Minutes of the April 19, 2018 Regular Board Meeting

Minutes of the April 19, 2018 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 Vice-Chair, Bill Thompson at 7:21 P.M.

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

Members Absent: Larry Scherger, Chair
Bruce Freerksen, PR&I

Others Present: Adam King, District Manager, Dodge SWCD
Jay Standinger, CPA, Standinger Tax Service
Michael Muzzy, District Conservationist, NRCS

Approval of Meeting Agenda – There were no additions to the April 19, 2018 agenda. A motion was made to approve the April 19, 2018 meeting agenda as presented.
  Motion: Glenn Hahn
  Seconded: David Livingston
  The motion carried unanimously.

Approval of the March 15, 2018 Board Meeting Minutes – Corrections to the March 15, 2018 board meeting minutes include removing “Advisory Committee” and replace with “meeting” on page 4 under Dodge County Feedlot Advisory Committee, replace “put together” with “helped develop” on page 4 under Legislative Citizen Commission on Minnesota Resources (LCCMR) Grant Application, and add “and Adam King” to the MASWCD report on page 5. A motion was made to approve the March 15, 2018 Dodge Soil and Water Conservation District’s regular Board of Supervisors meeting minutes as corrected.
  Motion: David Livingston
  Seconded: Glenn Hahn
  The motion carried unanimously.

Partner Agency Reports

Natural Resource Conservation Service Report
  Michael Muzzy, District Conservationist, Natural Resource Conservation Service (NRCS) reported being busy with the EQIP – Regional Conservation Partnership Program (RCPP) deadlines, with some projects missing the deadline and not being “shovel ready” with a conservation plan and Certified Nutrient Management Plan (CNMP). There was one project in Dodge County that Muzzy had to sign off on the CNMP, and it met the deadline. There was one
cover crop project signed up through the Minnesota Agriculture Water Quality Certification Program (MAWQCP) – RCPP. The EQIP is moving forward, with two grass waterways funded. NRCS staffing changes include Loren Muldowney, the new Acting Assistant State Conservationist of Field Operations in Rochester, Patrick Rohloff, the new Acting District Conservationist in Steele County, and Curtis Elke, Acting State Conservationist, announced he is going back to Idaho, with the new State Conservationist announced soon. Seven positions are being advertised. The farm Production and Conservation (FPAC) includes the NRCS, FSA, and Risk Management, and means more cooperation between the USDA agencies. The Minnesota Board of Water and Soil Resources (BWSR) has developed an Individual Development Plan (IDP) and has hired training positions for engineering and ecosystem services practices that will provide the NRCS and SWCDs technical training to increase Job Approval Authority (JAA). The NRCS Local Work Group met, and the NRCS seeks to make the process more efficient. The NRCS has a new soil erosion model called the Integrated Erosion Tool (IET), and trainings will be made available for staff.

**Dodge County Commissioner’s Report**

Rhonda Toquam, Dodge County District IV Commissioner, was unable to attend the meeting.

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, presented the March 2018 Balance Sheet, Revenues of $14,042.61, Expenditures of $33,399.50, and the Aging Summary, with a payables total of $592.80. Jay Standinger introduced himself and checked in with the supervisors to see if the monthly financial reports needed to be completed differently, or any changes made. The supervisors indicated that the March financials were well done and the requested changes had been made from previous months. Adam King, District Manager, presented the 1st quarter 2018 grant logs. A motion was made to approve the March 2018 Treasurer’s Report, and to approve payment of the bills on the Aging Summary, for a payables total of $592.80.

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

**Unfinished Business**

There was no Unfinished Business

**New Business**

**Training Request – Jessica Bakken**

Adam King, District Manager, informed the supervisors that Jessica Bakken, District Technician, is requesting to go to the Minnesota Agroforestry Conference in Lamberton, MN. Registration is $100.00, and lodging would be needed. A motion was made to send Jessica Bakken to the Minnesota Agroforestry Conference and pay lodging and $100.00 for registration.

  Motion: Dave Livingston
  Seconded: Glenn Hahn
  The motion carried unanimously.
Bakken is also requesting to attend the NRCS Conservation Boot Camp in Lincoln, Nebraska. King informed the supervisors of the boot camp and did not have details on costs. The NACD will provide a per diem. The Supervisors came to a consensus to move forward with Bakken attending.

**District Cost-Share Contract 2016-08 (Livingston) Cancelation**

Adam King, District Manager, informed the supervisors that with many current expenses, David Livingston is requesting to cancel District Cost-Share Contract 2016-08, for a heavy used cattle lane. The total amount encumbered was $8,800.00 and will be returned to the District Cost-Share funds. A motion was made to cancel District Cost-Share Contract 2016-08 and unencumber $8,800.00.

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

**District Cost-Share Contract 2018-04 (Pettey) Encumbrance**

Adam King, District Manager, informed the supervisors that Daniel Pettey of Hayfield Township has requested cost-share from the District Cost-Share Funds for a well decommissioning. The total estimated cost of the well decommissioning is $1,500.00, and he is requesting cost-share up to 50 percent not to exceed $750.00. A motion was made to encumber District Cost-Share Contract 2018-04 for Daniel Pettey for 50 percent cost-share not to exceed $750.00 for a well decommissioning.

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

**Cost-Share Contract RCPP2017-01 (Currier Brothers) Payment**

Adam King, District Manager, informed the supervisors that not all invoices have been received for Cost-Share Contract RCPP2017-01 (Currier Brothers). A motion was made to table the item until all invoices are received.

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

**FY18 BWSR Easement Implementation Grant Agreement Amendment**

Adam King, District Manager, informed the supervisors that the Minnesota BWSR has released a grant agreement amendment for the FY18 Easement Implementation Grant. The amendment increases the grant amount by $2,000.00, from $59,902.00 to $61,902.00. A motion was made to sign and submit the FY18 Easement Implementation Grant Agreement Amendment to increase the grant amount from $59,902.00 to $61,902.00.

- Motion: David Livingston
- Seconded: Glenn Hahn
- The motion carried unanimously.
2018 Minnesota Volunteer Magazine Subscription
Adam King, District Manager, informed the supervisors that the Minnesota volunteer Magazine Subscription is due. A motion was made to pay $20.00 for the Minnesota Volunteer Magazine Subscription renewal.
Motion: Glenn Hahn
Seconded: David Livingston
The motion carried unanimously

Buffer Law Enforcement
Adam King, District Manager, presented an example Memorandum of Understanding (MOU) between an SWCD and a County for work completed on buffer law enforcement, and informed the supervisors that the Minnesota Board of Water and Soil Resources (BWSR) may be interested in a similar MOU. BWSR requested a list of what work the SWCD would be willing to complete in exchange buffer law enforcement funding. The supervisors indicated that they don’t want to write tickets for the buffer law and instructed King to speak with other SWCDs of counties that have declined buffer law enforcement. The supervisors suggested putting forward a list that the SWCD must do for the buffer law.

2019 Draft Preliminary Budget
The supervisors reviewed and discussed the 2019 Draft Preliminary Budget. The supervisors instructed Adam King, District Manager, to look into a drainage authority grant, trying to reduce pollutant loads though cover crops.

One Watershed One Plan – Zumbro River Watershed Draft Memorandum of Agreement
Adam King, District Manager, presented the Draft Memorandum of Agreement (MOA) for the One Watershed One Plan – Zumbro River Watershed. King informed the supervisors that the Draft MOA is very similar to the MOA signed for the Root River watershed, and Cedar River watershed. King anticipates few changes to the draft and expects the final version to be ready for the May meeting.

Minnesota Board of Water and Soil Resources Biennial Budget Request
Adam King, District Manager, presented and explained Fiscal Year 2020-2021 Minnesota Board of Water and Soil Resources (BWSR) Biennial Budget Request (BBR) that was submitted on April 11, 2018. The supervisors discussed the BBR.

Other New Business
There was no Other New Business.

Correspondence & Staff Report
Adam King, District Manager, informed the supervisors that the Minnesota Association of Soil and Water Conservation Districts (MASWCD) has put out their Call for 2018 Resolutions, and if any supervisors is planning on putting forward a resolution, it is due at the May meeting to taken to and presented at the Southeast Area VII meeting. King presented an MASWCD update, the National Association of Conservation Districts Annual Report, and the Freshwater Society Groundwater Report. King discussed his paternity leave with the supervisors.
Supervisor Reports

Dodge County Feedlot Advisory Committee – Glenn Hahn, District V Supervisor, reported he has not been notified if he has been accepted for the Dodge Feedlot Advisory Committee.

One Watershed One Plan (1W1P) – Cedar River Watershed – Glenn Hahn, District V Supervisor, reported there hasn’t been a Policy Committee meeting recently. Adam King, District Manager, reported that staff are working on a cost-share program, policies, and plan administration.

Soil Health – Glenn Hahn, District V Supervisor, and Bill Thompson, District I Supervisor, reported attending the Ray Archuleta program that was well attended, and had a good farmer panel. There was a good article in the Dodge Center and Hayfield papers.

Cedar River Watershed District (CRWD) – David Livingston, District IV Supervisor, reported attending the CRWD meeting on March 21, 2018, where Tim Ruzek, Water Planner, informed the managers that he is working on the Cedar River Clean-Up, and forming the Citizen Advisory Committee. It snowed heavily on April 18, 2018 and did not attend.

One Watershed One Plan (1W1P) – Cedar River Watershed – David Livingston, District IV Supervisor, reported that the April 04, 2018 meeting was canaled, and the next meeting will be held on May 02, 2018, where measurable goals and targeted areas will be discussed.

Resource Conservation and Development (RC&D) – Bill Thompson, District I Supervisor, reported attending the RC&D meeting on March 26, 2018 where Don Weiss, a plant geneticist, gave a presentation. The Forever Green Initiative is working with oil seeds, and the RC&D is looking at how to get involved with oil seeds.

Grant Proposals – Bill Thompson, District I Supervisor, reported that there are soil health grants that the Southeast Soil and Water Conservation District Technical Support Joint Powers Board have applied for. One through the LCCMR for $806,000 to keep the Soil Health Specialist, hire another, and add additional part-time staff around the area, and another grant though the NRCS for $629,000.

Next Meeting
The next meeting of the Dodge SWCD Board of Supervisors will be Thursday, May 17, 2018 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, Bill Thompson, Vice-Chair, called for a motion for adjournment at 11:19 P.M.

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

Approved: [Signature]       Date: 5-17-18  Recorder: Adam King

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Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn