



Kanaranzi – Little Rock Watershed District

1567 McMillan St. Suite #3, Worthington, MN 56187
507-376-9150 ext. 3

Kanaranzi –Little Rock Watershed District
Regular Meeting Minutes
January 9, 2020
Adrian City Hall, Council Chambers,
Adrian, MN 56110

CALL TO ORDER: The Regular Meeting was called to order by Chair, Layton Gruis at 4:08 p.m.

Present: Mgrs. B. Jansma, L. Gruis, J. Brake, A. Henning

Absent: Mgrs. C. Gruis

Guests: John Shea (Nobles SWCD Manager), Sabrina Vosberg (Nobles SWCD Assistant), Jill Wolf (City of Adrian), Gene Metz (Nobles County Commissioner)

ELECTION OF AGENDA CHAIR AND VICE-CHAIR – L. Gruis suggested we moved this item until after Correspondence.

AGENDA: The agenda for the January 9, 2020 meeting was reviewed. J. Brake moved to approve the agenda with L. Gruis' requested change. B. Jansma seconded the motion. Affirmative: L. Gruis, J. Brake and B. Jansma. Opposed: None. Motion Carried.

MINUTES: The minutes of the December 12, 2019 regular meeting were reviewed. J. Brake moved to approve the minutes as presented. B. Jansma seconded the motion. Affirmative: L. Gruis, J. Brake and B. Jansma. Opposed: None. Motion Carried.

COST-SHARE CONTRACTS AND PAYMENTS: Raddle presented the board with the updated logs.

KLR-2020-01 Andy Weiss Cons. Use Acres \$1,500.00

After discussion, J. Brake moved to approve the contract for Andy Weiss in the amount of \$1,500. B. Jansma seconded the motion. Affirmative: L. Gruis, J. Brake and B. Jansma. Opposed: None. Motion Carried.

TREASURER'S REPORT: Bills payable, subject to audit, in the amount of \$18,000. After review, B. Jansma moved to pay the bills and approve the Treasurer's Report as presented. J. Brake seconded the motion. Affirmative: L. Gruis, J. Brake and B. Jansma. Opposed: None. Motion Carried.

CORRESPONDENCE: HLWD is hosting a cover crop workshop on February 24th. Vosberg also discussed insurance options

A. Henning arrived 4:18 p.m.

ELECTION OF 2020 CHAIR AND VICE-CHAIRS: The board discussed how they would like to rotate positions for the 2020 year. They discussed rotating on an annual basis, however, they would keep the treasurer the same.

Chair – Layton Gruis
1st Vice-Chair – Bill Jansma
2nd Vice-Chair – Adam Henning
Secretary – Coleen Gruis
Treasurer – Jerry Brake

After discussion, B. Jansma moved to cast a unanimous ballot naming L. Gruis, Chair. A. Henning seconded the motion. Affirmative: L. Gruis, J. Brake, A. Henning and B. Jansma. Opposed: None. Motion Carried.

OLD BUSINESS:

- A. Wellhead Project – Jill Wolf, City of Adrian, explained the recent funds they received for land acquisitions in the wellhead area. The request the City has for KLR is \$89,563.50. The board then discussed the formula that they used with Rushmore.

After discussion, J. Brake moved to approve the asked amount of \$89,563.50 for the wellhead project. B. Jansma seconded the motion. Affirmative: L. Gruis, J. Brake and B. Jansma. Opposed: None. Motion Carried. A. Henning abstained from the motion.

- B. Buffer Legislation Update – Shea mentioned the buffer article in the Daily Globe. The area is nearing compliant. Nobles County is working on approving the letter that will be sent out to those still in non-compliance.
- C. 1W1P – A workgroup and a policy meeting will be held at the end of January.
- D. Advisory/ Recognition Meeting – Shea and Vosberg will work on this. The board is asked to bring a new list of potential advisory members.

ADMINISTRATOR REPORT: None.

OTHER REPORTS: The ditch projects on the east side of Nobles County are slowly moving forward. Recycling issues are continuing to be problems for Nobles County. The Ditch 11 project is still pending.

NEW BUSINESS: 2020 OFFICES AND COMMITTEES

1W1P Committee – Adam Henning, Coleen Gruis (Alternate)

J. Brake moved to make the above change to last year's committees. B. Jansma seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

2020 MEETING SCHEDULE – Meetings are currently schedule for the second Thursday of each month.

B. Jansma moved to keep the meeting schedule on the second Thursday of the month at 4:00 p.m. (January, February and December) and 7:00 p.m. (March – November). J. Brake seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

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

A. Henning moved to keep the per diem rate at \$75.00. J. Brake seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

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

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

DESIGNATE OFFICIAL DEPOSITORIES – The current depositories are Adrian State Bank and Security Savings Bank.

J. Brake moved to approve Adrian State Bank and Security Savings Bank as official depositories. B. Jansma seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

DESIGNATE CHECK SIGNING AUTHORITY – A. Henning moved to keep signing authority as J. Shea, C. Gruis and J. Brake. B. Jansma seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

IRS MILEAGE RATE - \$0.575/Mile – B. Jansma moved to accept the IRS mileage rate of \$0.575 per mile. J. Brake seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

ARBOR DAY – Vosberg was working on purchasing trees.

L. Gruis moved to provide trees to the fourth-grade students in Adrian and Ellsworth. J. Brake seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

CAMPAIGN FINANCE AND PUBLIC DISCLOSURE MAILING – Reminder to complete the survey.

LEGISLATIVE DAYS – March 18th and 19th – The board will let the staff know if they plan to attend. Rooms are available until February 19th.

PUBLIC HEARING – BUDGET – The meeting needs to be completed before September 15th. The date of August 13, 2020 at 8:00 p.m. was brought up.

J. Brake moved to set the public hearing date to August 13th, 2020 at 8:00 p.m. A. Henning seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

NEWSLETTER – Vosberg was working on completing the 2020 newsletter.

J. Brake moved to approve the mailing of the newsletter. A. Henning seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

AUDITOR ENGAGEMENT LETTER – Vosberg presented the board with the Engagement Letter from Holmberg Accounting.

J. Brake moved to accept the engagement letter as presented. B. Jansma seconded the motion. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

OUTSTANDING Indebtedness Form – Vosberg needed signatures on both forms. KLRWD has no debt.

CALENDAR OF EVENTS: Next meeting Thursday, February 13, 2020 at 4:00 p.m.

ADJOURN: L. Gruis moved to adjourn the meeting at 5:42 p.m. Affirmative: L. Gruis, A. Henning, J. Brake and B. Jansma. Opposed: None. Motion Carried.

Secretary