



## **Minutes of the November 19, 2015 Regular Board Meeting**

Minutes of the November 19, 2015 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 7:15 PM.

**Members Present:** Larry Scherger, Chair  
Bill Thompson, Vice-Chair (late arrival 7:23)  
Don Hesel, PR&I  
Glenn Hahn, Treasurer  
David Livingston, Secretary

**Members Absent:** none

**Others Present:** Adam King, District Manager, Dodge SWCD  
Brian DeVetter, District Conservationist, NRCS  
Rodney Peterson, Dodge County District 3 Commissioner (late arrival 7:37)

**Approval of Meeting Agenda** – There were no additions made to the agenda. A motion was made to approve the November 19, 2015 meeting agenda as presented.

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

**Approval of the October 15, 2015 Board Meeting Minutes** – There were no revisions to the October 15, 2015 meeting minutes. A motion was made to approve the October 15, 2015 Dodge Soil and Water Conservation District's regular Board of Supervisors meeting minutes as presented.

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

### **Partner Agency Reports**

Bill Thompson entered at 7:23 P.M.

### **District Conservationist's Report**

Brian DeVetter, District Conservationist, NRCS, shared photos from a Dodge County field planted with cover crops and reported that there is a Land Stewardship Project Cover Crop Day planned, as well as a Drainage and Wetland Conference. The Albert Lea Seed House is hosting an Open House with a variety of speakers. There is \$350 Million available to help protect and restore wetlands, grasslands, and rangelands through the ACEP. There is also a conservation tillage conference on December 15-16 in Willmar, MN. The CSP is revamping and will no longer use the

conservation management tool, and will instead use the EQIP ranking criteria to rank CSP applications. CSP will still have and use enhancements. The last day for the EQIP sign-up is tomorrow (November 20, 2015) and there have been no applications for animal mortality facilities so far this year. The CRP sign-up is going strong. Gary Watson is the Acting Assistant State Conservationist – Field Operations for Area VI (S.E. Minnesota) until January 1, 2016. After January 1, 2016, Tim Wilson will be the Acting Assistant State Conservationist – Field Operations for Area VI (S.E. Minnesota). Currently there are six Soil Conservation Technician positions in the area that are vacant, and three District Conservationist positions that are vacant.

Rodney Peterson entered at 7:37 P.M.

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

Rodney Peterson, Dodge County District 3 Commissioner, reported that the county courthouse reconstruction is moving forward, anticipating completion in February 2016, and the new county administrative building's parking lot has been completed. The Dodge County 2016 budget is to be finalized at their November 24, 2015 meeting. The preliminary levy increase was set at 5.4%, but the commissioners would like the final increase to be lower. Rodney plans on attending the Association of Minnesota Counties (AMC) annual conference, and the Minnesota Association of Watershed Districts (MAWD) annual conference. The lawsuits against the county are ongoing. The Minnesota Department of Agriculture will be conducting nitrate testing of private wells in Dodge County.

There were no other partner agency reports.

**Approval of the Treasurer's Financial Statements and Payment of New Bills** – Glenn Hahn, Treasurer, reported talking to Deb Towey, and informed the board that the "unrestricted Net Assets" of \$36,487.18 is only the net gain/loss since the start of using the Quickbooks program and can't be changed or taken off. Blaine's position has gone into the negative for funds, and Adam informed the board that the last 10% of that grant is a reimbursement and needs to go negative in order to receive those funds. Glenn reviewed the October balance sheet, aging summary, cash reserves, net assets, and expenditures. There is a total of \$244,949.58 in our accounts, with \$3,259.18 coming in as revenues, and \$13,665.65 going out as expenditures. It was noted that the vehicle expenses seemed low for gas and maintenance. The board asked Adam King to check into the staff mileage reimbursements. The board noticed that the expenditures in the aging summary have already been included into the last month's financial report without their approval. Adam said he would check in on it. A motion was made to accept the financial report and pay all presented bills on the aging summary totaling \$843.96.

Motion: Bill Thompson

Seconded: Dave Livingston

The motion carried unanimously.

### **Unfinished Business**

#### **Grants Update**

Adam King, District Manager, has applied for a BWSR Multipurpose Drainage Management Grant in partnership with Dodge County in the end of October. The BWSR board packet will be out in early December with the recommendations to the BWSR Board on the funding of the Clean Water Fund Grants that have been applied for.

## **FY2016 Buffer Law Implementation and Minnesota Agricultural Water Quality Certification Program Grant**

At the September 17, 2015, the board authorized Adam King, District Manager, as the authorized representative to sign the grant agreement between the Dodge Soil and Water Conservation District and the Minnesota Board of Water and Soil Resources. Adam King has received, signed and submitted the grant agreement for a total of \$31,000 back to the Minnesota Board of Water and Soil Resources for approval.

## **Vehicle Review**

Adam King, District Manager, has put together statistics about the district's 2005 Dodge Ram 1500 and presented them to the board. The truck has averaged 12 miles per gallon since the purchase of the vehicle in 2007. There has been about three times the miles so far in 2015 than what was put on in 2007, and less than 1000 miles have been charged to employee's personal vehicles. A motion was made to place \$3,000 into the dedicated vehicle fund, for a total of \$25,271.29 in the vehicle fund.

Motion: Dave Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

## **New Business**

### **Minnesota Association of Conservation District Employees 2016 Dues**

The Minnesota Association of Conservation District Employees have announced their dues for 2016. They are \$20.00 per employee, the same as last year. A motion was made to pay \$20.00 per employee, a total of \$60.00 for dues to the Minnesota Association of Conservation District Employees.

Motion: Dave Livingston

Seconded: Bill Thompson

The motion carried unanimously.

### **FY2016 Technical Assistance Option for Conservation Cost-Share**

Adam King, District Manager, informed the board that the Board of Water and Soil Resources allows all of its Conservation Cost-Share funds to be used for technical assistance if the conservation district meets certain criteria. The Dodge Soil and Water Conservation District meets this criteria. A motion was made to sign the technical assistance option for the FY16 Conservation Cost-Share for the amount of \$9,908.00.

Motion: Bill Thompson

Seconded: Glenn Hahn

The motion carried unanimously.

## **Correspondence**

Adam King presented a letter from Doug Thomas, BWSR, about future grant funds coming to conservation districts. The 2015 Environmental Quality Board's Water Quality Report was given to each board member of the board, and the 2015 Annual Meeting Announcement for MCIT was given to each board member.

## **Meeting Reports**

Dodge County Technical Water Plan Committee – Don Heser, District 2 Supervisor, reported attending the Dodge County Technical Water Plan Committee meeting on November 19, 2015, where Dean Schrandt, Dodge County, talked about the five-year extension of the Dodge County Comprehensive Water Plan that will be completed next year. Lawrence Svien talked about the Zumbro River Watershed Restoration And Protection Strategies (WRAPS), and that there is a completed Lake Pepin WRAPS to look at for reference. The modeling of the Zumbro Watershed is complete and will also be used for the future One Watershed One Plan (1W1P) for the Zumbro River Watershed. 1W1P is coming and the local governments in the Zumbro River Watershed are starting to prepare, and should be looking at governance structures soon. The Minnesota Department of Agriculture is going to be conducting nitrate testing in private wells in Dodge County. About 2,200 sample bottles will be sent out to those with private wells. A 40% response rate is expected. Rice Lake has gone through a drawdown, and now the carp are back.

Zumbro Watershed Partnership (ZWP) – Adam King, District Manager, reported attending the ZWP meeting on November 12, 2015. They have been working on the sign projects and expect to get three projects installed in 2016. The ZWP is partnering with Dodge SWCD, Olmsted SWCD, and the Rochester Public Utilities to see if it's feasible to install phosphorus reducing conservation projects instead of expensive upgrades to Rochester's wastewater treatment plant. Terry Lee, Olmsted County, gave an update on the Lake Shady project.

Dodge County Feedlot Committee – Glenn Hahn, District 5 Supervisor, reported missing the feedlot committee meeting on November 02, 2015, but informed the board that a permit has been applied for a hog barn near the Dodge-Mower County Line. The committee is struggling with the new pit barns because of new technologies and different designs than what the conditional use permit has traditionally called for, and are bio filters needed anymore?

Root River One Watershed One Plan – Glenn Hahn, District 5 Supervisor, reported that Houston Engineering Inc. is writing the plan, and explained the five sections of the plan to the board. Section 4 still needs to be written and will include the implementation schedule.

Cedar River Watershed District (CRWD) – David Livingston, District 4 Supervisor, reported on attending the CRWD meeting on October 21, 2015, which was a goodbye to Bev Nordby as it was her last meeting as the CRWD Administrator. Justin Hanson has now taken over as CRWD Administrator and at the November 18, 2015 meeting the CRWD approved hiring Ron Harnack as a consultant to help with getting bonding funding for their capital improvement projects. The Education/Outreach position for CRWD/Mower SWCD is currently open and has received interest. Aaron Gamm has been hired as a CRWD/Mower SWCD technician. They will be hosting a technical Dobbins Creek watershed meeting.

## **Managers' Report**

Adam King, District Manager, reported attending multiple meetings, and has been working on updating employee job descriptions and workloads. Adam will be taking off the week of Thanksgiving.

## **Other New Business**

Glenn Hahn, Treasurer, has received an itemized list of expenses from Deb Towey, Accounting Plus, for training expenses. The board took no action.

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**Supervisors: Bill Thompson – Don Heser – Larry Scherger – David Livingston – Glenn Hahn**

Adam King, District Manager, has received a training request for Blain Delzer, District Technician, to attend the Conservation Tillage Conference in Willmar, MN. The district is currently \$148.14 over its budget in that category. The training cost for the two-day registration is \$125.00 plus lodging. A motion was made to pay the cost of registration and lodging for the two-day Conservation Tillage Conference in Willmar, MN.

Motion: Bill Thompson

Seconded: Dave Livingston

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, December 17, 2015 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: 12-17-15 Recorder: Adam King  
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**Supervisors: Bill Thompson – Don Heser – Larry Scherger – David Livingston – Glenn Hahn**

