



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

Regular Meeting Minutes
October 18, 2023

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

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

Staff Present: Anita Provinzino, District Administrator; Kelsey Cooke, Conservation Corps Member; Miranda Frenning, Accounting & Human Resources Specialist; John McCormick, Regional Farm Bill Forester; Tristan Nelson, District Forester; Becca Reiss, Community Conservationist; and Jon Utecht, AIS Program Coordinator were present in-person; and Zach Evans Regional Farm Bill Forester was present online.

Others Present: Todd Whitesall, Natural Resources Conservation Service, was present in person.

The meeting was called to order at 10:31 a.m. by Chair, Peggy Pearson.

1. Agenda - Moved by Chuck Bainter/Frank Modich to approve the agenda. Motion carried.
2. Minutes of Last Meeting – Moved by Mark Peterson/Chuck Bainter to approve the minutes from September 13, 2023. Motion carried.
3. Financial Reports & Program Summary for Last Month - Moved by Chuck Bainter/Mark Peterson to approve the financial report and program summary for August. Motion carried.

Gary Rantala arrived at 10:34 a.m.

4. Accounts Receivable and Payable – Moved by Frank Modich/Chuck Bainter to approve accounts payable and accounts receivable as updated 10/18/23. Motion carried.
5. Guest Introductions and Comments –
 - a. Welcome Kelsey Cooke, Conservation Corpsmember – Kelsey introduced herself and was welcomed to the District.
 - b. Welcome John McCormick, Regional Farm Bill Forester, introduced himself and was welcomed to the District.

NEW BUSINESS:

6. 2022 Audit Draft – Peterson Company, Ltd. – Michael Peterson, Peterson CPAs Ltd. presented the 2022 draft audit. Moved by Gary Rantala/Chuck Bainter to approve the draft audit. Motion carried.
7. BWSR Grants & Board Resolution 2023-16
 - a. FY24 Buffer Law
 - b. FY24 & FY25 Conservation Contracts (formerly Cost Share)
 - c. FY24 & FY25 Conservation DeliveryMoved by Gary Rantala/Mark Peterson to approve Board Resolution 2023-16. Motion carried.
8. MASWCD Resolutions – the board will either submit their own votes or get Anita their vote by 11/1.
9. MN SWCD Forestry Association Recordkeeping Support Request – Moved by Frank Modich/Chuck Bainter to approve offering recordkeeping support to the MN SWCD Forestry Association at BWSR Billable Rate, if requested. Motion carried.
10. Staffing
 - a. Cafeteria Plan Administrator Selection – Moved by Frank Modich/Chuck Bainter to approve contracting with FlexPlan Administrators, Inc. for flex plan administration beginning 1/1/24. Motion carried.

11. Tree Stock Initial Order (\$12,000) – Moved by Chuck Bainter/Mark Peterson to approve up to \$12,000 for initial tree stock order, not including plants, seeds, shipping & handling. Motion carried.
12. Upcoming Supervisor Meetings and/or Trainings
 - a. Rainy Headwaters-Vermilion Planning Policy Committee – November 3
 - b. MASWCD Annual Conference - December 11-13
 - c. Other

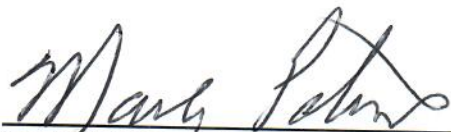
REPORTS

13. District Administrator Report – See report on file.
14. Accounting & Human Resources Specialist Report – See reports on file.
15. AIS Program Coordinator Report – See report on file.
16. Community Conservationist Report – See report on file. Also, Kelsey Cooke reported that she had shadowed both Jon and Tristan. She is working on a survey for the Sturgeon Chain, an article for the Vermilion Lake Association, newsletter and social media. She developed “stormwater hockey” and hosted a booth for the Iron Range STEM event. It was very popular with the students.
17. District Forester – See report on file.
18. Regional Farm Bill Forester – See report on file.
19. Resource Conservationist Report – See report on file.
20. NRCS District Conservationist Report – See report on file. Todd indicated there are 226 pending EQIP applications.
21. Supervisor & Committee Reports
 - a. Area 3 Annual Fall Meeting – September 21 & 22 – Cloquet – Mark indicated he attended presentations on biochar and buckthorn, plus went on a tour of the Cloquet Forestry Center.
 - b. Laurentian Resource Conservation & Development – September 25 – Peggy indicated the winter meeting will be on 3/8. She gave an update on the carbon credit program and indicated there are 2 landowners starting pilot projects near Wadena. They also discussed wildfire reduction and the climate forward program.
 - c. MN SWCD Forestry Association – September 15 – Mark indicated there was a presentation by the Minnesota Forest Resources Council.
 - d. Rainy Headwaters-Vermilion Planning Policy Committee – October 6 – Chuck reported that the final section of the plan was reviewed and administration structure was discussed.
 - e. Technical Service Area III – September 27 – Gary reported on the TSA meeting. He indicated there was a great presentation of the work SSL SWCD has done to re-meander Miller Creek.
 - f. Other

Gary Rantala left the meeting at 12:23

CLOSING

22. Next Meeting Date – The next meeting was set for Wednesday, November 8, 2023, at 10:30 a.m.
23. Adjourn – Moved by Frank Modich/Chuck Bainter to adjourn the meeting at 12:35 p.m. Motion carried.



Mark Peterson, Secretary
October 18, 2023



Resolution 2023-16

North St. Louis Soil and Water Conservation District

505 3rd St N, Ste A
Virginia MN 55792
(218) 749-2000
www.nslswcd.org

WHEREAS, the Minnesota Board of Water and Soil Resources (BWSR) authorized grant agreements for the following grants and amounts:

FY24 Buffer Law	\$2,500
FY24 Conservation Contracts	\$11,339
FY25 Conservation Contracts	\$11,339
FY24 Conservation Delivery	\$18,789
FY25 Conservation Delivery	<u>\$18,789</u>
Total	\$62,756

AND WHEREAS, this funding supports the Districts each of its three goals 1) Provide Services, 2) Spread the Message and 3) Strengthen our Capacity; and

WHEREAS, these grants will provide funding for technical and financial assistance to landowners and support the District's ongoing operations; and

WHEREAS, the North St Louis Soil & Water Conservation District Board desires to accept this funding to continue conservation practices and delivery in northern St. Louis County.

NOW THEREFORE BE IT RESOLVED that the North St Louis Soil & Water Conservation District Board of Supervisors authorizes the District Administrator or Board Chair to secure the above grants and sign all documents related to such funding.

Motion Made by: *Rantala*
Seconded by: *Peterson*

Affirmative: *Banter, Malach, 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 18th day of October 2023 and that I am duly authorized to execute this certificate.

Mark Peterson, Board Secretary