

**Minutes of the December 20, 2018 Dodge Soil and Water Conservation District's  
Regular Board of Supervisor's Meeting**

Dodge Center USDA Service Center Conference Room  
Dodge Center, Minnesota

The meeting was called to order by Chair, Larry Scherger at 7:25 P.M.

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

**Members Absent:** none

**Others Present:** Adam King, District Manager, Dodge Soil and Water Conservation District  
Nancy Peterson, Dodge County Citizen

**Approval of Meeting Agenda** – There were no additions to the agenda. A motion was made to approve the December 20, 2018 meeting agenda as amended.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

**Approval of the November 15, 2018 Board Meeting Minutes** –There were no corrections to the November 15, 2018 board meeting minutes. A motion was made to approve the November 15, 2018 Dodge Soil and Water Conservation District's regular Board of Supervisors Meeting Minutes as presented.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

**Partner Agency Reports**

**Dodge County Commissioner's Report**

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

**Natural Resource Conservation Service Report**

Michael Muzzy, District Conservationist, Natural Resource Conservation Service (NRCS) 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 November 2018 Balance Sheet, Revenues of \$111,259.61, Expenditures of \$109,242.20, noting the district had made a \$2,017.41 in profit in November, and the Aging Summary, with a payables total of \$1,793.42. A motion was made to approve the November 2018 Treasurer's Report, and to approve payment of the bills on the Aging Summary, for a payables total of \$1,793.42.

Motion: Bill Thompson  
Seconded: Bruce Freerksen  
The motion carried unanimously

## **Public Comment**

**Nancy Peterson** – Nancy Peterson, Dodge County Citizen, and owner of Nancy's Home and Garden Extravaganza, LLC, and Bench<sup>3</sup> Consulting, LLC, spoke on being an educator, working in the food industry, and her experience with volunteering for non-profit organizations, including the Boy Scouts, and Girl Scouts. Peterson expressed that she is trying to create a program that will link education with industry, including food safety, agriculture, technical trades, and non-profits.

## **Unfinished Business**

### **2019 Draft Budget**

Adam King, District Manager, presented the Finance Committee's recommendations for the 2019 Budget. Glenn Hahn, Treasurer, explained some changes from the draft budget, including employee severance, four-wheeler purchase, and contractor services. The supervisors discussed the budget. A motion was made to approve the 2019 Budget as presented.

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

### **New Truck Purchase**

Adam King, District Manager, presented the staff recommendation for a new truck: Ford F250 XLT Extended Cab Short box. A motion was made to approve and authorize purchase of a Ford F250 XLT Extended Cab Short box from Krejci Ford in Blooming Prairie.

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

## **New Business**

### **District Cost-Share Contract 2014-02 (Nolt) Final Payment**

Adam King, District Manager, informed the supervisors that Warren Nolt of Dodge Center, MN is requesting final payment of District Cost-Share Contract 2014-02 for a feedlot fix / animal waste storage facility. Total eligible expenses came to \$203,880.24, and total financial assistance of 75% would be \$152,910.18, with a contract not to exceed \$150,917.00. A partial payment of \$82,500.00 was authorized and made in November, leaving a balance of \$68,417.00. Payment will be made from the FY14 State Cost-Share Feedlot Fund Grant. A motion was made to approve a

final payment in the amount of \$68,417.00 for District Cost-Share Contract 2014-02 to Warren Nolt for the installation of a feedlot fix / animal waste storage facility.

Motion: Bill Thompson

Seconded: Glenn Hahn

The motion carried unanimously

**District Cost-Share Contract 2018-07 (Holtan) Final Payment**

Adam King, District Manager, informed the supervisors that not all information was received to authorize final payment of District Cost-Share Contract 2018-07 (Holtan). The supervisors tabled approval and payment authorization of District Cost-Share Contract 2018-07.

**District Cost-Share Contract 2018-08 (Holtan) Final Payment**

Adam King, District Manager, informed the supervisors that not all information was received to authorize final payment of District Cost-Share Contract 2018-08 (Holtan). The supervisors tabled approval and payment authorization of District Cost-Share Contract 2018-08.

**District Cost-Share Contract 2018-09 (Holtan) Final Payment**

Adam King, District Manager, informed the supervisors that not all information was received to authorize final payment of District Cost-Share Contract 2018-09 (Holtan). The supervisors tabled approval and payment authorization of District Cost-Share Contract 2018-09.

**Cost-Share Contract CWF FY16SB-01 (Folie) Payment**

Adam King, District Manager, informed the supervisors that Ken Folie of Kasson, MN is requesting cost-share for a Saturated Buffer. Total eligible costs came to \$4,048.13, and Folie is requesting payment of 100%, with 75% coming from the FY16 Dodge Saturated Buffer Grant and the remaining 25% coming from Dodge County. A motion was made to approve the payment of \$4,048.13 for Cost-Share Contract CWF FY16SB-01 to Ken Folie for the installation of a saturated buffer, and request reimbursement of \$1,012.03 from Dodge County.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously

**Cost-Share Contract CWF FY16SB-02 (Folie) Payment**

Adam King, District Manager, informed the supervisors that Ken Folie of Kasson, MN is requesting cost-share for a Saturated Buffer. Total eligible costs came to \$4,458.93, and Folie is requesting payment of 100%, with 75% coming from the FY16 Dodge Saturated Buffer Grant and the remaining 25% coming from Dodge County. A motion was made to approve the payment of \$4,458.93 for Cost-Share Contract CWF FY16SB-02 to Ken Folie for the installation of a saturated buffer, and request reimbursement of \$1,114.73 from Dodge County.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

**Cost-Share Contract CWF FY16CSA-02 (Finstuen) Amendment**

Adam King, District Manager, informed the supervisors that Mark Finstuen of Milton Township, MN is requesting to amend Cost-Share Contract CWF FY16CSA-02. The original contract was for 75% not to exceed \$2,268.75, but additional tile support was needed to complete the grassed waterway. Total costs came to \$4,989.90, with 75% totaling \$3,742.43, \$1,473.60 more than what was originally encumbered. A motion was made to approve the amendment of Cost-

Share Contract CWF FY16CSA-02, increasing the total payment to 75% of eligible costs not to exceed \$3,742.43.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

#### **Cost-Share Contract CWF FY16CSA-02 (Finstuen) Final Payment**

Adam King, District Manager, informed the supervisors that Mark Finstuen of Milton Township, MN is requesting cost-share for a grassed waterway. Total eligible costs came to \$4,989.90, and Finstuen is requesting payment of 75%, or \$3,742.43, coming from the FY16 Middle Fork Zumbro River Critical Source Area Restoration Clean Water Fund Grant. A motion was made to approve the payment of \$3,742.43 for Cost-Share Contract CWF FY16CSA-02 to Mark Finstuen for the installation of a grassed waterway.

Motion: Glenn Hahn

Seconded: Bill Thompson

The motion carried unanimously.

#### **Cost-Share Contract CWF FY16CSA-03 (Finstuen) Final Payment**

Adam King, District Manager, informed the supervisors that Mark Finstuen of Milton Township, MN is requesting cost-share for water and sediment control basins. Total eligible costs came to \$8,661.80, and Finstuen is requesting payment of 75%, or \$6,496.35, coming from the FY16 Middle Fork Zumbro River Critical Source Area Restoration Clean Water Fund Grant. A motion was made to approve the payment of \$6,496.35 for Cost-Share Contract CWF FY16CSA-03 to Mark Finstuen for the installation of water and sediment control basins.

Motion: Glenn Hahn

Seconded: Bill Thompson

The motion carried unanimously.

#### **Personnel Committee Recommendations**

Adam King, District Manager, informed the supervisors that he conducted employee evaluations, and presented the Personnel Committee Recommendations of step increase for Adam King, District Manager, from step 4 to step 3, a step increase for Blaine Delzer, District Technician, from step 3 to step 2, and a step increase for Jessica Bakken, District Technician, from step 7 to step 6, and a Cost of Living Increase for ~~of~~ all staff. The supervisors discussed the cost of living increase. A motion was made to approve the Personnel Committee Recommendations of step increases, and a cost of living increase of 3% for all staff.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

#### **Other New Business**

There was no Other New Business.

#### **Correspondence & Staff Report**

Adam King, District Manager, presented a letter and information from the Minnesota Campaign Finance Board. King informed the supervisors that the IRS Mileage Rate has increased to 58¢/mile, that the Draft Dodge County Comprehensive Plan is out for review, and that he has

been working on the One Watershed One Plans for the Root, Cedar, and Zumbro watersheds, while conducting Annual Evaluations and drafting the 2019 budget.

## **Supervisor Reports**

Minnesota Association of Soil and Water Conservation Districts (MASWCD) – Bill Thompson, District I Supervisor, reported that he attended the annual convention from December 10-11, 2018 at the Doubletree in Bloomington, MN. Thompson informed the supervisors that he learned the Natural Resources Conservation Service (NRCS) will be moving their Area Office from Rochester to Faribault. The keynote speaker was Buzz Klute from South Africa, and how he has gotten into soil health. There was a roundtable discussion with General Mills, Land O' Lakes, and the MASWCD. Land O' Lakes has developed conservation planning software for planning with producers. The NACD has hired a company to conduct marketing on their behalf. Roland Cleveland was elected the new MASWCD President, while Paul Krabbenhoft was elected the new MASWCD Vice-President, and Ian Cunningham is now on the National Association of Conservation Districts board. Cunningham spoke on the 2018 Farm Bill, MN DNR spoke on how forests play a large role in water quality, and MPCA Commissioner, and Doug Thomas, Board of Water and Soil Resources (BWSR) also spoke. There were three resolutions from the Southeast Area VII, showing good representation from the area. Adam King, District Manager, attended a session Job Approval Authority (JAA), informing the supervisors that BWSR plans to provide the NRCS with what is needed to approve JAA for SWCD staff.

One Watershed One Plan – Root River Policy Committee – Glenn Hahn, District V Supervisor, reported receiving his board packet the same day as the meeting, with the meeting being already concluded. Adam King, District Manager, reported attending the meeting and informed the supervisors that many of the county commissioners on the policy committee were disappointed that they were not included in the Natural Resources Conservation Service's Local Work Group that identifies priority areas for federal conservation programs.

Dodge County Feedlot Advisory Board – Glenn Hahn, District V Supervisor, reported that he has submitted his application to Dodge County for the Feedlot Advisory Board.

Albert Lea Seed House Open House on Cover Crops – Glenn Hahn, District V Supervisor, reported attending an Open House on Cover Crops at the Albert Lea Seed House that was well attended by farmers / producers.

One Watershed One Plan - Cedar Policy Committee – David Livingston, District IV Supervisor, reported attending the meeting on Wednesday, December 19, 2018, and that the plan is moving forward with Section 3 and Section 7 of the draft plan presented and reviewed. Wells / well sealing, and lawn fertilizer were discussed.

Cedar River Watershed District (CRWD) – David Livingston, District IV Supervisor, reported missing the November meeting but attended the December 19, 2018 meeting where they approved their final budget, levying \$250,000 for administration, and another \$100,000 for projects, transferred funds from savings account to checking accounts to cover project costs, and signed a contracted services contract with the Mower Soil and Water Conservation District (SWCD) for administration and technical services. Projects are moving forward and getting completed. Mower SWCD / CRWD has provided a folder for their landowners for all project information, and CRWD is still looking for a representative from Dodge County to be on the

Citizen Advisory Committee. The supervisors discussed options of people who may be interested in sitting on the CRWD Citizen Advisory Committee. Mike Jones will no longer be the City Administrator for Blooming Prairie, but will continue his role as a CRWD Manager. The next meeting will be February 07, 2019.

Resource Conservation and Development (RC&D) – Bruce Freerksen, District II Supervisor, reported attending the RC&D meeting held on November 26, 2018, and informed the supervisors that the 2019 National Range Management Convention will be seeing the goats that were grazing on invasive buckthorn. The Kernza crop was discussed, and the next meeting will be held on January 28, 2019.

One Watershed One Plan – Zumbro Orientation Meeting – Larry Scherger District III Supervisor, reported attending the Board of Water and Soil Resources led One Watershed One Plan – Zumbro Orientation meeting on December 06, 2018.

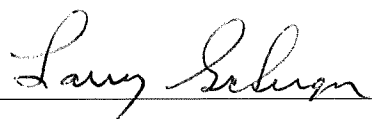
**Next Meeting**

The next meeting of the Dodge SWCD Board of Supervisors will be Thursday, January 17, 2019 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.

**Adjournment**

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 11:23 P.M.

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

Approved:  Date: 1-17-19 Recorder: Adam King