, Frank Modich, Peggy Pearson Mark Peterson & Gary Rantala
Staff Present: Beth Kleinke, Forester, Roger Marks, Regional Farm Bill Forester; Emily Nelson, AIS Program Coordinator; Phil Norvitch, Resource Conservationist; Anita Provinzino, District Administrator and Becca Reiss, Community Conservationist.
Others Present: Jon Sellnow, District Conservationist and Mike Hup, Forester; both with USDA Natural Resources Conservation Service

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

1. Agenda – Motion by Gary Rantala/Mark Peterson to approve the 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
3. Treasurer's Report - Motion by Gary Rantala/Mark Peterson to approve the Treasurer's Report as updated 4/9/19.
Affirmative: Bainter, Pearson, Peterson, Rantala
Opposed: None
Motion Carried

Frank Modich entered the meeting.

4. Accounts Payable & Accounts Receivable – Motion by Chuck Bainter/Mark Peterson to approve accounts payable and accounts receivable as updated 4/9/19.
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala
Opposed: None
Motion Carried
5. Guest Introductions & Comments – Roger Marks was introduced and welcomed to the District's staff as the Regional Farm Bill Forester. Roger will work in Carlton, Cook, Lake and St. Louis Counties providing forestry services to landowners and assisting SWCD foresters with skill development and job approval authority. Roger's position is funded by the USDA NRCS Conservation Collaborative Grant titled Arrowhead Forest Partnership.

Mike Hup was introduced as the new forester for USDA NRCS based out of Duluth.

OLD BUSINESS:

6. New Office Space – District Administrator reported the County Attorney has reviewed the lease. It is satisfactory depending on how much risk the District is willing to accept:
 - a. There is a risk associated with the Mutual Waiver of Subrogation Clause. Minnesota Counties Intergovernmental Trust has reviewed the lease on behalf of the District. The county attorney and MCIT would like that clause removed. The landlord wants it to remain.

- b. The county attorney and MCIT would like a Mutual Hold Harmless clause inserted which the landlord has not been willing to accept.
- c. Lastly MCIT would also like the landlord to name the District as an additional insured should the landlord be the cause of a claim.

District Administrator to again request above changes of the landlord plus negotiate a lease renewal clause possibly based on Consumer Price Index with an inflationary cap no more than perhaps 3% for second 5-year term. Motion by Gary Rantala/Frank Modich to approve Peggy Pearson to sign a lease approved by the county attorney.

Affirmative: Bainter, Modich, Pearson, Peterson, Rantala

Opposed: None

Motion Carried

7. Resolutions/Resolutions Committee – No resolutions were offered.

NEW BUSINESS:

8. Approve quote for contract funded by 2019 DNR CPL Weed Control – Motion by Chuck Bainter/Gary Rantala to award contract to Boreal Natives, Inc. at amount approved by DNR since the contract came in over-budget. District Administrator to request budget revision through DNR.

Affirmative: Bainter, Modich, Pearson, Peterson, Rantala

Opposed: None

Motion Carried

9. Envirothon Donation – Motion by Chuck Bainter/Frank Modich to approve a donation of \$250 to Envirothon. The board requests to know the balance in the Envirothon account handled by Lake County SWCD.

Affirmative: Bainter, Modich, Pearson, Peterson, Rantala

Opposed: None

Motion Carried

10. Investment Options For Operating Reserve Funds – Motion by Chuck Bainter/Mark Peterson to invest \$35,000 with Wells Fargo Investment Services.

Affirmative: Bainter, Modich, Pearson, Peterson, Rantala

Opposed: None

Motion Carried

11. Marketing – Discussion held about need for logo, branding and marketing. District Administrator is permitted to select marketing firm and engage in initial stages within her \$5000 spending limit.

12. Office Move Logistics – Discussion was held regarding the following services for the new office building: Internet, telephones, Utilities, moving companies. The District Administrator should get references for the moving company.

13. Tree Sale Logistics – Beth discussed plans for tree sale set up and pick up and board member/staff schedules.

14. Upcoming Supervisor Meetings and Trainings

- a. Local Work Group Committee Meeting – April 10, Virginia
- b. Area 3 Resolutions Meeting – June 14, Carlton – Gary indicated he will attend.
- c. Area 3 Annual Meeting – September 26, Hinckley
- d. Other

REPORTS:

15. District Administrator Report – See report on file.
16. Resource Conservationist Report – See report on file.
17. AIS Program Coordinator Report – See report on file.
18. Forester Report – See report on file.
19. Community Conservationist Report – See report on file.
20. NRCS District Conservationist Report – See report on file.
21. Supervisor & Committee Reports
 - a. Area 3 Technical Service Area Meeting – Gary attended the meeting on March 20 in Duluth. He has been elected as vice-chair and will serve on the personnel committee.
 - b. Area 3 Forestry – Mark attended the meeting on March 21 in McGregor. The presentation on Chronic Wasting Disease given at the meeting was forwarded to board supervisors. The next meeting is set for May 16.
 - c. Laurentian Resource Conservation & Development – Peggy attended the meeting on March 25 in Duluth. The next meeting will be in May.
 - d. Legislative Committee – Mark discussed the emerald ash borer bill. Chuck attended a hearing on March 26th regarding capacity and levy funds.
 - e. other – No further reports

CLOSING:

22. Confirm Next Meeting – The next meeting is scheduled for Wednesday, May 8 at 10:30 a.m.
23. Adjourn – Motion by Chuck Bainter/Mark Peterson to adjourn the meeting at 11:49 a.m.
Affirmative: Bainter, Modich, Pearson, Peterson, Rantala
Opposed: None
Motion Carried

Following the meeting board, staff and guests selected the top five posters and the top five coloring contest winners. They will displayed at the District's booth at Iron Range Earth Fest in Mt. Iron on April 13, where the public will vote for the top 3.



Mark Peterson, Secretary

June 12, 2019
Date