



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

Annual Meeting Minutes  
January 10, 2024

*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; Miranda Frenning, Accounting & Human Resources Specialist; Tristan Nelson, District Forester were present in-person. Becca Reiss, Community Conservationist, Jon McCormick, Regional Farm Bill Forester; Phil Norvitch, Resource Conservationist; and Zach Evans, Regional Farm Bill Forester; joined via zoom.

**Others Present:** Beth Kleinke, USDA Natural Resources Conservation Service joined via zoom.

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

1. Agenda - Moved by Chuck Bainter/Frank Modich to approve the agenda. Motion carried.
2. Election of Officers – Moved by Gary Rantala/Frank Modich to continue with the same officers. Motion carried.
3. Minutes of Last Meeting – Moved by Chuck Bainter/Gary Rantala to approve the minutes. Motion carried.
4. Financial Reports & Program Summary – Moved by Frank Modich/Gary Rantala to accept the financial reports and program summary. Motion carried.
5. Accounts Receivable and Payable – Moved by Chuck Bainter/Frank Modich to approve accounts payable and accounts receivable as updated 1/10/24. Motion carried.
6. Guest Introductions and Comments – None present

**NEW BUSINESS**

7. Annual Business Meeting - Moved by Mark Peterson/Gary Rantala to keep same committee assignments and to approve all other items shown the same as in 2023. Motion carried. See attached Annual Committee Listing and Business.
8. Cost Share Policy Update – Moved by Gary Rantala/Chuck Bainter to approve the cost share policy as recommended. Motion carried.
9. County
  - a. Grants & Board Resolution 2024-01- Moved by Frank Modich/Gary Rantala to approve Board Resolution 2024-01. Motion carried.
  - b. Comprehensive Water Plan Adoption & Board Resolution 2024-02 – Moved by Chuck Bainter/Mark Peterson to approve Board Resolution 2024-02. Motion carried.
10. Staffing
  - a. Credit Card for Kaela Natwora - \$1,500 – Moved by Gary Rantala/Frank Modich to approve a \$1,500 credit card for Kaela Natwora. Motion carried.
  - b. Paid Time Off Policy – Moved by Chuck Bainter/Gary Rantala to approve the paid time off policy as written. Motion carried.
  - c. Personnel Committee's Report of Annual Performance Review of Anita Provinzino & Salary Adjustment effective 2/2/2024 – Moved by Gary Rantala/Chuck Bainter to approve a 4% increase effective 2/2/2024. Motion carried.
11. Upcoming Supervisor Meetings and/or Trainings
  - a. Laurentian Resource Conservation & Development – January 22 – Chuck will attend as Peggy is unable to do so.
  - b. Public Hearing & Policy Committee Rainy/Vermilion – January 26

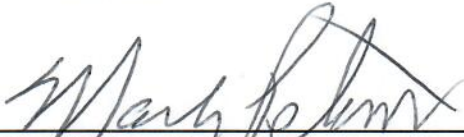
- c. MASWCD Resolution Results
- d. SWCD Forestry Association – January 18
- e. Supervisor Statement of Economic Interest – by January 29
- f. Technical Service Area III – January 24
- g. Other

REPORTS – See packet

- 12. District Administrator Report – Anita
- 13. Accounting & Human Resources Specialist – Miranda
- 14. Aquatic Invasive Species Program Coordinator Report – Jon
- 15. Community Conservationist Report- Becca
- 16. District Forester Report – Tristan
- 17. Regional Farm Bill Forester Report – John
- 18. Regional Farm Bill Forester Report – Zach
- 19. Resource Conservationist Report – Phil
- 20. NRCS District Conservationist Report
- 21. Supervisor & Committee Reports - None

CLOSING

- 22. Next Meeting Date – The next meeting was confirmed for Wednesday, February 14, 2024 at 10:30 a.m.
- 23. Adjourn – Moved by Gary Rantala/Chuck Bainter to adjourn the meeting at 11:42 a.m. Motion carried.



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Mark Peterson, Secretary  
February 14, 2024



## North St. Louis Soil & Water Conservation District Board of Supervisors Annual Business

Officers	2023	2024
Chair	Peggy Pearson	
Vice Chair	Gary Rantala	
Secretary	Mark Peterson	
Treasurer	Chuck Bainter	

### Committee Appointments                      2023                      2024

Education	Frank Modich Gary Rantala	
Laurentian Resource Conservation & Development Board	Peggy Pearson Chuck Bainter, alt.	
Legislative	Chuck Bainter Mark Peterson	
MN SWCD Forestry Association	Mark Peterson Chuck Bainter, alt.	
Personnel	Chuck Bainter Gary Rantala	
St. Louis & Rainy/Vermilion River WBIF Policy Committees	Chuck Bainter Frank Modich, alt.	
Technical Service Area 3 Board	Gary Rantala Chuck Bainter, alt.	
USDA NRCS EQIP Local Work Group	Peggy Pearson Chuck Bainter	
Water Advisory (County)	Gary Rantala Chuck Bainter	

ITEM	2023	2024
Set Monthly Meeting Date and Time	2 <sup>nd</sup> Wednesday at 10:30 a.m.	
Designate Depository Agency	Frandsen Bank & Trust	
Check Signing/Money Transfer Authority	Chuck Bainter Anita Provinzino Gary Rantala	
District Administrator Spending Limit without Board Approval	\$5,000	
Authorized Credit Card Holders and Card Limits – District spending limit is \$36,700.	Mark Peterson \$36,700 Anita Provinzino \$5,000 Jon Utecht \$5,000 Phil Norvitch \$1,500 Becca Reiss \$1,500 Zach Evans \$1,500 Tristan Nelson \$1,500 Miranda Frenning \$1,500 John McCormick \$1,500	
Official Newspaper for Public Notices	Hometown Focus	
Supervisor Compensation (Max \$125)	\$125	
Mileage Rate	IRS allowable (\$0.655)	IRS allowable (\$0.67)
Mileage Rate for personal vehicle taken when company vehicle is available	\$0.25	



**North St. Louis  
Soil and Water Conservation District**

505 3<sup>rd</sup> St N, Ste A  
Virginia MN 55792  
(218) 749-2000

**WHEREAS**, the North St. Louis Soil & Water Conservation District has been awarded the following funding for 2024 from St. Louis County:

\$80,000.00	General Services
\$7,746.50	Wetland Conservation Act (pass-thru)
<u>\$9,000.00</u>	Natural Resources Block Grant (pass-thru)
\$96,746.50	TOTAL

**AND WHEREAS**, the North St Louis Soil & Water Conservation District Board desires to accept this funding to provide services related to its mission.

**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.

Motion Made by: Malich, Rantala

Seconded by: Baister, Malich, Pearson, Peterson, Rantala

Affirmative:

Opposed: none

Motion Carried

*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 10<sup>th</sup> day of January 2024; and that I am duly authorized to execute this certificate.*

Mark Peterson  
Mark Peterson, Board Secretary





Resolution 2024-02

**North St. Louis  
Soil and Water Conservation District**

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Virginia MN 55792  
(218) 749-2000  
[www.nslswcd.org](http://www.nslswcd.org)

**Resolution to Approve Comprehensive Water Management Plan Extension**

**WHEREAS**, St. Louis County received approval from the Minnesota Board of Water & Soil Resources to extend the Comprehensive Local Water Management Plan 2010-2020, as amended June 24, 2015, through December 31, 2028, in order to fully transition to watershed-based water planning consistent with Minnesota Statutes 103B.801, and

**WHEREAS**, the Comprehensive Water Management Plan includes the entire North St Louis Soil & Water Conservation District; includes maps and descriptions of soil classifications and identifies existing areas where erosion, sedimentation, and related water quality problems are the most severe; and

**WHEREAS**, St. Louis County delegated water planning to the North and South St. Louis Soil and Water Conservation Districts, and

**WHEREAS**, the St. Louis River Watershed Plan is complete and adopted, the Rainy Headwaters – Vermilion Watershed Plan just finished its 60-day review, and discussions are underway for the Little Fork River watershed planning area.

**NOW THEREFORE BE IT RESOLVED** that the North St Louis Soil & Water Conservation District Board adopts the St. Louis County Comprehensive Local Water Management Plan 2010-2020 as amended June 24, 2015, as its comprehensive plan for the period through December 31, 2028.

Motion by: *Bainter, Peterson*

Affirmative: *Bainter, Madrich, Pearson, Peterson, Rentala*

Opposed: *none*

Motion Carried *Yes*

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 held on the 10<sup>th</sup> day of January 2024 and that I am duly authorized to execute this certificate.*

A handwritten signature in black ink, appearing to read "Mark Peterson".

Mark Peterson, Secretary

January 10, 2024

Date