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

Regular Meeting Minutes
August 12, 2026

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

Supervisors Present at Roll Call: Chuck Bainter, Jerry Hovi, Peggy Pearson, and Mark Peterson were present in person.
Staff Present In Person: Anita Provinzino, District Administrator; Miranda Frenning, Accounting & Human Resources Specialist, and Kimberly Yankowiak, Program Technician
Staff Present Online: Corey Denning; Resource Conservationist; Jon Utecht, AIS Program Coordinator; Tristan Nelson, Supervisory Regional Farm Bill Forester; Rachel Poppe, District Forester and Kaela Veihman, SLR Watershed Conservationist.
Others Present: Melanie Bomier, BWSR was present in person. Blake Bartz, NRCS joined later in the meeting online.

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

1. **Agenda** - Moved by Chuck Bainter/Mark Peterson to add item 10) Contract with the Conservation Corps of MN/IA to complete work for landowner and to approve the agenda. Motion carried unanimously.
2. **Minutes of Last Meeting** – Moved by Jerry Hovi/Mark Peterson to approve the minutes as written. Motion carried unanimously.
3. **Financial Reports & Program Summary** – Moved by Jerry Hovi/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 8/12/26. Motion carried unanimously.
5. **Guest Introductions and Comments** – Melanie indicated that there is new grant agreement language beginning in FY27. She anticipates grant agreements will be out later in August or September. The Managing Invasives for Resilient Landscapes grant applications are being ranked this week with announcements expected in September.

NEW BUSINESS:

6. **Aquatic Invasive Species Prevention**
   a. **Amendment adding $7,500 to Koochiching County Environmental Services Contract for Watercraft Inspections** – Moved by Chuck Bainter/Mark Peterson to approve the contract amendment adding $7,500 for additional watercraft inspections. Motion carried unanimously.
7. **BWSR Funds**
   a. **75% Cost Share Contract #26-07-1 with Landowner for Tree Planting using WBIF RHV funds (up to $2,294.25)** – Moved by Jerry Hovi/Mark Peterson to approve a 75% Cost Share Contract #26-07-1 for Tree Planting using 24 WBIF RHV funds in an amount up to $2,294.25. Motion carried unanimously.

b. **75% Cost Share Contract #26-07-2 with Landowner for Shoreline Restoration using 24 WBIF RHV funds (up to $2,613.00)** – Moved by Mark Peterson/Jerry Hovi to approve 75% Cost Share Contract #26-07-2 with Landowner for Shoreline Restoration using 24 WBIF RHV funds in an amount up to $2,613.00. Motion carried unanimously.

8. **Financial**
   a. 6-month Financial Review – Anita explained the financials for the first 6 months of 2026 as it compares to a) the budget b) Jan-June of 2025, and 3) YTD cash flows.
   b. Cash Flow Update – Anita gave an update regarding her conversation with Frandsen Bank's load officer. She indicated that the $100,000 line of credit loan documents are not yet ready. Frank and Chuck will sign them for the District.
9. **Upcoming Supervisor Meetings and/or Trainings**
   a. Save the Dates:
      i. Area 3 Fall Meeting – September 30 in Two Harbors
      ii. Little Fork River Watershed Draft Plan - Public Hearing & Policy Committee Meeting – Sep. 24
      iii. SWCD Forestry Association – Friday, September 18 in Grand Rapids
   b. Other – none known
10. **Other**
   a. **Contract with Conservation Corps of MN/IA to complete work for a landowner on Side Lake in the amount of $4,993 pending legal approval of contract.** – Anita explained that while this is within her spending limit, this contract is outside of typical contract terms. In this case, the landowner has not been able to find a contractor to do the work. TSA III presented this as an option that other SWCDs have done. However, while CCMI can work on private lands, they cannot contract with a private landowner. Therefore, the SWCD would hold a contract with CCM to do the work on private lands. The SWCD is also paying 75% of the cost. The county attorney is currently reviewing the contract language to ensure that the District would not incur additional liability or costs. Moved by Chuck Bainter/Mark Peterson to authorize Anita to sign a contract with CCMI on behalf of the District to do the work on private lands pending contract language approval by the county attorney. Motion carried unanimously.

REPORTS:

11. **Conservation Planner Certification and Job Approval Authority – John McCormick** – John gave a presentation on how and why conservation planner certification is achieved. It is a multi-year process. Both he and Tristan are close to attaining Level 3 Conservation Planner Certification. The presentation also described what job approval authorities are and how they are obtained and maintained. He explained that each is a standard that proves the technician has the knowledge and skills needed for that particular conservation practice.
12. **Monthly Progress Report** – See report on file.
13. **Natural Resources Conservation Service Report** – See report on file.
14. **Supervisor & Committee Reports**
   a. BWSR 1W1P Listening Session – August 4 – Chuck – Both Chuck and Anita provided their perspectives of the listening session given the 10-year history of 1W1P. BWSR will release their statewide findings in October.

b. Laurentian RC&D – July 27 – Peggy – The Working with Fire for Resilient Landscapes workshop was postponed until December.
c. SWCD Forestry Association – July 16 – Mark – Mark reported that Minnesota Forestry Association is promoting a woods walk on October 3 from 1-3. He asked if the District would host a walk. See also SWCD FA meeting minutes.
d. Other - None

CLOSING:

15. **Confirm Next Meeting**
    a. September 9, 2026 - Confirmed
    b. October 13, 14 or 20?
    c. November 18?

    Moved by Chuck Bainter/Jerry Hovi to confirm the September 9th meeting date and set Tuesday, October 13 and Tuesday, November 10 as the meeting dates for those months. Motion carried unanimously.
16. **Adjourn** – Moved by Jerry Hovi/Mark Peterson to adjourn the meeting at 11:55 a.m. Motion carried unanimously.

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.

Mark Peterson, Secretary
September 9, 2026