



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

Regular Meeting Minutes  
July 9, 2025

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

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

**Staff Present:** Anita Provinzino, District Administrator was present in-person. Jake Bendel, Watershed Conservationist; Miranda Frenning, Accounting & Human Resources Specialist; Ben Kielar, Program Technician; Phil Norvitch, Conservation Manager; and Jon Utecht, Aquatic Invasive Species Program Coordinator were present online.

**Others Present:** none

The meeting was called to order at 10:32 a.m. by Chair, Peggy Pearson.

1. Agenda - Moved by Frank Modich/Mark Peterson to approve the agenda. Motion carried unanimously.
2. Minutes of Last Meeting – Moved by Jerry Hovi/Chuck Bainter to approve the minutes as written. Motion carried unanimously.
3. Financial Reports & Program Summary – Moved by Chuck Bainter/Mark Peterson to accept the financial reports and program summary. Motion carried unanimously.
4. Accounts Receivable and Payable – Moved by Jerry Hovi/Chuck Bainter to approve the accounts payable and accounts receivable as updated 07/09/25. Motion carried unanimously.
5. Guest Introductions and Comments – None

**NEW BUSINESS:**

6. AIS Resort Contract with Muskego Point Resort, retroactive to 6/13/25 – Moved to approve by Frank Modich/Mark Peterson. Motion carried unanimously.
7. Data Practices Policies – Annual Update
  - a. For Data About You
  - b. For Members of the PublicMoved by Jerry Hovi/Frank Modich to approve the above data practices policies as updated. Motion carried unanimously.
8. BWSR Watershed Based Implementation Funding for Rainy Headwaters/Vermilion
  - a. Woodland Stewardship Plan Renewal Cost Share Application – Moved by Mark Peterson/Chuck Bainter to approve cost share contract #RHV25-WSP-1 with King Properties LLC for \$1135.00. Motion carried unanimously.
9. Human Resources
  - a. Position Audits and Wage Adjustments – Moved by Frank Modich/Chuck Bainter to approve hourly wage adjustments for the Accounting & HR Specialist from \$25.48 to \$27.00 and for the Resource Conservationist from \$25.50 to \$26.50 to align with the market. Motion carried unanimously.
10. Upcoming Supervisor Meetings and/or Trainings
  - a. Laurentian Resource Conservation & Development – July 28 in Duluth

The mission of the North St. Louis Soil & Water Conservation District is to encourage sustainable use of our natural resources by engaging people in soil and water conservation in northern St. Louis County.

- b. Little Fork River Watershed Planning Public Kickoff Meetings
    - i. Tuesday, July 22 at Cook Community Center 5-7 p.m.
    - ii. Thursday, July 24 at Littlefork Community Building 5-7 p.m.
  - c. MN Assn of RC&D's Annual Summer Meeting "Forest Management and Wildfire Risk Reduction" – August 7 in Eveleth
  - d. SWCD Forestry Association – July 17 in McGregor
  - e. SWCD Governance & Leadership Essentials – Sept 10 & 11 in St. Cloud
  - f. Other
11. Other - None

REPORTS:

- 12. Monthly Progress Report
- 13. Natural Resources Conservation Service Report - None
- 14. Supervisor & Committee Reports
  - a. Little Fork River Planning Policy Committee – June 12 – Chuck was elected Chair, no vice-chair was elected. The bylaws were approved. A poll will be sent out for the next meeting.
  - b. Local Work Group Meeting – June 11 – Chuck and Peggy attended this meeting, the top funding priority was dead balsam to reduce fire risk and re-establish other tree species.
  - c. Technical Service Area 3 Meeting – June 25 – Chuck attended this meeting online. Staff received raises between 3 and 6 percent.

CLOSING:

- 15. Confirm Next Meeting – August 13, 2025, at 10:30 a.m.
- 16. Adjourn – Moved by Frank Modich/Chuck Bainter to adjourn the meeting at 11:26 a.m.

*Certification of Recording Officer*

*I, the undersigned, hereby certify, that the foregoing is a true and correct copy of the meeting minutes approved by the North St Louis SWCD Board and that I am duly authorized to make this certification.*



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Mark Peterson, Secretary  
August 13, 2025