Minutes of the April 20, 2017 Regular Board Meeting

Minutes of the April 20, 2017 Dodge Soil and Water Conservation District’s Regular Board of Supervisor’s meeting, conference room, USDA Service Center, Dodge Center, Minnesota.

The meeting was called to order by Chair, Larry Scherger at 7:16 PM.

Members Present:  Larry Scherger, Chair
                    Bill Thompson, Vice-Chair
                    David Livingston, Secretary (in at 7:31)
                    Glenn Hahn, Treasurer
                    Bruce Freerksen, PR&I

Members Absent:    None

Others Present:   Adam King, District Manager, Dodge SWCD
                    Blaine Delzer, Conservation Technician, Dodge SWCD
                    Brian DeVetter, District Conservationist, NRCS
                    Elizabeth Oolman, Area Engineer, NRCS
                    Rhonda Toquam, Dodge County District IV Commissioner

Approval of Meeting Agenda – Additions to the agenda include a technology / survey equipment discussion. A motion was made to approve the April 20, 2017 meeting agenda as amended.

   Motion: Glenn Hahn
   Seconded: Bill Thompson
   The motion carried unanimously.

Approval of the March 16, 2017 Board Meeting Minutes – Corrections to the minutes of the March 16, 2017 board meeting include adding the date of the quote from TechRight Services under Correspondence on page 4, adding that the discussion was tabled under Buffer Law: Other Waters Discussion on page 2/3, omit that the consultant has passed away from the Dodge County Feedlot Committee Report on page 4, replace the word “mils” with “miles” under the Cedar River Watershed District Report on page 5, and the flood wall under the Cedar River Watershed District Report on page 5 was verbally clarified. A motion was made to approve the March 16, 2017 Dodge Soil and Water Conservation District’s regular Board of Supervisors meeting minutes as amended.

   Motion: Glenn Hahn
   Seconded: Bill Thompson
   The motion carried unanimously.

Partner Agency Reports

Natural Resource Conservation Service Report

   Brian DeVetter, District Conservationist, Natural Resource Conservation Service presented an email from Kristin Brennan on soil health research. Additional results will be forthcoming.
DeVetter has been working on CRP, EQIP, CSP audits, and easement monitoring, and is still working 3 days in Mower, and 2 in Dodge.

David Livingston entered at 7:31 P.M.

DeVetter recognized David Livingston as a rain gauge volunteer, and presented Livingston with a Certificate. The supervisors discussed adding additional rain gauge volunteers in Dodge County.

**Dodge County Commissioner’s Report**

Rhonda Toquam, Dodge County District IV Commissioner, reported that the Durst Dairy project is moving forward. The feedlot lawsuit against Dodge County has been dismissed. Toquam attended the Zumbro Watershed Partnership meeting, and Sarah Middleton, Executive Director, will be taking a leave of absence. The One Watershed One Plan – Zumbro River Watershed has been pushed back for a year. The supervisors discussed the One Watershed One Plan – Zumbro River Watershed.

**Survey Technology Discussion**

Elizabeth Oolman, Area Engineer, NRCS, presented the survey equipment that is under consideration for purchase by the Dodge SWCD. Oolman discussed the difference between the Trimble R8S, R10 systems, and the Total Station. The board asked if software updates were needed. Oolman stated that software updates would be needed, and there is an optional maintenance agreement. Cell phone service would also be needed for the R8S, and R10 systems. Adam King, District Manager, presented the board with the quotes from Frontier Precision.

There were no other partner agency reports.

**Treasurer’s Report**

**Approval of the Treasurer’s Financial Statements and Payment of New Bills** – Glenn Hahn, Treasurer, reported and presented the March 2017 Revenues, with $9,769.79 coming in March. The tree sale will happen in April, bringing in additional revenues. The Expenditures in March were $22,392.66, for a difference of $12,622.90. Hahn spoke with Deb from Accounting Plus, and was informed that there was a net loss of $29,734 in 2016, and last month’s sheets had the wrong number in it. There was a discussion on how to stop going negative. The Balance Sheet, Grant Expenditures, and Aging Summary were discussed. KMTelecom for $180.35, Wells Fargo Visa for $214.72, Innovative Office Solutions for $11.54, Truax Company for $325.37, Olmsted SWCD for $356.82, and TechRight Services, Inc. for $8,437.13 was added to the Aging Summary, for a total of $10,270.77. A motion was made to approve the March 2017 Treasurer’s Report, and to approve payment of the bills on the Aging Summary, for a payables total of $10,270.77.

  - Motion: Bruce Freerksen
  - Seconded: David Livingston
  - The motion carried unanimously.

**Unfinished Business**

**Buffer Law: Other Waters Discussion**

Blaine Delzer, District Technician, gave an update on where the Dodge SWCD is on the implementation of the new Buffer Law. Delzer has been staking buffers for landowners, but has not received any requests for a validation. Delzer spoke on the staff recommendation of “Other Waters” to be included in the Dodge County Water Plan as a priority for the Buffer Law, and that

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the recommendation is focused on filling the gaps, of reaches with Public Waters downstream and upstream, but are not considered Public Waters. Glenn Hahn, District V Supervisor, stated that this was a discussion at the last One Watershed One Plan – Root River Watershed Policy Committee Meeting, and that many of the county commissioners felt the “Other Waters” would need to go through a public hearing. Adam King, District Manager, stated that there would be a public hearing during the water planning process. King also stated this was a topic at the last Cedar River Watershed District meeting, and that Mower SWCD plans on not designating any “Other Waters” with the fear of future regulation of anything designated. The board directed staff to present a resolution for the “Other Waters” designation to include filling any gaps between Public Waters.

Future Technology Plan
Adam King, District Manager, presented the future technology structure for the Dodge Soil and Water Conservation District. Future costs were discussed. King said he would provide estimates on costs occurring in the future. King stated that one cost will be the internet through KMTTelecom, and that it would be a monthly bill. There was discussion on whether to continue to put it in the monthly payables, or make a motion to pay it. A motion was made to approve payment of the KMTTelecom internet bill as it comes in, and not include it on the payables every month.

Motion: Glenn Hahn
Seconded: Dave Livingston
The motion carried unanimously

New Business

Employee Training Request: MCIT Sidestepping Risk When Conducting SWCD Business
Adam King, District Manager, requested to attend the MCIT Sidestepping Risk When Conducting SWCD Business on May 11, 2017 at the MCIT building in St. Paul, MN. Registration for the training is $35.00. A motion was made to send Adam King to the MCIT’s Sidestepping Risk When Conducting SWCD Business training at the MCIT Building in St. Paul, MN at a cost of $35.00 for registration.

Motion: Dave Livingston
Seconded: Glenn Hahn
The motion carried unanimously

Hiawatha Valley Resource Conservation and Development (RC&D) 2017 Dues
Adam King, District Manager, reported that Rodney Peterson, Dodge County District III Commissioner, notified him that he attended the last RC&D meeting, and recommends that the 2017 dues be paid. A motion was made to approve payment of $300.00 to the Hiawatha Valley RC&D for 2017 dues, and appoint Bruce Freerksen as the Dodge SWCD representative on the Hiawatha Valley RC&D board.

Motion: Dave Livingston
Seconded: Bill Thompson
The motion carried unanimously

Sub-agreement between the Southeast Technical Support Joint Powers Board and the Dodge Soil and Water Conservation District for the Lower Mississippi River Feedlot Management in Minnesota
The sub-agreement, and feedlot projects were discussed. A motion was made to approve the sub-agreement between the Southeast Technical Support Joint Powers Board and the Dodge Soil
and Water Conservation District for the Lower Mississippi River Feedlot management in Minnesota.

Motion: David Livingston
Seconded: Bill Thompson
The motion carried unanimously

Audit of the 2016 Financials
Adam King, District Manager, presented quotes from Smith, Schafer and Associates, LTD at $7,500, and Peterson Company, LTD at $2,500. A motion was made to approve Peterson Company, LTD to conduct the audit of the 2016 financials for the Dodge Soil and Water Conservation District.

Motion: Glenn Hahn
Seconded: Bill Thompson
The motion carried unanimously

Feedlot Cost-Share Contract 2014-01 White Cancelation
Blaine Delzer, District Technician, informed the supervisors that Mike White is canceling his Feedlot Cost-Share Contract 2014-01 due to financial reasons. The $150,917.00 will be made available for another project. A motion was made to approve the cancelation of Feedlot Cost-Share Contract 2014-01 for $150,917.00 for Mike White.

Motion: David Livingston
Seconded: Glenn Hahn
The motion carried unanimously

District Cost-Share Contract 2016-05 White Cancelation
Blaine Delzer, District Technician, informed the supervisors that Mike White is canceling his District Cost-Share Contract 2016-05 due to financial reasons. The $10,000 will be unencumbered and made available for other projects. This would bring the amount left to encumber for FY2016 District Cost-Share to $15,565.70. A motion was made to approve the cancelation and unencumbrance of District Cost-Share Contract 2016-05 for $10,000 for Mike White.

Motion: David Livingston
Seconded: Glenn Hahn
The motion carried unanimously

District Cost-Share Contract 2016-03 Hodgman Extension
Adam King, District Manager, informed the supervisors that Donald Hodgman has not completed his well sealing project, and is requesting an extension of District Cost-Share Contract 2016-03. A motion was made to approve the extension of District Cost-Share Contract 2016-03 for Donald Hodgman.

Motion: Glenn Hahn
Seconded: Bill Thompson
The motion carried unanimously

District Cost-Share Contract 2016-10 Granger Encumbrance
Adam King, District Manager, informed the supervisors that Bruce Granger is requesting District Cost-Share assistance. District Cost-Share Contract 2016-10 is to install a Water and Sediment Control Basin, that is estimated to cost $9,228.00. The Dodge Soil and Water Conservation District would provide 65% cost-share assistance up to $5,998.14 for the project. If encumbered, this would bring the amount left to encumber for FY2016 District Cost-Share to

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$9,567.56. A motion was made to approve District Cost-Share Contract 2016-10 for Bruce Granger, encumbering 65% of the cost of the project up to $5,998.14.

Motion: Bill Thompson
Seconded: Bruce Freerksen
The motion carried unanimously

**District Cost-Share Contract 2016-11 Granger Encumbrance**

Adam King, District Manager, informed the supervisors that Bruce Granger is requesting District Cost-Share assistance. District Cost-Share Contract 2016-11 is to install a Water and Sediment Control Basin that is estimated to cost $9,650.00. The Dodge Soil and Water Conservation District would provide 65% cost-share assistance up to $6,272.70 for the project. If encumbered, this would bring the amount left to encumber for FY2016 District Cost-Share to $3,294.86. A motion was made to approve District Cost-Share Contract 2016-11 for Bruce Granger, encumbering 65% of the cost of the project up to $6,272.70.

Motion: David Livingston
Seconded: Bruce Freerksen
The motion carried unanimously

**Other New Business**

There was no other new business.

**Correspondence**


**Staff Report**

Blaine Delzer, District Technician, informed the board that he has been working with Ed McNamara and Mark Dittrich on a soil health event. Plowville is not going to happen, but is now working with Don Strobel to hold a soil health day using various cover crop mixes on his land planted with sweet corn. The event will be smaller than the planned Plowville event, and will be targeting canning companies. There was a field day held at Tom Pyfferoen’s, where the abilities of cover crops to break up hardpans were demonstrated. There will also be a soil health field day in Rice County that will have a field inter-seeded different ways, and will show the difference between fields inter-seeded and not inter-seeded.

Adam King, District Manager, reported that staff have used many hours on tile maps, including drawing in new tile lines, and coming up with designs and estimates for group tile mains. King stated that these hours cannot be charged to any program and are being taken out of overhead. The supervisors discussed that if the projects were related to multi-purpose drainage management, then the activities should continue, but if the issue being worked on is increasing drainage capacity, then the Dodge SWCD shouldn’t be working on it. The supervisors instructed that tile maps will no longer be updated, and any new tile maps will be attached to the old. King discussed with the supervisors that staff have requested the district get direct deposit for paychecks. King has investigated direct deposit and spoke with Deb Towey from Accounting Plus, and learned that there is a $5.00 fee every pay period. The supervisors expressed that the fee is reasonable and that the district should start direct deposit for staff that wish to have it. King updated the supervisors that the new car is in production, and Krejci Ford will notify the district when it arrives.
Supervisor Reports

One Watershed One Plan – Root River Watershed – Glenn Hahn, District V Supervisor, reported on the PTM App that was used for targeting on the plan. The Policy Committee approved the bylaws of the Joint Powers Agreement that they are operating under. The 2017 workplan for implementation was reviewed is going to start with only using existing resources.

Soil Health Field Day – Glenn Hahn, District V Supervisor, and Bill Thompson, District I Supervisor reported attending the soil health field day at Tom Pyfferoen’s.

Southeast Minnesota Association of Soil and Water Conservation Districts – Bill Thompson, District I Supervisor, reported planning the Southeast MASWCD Resolution Meeting for June 29, 2017 at the American Legion in Stewartville. Speakers are planned in the morning, including discussion of the governor’s initiatives, and finalizing resolutions in the afternoon.

Cedar River Watershed District – David Livingston, District IV Supervisor, reported attending the Cedar River Watershed District Meeting on April 19, 2017 where Steve Lang, City Engineer, City of Austin, spoke about phase I, the last phase, of the flood wall project. Lang requested a 2-year extension of a Memorandum of Understanding between the City of Austin and the Cedar River Watershed District for the project. An update on the “Other Waters” for the Buffer Law was given, with Mower SWCD not planning on designating any “Other Waters.” The CRWD is working on a project that would allow for the size of a culvert under a driveway to be increased, but will need an engineer show that there will be no additional effect downstream. The CRWD attended the Dodge County Expo, and had many people take information. The Citizen Advisory Committee is still being worked on.

One Watershed One Plan – Cedar River Watershed – David Livingston, District IV Supervisor, reported that the planning project is moving forward.

Southeast Technical Support Soil and Water Conservation District Joint Powers Board (JPB) – Larry Scherger, District III Supervisor, reported attending a meeting in Mankato that provided information on how our area operates compared to others in Southern Minnesota. The Southeast Minnesota Water Resources Board (SE MWRB) met with the JPB to discuss the hiring of a shared administrator. The SE MWRB plans on posting and hiring a part-time administrator, and the JPB plans on transferring administration of some grants to the SE MWRB.

Next Meeting
The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be Thursday, May 18, 2017 at 7:15 p.m. in the conference room of the USDA Service Center building, 916 2nd St. SE, Dodge Center, Minnesota.

Adjournment
Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 11:51 P.M.

Motion: Glenn Hahn
Seconded: David Livingston
The motion carried unanimously.

Approved: Larry Scherger
Date: 5-18-17
Recorder: Adam King

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