

**Mississippi Headwaters Board (MHB)**  
**December 17th, 2010**  
**Cass County Courthouse, Walker, MN**  
**Meeting Minutes**

**Members Present:** Jack Frost (Beltrami County), Lori Dowling (Itasca County), Tom Wenzel (Morrison County), Paul Thiede (Crow Wing County), Pam Kichler (Admin. Asst.)

Dick Downham (Cass County) – arrived at 11am

**Members Excused:** Dean Newland (Clearwater County), Lyle Robinson (Hubbard County), Brian Napstad (Aitkin County)

**Others Present:** Bill Patnaude - Beltrami ESD/Tech. Advisory Committee (TAC) Chair, Representative John Persell

**9:28 am** – Chair Jack Frost (Beltrami) called to order the monthly meeting of the Mississippi Headwaters Board at 9:28 am on December 17<sup>th</sup>, 2010, in Walker MN. The meeting began with the pledge of allegiance.

**9:29 am** - Agenda (Dec. 17<sup>th</sup> '10). Due to the absence of four Commissioners, quorum was not met. There was no approval of the Agenda (or Agenda items) at this time.

**9:29 am** – Consent Agenda (Nov.'10 – Minutes/Nov-Dec.'10 Expenses). As with the Agenda, the Consent Agenda could not be approved.

The remaining members stayed to cover discussion topics that did not require a vote. This portion of the meeting was not recorded.

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At 11:00 am, Dick Downham (Cass) arrived and the board was presented with opportunity to address items from the agenda for approval that had previously been tabled for the January 2011 meeting. The following items were called to question, discussed and voted on:

**11:01 am – Consent Agenda (Nov.'10 – Minutes/Nov.-Dec.'10 Expenses). Motion** was made and seconded by Commissioners Tom Wenzel (Morrison) / Paul Thiede (Crow Wing) to approve the December '10 Consent Agenda - 5 ayes, 0 nays. Motion carried.

**11:02 am - Agenda (Dec. 17<sup>th</sup> '10).** Because some items had already been briefly discussed, the board suggested that formal board approval of the Agenda may not be necessary. Those members in attendance could simply work from the Agenda and pull for vote and discussion only those items requiring quorum. **Motion** was made and seconded by Commissioners Paul Thiede (Crow Wing) / Lori Dowling (Itasca) to approve this adjustment – 5 ayes, 0 nays. Motion carried.

**11:03 am – Officer rotation** – From prior 2011 Officer rotation discussion, a recommendation was offered for the coming 2011 calendar year. The following commissioners were identified: Paul Thiede (Crow Wing) - Chair, Lyle Robinson (Hubbard) – Vice Chair and Tom Wenzel (Morrison) – Secretary/treasurer. Continued discussion may commence at the January '11 MHB meeting on this matter. **Motion** was made and seconded by Commissioners Lori Dowling (Itasca) / Dick Downham (Cass) to approve the '11 officer recommendations - 5 ayes, 0 nays. Motion carried.

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It was the consensus of those Commissioners present that the final item requiring action (Staff Annual Review) should be tabled until the January 21<sup>st</sup> MHB meeting. **Motion** was made and seconded by Commissioners Lori Dowling (Itasca) / Tom Wenzel (Morrison) to place 'Staff Annual Review' on the January agenda – 5 ayes, 0 nays. Motion carried.

Following the above noted votes, **motion** was made and seconded by Commissioners Paul Thiede (Crow Wing) / Lori Dowling (Itasca) to adjourn the meeting at 11:05 am - 5 ayes, 0 nays, Motion carried.

**Meeting Adjourned:**

  
Chair Approval

  
Submitted by (Admin Asst)