# Kanaranzi – Little Rock Watershed District

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Kanaranzi –Little Rock Watershed District
Regular Meeting Minutes
January 16, 2025
Adrian City Hall - Council Chambers
Adrian, MN 56110

CALL TO ORDER: The Regular Meeting was called to order by Chair, Gruis at 5:04 pm
Present: Mgrs. Jansma, Kellen, Gruis, Henning, and Brake
Absent: None
Guests: Scott Runck (Nobles SWCD Manager), Tiffini Etsinger (Nobles SWCD Admin & Finance)

ELECTION OF AGENDA CHAIR AND VICE-CHAIRS: The board discussed how they would like to rotate positions for the year 2025. They discussed rotating on an annual basis; however, they would keep the treasurer the same.

Chair – William Jansma
1st Vice-Chair – Adam Henning
2nd Vice-Chair – Jason Kellen
Secretary – Layton Gruis
Treasurer – Jerry Brake

After discussion, Brake moved to cast a unanimous ballot with above change to last year's committees. Kellen seconded the motion. Affirmative: Jansma, Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

AGENDA: The agenda for the January 16, 2025, meeting was reviewed. Henning moved to approve the agenda as mailed. Brake seconded the motion. Affirmative: Jansma, Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

MINUTES: The minutes of October 17, 2024, regular meeting were reviewed. Brake moved to approve the minutes as presented. Henning seconded the motion. Affirmative: Jansma, Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

COST-SHARE CONTRACTS AND PAYMENTS:
Etsinger presented the board with the updated project log. 2 well sealings to approve and one Cost Share Payment

Henning moved to approve the contract payments listed below for cost-share. Gruis seconded the motion. Affirmative: Jansma, Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

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| **KLR-2024-05** | **Paul Erlandson** | **WSCB** | **$6545.28** |

Kellen moved to approve the contract payments listed below for cost-share. Brake seconded the motion. Affirmative: Jansma, Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

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| **KLR-2024-07** | **Jessa Wolter** | **WWY** | **$3004.33** |

Henning moved to approve the contract payments listed below for cost-share. Gruis seconded the motion. Affirmative: Jansma, Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

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| **KLR-2024-03** | **Dustin Lonneman** | **WSCB** | **$35000.00** |

TREASURER'S REPORT: Bills payable, subject to audit, in the amount of $42,759.65. After review, Gruis moved to approve the Treasurer's Report as presented. Henning seconded the motion. Affirmative: Jansma, Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

CORRESPONDENCE: Minnesota Campaign Finance Board Info: reminder to complete it before the 31st or there will be a fine.

OLD BUSINESS: None

ADMINISTRATOR REPORT: Reviewed the wellhead protection plan, and current updates on that project. Jackson County soil health tour will be in February in Heron Lake.

OTHER REPORTS:

County: County Commissioner Metz discussed the hazardous mitigation plan, and what they need to prioritize for the county.

SWCD: Etsinger discussed that PRAP will occur for SWCD, KLR, and MRWP.

NEW BUSSINESS:

2025 OFFICES AND COMMITTEES:

Chair – William Jansma
1st Vice-Chair – Adam Henning
2nd Vice-Chair – Jason Kellen
Secretary – Layton Gruis
Treasurer – Jerry Brake

1W1P Committee – Jerry Brake, Jason Kellen
Ditch Committee – Adam Henning, Layton Gruis

Kellen moved to make the above change to last year's committees. Brake seconded the motion. Affirmative: Jansma, Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.
*Jansma left meeting

2025 MEETING SCHEDULE – Meetings are currently scheduled for the third Thursday of each month.

Brake moved to keep the meeting schedule on the third Thursday of the month at 5:00 p.m. (January, February, March and December) and 7:00 p.m. (April– November). Gruis seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

SET MANAGER COMPENSATION RATE – The current approved rate is $75.00 per diem.

Brake moved to keep the per diem rate at $75.00. Gruis seconded the motion. Affirmative:
Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

DESIGNATE OFFICIAL NEWSPAPER – The current official newspaper is the Nobles County Review.

Jansma moved to keep the Nobles County Review as the official newspaper of the KLRWD. Brake seconded the motion Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

DESIGNATE OFFICIAL DEPOSITORIES – The current depositories are Adrian State Bank

Kellen moved to approve Adrian State Bank as official depositories. Brake seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

DESIGNATE CHECK SIGNING AUTHORITY – Brake moved to keep signing authority as S. Runck, T. Etsinger, L. Gruis, and J. Brake. Gruis seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

IRS MILEAGE RATE -Gruis moved to accept the IRS mileage rate for 2025. Brake seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

ARBOR DAY – Etsinger is working on purchasing trees. The board agreed with getting trees to Adrian and Ellsworth. Brake moved to cover the cost of trees for the Adrian and Ellsworth students. Kellen seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

PUBLIC HEARING – BUDGET – The meeting needs to be completed before September 15th. The date of August 21, 2025, at 7:00 p.m. was brought up.

Brake moved to set the public hearing date to August 21st, 2025, at 7:00 p.m. Gruis seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

NEWSLETTER – Etsinger and board discussed a newsletter, went over talking points for it. Etsinger to have it ready for the Feb meeting.

AUDITOR ENGAGEMENT LETTER: Etsinger went over the cost of the audit and would like to continue with Katies firm as she is doing a great job with the audit. The board agreed. Kellen moved to keep Katie Jacobson as the auditor. Gruis seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

COST SHARE POLICIES:

Conservation Use: Runck discussed what Nobles SWCD had proposed for this practice, and to make it worth the farmers time to do it they increased the policy to $400/per acre capped to 10 acres. After discussion the board agreed to increase the policy to $400/acre capped at 10 acres. Brake moved to approve the new rate for conservation use. Kellen seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

Tree Cost Share Policy: the board discussed a lot of options for trees, and the issues with the ash trees dying off. After a lot of discussion, they agreed to update the tree policy. It will follow the Nobles Tree Policy, with up to 75% of a project as long as it meets all of the requirements, and the funding is available. They would like to set the limit to $30,000 for the tree cost share budget. Gruis moved to accept the new policy and budget. Kellen seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

ANNUAL PLAN 2025: The board discussed the plan and what they would possibly like to see done for 2025. They asked Etsinger and Runck to bring some more information on the current cover crop policies that they are using for MRWP and Nobles to review to see if they might be interested in starting a program. Future discussion is needed to the rest of the plan in February.

CALENDAR OF EVENTS: Next meeting Thursday, Feb 20th at 5:00 p.m.

ADJOURN: Kellen moved to adjourn the meeting at 6:54 p.m. Layton seconded the motion. Affirmative: Kellen, Gruis, Henning, and Brake. Opposed: None. Motion Carried.

______________________, Secretary