Minutes of the October 20, 2016 Regular Board Meeting

Minutes of the October 20, 2016 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 7:19 PM.

Members Present: Larry Scherger, Chair
Bill Thompson, Vice-Chair
David Livingston, Secretary
Glenn Hahn, Treasurer

Members Absent: Don Heser, PR&I

Others Present: Adam King, District Manager, Dodge SWCD
Rodney Peterson, Dodge County District 3 Commissioner
Sarah Middleton, Executive Director, Zumbro Watershed Partnership
James Hruska, Board Member, Zumbro Watershed Partnership

Approval of Meeting Agenda – There were no additions to the agenda. A motion was made to approve the October 20, 2016 meeting agenda as presented.

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

Approval of the September 22, 2016 Board Meeting Minutes – There were no corrections to the minutes of the September 22, 2016 board meeting. A motion was made to approve the September 22, 2016 Dodge Soil and Water Conservation District’s regular Board of Supervisors meeting minutes as presented.

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

Partner Agency Reports

County Commissioner’s Report

Rodney Peterson, Dodge County District 3 Commissioner, reported holding the Dodge County Open House, and the event going well. Jim Elmquist is back as the Dodge County Administrator, and the Dodge County Commissioners are looking at a 4.3% levy, but budget talks are still in progress. The wall along the road is up, and looks nice.
Zumbro Watershed Partnership

Sarah Middleton, Executive Director, Zumbro Watershed Partnership (ZWP), reported replacing Lawrence Svien as Executive Director. The ZWP is still conducting load monitoring at monitoring sites in Oronoco, and the LCCMR educational grant sites are getting installed. In Dodge County, the Mantorville site is not quite complete, but everything is installed and has held up to the flood. The ZWP is conducting the Watershed Restoration and Protection Strategies (WRAPS) process, with the next meeting happening on November 15th and 16th. Groundwater and priorities will be the main topics discussed. The Zumbro watershed is about a year behind the Cannon watershed in the WRAPS process. The Regional Parks Commission has approached the ZWP to be involved with a pilot program for a water trail that would start in Mantorville and go to the Mississippi River.

There were no other partner agency reports.

Minnesota Association of Soil and Water Conservation Districts 2016 Resolutions

The Dodge Soil and Water Conservation District Board of Supervisors discussed and voted individually on each of the 19 MASWCD 2016 Resolutions.

Treasurer’s Report

Approval of the Treasurer’s Financial Statements and Payment of New Bills – Glenn Hahn, Treasurer, reported and presented the September 2016 Revenues, Expenditures, Balance Sheet, Grant Expenditures, and the Aging Summary. Wells Fargo for $352.50, and Olmsted Soil and Water Conservation District for $139.00 were added to the Aging Summary, for a total payables of $836.69. A motion was made to approve the September Treasurer’s Report, and to approve payment of the bills on the Aging Summary, for a payables total of $836.69.

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

Unfinished Business

One Watershed One Plan – Cedar River Watershed

Adam King, District manager, discussed the One Watershed One Plan – Cedar River Watershed, and that there will be a Memorandum of Agreement coming that will establish the Policy Committee, and one board member will be appointed at that time.

One Watershed One Plan – Cannon River Watershed

Adam King, District manager, was informed that Dodge County has 1.89 acres that drain into the Cannon River Watershed. The Cannon River Watershed has been awarded a planning grant for the One Watershed One Plan, and has been asked if the Dodge Soil and Water Conservation District would like to participate. As less than five percent of Dodge County is in the Cannon River Watershed, the Dodge Soil and Water Conservation District is not required to participate. A motion was made to respectfully decline in the participation of the One Watershed One Plan – Cannon River Watershed.

Motion: Glenn Hahn
Seconded: David Livingston
The motion carried unanimously.
New Vehicle Discussion
Adam King, District Manager, went to Bo’s in West Concord, MN and test drove two vehicles, a 2013 Impala, and a 2013 Malibu. King also informed the board that he went to Adamson’s Motors in Rochester and spoke with Alan Pettey about purchasing a new vehicle with state contract pricing. The board informed King that he may need to act quickly to get the vehicle he wants, and that he should speak with a board members before buying the vehicle.

New Business

Minnesota Association of Soil and Water Conservation Districts 2016 Annual Convention
The Minnesota Association of Soil and Water Conservation Districts will be holding their Annual Convention on December 4, 5, and 6, 2016 at the Doubletree Hotel, Bloomington-Minneapolis South. Registration is $220 for 2-days, or $145 for 1-day, and $28 for a Luncheon. A motion was made to send Adam King and Bill Thompson for both days, with 1 luncheon for King, and 2 luncheons for Thompson, and the Conservationist of the Year for the December 6th luncheon.
   Motion: David Livingston
   Seconded: Glenn Hahn
   The motion carried unanimously.

National Association of Conservation Districts (NACD) 2017 Dues
Adam King, District Manager, informed the board that the 2017 National Association of Conservation Districts Dues Invoice has been delivered. The Dodge Soil and Water Conservation District paid $250.00 in 2015. A motion was made to approve the payment of $250.00 for the National Association of Conservation Districts 2017 Dues.
   Motion: Glenn Hahn
   Seconded: David Livingston
   The motion carried unanimously.

FY2017 Conservation Cost-Share Technical Assistance Option
Adam King, District Manager, informed the board that under certain circumstances the Board of Water and Soil Resources allows 100% of their Conservation Cost-Share funds to be used for technical assistance. A motion was made to approve and sign the technical assistance request for 100% of the FY17 Conservation Cost-Share grant of $9,908 to be used for technical assistance.
   Motion: Glenn Hahn
   Seconded: David Livingston
   The motion carried unanimously.

FY2017 Board of Water and Soil Resources Buffer Law Implementation Grant Agreement
The Board of Water and Soil Resources has released their FY17 Buffer Law Implementation Grant Agreement. The Dodge Soil and Water Conservation District is eligible for up to $25,000.00. A motion was made to authorize Adam King, District Manager, to sign and submit the FY17 Board of Water and Soil Resources Buffer Law Implementation Grant Agreement for $25,000.00.
   Motion: David Livingston
   Seconded: Glenn Hahn
   The motion carried unanimously.
FY2017 Board of Water and Soil Resources Easement Delivery Grant Close-Out

Adam King, District Manager, informed the board that the FY2017 Board of Water and Soil Resources Easement Delivery Grant has been exhausted. No funds will be returned and the grant should be closed out. A motion was made to authorize Adam King, District Manager, to sign the Close-Out Financial Report for FY2017 Board of Water and Soil Resources Easement Delivery (P17-2301) Grant, and submit the form to the Board of Water and Soil Resources to close out the grant.

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

Training Request – Conservation Tillage Conference

Blaine Delzer, District Technician, is requesting to attend the Conservation Tillage Conference at the Hilton Garden Inn, Fargo, ND. Cost of registration is $125.00. A motion was made to approve the training request by Blaine Delzer to attend the conservation tillage Conference at the Hilton Garden Inn, Fargo, ND, the registration of $125.00 and hotel and meals.

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

New Employee Discussion

Adam King, District Manager, discussed with the board the possibility of hiring a new District Technician in 2017. Currently Dodge County has a Feedlot Officer that will be moving to septic system compliance in 2017, leaving the Feedlot Officer position open. One option that Dodge County is considering is handing the regulatory authority back to the Minnesota Pollution Control Agency, and bringing on a Feedlot Technician. Without the regulatory authority of the Feedlot Officer position, the Feedlot Technician position may make more sense to be located with the Dodge Soil and Water Conservation District.

If the new position was located with the Dodge Soil and Water Conservation District, additional space would be required. King has talked with Tim Wilson, Acting Assistant State Conservationist for Area VI, NRCS, and Brian DeVetter, District Conservationist, NRCS, about the use of the open cubical in the office. The decision was made to let the Dodge Soil and Water Conservation District use the open cubical for an additional employee until the time comes when the Natural Resource Conservation Service needs use of that cubical. King has also talked with Mark Gamm, Dodge County Environmental Services Director about office space in the Dodge County Environmental Services office. There would potentially be 3 cubical spaces and 1 office available. The logistics of trying to move in with Dodge County Environmental Services at the beginning of 2017 would be tough. Gamm also suggested that the district start a building fund.

If the Dodge Soil and Water Conservation District stays in its current location, there would be no USDA computer access for the additional employee. King has talked with Tobey Hicks, Dodge County Director of Information and Technology, about their systems and the possibility of partnering with Dodge County to get on their system. Hicks said that it would be tough to take on the Dodge Soil and Water Conservation District at this time. King asked about the possibility of contracting with Dodge County for IT assistance. Hicks said that it has been done before, but couldn’t take on any additional tasks at this time. Hicks suggested that the Dodge Soil and Water Conservation District do an assessment of what is needed, and provided the company that Dodge County has worked with in the past, Scott McNally of Tech Right Services. King spoke with McNally, and an assessment would cost around $250.00. The board instructed King to hire McNally to do an assessment of what is needed for the Dodge Soil and Water Conservation District.
Other New Business
There was no other new business.

Correspondence
Adam King, District Manager, informed the board that the Minnesota Counties Intergovernmental Trust (MCIT) has released its 2015 Annual Report, and presented it to the board. King also presented the Local Government Roundtable Whitepaper provided by the MASWCD. King presented the 2017 PERA Rate Increase Aid Notice.

Staff Report
Adam King, District Manager, informed the board that Blaine Delzer, District Technician, has looked into a new no-till drill. According to Truax’s estimate, the Dodge Soil and Water Conservation District’s drill is worth about $10,000, and a new Truax no-till drill would be about $20,000. The board thought that with higher and higher maintenance costs, and the good year that the no-till drill program had, it might be time to consider the purchase of a new drill. The board would like to see additional quotes of additional makes and models, and have the capability to plant cover crops. A quote to rebuild the current drill is also requested.

Meeting Reports

Zumbro Watershed Partnership (ZWP) – Bill Thompson, District 1 Supervisor, provided a written report for the board.

Dodge County Feedlot Committee – Glenn Hahn, District 5 Supervisor, reported that there was no Dodge County Feedlot Committee meeting last month.

One Watershed One Plan – Root River Watershed – Glenn Hahn, District 5 Supervisor, reported attending the meeting on September 26, 2016, and reviewing and approving the comment responses back to the public and state agencies. The plan was approved and submitted to the Board of Water and Soil Resources for approval. The next meeting will be December 19, 2016.

Cedar River Watershed District (CRWD) – Adam King, District Manager, reported attending the Cedar River Watershed District Meeting on October 19, 2016 where the board approved the Clean Water Partnership funding. The board also approved the Lynn Schmeling drainage project, and the lowest bid for the Red Rocks Capital Improvement Project.

Next Meeting
The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be Thursday, November 17, 2016 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 11:29 P.M.

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

Approved: Larry Scherger Date: 11-17-16 Recorder: Adam King

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