



## **Minutes of the February 18, 2016 Regular Board Meeting**

Minutes of the February 18, 2016 Dodge Soil and Water Conservation Districts' 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 7:17 PM.

**Members Present:** Larry Scherger, Chair  
Bill Thompson, Vice-Chair  
Don Hesel, PR&I  
Glenn Hahn, Treasurer  
David Livingston, Secretary

**Members Absent:** none

**Others Present:** Adam King, District Manager, Dodge SWCD  
Blaine Delzer, District Technician, Dodge SWCD  
Brian DeVetter, District Conservationist, NRCS  
Lawrence Svien, Executive Director, Zumbro Watershed Partnership

**Approval of Meeting Agenda** – There were no additions to the agenda. A motion was made to approve the February 18, 2016 meeting agenda as presented.

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

**Approval of the January 21, 2016 Board Meeting Minutes** – There was one revision to the January 21, 2016 meeting minutes, Vice-chair was misspelled in the Cedar River Watershed District report on page 6, and the error was corrected. A motion was made to approve the January 21, 2016 Dodge Soil and Water Conservation District's regular Board of Supervisors meeting minutes as revised.

Motion: Glenn Hahn  
Seconded: Don Hesel  
The motion carried unanimously.

### **Partner Agency Reports**

#### **County Commissioner's Report**

Rodney Peterson, Dodge County District 3 Commissioner, was unable to attend.

## **District Conservationist's Report**

Brian DeVetter, District Conservationist, NRCS, reported looking at contract implementation ratios (CIR) or the amount of contract items made compared to the number completed and signed for in 2013. Dodge County performed well with 89 of 91 contracts completed. So far in FY16 there has been 546 acres enrolled into CRP, mostly CP-38E (back forty pheasant habitat) and CP-42 (Pollinator Habitat). With the continuous sign-up, there is no longer CP-38E acres available, but requests for additional acres in Minnesota have been made. The next recommendation is CP-42 (Pollinator Habitat). The Farm Service Agency is currently offering \$150/acre for a sign-up incentive and 50% cost-share on practice installation. There is currently only 1 EQIP sign-up period, with 11 applications in the previous sign-up that have been screened and will be ranked either high, medium, or low priority. There have been two RIM-WRP contracts that have closed since October 1, 2015. A review of CRP acres that are set to expire in future years was given, with many of those expiring acres requiring land to be considered Highly Erodible Land. CP-23 and CP-23A (Wetland Restoration and Wetland Buffer), is different than the CP-27 and CP-28 because the CP-23 + CP-23A is seasonally wet, while the CP-27 + CP-28 is a ponded wetland. For CP-23 + CP-23A, there will be a required restoration (ditch plugs, broken tile). There was a performance review conducted on late rates, with Dodge County having no late rates. There will be a Cover Crop event in Owatonna and Rochester, a NRCS Seed Training covering how to plant, Pure Live Seed (PLS) calculations, and a Nitrogen Smart Training put on by the U of M Extension. The NRCS office also participated in the drainage/wetland workshop put on by the Dodge SWCD.

## **Zumbro Watershed Partnership Report**

Lawrence Svien, Executive Director, Zumbro Watershed Partnership (ZWP), thanked the board for their participation in the ZWP. Svien reported on the LCCMR grant that the ZWP received that will increase recreational opportunities on the Zumbro River and will tie everything together with educational signs. Six sites are planned, with plans to install Mantorville, Zumbro Falls, and Greenbridge this year. On Saturday, March 19, 2016 the ZWP will begin the Zumbro Watershed Restoration and Protection Strategies (WRAPS) with a public kickoff meeting in Oronoco. The WRAPS is a precursor to the One Watershed One Plan (1W1P) and will hopefully use the momentum to jump into 1W1P. The watershed will be broken into subwatersheds or "lobes." There will be future lobe meetings for each lobe, with the WRAPS document being completed by March 2017. The ZWP has received a load monitoring grant and will take surface water samples targeting the rising limb of the hydrograph. There is an option for a two year extension of the load monitoring grant. Svien also informed the board that he has given his resignation to the ZWP board and will be no longer working for the ZWP. His last day will be in May/June. The ZWP will be posting for the Executive Director position in March.

There were no other partner agency reports.

## **Staff Presentation**

### **Education and Outreach in 2016**

Blaine Delzer, District Technician, reported completing and sending out the Dodge SWCD newsletter, and hosting a drainage workshop so far this year. Currently he is working on the envirothon, and getting schools interested and signed up by talking to the principals. He also has the science fair, raingarden workshops, Dodge County Expo partnering with the ZWP and CRWD, Agriculture Water Quality Certification Program (AWQCP), presentations to 5<sup>th</sup> grade classes, a booth at the Dodge County Fair and Dodge County Expo, organizing a Dodge County Soil Health

Committee, outreach for grant projects, implementing the new buffer law, organizing a Certified Crop Advisor (CCA) training, as well as the no-till drill program. Delzer has also attended the Conservation Tillage Conference in Willmar and learned to see how to inter-seed standing corn.

## **Treasurers' Report**

**Approval of the Treasurer's Financial Statements and Payment of New Bills** – Glenn Hahn, Treasurer, reported on the January 2016 financials, and that the board compensation was moved forward to 2016. Adam King, District Manager, explained that the financial statements for January 2016 are currently wrong and he is working with Deb Towey to get them corrected. The board tabled approving the treasurers report until the January financials are corrected. \$795.09 from Church Offset Printing, \$202.00 from Metro Sales Inc., \$500.00 for SE MASWCD Dues, and \$357.21 from the Truax Company Inc. were added to the Aging Summary. The board discussed the Hiawatha Valley RC&D Dues, and wanted to know if Dodge County was paying this year. Don Hesper informed the board that Wabasha is pulling out of the RC&D and others are thinking about it. The RC&D still has grants they have to close out, so they can't discontinue yet, but will look into cost reducing measures.

A motion was made to approve to pay the bills on the aging summary, except for the Hiawatha Valley RC&D Dues of \$300.00, for a total of \$2,367.60.

Motion: Don Hesper

Seconded: Dave Livingston

The motion carried unanimously.

## **Unfinished Business**

### **District Truck Update**

Adam King, District Manager, informed the board that staff have received trade-in values from Adamson in Rochester, and Boe's Auto in West Concord. Both trade-in values were \$5,000. Currently there is \$25,042.86 in the designated vehicle fund, and \$3,000.00 has not been designated in 2016. The board instructed staff to see what the options are for vehicles, looking at a trade-in for a good, newer (2 years old) used truck, and a used car.

**Community Education** – Bill Thompson, District 1 Supervisor, presented a summary of what would be covered in the Community Education course. The board expressed the need to stay neutral on controversial topics, and to keep more of a discussion format. This class is not coming up with decisions, but providing information.

**City Presentations** – Thompson, and Adam King, District Manager, are presenting to the City of Kasson City Council on March 9, 2016, and are planning on presenting to the City of Mantorville City Council in the future.

### **Employee Training Request: MASWCD Leadership Institute for Problem Solving**

Adam King, District Manager, expressed interest in attending the MASWCD Leadership Institute for Problem Solving at a cost of \$2,050.00. King informed the board that there is a \$200.00 scholarship from the MACDE for the training. The board further discussed the Leadership institute for Problem Solving. A motion was made to approve sending Adam King, District Manager, to the MASWCD Leadership Institute for Problem Solving at a cost of \$2,050.00.

Motion: Dave Livingston

Seconded: Bill Thompson  
The motion carried unanimously.

### **New Business**

#### **Board of Water and Soil Resources FY2016 Competitive Clean Water Fund Soil Grant Agreement for the Dodge Saturated Buffer Project Implementation and Middle Fork Zumbro River Critical Source Area Restoration**

Adam King informed the board that the BWSR has released the grant agreement for the two FY16 competitive Clean Water Fund grants the Dodge SWCD were awarded: Saturated Buffer Project Implementation (C16-9795) for \$50,625.00 and Middle Fork Zumbro River Critical Source Area Restoration (C16-9056) for \$140,925, for a total of \$191,550.00. Adam King also informed the board that he has submitted the workplan for these grants and the BWSR has approved them. A motion was made to approve, sign and submit the FY16 Competitive Clean Water Fund grant agreement for the Dodge Saturated Buffer project Implementation grant (C16-9759) for \$50,625.00, and the Middle Fork Zumbro River Critical Source Area Restoration grant (C16-9056) for \$140,925, for a total of \$191,550.00.

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

#### **Small Educational Workshop/Field Day Purchases**

Adam King, District Manager, requested the board create a policy allowing for staff to make small purchases for educational events that are in the board approved budget without board approval. There was discussion about the policy and the need for a petty cash policy for any small expenditure that is within the approved budget. A motion was made to approve an expenditure policy for expenses that are within the approved budget, and left up to the discretion of the District Manager for approval.

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

#### **Minnesota Association of Soil and Water Conservation Districts Day at the Capitol**

Adam King informed the board that the MASWCD Day at the Capitol will be held on March 21<sup>st</sup> and 22<sup>nd</sup> and costs \$80.00 for registration. A motion was made to approve sending Adam King, District Manager, to the MASWCD Day at the Capitol, and any other supervisor that wishes to attend.

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

#### **District Cost-Share Contract 2016-01 Smith**

Adam King, District Manager, presented District Cost-Share Contract 2016-01 to the board for William Smith. The cost-share will be used for a grassed waterway at an estimated cost of \$1,980, with a cost-share amount of \$1,287. A motion was made to approve the encumbrance of district cost share contract 2016-01 (William Smith) for 65% of the cost of the entire project, or \$1287.00, whichever is less.

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

## **Correspondence**

Adam King, District Manager, informed the board that Blaine Delzer, District Technician, has sent out the newsletter at the end of January, and that Governor Dayton has issued a statement on the DNR Buffer Law Mapping project that no private ditches will be included in the Buffer Law enforcement.

## **Meeting Reports**

Zumbro Watershed Partnership (ZWP) – Bill Thompson, District 1 Supervisor, reported attending the ZWP meeting on February 11, 2016, and that the WRAPS process is going to be kicking off, and Lawrence Svien will be retiring from his position. There was also an update on the Lake Zumbro dredging project, and they plan on dredging in 2017.

Resource Conservation and Development (RC&D) – Don Hesper, District 2 Supervisor, reported attending the RC&D meeting, where Rochester Mayor Ardele Brede spoke about his plan for the city to be energy independent by 2031. The civic center is being built with solar in mind, and funded by a grant for energy from the McKnight Foundation. Cellulosic ethanol was also discussed.

Dodge County Feedlot Committee – Glenn Hahn, District 5 Supervisor, reported that the lawsuits against Dodge County are ongoing.

One Watershed One Plan – Root River – Glenn Hahn, District 5 Supervisor, reported that the policy committee will be meeting on February 29<sup>th</sup> in Preston to discuss the governance of the Root River watershed.

Area VII Southeast Minnesota Soil and Water Conservation District Technical Joint Powers Board – Adam King, District Manager, reported that the area JPB has received a non-competitive Clean Water Fund grant for \$115,000 that will need a 10% match. The Mower SWCD has come up with a plan to provide the match if the money was used to hire an engineer to service the southwestern portion of the area. The JPB passed a motion to approve that plan.

Cedar River Watershed District (CRWD) – David Livingston, District 4 Supervisor, reported attending the CRWD meeting on February 17, 2016, where they discussed providing match for the new Area VII SWCD Technical JPB new engineering position. They also approved to purchase a drone to better showcase their conservation projects.

## **Managers' Report**

Adam King, District Manager, reported working on gathering staff time information and working on reporting for the BWSR End-Of-Year Reports. He has also developed the workplans for the BWSR competitive Clean Water Fund grants received.

## **Other New Business**

There was no other new business

## **Adjournment**

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 12:17 A.M.


Motion: Glenn Hahn

Seconded: Don Hesper

The motion carried unanimously.

**Next Meeting**

The next regularly scheduled meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be Thursday, March 17, 2016 at 7:15 p.m. in the conference room of the USDA Service Center building, 916 2<sup>nd</sup> St. SE, Dodge Center, Minnesota.

Approved:  Date: 3-18-16 Recorder: Adam King  
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**Supervisors: Bill Thompson – Don Heser – Larry Scherger – David Livingston – Glenn Hahn**