Minutes of the January 19, 2017 Regular Board Meeting

Minutes of the January 19, 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 6:00 PM.

Members Present: Larry Scherger, Chair  
David Livingston, Secretary  
Glenn Hahn, Treasurer

Members Absent: Bill Thompson, Vice-Chair

Others Present: Adam King, District Manager, Dodge SWCD  
Ed McNamara, Goodhue SWCD District IV Supervisor  
Bruce Freerksen, District II Candidate  
Bill Smith, District II Candidate (in at 6:20)  
Sarah Middleton, Executive Director, Zumbro Watershed Partnership (in at 7:00)  
Rodney Peterson, Dodge County District 3 Commissioner (in at 7:00)  
Brian DeVetter, District Conservationist, NRCS (in at 7:15)

Plowville Presentation – Ed McNamara, Goodhue Soil and Water Conservation District District IV Supervisor, presented on the history of Plowville and spoke about the planned Plowville Field Day. Instead of a plowing competition, a soil health and conservation / no-till field day would be held. High profile speakers would be sought, and try to have a presentation where all Minnesota Agricultural Water Quality Certification Program Certified Producers would be recognized. The event would be held on 108 acres, and there is currently cooperation from the landowner. Blaine Delzer, District Technician, has been working with the Corn and Bean Growers, canning companies, and additional partners. Many partners are being coordinated with, and are willing to provide seed and fertilizer for the event. Additional donations will be asked for. Today, support from the Dodge SWCD Board of Supervisors is being sought. A motion was made to support the Plowville Field Day, and be the fiscal agent for the event.  
  Motion: Dave Livingston  
  Seconded: Glenn Hahn  
  The motion carried unanimously.

Bill Smith entered at 6:20 P.M.

Interview for District II Supervisor – The board discussed with Bruce Freerksen and Bill Smith, the roles, duties and commitments of a Soil and Water Conservation District District Supervisor.

Rodney Peterson, and Sarah Middleton entered at 7:00 P.M.
Bruce Freerksen and Bill Smith left at 7:00 P.M.

The board further discussed the appointment of the District II Supervisor.

Bruce Freerksen and Bill Smith re-entered at 7:05 P.M.

A motion was made to appoint Bruce Freerksen as the District II Supervisor.

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

**Oath of Office** – Adam King, District Manager, assisted Bruce Freerksen and Glenn Hahn with taking the Oath of Office.

**Approval of Meeting Agenda** – There were 4 additions to the agenda including: Dodge County Expo, Pay Equity Report approval, Section 319 Middle Fork Zumbro River Critical Source Area Grant Agreement, and the FY17 Conservation Delivery Grant Close-Out under Other New Business. A motion was made to approve the January 19, 2017 meeting agenda as amended.

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

**Approval of the December 15, 2016 Board Meeting Minutes** – Corrections to the minutes of the December 15, 2016 board meeting include changing “see” to “sell” on page 5 under Correspondence in the discussion of a new no-till drill. A motion was made to approve the December 15, 2016 Dodge Soil and Water Conservation District’s regular Board of Supervisors meeting minutes as amended.

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

**Partner Agency Reports**

Brian DeVetter entered at 7:15 P.M.

**County Commissioner’s Report**

Rodney Peterson, Dodge County District III Commissioner, informed the board that there are now two new Dodge County Commissioners, and that Rhonda Toquam will be our liaison to the Dodge County board. The Dodge County Commissioners will be going to the state capitol with the Association of Minnesota Counties in February. The Memorandum of Agreement for the One Watershed One Plan – Cedar River Watershed has been approved, and the Commissioners appointed Rhonda Toquam to the Policy Committee.

**Natural Resource Conservation Service**

Brian DeVetter, District Conservationist, Natural Resource Conservation Service reported going through the EQIP applicants and conducting reviews. Each application goes through a 9-step planning process to ensure technical and programmatic quality assurance. Dodge county has 8 basins, 1 grassed waterway and 1 seasonal high tunnel, with a total of 268 structural practices in Area VI. CRP applicants are coming in, and will have a contract start date before 10/1/2017. DeVetter informed the board that he will be detailed to Mower county for 120 days, and will be the
District Conservationist in both Dodge and Mower. CREP will be coming out soon, and CStP has a signup date of February 3, 2017. There will be a Soil Health Workshop on January 26, 2017 in Albert Lea. The Client Gateway is being promoted and should reduce paperwork. DeVetter would like a board member to volunteer to sign up for the Client Gateway. DeVetter is also on the Area VI Technical Training Committee with representatives from SWCDs, and BWSR, that will ensure there is TAA for everyone.

**Zumbro Watershed Partnership**

Sarah Middleton, Executive Director, Zumbro Watershed Partnership (ZWP), reported that the Watershed Restoration and Protection Strategies (WRAPS) document will be posted on their website. The final meeting will be held on Saturday, January 28, 2017 at 9:00 in Oronoco. That will kick off the comment period. The ZWP is looking forward to the IWIP – Zumbro Watershed planning process. The Dodge SWCD representative on the ZWP board, Bill Thompson, is resigning his position on the ZWP board, and is looking for another representative to replace him.

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 December 2016 Revenues, Expenditures, Balance Sheet, Grant Expenditures, and Aging Summary, as well as the Revenues, Expenditures, Balance Sheet, and Grant Expenditures for all of 2016. Hahn expressed concerns over the -$29,734.04 income for 2016. A motion was made to approve the December 2016 Treasurer’s Report, and to approve payment of the bills on the Aging Summary, for a payables total of $10,312.78.

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

**Unfinished Business**

**New Vehicle Discussion**

Adam King, District Manager, said he will start looking at used cars locally. Commissioner Peterson said he should look at fleet vehicles that Dodge County is looking to sell.

**New Business**

**Memorandum of Understanding between Dodge County and the Dodge Soil and Water Conservation District**

Adam King, District Manager, presented the Memorandum of Understanding between Dodge County and the Dodge Soil and Water Conservation District for feedlot services. A motion was made to approve and sign the Memorandum of Understanding between Dodge County and the Dodge Soil and Water Conservation District.

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

**Election of Officers for 2017**

After discussion, a motion was made to cast a unanimous ballot to re-elect all officers, and Bruce Freerksen for Public Relations. The officers for 2017 are as follows:

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Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn
Chair – Larry Scherger
Vice-Chair – Bill Thompson
Treasurer – Glenn Hahn
Secretary – David Livingston
Public Relations – Bruce Freerksen

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

2017 Committee Assignments
After discussion, a motion was made to appoint the supervisors to the committees for 2017 as follows:
Personnel Committee – Larry Scherger, Bill Thompson
Finance Committee – Glenn Hahn, Bruce Freerksen
Local Work Group – At Large
Dodge County Feedlot Advisory Board – Glenn Hahn
Dodge County Water Plan Committee – Bruce Freerksen (Dave Livingston as alternate)
One Watershed One Plan for the Root River Watershed – Glenn Hahn (Dave Livingston as alternate)
One Watershed One Plan for the Cedar River Watershed – Dave Livingston (Glenn Hahn as alternate)
Cedar River Watershed District – Dave Livingston (Glenn Hahn as alternate)
Zumbro Watershed Partnership – Larry Scherger (Bruce Freerksen as alternate)
Southeast Area VII Joint Powers Board – Larry Scherger (Bill Thompson as alternate)
Hiawatha Valley Resource Conservation and Development – Appointment made upon payment of dues
SE Area VII MASWCD – Bill Thompson

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

Set 2017 Supervisor Mileage and Per Diem Rates
After discussion a motion was made to accept the 2017 IRS rate of $0.535/mile and $70.00 per diem for 2017.
Motion: David Livingston
Seconded: Bruce Freerksen
The motion carried unanimously

Designate Financial Institution for 2017
The board discussed the current financial institution, Citizens State Bank of Hayfield, MN. A motion was made to designate Citizens State Bank of Hayfield, MN as the financial institution for 2017.
Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.
Set 2017 Regular Board Meeting Day and Times

There was a motion to keep the regular Dodge Soil and Water Conservation District Board of Supervisors meeting dates on the third Thursday of the month at 7:15 P.M. at the USDA Service Center in Dodge Center, MN.

Motion: Dave Livingston
Seconded: Bruce Freerksen
The motion carried unanimously.

Set 2017 District Cost-Share Program

The board discussed the District Cost-Share Program and whether any changes should be made. A motion was made to continue the District Cost-Share Program with a maximum cost-share rate of 65% not to exceed $10,000, except for well sealing which will have a maximum cost-share rate of 50% not to exceed $500 per well. District Cost-Share funds used to piggy-back on EQIP projects will have a cost-share rate of 75%, with a maximum of $10,000. Cover crops will have a flat rate per acre, prioritizing the North Fork Middle Branch Zumbro River with the following criteria: 1. Land planted must be in Dodge County; 2. Participant may not be enrolled in any other program for the same activity; 3. Seeding would be done in a timely manner according to NRCS Practice Standard 340, giving the cover crop ample time to emerge and establish, with the cover crop remaining in the field over the winter; 4. The cover crop would be terminated, or used for forage in the spring, and not taken to maturity for grain harvest; 5. Manure application would be allowed as long as adequate ground cover is maintained; 6. The District Cover Crop Cost-Share will be an annual program needing SWCD Board approval each year; 7. The Dodge SWCD Cover Crop Cost-Share program will use the NRCS EQIP practice rate of $41.56 / Acre and limit the maximum amount of acres enrolled to 50 acres with the intent to enroll as many producers as possible.

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

Resolution 01-2017 to Adopt the Root River Comprehensive Watershed Management Plan

Adam King, District Manager, informed the board that the Board of Water and Soil Resources has approved the Root River Comprehensive Watershed Management Plan, also known as the One Watershed One Plan for the Root River Watershed, has been approved and adopted by the Policy Committee, and is now ready for adoption by the Dodge Soil and Water Conservation District. A motion was made to approve and sign Resolution 01-2017 to adopt the Root River Comprehensive Watershed Management Plan.

Motion: David Livingston
Seconded: Glenn Hahn
Approve: Scherger; Livingston; Hahn; Freerksen
Disapprove: none

Joint Powers Agreement for the One Watershed One Plan – Root River Watershed

The One Watershed One Plan – Root River Watershed Policy Committee has put together and approved a Joint Powers Agreement to continue working together to implement the Root River Comprehensive Watershed Management Plan. A motion was made to approve and sign the Joint Powers Agreement for the One Watershed One Plan – Root River Watershed.

Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.
FY17 Clean Water Fund SWCD Local Capacity Services Grant Agreement
Adam King, District Manager, informed the board that the FY17 Clean Water Fund SWCD Local Capacity Services Grant Agreement has been made available. The grant amount is for $128,000. The board discussed what should be done with the funding. A motion was made to approve and sign the FY17 Clean Water Fund SWCD Local Capacity Services Grant Agreement and put $60,000 towards funding District Cost-Share projects, $40,000 towards technology and equipment purchases, and $28,000 towards education/outreach including staff time.
Motion: David Livingston
Seconded: Bruce Freerksen
The motion carried unanimously.

2017 Minnesota Association of Soil and Water Conservation District’s Day at the Capitol
Adam King, District Manager, informed the board that the 2017 Minnesota Association of Soil and Water Conservation District’s Day at the Capitol will be held on March 20th and 21st in St. Paul. King also informed the board that Bill Thompson has expressed interest in going.

Other New Business

2016 Pay Equity Report
Adam King, District Manager, informed the board that the Dodge Soil and Water Conservation District is required to submit a Pay Equity Report for 2016. A motion was made to approve and sign the 2016 Pay Equity Report for the Dodge Soil and Water Conservation District.
Motion: David Livingston
Seconded: Bruce Freerksen
The motion carried unanimously.

FY16 Section 319 Middle Fork Zumbro River Critical Source Area Grant Agreement
Adam King, District Manager, informed the board that the FY16 Section 319 Middle Fork Zumbro River Critical Source Area Implementation Grant Agreement has been made available through the Minnesota Pollution Control Agency. The grant amount is for a total of $219,000. A motion was made that the Dodge Soil and Water Conservation District authorizes Adam King, District Manager, as representative of the Dodge Soil and Water Conservation District, and to sign the FY2016 Section 319 Middle Fork Zumbro River Critical Source Area Implementation Grant Agreement with the Minnesota Pollution Control Agency in the amount of $219,000.00.
Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.

FY17 Board of Water and Soil Resources Conservation Delivery Grant Close-Out
Adam King, District Manager, informed the board that all funds from the FY17 Board of Water and Soil Resources Conservation Delivery Grant have been exhausted and should be closed out. The grant total was $19,343.00, and was used for administrative staff time. No funds will be returned to the Board of Water and Soil Resources. A motion was made to approve and sign the FY17 Conservation Delivery Grant Financial Report, and submit the close-out report to the Board of Water and Soil Resources.
Motion: David Livingston
Seconded: Bruce Freerksen
The motion carried unanimously.
Next Meeting
The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be Thursday, February 16, 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 11:10 P.M.

Motion: Dave Livingston
Seconded: Glenn Hahn
The motion carried unanimously.
2017 Dodge County Expo

David Livingston, District IV Supervisor, reported that the Dodge Center Lions Club liked the set-up last year with the booths next to each other. Adam King, District Manager, informed the board that information on the Dodge County Expo has been received, and are working with partners on a booth. A motion was made to approve the expense for a booth at the Dodge County Expo with our partners, preferably next to the Dodge Center Lions Club.

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

There was no other new business.

Correspondence

Adam King, District Manager, on the new CREP III program that Gov. Dayton has signed. More information on the program will be coming within the next months. King also updated the board on the new Conservation Technician position. Currently 7 applications have been received and ranked. Based on the rankings, King would like to interview the top 5 applicants.

Supervisor Reports

Cedar River Watershed District – Neither David Livingston, District IV Supervisor, or Adam King, District Manager were able to attend the Cedar River Watershed District Meeting on January 18, 2017. King spoke with Justin Hanson, and was informed that discussions would include rule changes for field culverts.

Zumbro Watershed Partnership (ZWP) – Adam King, District Manager, reported attending the ZWP meeting on January 12, 2017, and that the ZWP is seeking funding. There was discussion on a construction company that is planning a quarry close to the Zumbro River, and it might have to go through an Environmental Impact Statement. There was also discussion on the T.E.D. talks, and that the ZWP has applied to speak at it. The ZWP is interested in the development of a One Watershed One Plan for the Zumbro River Watershed, and will be hosting a meeting for the local entities to discuss applying for it.

Dodge County Feedlot Committee – Glenn Hahn, District V Supervisor, reported that there was no Dodge County Feedlot Committee meeting last month.

One Watershed One Plan – Root River Watershed – Glenn Hahn, District V Supervisor, reported that the One Watershed One Plan – Root River Watershed has been approved by the Board of Water and Soil Resources (BWSR), and that the plan was locally approved and adopted by Policy Committee on December 19, 2016.