

**Isanti Soil and Water Conservation District
380 Garfield St South
Cambridge, MN 55008
763-689-3224 Ext. 5**

November 16, 2010

Regular Board Meeting Minutes

The Board meeting of the Isanti Conservation District was held in the District office on November 16, 2010. Chairman Calander called the meeting to order at 8:00 a.m.

ATTENDANCE:

Board Members Present: Ryan Carpenter, Wayne Calander, Ray Marsh and Al Koczur

Staff Present: Mark DeMuth, Annette Swanson and Josh Bork

Absent: Brian Devries

SECRETARIES REPORT:

Minutes of the regular board meeting held October 19, 2010 were reviewed. Motion/Seconded Koczur, Marsh to approve the minutes as sent out.

Affirmative: Calander, Koczur, Marsh and Carpenter

Opposed: None

Motion Carried.

TREASURER'S REPORTS:

The monthly treasurer's report was presented for the Board's review. Motion/Seconded Carpenter, Koczur to approve the treasurer's report and pay all bills due and payable.

Affirmative: Calander, Koczur, Marsh and Carpenter

Opposed: None

Motion Carried

STAFF REPORT:

DeMuth discussed the purchase of a new John Deere Drill with board members. Price of a new drill would be approx. \$30,000. Trade in value for district drill at \$16,000 or have John Deere sell district drill for us at \$20,000. After discussion it was decided by supervisors not to purchase at this time.

Motion/Seconded Koczur, Marsh to extend State Cost-Share Contract Native Buffer FY-2009-01 an additional 6 months to June 30, 2011 to complete native prairie seeding.

Affirmative: Calander, Koczur, Marsh and Carpenter

Opposed: None

Motion Carried

The 2011 District tree order form has been printed and will be ready for mailing the end of November. This order will be mailed to customers who have purchased from the District over the past five years.

A notice was received from Peoples Bank of Commerce regarding updating the signature cards at the bank. The persons named on the Corporate Authorization Resolution are authorized signers. The signers are: Mark DeMuth, Resource Conservationist, Allan Koczur, District Treasurer and Annette Swanson, Administrative Assistant.

Motion/Seconded Marsh, Carpenter to comply with the Corporate Authorization Resolution at Peoples Bank of Commerce for authorized signers.

Affirmative: Calander, Carpenter, Marsh and Koczur

Opposed: None

Motion Carried

The Data Practices Policy was reviewed and the following was discussed:

- Minnesota data practices laws
- Classification of government data
- Government entity responsibilities
- Rights of access to government data
- Government data requests & responses
- Data subject rights
- Civil remedies and penalties in the Data Practices Act

Motion/Seconded Koczur, Marsh to designate A. Swanson as the Responsible Authority for the Isanti Soil and Water Conservation District. Each government entity must designate an individual (RA) (Minnesota Statutes, section 13.02, subdivision 16, and Minnesota Rules 1205.1000)

Minnesota Statutes, section 13.05, subdivision 13, requires all responsible authority's to appoint or designate a Data Practices Compliance Official (DPCO). A. Swanson the (RA) designates M. DeMuth and A. Swanson as the data practices compliance officials for the Isanti Soil and Water Conservation District.

Affirmative: Calander, Koczur, Marsh and Carpenter

Opposed: None

Motion Carried

DISTRICT CONSERVATIONIST:

Josh Bork, District Conservationist

See attached report.

RC&D REPORT:

Next meeting December 3.

See Attached report.

ADJOURN:

Motion/Seconded Koczur, Marsh to adjourn the meeting at 9:45 A.M.

Affirmative: Calander, Carpenter, Marsh and Koczur

Opposed: None

Motion carried.

Ray Marsh
Board Secretary

