

**Minutes of the May 21, 2020 Dodge Soil and Water Conservation District's
Regular Board of Supervisor's Meeting**

Dodge Center USDA Service Center Conference Room
Dodge Center, Minnesota

The United States Department of Agriculture's Natural Resource Conservation Service convened its Dodge County Local Work Group at 6:47 P.M. Those in attendance ranked their top 5 resource concerns for Dodge County.

The meeting was called to order by Chair, Larry Scherger at 7:56 P.M.

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

Members Absent: none

Others Present: Adam King, District Manager, Dodge Soil and Water Conservation District;
Gary Kurer, District Conservationist, United States Department of Agriculture Natural Resources Conservation Service (Via Telephone), Nancy Peterson, Dodge County Resident

Approval of Meeting Agenda – Additions to the May 21, 2020 agenda include Clean Water Fund Cost-Share Contract FY16CSA-04 (Olive) Cancellation, District Cost-Share Contract 2020-01 (Olive) Cancellation, District Cost-Share Contract 2020-02 (Olive) Cancellation, District Cost-Share Contract 2020-04 (Paulson) Cancellation, District Cost-Share Contract 2020-05 (Paulson) Cancellation, District Cost-Share Contract 2020-07 (Stroebl) Encumbrance, and District Cost-Share Contract 2020-08 (Chilson) Encumbrance. A motion was made to approve the May 21, 2020 meeting agenda as amended.

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

Approval of the March 19, 2020 Board Meeting Minutes – Corrections to the March 19, 2020 board meeting minutes include changing "he" to "Lundgren" under Entomology and Economics on page 6, and removing "Technical Service Area (TSA)" from the Southeast District Managers / Technical Service Area (TSA) Meeting title on page 6. A motion was made to approve the March 19, 2020 Dodge Soil and Water Conservation District's Board Meeting Minutes as presented.

Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.

Public Comment

Nancy Peterson, Wasioja Township, Dodge County Resident, informed the supervisors that she continues working with legislators to give Wasioja a voice with the League of Minnesota Cities. Peterson reported attending the National Alliance on Mental Illness (NAMI) day at the Minnesota Capitol, speaking to legislators about providing funding to Minnesota's rural areas.

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

Gary Kurer, District Conservationist, Natural Resource Conservation Service (NRCS), reported that the NRCS has advertised for a Soil Conservationist position in Dodge Center, and interviews have been conducted. The NRCS is looking at a June start date for the position. The Environmental Quality Incentives Program (EQIP), eligibility deadline is Friday, May 29, 2020. EQIP has an Emergency Animal Mortality Fund with a sign-up deadline of Friday, May 22, 2020, and a second sign-up period will be held at a later date. The Conservation Assessment and Ranking Tool (CART) is a new tool that the NRCS is using, but some fixes are needed. The Conservation Stewardship Program (CSP) has 10 renewals in Dodge County, and the deadline for new enrollments to sign-up for the CSP is Friday, May 29, 2020. NRCS employees have been working on the Conservation Reserve Program (CRP) status reviews and certifications for 20 CRP renewals in Dodge County. 15 of 20 General CRP signups were approved. The NRCS is looking to partner with Pheasants Forever for a contracted position in the Owatonna Field Office to assist with their staffing needs.

Treasurer's Report

Approval of the Treasurer's Financial Statements and Payment of New Bills – Glenn Hahn, Treasurer, presented the March / April 2020 Balance Sheet, Revenues of \$13,534.31 in March and \$122,844.02 in April, Expenditures of \$21,233.55 in March and \$55,025.79 in April, the General Ledger, and Aging Summary with a payables total of \$30,156.57 covering March and April. The supervisors discussed the Treasurer's Report. A motion was made to approve the March / April 2020 Treasurer's Report, and approve payment of the bills on the Aging Summary, for a payables total of \$30,156.57.

Motion: Bill Thompson

Seconded: David Livingston

The motion carried unanimously.

Unfinished Business

There was no Unfinished Business

New Business

Sub-Agreement Between the Winona County Soil and Water Conservation District and the Dodge Soil and Water Conservation District for the Root River Watershed Based Implementation Funding Grant (C20-9174)

Adam King, District Manager, presented the Sub-Agreement Between the Winona County Soil and Water Conservation District (SWCD) and the Dodge Soil and Water Conservation District (SWCD) for the Root River Watershed Based Implementation Funding (WBIF) Grant (C20-9174). King explained that the Winona County SWCD is the Fiscal Agent for the WBIF Grant, and the Dodge SWCD will need a sub-agreement to receive funding from the grant. A motion was made to approve, sign and submit the Sub-Agreement Between the Winona County Soil and Water Conservation District and the Dodge Soil and Water Conservation District for the Root River Watershed Based Implementation Funding Grant (C20-9174).

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Southeast Soil and Water Conservation District Technical Support Joint Powers Board One-Time Payment

Adam King, District Manager, presented a letter from Glenn Roberson, Host Manager, Southeast Soil and Water Conservation District Technical Support Joint Powers Board, on the current financial status of the organization and the need for a \$2,500.00 payment to keep the organization afloat. A motion was made to approve payment of \$2,500.00 to the Southeast Soil and Water Conservation District Technical Support Joint Powers Board.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carried unanimously

FY20 Conservation Cost-Share Grant (P20-5192) Close-Out

Adam King, District Manager, informed the supervisors that all funds from the FY20 Conservation Cost-Share Grant (P20-5192) have been exhausted and the grant should be closed out. A motion was made to authorize Adam King, District Manager, to sign, and submit the Final Financial Report for the FY20 Conservation Cost-Share Grant (P20-5192) and close-out the grant.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

FY18 Buffer Law Implementation Grant (P18-3359) Close-Out

Adam King, District Manager, informed the supervisors that all funds from the FY18 Buffer Law Implementation Grant (P18-3359) have been exhausted and the grant should be closed out. A motion was made to authorize Adam King, District Manager, to sign, and submit the Final Financial Report for the FY18 Buffer Law Implementation Grant (P18-3359) and close-out the grant.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carried unanimously.

Job Approval Authority for Jessica Bakken

Adam King, District Manager, presented the Job Approval Authority (JAA) skills matrix worksheet for Jessica Bakken, District Technician, with job classifications associated with each ecological sciences conservation practice. A motion was made to concur, sign and submit the Job Approval Authority for Jessica Bakken.

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

Blue Cross Blue Shield of Minnesota Benefit Plan Health Savings Account Document

The Blue Cross Blue Shield of Minnesota has provided the Benefit Plan Health Savings Account (HSA) Document to be reviewed and approved by the Dodge Soil and Water Conservation District Board of Supervisors. A motion was made to authorize Adam King, District Manager, to approve and sign the Benefit Plan Health Savings Account Document between the Dodge Soil and Water Conservation District and the Blue Cross Blue Shield of Minnesota.

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

Other New Business

Clean Water Fund Cost-Share Contract FY16CSA-04 (Olive) Cancellation

Richard Olive of Mantorville, MN is requesting to cancel his Clean Water Fund Cost-Share Contract FY16CSA-04. The estimated cost of the practice was \$10,252.00 and 75% or \$7,689.00 was encumbered. A motion was made to cancel Clean Water Fund Cost-Share Contract FY16CSA-04 for Richard Olive and re-encumber \$7,689.00.

Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.

District Cost-Share Contract 2020-01 (Olive) Cancellation

Richard Olive of Mantorville, MN is requesting to cancel his District Cost-Share Contract 2020-01. The estimated cost of the practice was \$15,075.50 and 65% or \$9,799.08 was encumbered. A motion was made to cancel District Cost-Share Contract 2020-01 for Richard Olive and re-encumber \$9,799.08.

Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.

District Cost-Share Contract 2020-02 (Olive) Cancellation

Richard Olive of Mantorville, MN is requesting to cancel his District Cost-Share Contract 2020-02. The estimated cost of the practice was \$8,134.50 and 65% or \$5,287.43 was encumbered. A motion was made to cancel District Cost-Share Contract 2020-02 for Richard Olive and re-encumber \$5,287.43.

Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.

District Cost-Share Contract 2020-04 (Paulson) Cancellation

Delmar Paulson of West Concord, MN is requesting to cancel his District Cost-Share Contract 2020-04. The estimated cost of the practice was \$7,947.50 and 65% or \$5,165.88 was encumbered. A motion was made to cancel District Cost-Share Contract 2020-04 for Delmar Paulson and re-encumber \$5,165.88.

Motion: Bruce Freerksen
Seconded: Glenn Hahn
The motion carried unanimously.

District Cost-Share Contract 2020-05 (Paulson) Cancellation

Delmar Paulson of West Concord, MN is requesting to cancel his District Cost-Share Contract 2020-05. The estimated cost of the practice was \$13,623.50 and 65% or \$8,855.28 was encumbered. A motion was made to cancel District Cost-Share Contract 2020-05 for Delmar Paulson and re-encumber \$8,855.28.

Motion: Bruce Freerksen
Seconded: Glenn Hahn
The motion carried unanimously.

District Cost-Share Contract 2020-07 (Stroebl) Encumbrance

Don Stroebl of Kasson, MN is requesting financial assistance for Cost-Share Contract 2020-07 to install a grassed waterway in Section 36 of Wasioja Township. The total estimated cost of the grassed waterway is \$7,480.00 and Stroebl is requesting 65%, not to exceed \$4,862.00. A motion was made to approve the encumbrance of District Cost-Share funds for Cost-Share Contract 2020-07 in the amount of 65% of total eligible costs, not to exceed \$4,862.00 for installing a grassed waterway for Don Stroebl.

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

District Cost-Share Contract 2020-08 (Chilson) Encumbrance

Marjorie Chilson of Pine Island, MN is requesting financial assistance for Cost-Share Contract 2020-08 to install a Water and Sediment Control Basin (WASCOB) in Section 36 of Wasioja Township. The total estimated cost of the is \$9,894.50 and Chilson is requesting 65%, not to exceed \$6,431.43. A motion was made to approve the encumbrance of District Cost-Share funds for Cost-Share Contract 2020-08 in the amount of 65% of total eligible costs, not to exceed \$6,431.43 for installing a Water and Sediment Control Basin for Marjorie Chilson.

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

Correspondence & Staff Report

Adam King, District Manager, reported being on paternity leave, and has been in the office this past week. King presented the Minnesota Land Trust Mid-Year Report, the 2019 National Association of Conservation Districts Annual Report, an update from David Copeland, Board Conservationist, Minnesota Board of Water and Soil Resources, and a memo from the Cooperative Training Team.

Supervisor Reports

Resource Conservation and Development (RC&D) – Bruce Freerksen, District II Supervisor, reported that the next RC&D meeting has been canceled.

Minnesota Association of Soil and Water Conservation Districts (MASWCD) Directors – Bill Thompson, District I Supervisor, reported attending the MASWCD Directors meeting where

changes were made to the resolution process. Thompson discussed with the supervisors how the Area VII resolution process should proceed. The Annual Convention to be held in December is in question, and may be canceled or held with major changes. Thompson provided a legislative update.

Minnesota Soil Health Coalition – Bill Thompson, District I Supervisor, reported that the Minnesota Soil Health Coalition met on May 05, 2020, and they are continuing their efforts with outreach including posting videos, and applying for grants including the Regional Conservation Partnership Program (RCPP), Mississippi River Basin Initiative (MRBI), youth education grants, and Conservation Innovation Grants (CIG).

Cedar River Watershed District (CRWD) – David Livingston, District IV Supervisor, reported he was unable to attend the CRWD Board meetings held via Zoom on April 15, 2020, and May 20, 2020.

One Watershed One Plan – Greater Zumbro – Larry Scherger, District III Supervisor, reported that the next Policy Committee Meeting will be held on Thursday, June 11, 2020.

District I Update – Bill Thompson, District I Supervisor, reported that he will not be running for District I Supervisor this election. He has been working to get leads of people that may be interested in running for District I Supervisor.

Next Meeting

The next meeting of the Dodge SWCD Board of Supervisors will be Thursday, June 18, 2020 at 7:15 p.m. in the conference room of the USDA Service Center building, 916 2nd St. SE, Dodge Center, Minnesota, with an option to participate remotely.

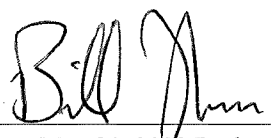
Adjournment

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 10:28 P.M.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

Approved:  Date: 6-18-20 Recorder: Adam King
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Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn