



North St. Louis Soil and Water Conservation District
505 3rd St N, Ste A
Virginia MN 55792

Regular Meeting Minutes
July 12, 2023

The meeting was held in person at the District office. A zoom link was available.

Supervisors Present at Roll Call: Chuck Bainter, Frank Modich, Peggy Pearson, Mark Peterson and Gary Rantala were present in-person.

Staff Present: Anita Provinzino, District Administrator, Tristan Nelson, District Forester; Victoria Ranua, Accounting & Human Resources Specialist; and Becca Reiss, Community Conservationist were present in-person; Phil Norvitch, Resource Conservationist; and Jon Utecht, AIS Program Coordinator were present online.

Others Present: None

The meeting was called to order at 10:33 a.m. by Chair, Peggy Pearson.

1. Agenda - Moved by Chuck Bainter/Gary Rantala to add Reinvest/Purchase Certificates of Deposit and then approve the agenda. Motion carried.
2. Minutes of Last Meeting – Moved by Gary Rantala/Frank Modich to approve the minutes June 14, 2023. Motion carried.
3. Financial Reports & Program Summary for Last Month - Moved by Gary Rantala/Frank Modich to approve the financial report and program summary for June. Motion carried.
4. Accounts Receivable and Payable – Moved by Gary Rantala/Frank Modich to approve accounts payable and accounts receivable as updated on 07/12/2023. Motion carried.
5. Guest Introductions and Comments – None

UNFINISHED BUSINESS:

6. Juneteenth Holiday – Moved by Frank Modich/Gary Rantala to approve the Juneteenth Holiday for employees. In 2023, employees will receive a floating holiday to be used by 12/31/23. Beginning in 2024, the holiday will be observed on June 19th and the office will be closed. Motion carried.

NEW BUSINESS: Zach Evans joined the meeting, online.

7. Regional Farm Bill Forester Job Description Update – Moved by Frank Modich/Gary Rantala to approve the updated job description. Motion carried.
8. SWCD Aid Use & Board Resolution 2023-14 – Moved by Gary Rantala/Chuck Bainter to approve Board Resolution 2023-14. Motion carried. Anita will post to the website as required, before the first payment date of July 20.
9. Upcoming Supervisor Meetings and/or Trainings
 - a. Laurentian Resource Conservation & Development – July 24
 - b. MN SWCD Forestry Association – July 20
 - c. Rainy Headwaters-Vermilion Planning Policy Committee – August 4
 - d. St. Louis River Implementation Policy Committee – July 27

- e. Updates on parental leave and open meeting law changes – Anita reviewed the changes to these and several other laws affecting employers that were passed by the 2023 legislature. Some do not go into effect until 2025, others begin in 2023 and 2024. She indicated the SWCD will follow the law, in situations where its policies do not yet reflect current law.
- f. Other – Carlton SWCD is hosting the Area III Annual Tour and Meeting on September 21 & 22. Let Anita know if you plan to attend one or both days.

Reinvest/Purchase Certificates of Deposit – Moved by Frank Modich/Gary Rantala to invest \$40,000 in 9-month certificates at 4.02% to replace an expiring certificate of \$35,000 plus interest. Motion carried.

REPORTS

10. District Administrator Report – See reports on file
11. Accounting & Human Resources Specialist Report – See reports on file – The board thanked Victoria for her service and wished her well.
12. AIS Program Coordinator Report – See report on file.
13. Community Conservationist Report – See report on file. Becca indicated she will send a sign-up sheet electronically, for the fair booth.
14. District Forester – See report on file.
 - a. Ruffed Grouse Handout – See handout on file.
15. Regional Farm Bill Forester – See report on file.
16. Resource Conservationist Report – See report on file.
17. NRCS District Conservationist Report – See report on file.
18. Supervisor & Committee Reports
 - a. Local Work Group Meeting – June 21 – Chuck spoke about the local work group discussion on dead balsam, coordinating projects with nearby logging, and looking at the priorities in the watershed-based plans.
 - b. Personnel Committee Meeting – July 12 – Gary indicated the committee discussed the organizational structure and roles of supervisors and the district administrator and staff.
 - c. Technical Service Area III – June 28 – Gary indicated the staff received wage increases and discussions were held about a potential grant for strategic planning.
 - d. Other – Frank thanked the staff for their monthly reports and attendance at board meetings, when possible. He indicated the reports are enjoyable to read and give a valuable perspective about staff activities.

CLOSING

19. Next Meeting Date – The next meeting was confirmed for Wednesday, August 9, 2023, at 10:30 a.m.
20. Adjourn – Moved by Gary Rantala/Frank Modich to adjourn the meeting at 11:57 a.m. Motion carried.



Mark Peterson, Secretary
August 9, 2023



**North St. Louis
Soil and Water Conservation District**
505 3rd St N, Ste A
Virginia MN 55792
(218) 749-2000

WHEREAS the 2023 Legislature of the State of Minnesota passed State Aid for Soil and Water Conservation Districts (Minn. Stat. § 477A.23, subd. 4(b)) effective with aids payable in 2023 and thereafter; and

WHEREAS the North St. Louis Soil & Water Conservation District desires to accept this funding to carry out its duties as outlined in Minn. Stat. chapter 103C and other duties and services prescribed by statute, and

WHEREAS to accept funding, the board of each soil and water conservation district must establish, by resolution, annual guidelines for using payments received under this section. Current year guidelines and guidelines from the year immediately prior must be posted on the district website., and

WHEREAS, the “2023 Guidelines on Use of SWCD Aid Payments” approved today, fulfill that requirement, and will be posted at www.nslswcd.org by July 19, 2023.

NOW THERE BE IT RESOLVED, the North St. Louis Soil & Water Conservation District Board of Supervisors accepts said funding and hereby authorizes the District Administrator or Board Chair to sign all documents related to said funding.

Moved by: *Rantala*
Seconded by: *Banter*
Affirmative: *Banter, Madrich, Pearson, Peterson, Rantala*
Opposed: *none*

Certification of Recording Officer

I, the undersigned, hereby certify, that the foregoing is a true and correct copy of the resolution adopted by the North St. Louis SWCD Board on the 12th day of July, 2023; and that I am duly authorized to execute this certificate.



Mark Peterson, Board Secretary