



Kanaranzi – Little Rock Watershed District

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Kanaranzi –Little Rock Watershed District

Regular Meeting Minutes

January 18, 2018

Adrian City Hall, Council Chambers,

Adrian, MN 56110

ELECTION OF 2018 CHAIR AND VICE-CHAIR: Shea presented the board with the updated Offices and Committees. After the discussion, the board agreed on an annual rotation of positions.

J. Brake moved to unanimously elect the board Chair and Vice-Chair as presented. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

L. Gruis as Chairman

T. Taylor as First Vice-Chairman

A. Boyenga as Second Vice-Chairman

J. Brake as Treasurer

C. Gruis as Secretary

CALL TO ORDER: The Regular Meeting was called to order by Acting Chair, Tim Taylor, at 7:02 p.m.

Present: Mgrs. T. Taylor, C. Gruis, A. Boyenga, J. Brake

Absent: L. Gruis

Guests: John Shea (Nobles SWCD Manager), Sabrina Raddle (Nobles SWCD Assistant), Gene Metz (Nobles County Commissioner), Bruce Heitkamp (City of Adrian)

AGENDA: The agenda for the January 18, 2018 meeting was reviewed. C. Gruis moved to approve the agenda as mailed. J. Brake seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis. Opposed: None. Motion carried.

MINUTES: The minutes of the November 16, 2017 regular meeting were reviewed. J. Brake moved to approve the minutes as presented. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis. Opposed: None. Motion carried.

COST-SHARE CONTRACTS AND PAYMENTS: Bruce Heitkamp, City of Adrian, was present to discuss a potential project with KLR. The City of Adrian is looking at various options to protect land surrounding their wells. The area is 27.9 acres that used to be enrolled in CRP, but no longer is in any conservation program. Heitkamp asked the board if they would be interested in providing 25% cost-share on the rental payment for the property.

J. Brake moved to approve 25% cost-share (\$1,221.00) on the property. C. Gruis seconded this motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis. Opposed: None. Motion carried.

The board was presented with an updated cost-share log and the contracts that needed attention were highlighted.

KLR-2016-13	Dave Schutte	Cons. Use Acres	\$1,000.00
KLR-2016-14	Twyla Lindemann	Cons. Use Acres	\$1,000.00
KLR-2016-23	Paul Erlandson	Terraces	\$20,866.31
KLR-2016-24	Glenn Erlandson	Terraces	\$18,594.09
KLR-2016-25	Twyla Lindemann	Terraces	\$8,825.18
KLR-2016-26	Randy Wiertsema	Terraces	\$10,846.13
KLR-2016-27	Twyla Lindemann	Terraces	\$8,825.18
KLR-2017-06	Brandon Gruis	Terraces	\$28,742.11
KLR-2017-07	Darwin Reyne	Terraces	\$5,732.60
KLR-2018-01	Brett Block	Well Sealing	\$300.00

After review, J. Brake moved to amend and pay the contracts as presented. C. Gruis seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis. Opposed: None. Motion carried.

KLR-2017-06	Dave Schutte	Waterway	\$5,886.45
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TREASURER'S REPORT: Bills Payable, subject to audit, in the amount of \$116,507.42. After review, J. Brake moved to pay the bills and approve the Treasurer's Report as presented. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis. Opposed: None. Motion carried.

Ditch Account Bills Payable, subject to audit, in the amount of \$17,296.96. After review, J. Brake moved to pay the bills as presented. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis. Opposed: None. Motion carried.

CORRESPONDENCE: The board was presented with information for the Rock County Cover Crop Day and Public Notices for Conditional Use Permits.

OLD BUSINESS:

- A. Buffer Update: Nobles County has only 2 landowners left to contact the SWCD. The staff is reaching out to them one last time before the deadline.
- B. 1W1P: Shea has attended various meetings in the planning stages of the 1W1P. He will report more as the meetings progress.
- C. NCD #11: Shea reported that the petition did not pass. Raddle reported that bills are still coming in. The petitioner has the possibility to appeal.

ADMINISTRATORS REPORT: Shea reported on a few meetings he has attending in the last couple month. He also touched on the overabundance of deer and beaver in the area. If managers hear of people having issues they are to direct them to DNR. Shea has also been working on year end reporting.

OTHER REPORTS: Metz touched briefly on the county happenings.

NEW BUSINESS: 2018 OFFICES & COMMITTEES – J. Brake moved to unanimously elect the remainder of the board and committees as presented. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

Ditch Committee: Coleen Gruis & Layton Gruis

1W1P Committee: Coleen Gruis & Jerry Brake

2018 MEETING SCHEDULE – Shea presented the board with the schedule. The board meetings are every 3rd Thursday of the month at 7:00 p.m.

J. Brake moved to accept the schedule as presented. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

J. Brake moved to set the public hearing date for September 6th, 2018 at 8:00 p.m. in the Chambers. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

SET SUPERVISOR COMPENSATION RATE – C. Gruis moved to keep the Compensation rate at \$75.00 per day. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

DESIGNATE OFFICIAL NEWSPAPER – J. Brake moved to approve Nobles County Review as the official newspaper for the watershed. C. Gruis seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

DESIGNATE OFFICIAL DEPOSITORIES – C. Gruis moved to approve Adrian State Bank and Exchange State Bank as official depositories of the watershed. J. Brake seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

DESIGNATE CHECK SIGNING AUTHORITY – A. Boyenga moved to keep the check signing authority the same as in year's past. C. Gruis seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

IRS MILEAGE RATE – Raddle informed the board that the new mileage rate is \$0.545/mile.

ARBOR DAY – J. Brake moved to approve providing trees for the 4th graders in Adrian and Ellsworth for Arbor Day. A. Brake seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

TREE COST-SHARE POLICY – Raddle had a few questions regarding the tree cost-share policy. The board didn't want to limit the use of this policy as long as it wasn't abused.

CONSERVATION USE ACRES POLICY – A. Boyenga moved to approve increasing conservation use to \$150/acre up to \$1,500. C. Gruis seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

ADVISORY COMMITTEE – Discussion occurred on when a meeting should occur. The board thought that having a meeting before a regular board meeting would help boost attendance. The meeting will be scheduled for 6:30 p.m. on March 15th.

C. Gruis moved to approve the Order of Appointment as presented. J. Brake seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

WATERSHED BOUNDARIES – Wilbur Prins wrote a letter to the board regarding the Watershed boundaries near Okabena-Ocheda Watershed. He would like the board to look into this to see what it takes to correct the current boundaries. Shea will look more into this and report back to the board.

DATA PRACTICES POLICY – C. Gruis moved to approve the Executive Secretary and Administrative Assistant as Responsible Authority, Data Practices Compliance Official and Data Practice Designee. J. Brake seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

J. Brake moved to adopt the model Data Practices policy as presented. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

AUDITOR ENGAGEMENT LETTER – C. Gruis moved to approve the auditor engagement letter as presented. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

SWCD CONTRACT FOR SERVICES – Shea presented the board with a two year contract between the SWCD and KLR.

After review, J. Brake moved to approve the contract as written. A. Boyenga seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

KLR NEWSLETTER – Raddle presented the board with the updated newsletter. The board suggested a few updates: positions, advisory committee and public hearing date.

C. Gruis moved to approve the newsletter after the suggested changes have been made. J. Brake seconded the motion. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

UNCASHED CHECK – Raddle presented the board with a cost-share check that was written in 2016, but had not yet been cashed. C. Gruis was going to look into this as it was in her district.

DRAINAGE NOTIFIACATIONS – Metz spoke about tile that was dumping into the county tile. The board was also presented with an updated log.

CALENDAR OF EVENTS: Next meeting Thursday, February 15, 2018 at 7:00 p.m.

ADJOURN: T. Taylor moved to adjourn the meeting at 8:46 p.m. Affirmative: A. Boyenga, J. Brake, T. Taylor and C. Gruis.

Secretary