



# Mail Handlers Local Union No. 323

1602 Selby Ave., Suite 5 St. Paul, MN 55104  
(651) 646-2827 Fax (651) 646-0991 [www.local323.org](http://www.local323.org)

## Minutes of the Local Union 323 Executive Board Meeting

ST. PAUL, MN

March 26, 2026

Jeff Larsen

*Local President*

Dean Abatte

*Vice President*

Aaron Kobes

*Recording Secretary*

Jarred Hoover

*Treasurer*

State Executive

Board Members

Shane Ryden

*Minnesota*

Brock Engstrom

*North Dakota*

Branch Presidents

Dean Abatte

*Minneapolis*

Edward Yun

*St. Paul*

Aaron Kobes

*NDC*

Brock Engstrom

*Fargo*

### IN ATTENDANCE:

**Local President:** Jeff Larsen

**Vice President:** Dean Abatte

**Treasurer:** Jarred Hoover

**MN SEBM Representative:** Shane Ryden

**ND SEBM Representative:** Brock Engstrom

**Recording Secretary:** Aaron Kobes

**Guests:** St. Paul P&DC Branch President Edward Yun & St. Paul P&DC Steward Delicia Johnson

Local President Jeff Larsen called the meeting to order at 9:56 A.M.

Recording Secretary Aaron Kobes took the roll call.

### Review of the Previous Minutes

MN SEBM Shane Ryden made a motion to accept the minutes. The motion was seconded by Vice President Dean Abatte, the motion carried unanimously.

### Local President's Report (see attached for full report)

- Local 323 Compliment
  - Local 323 is currently at 98.7%
- Local activities
  - Fiscal Year change
  - Annual Audit
  - 2025 National Agreement
  - Mail Handlers Benefit Plan (MHBP) -2025 Open Season Results
  - New Installations
  - New Equipment Deployment

### Additional Branch Activities (See President's Report for full report)

## **Upcoming Events (See President's Report for full report)**

### **Local President's Expense Report:**

Local President Jeff Larsen submitted for review his Expense Report. Vice President Dean Abatte motioned to authorize the Local President's expenses for the time frame given and was seconded by ND SEBM Brock Engst. The motion carried unanimously.

### **Local President's Agenda Items**

- LM2 Review
- Membership and Organizing
- MHBP Results and Associate Dues
- Local Elections- Appointment of Judges
  - Local President Jeff Larsen made a motion for Steward Anab Mohammed (Minneapolis P&DC) Steward Brian Lay (St. Paul P&DC) and Jennifer Simmons (Minneapolis/St. Paul NDC) to serve as election judges with Tyler James (Minneapolis/St. Paul NDC) to serve as an alternate. This motion was seconded by MN SEBM Shane Ryden. The motion carried unanimously.

### **Treasurer's Report**

Local Treasurer Jarred Hoover submitted the Local's Expenses and Profit and Loss Statements. Vice President Dean Abatte moved to authorize expense account for time given by Treasurer. The motion was seconded by ND SEBM Brock Engstrom, the motion carried unanimously.

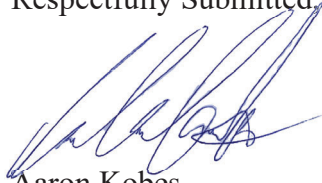
### **Executive Officer's Report**

- MN SEBM Shane Ryden reports that the Inventory for all SIPS machines in Duluth have been signed. LDRC meetings in Rochester have continued despite having several new Plant Managers. MN SEBM Ryden additionally reports that there are ongoing grievances in Mankato due to the non-payment of Level 5 Higher Duty Level Assignments as well as management in Duluth struggling to administratively bring back a Mail Handler.
- Recording Secretary Aaron Kobes reporting as Minneapolis/St. Paul NDC Branch President reported that Christopher Oxie has been officially titled as the Plant Manager of the NDC. Plant Manager Oxie has discussed with Branch President/Recording Secretary Kobes about the possibility of bringing in a USS machine. Additionally, it was reported that the APWU has dropped their dispute in LDRC regarding the DHL mail being moved from the PSMs onto the APPS
- Guest Edward Yun reported that there will be an LDRC meeting on May 7, 2026, to sign off on the THS Inventory in addition to further discussion regarding the incoming PILS machines. Additionally, it was reported that there are twenty-four (24) residual bids with a possibility of several conversions coming.
- Vice President Dean Abatte reports that CFS is leaving Minneapolis. Vice President Abatte further reports that the THS and Lives Inventory is awaiting signatures by the APWU; however, it remains enforceable due to the existing signatures.

### **Open Discussion**

Recording Secretary Aaron Kobes motioned to adjourn the Local Executive Board Meeting. The motion was seconded by Local Treasurer Jarred Hoover. The motion was carried, and the meeting was adjourned at 11:25 A.M.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Aaron Kobes', written over a horizontal line.

Aaron Kobes

Recording Secretary Local 323

National Postal Mail Handlers Union



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## Local President's Report

### Local Executive Board

#### Local 323 Complement:

The Local 323 bargaining unit complement as of Pay Period 05-26 is 863 (752 MN & 111 ND). Membership during that Pay Period was 851.

#### Local Activities:

- **Fiscal Year Change**

The Uniform Local Union Constitution identifies January 1<sup>st</sup> as the date on which the fiscal year of the Local Union changes. Consequently, the 1<sup>st</sup> of the year sets in motion several required activities which must be completed to ensure that Local 323 remains in compliance with all State and Federal regulations. The tasks performed also serve as part of the foundation for the annual audit. Among the tasks completed were the:

- Issuance of W-2's to employees (all Representatives)
- Filing of W-2's with both States
- Filing of W-2's along with W-3 with the Social Security Administration
- Issuance of 1099's to vendors
- Filing of 1099's along with 1096 to IRS

Several of these tasks have become much more automated due to electronic filing requirements. Still, Treasurer Jarred Hoover and I created and mailed the W-2's as well as the 1099's. Subsequently, the 1099's and form 1096 were mailed to the IRS, and I electronically submitted the W-2's and transmittal form to the Social Security Administration. A similar 1099 and 1096 submission was mailed to the IRS for the Building Corporation. The W-2's for the States of Minnesota and North Dakota were filed electronically on the respective websites.

Another significant task involved the creation of an expense summary related to costs incurred from marketing the Mail Handlers Benefit Plan

(MHBP). Treasurer Jarred Hoover and I spent part of a Saturday accomplishing this task. This summary is used by our accountants for the primary amount of our taxable income deductions on when filing Form 990-T with the IRS, Form M4NP with the State of Minnesota, and Form 40 with the State of North Dakota.

- **Annual Audit**

The annual audit which concerned fiscal year 2025 was conducted on February 17<sup>th</sup> and 18<sup>th</sup> by Legacy Professionals.

The first document produced by the annual audit is DOL Form LM-2. This Form must be filed with the Department of Labor no later than 90-Days after the close of the fiscal year. The Members of the Local Executive Board Form were provided with a copy of the LM-2 for their questions and/or comments via email on March 19<sup>th</sup>. Further review of this document is on the agenda of this Board meeting.

Shortly after the completion of the annual audit, we received the yearly invoice for our bond coverage from the National Union. The bonding requirement comes from Section 502(a) of LMRDA (Landrum- Griffin Act) of 1959. Considering that our dues revenue (both regular dues and associate dues) and our assets continue to grow, I contacted our accountants to review the amount of our bond coverage. This resulted in the submission of a request to the National Union for an increase in our bond coverage from \$85,000.00 to \$95,000.00. While the exact amount of coverage required is determined by the National Executive Board under the Constitution, the practice of Local 323 has always been to manage the amount of our bond coverage before intervention from the National Executive Board is required.

The filing of forms 990 and 990-T with the IRS, as well as the filings of Form M4NP with the State of Minnesota and Form 40 with the State of North Dakota, are not due until May 15<sup>th</sup>. Legacy Professionals will be scheduled to attend the June meeting of the Local Executive Board to discuss the results of the annual audit.

- **2025 National Agreement**

The 2022 National Agreement has now been expired for 6 months. Information received from the National Union and current reports on the USPS financial condition suggest that we won't see a negotiated contract. While impasse has not yet been declared, I wouldn't be surprised to hear soon that we're heading to arbitration.

- **Mail Handlers Benefit Program (MHBP) – Open Season Results**

Following the receipt of top honors at the 2025 MHBP Seminar, the award winning Local 323 MHBP Marketing Team hit the ground running once again. There were some minor dips in the road (a couple of health fairs cancellations resulting from the government

shutdown). Still, the efforts of our team produced extraordinary results. Those results are on the agenda for further discussions later in this meeting.

- **New Installations**

Both State Executive Board Members have been busy responding to the activation of new installations. Shane Ryden has been addressing the activation of an S&DC in Rochester, MN, and Brock Engstrom has been addressing the activation of an S&DC in Bismarck, ND. There has been a considerable amount of resistance from management in complying with their obligations. It has been necessary, more than once, to contact the National Union and request that they have someone from Postal headquarters inform district management of what's required. These are going to be tough battles, and I expect to see appeals being processed. Additional new installations will be activated as follows:

July 11, 2026 – Duluth, MN S&DC/LPC

July 11, 2026 – Eagan, MN S&DC

September 5, 2026 – Burnsville, MN S&DC

In addition, the Fargo P&DC has been listed as a new RPDC Project; although, no schedule for implementation or activation is currently available.

- **New Equipment Deployment**

Several pieces of new mail processing equipment have been deployed in the facilities within Local 323 and more are on their way. In each location, Local 323 Representatives have been engaged at the LDRC to ensure that proper jurisdictional assignments are made, and that proper inventory pages are completed.

Single Induction Package Sorter (SIPS) already deployed:

- Duluth P&DC
- St. Paul P&DC (2)
- Mankato P&DC
- Waite Park P&DC (St. Cloud)

Parallel Induction Linear Sorter (PILS) upcoming deployments:

- St Paul P&DC (PILS-1) – August 2026
- Fargo ND P&DC (PILS Lite) – September 2026
- St Paul P&DC (PILS-2) – 2026

- **Upcoming Retirement – Officer Retirement**

It has now become common knowledge that Vice President and Minneapolis Branch President Dean Abatte will be retiring at the end of April. Dean and I have worked together since we were in our 20's; and after more than three decades of being friends and brothers in arms, his upcoming retirement is a cause of mixed emotions. If I had to sum everything up in one word, that word would be "bittersweet." On one hand, I'm happy that he reached the goal to which all Mail Handlers aspire, on the other hand, Dean's retirement marks the passing of an era. This is somewhat lessened by the knowledge that he will continue to serve the Local Union in several capacities. Dean will continue to serve as the LDRC Representative in St. Paul and Minneapolis; and not insignificantly, he will continue to serve as chairman and executive chef for the metro area picnic. Moreover, I'm sure we can count on Dean to come out "guns a blazin" to market the MHBP; hopefully for many years to come.

The Local Executive Board is Constitutionally required to fill the vacancies resulting from Dean's retirement and those matters are on the agenda for further discussion.

**Branch Activities:**

- **Branch Events and Branch Visits**

Since the last meeting of the Local Executive Board, I've attended several Labor – Management meetings in the St. Paul and NDC Branches. In addition, I've attended a couple of LDRC meetings at the NDC serving as our representative. And, I continue to work with Officers, Branch Representatives, and Members, to address specific issues on a daily basis.

**Upcoming Events:**

Fargo Branch Meeting – April 12<sup>th</sup> (cancelled)

Semi-annual Meeting of the Local Unions – April 20<sup>th</sup> through the 22<sup>nd</sup>

NDC Steward and Branch Meeting – April 25<sup>th</sup>

St. Paul Steward and Branch Meeting – May 2<sup>nd</sup>

Installation of newly appointed officers – May 4<sup>th</sup>

Minneapolis Branch Steward Meeting – May 9<sup>th</sup>

Local Elections – Nomination Meeting – May 29<sup>th</sup>

LIUNA Delegate Election – TBD

Local Executive Board – June 25<sup>th</sup>

Metro Area Picnic – July 12<sup>th</sup>

Installation of Officers – August 1<sup>st</sup>

Local Union Council Meeting – August 16<sup>th</sup> (tentative)

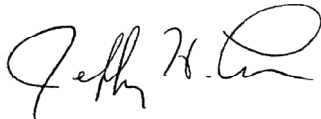
Semi-annual Meeting of the Local Unions – August 17<sup>th</sup> through the 19<sup>th</sup> **(Minneapolis)**

LIUNA Convention – Las Vegas, NV - September ??

Local Executive Board – September 24<sup>th</sup> (tentative)

MHBP Open Season Seminar – San Diego – October 2026

Fraternally,

A handwritten signature in black ink, appearing to read "Jeff H. Larsen". The signature is fluid and cursive, with the first name "Jeff" being more prominent.

Jeff Larsen  
Local President

cc: All Branches  
File