Minutes of the November 21, 2019 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 Vice-Chair, Bill Thompson at 7:18 P.M.

**Members Present:** Larry Scherger, Chair (in at 9:01 P.M.)
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; Mike Muzzy, District Conservationist, United States Department of Agriculture Natural Resources Conservation Service; Dean Schrandt, Water Plan Coordinator, Dodge County; Nancy Peterson, Dodge County Resident


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

**Approval of the October 17, 2019 Board Meeting Minutes** – Corrections to the October 17, 2019 board meeting minutes include changing “there is now a” to “a meeting was held with” under Public Comment on page 1. A motion was made to approve the October 17, 2019 Dodge Soil and Water Conservation District’s Regular Board of Supervisors Meeting Minutes as revised.

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

**Public Comment**
Nancy Peterson, Wasioga Township, Dodge County Resident, reported that she is legally changing her name and presented the Dodge County Independent. Peterson reported attending the U.S. Highway 14 groundbreaking event, and is working to get the Stagecoach Bike Trail completed which is in the Dodge County Comprehensive Plan. Peterson wrote an article and presented at the SEMCAC conference. SEMCAC is working toward getting a Salvation Army in Dodge County. Peterson will be working with the 2020 census.

**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), presented a written report. The 2020 Environmental Quality Incentives Program (EQIP) payment rates are currently posted, and the rules should be out soon. A deadline for EQIP has not yet been set. The Conservation Stewardship Program (CSP) will have a sign-up soon. There are currently 9 contracts in Dodge County, with most expiring and some are eligible for renewal. Joel Alicea-Hernandez is helping out in the Blue Earth Field Office now that Josiah Olson has transferred to Iowa. Thomas Steger has announced his retirement, Bill Wayne is the new Soil Conservation Technician in Wabasha, and Nikole Stermqquist is the new Area Engineer for the Southeast Area. There has been training on the new Conservation Planning software, the new Conservation Assessment Ranking Tool (CART), and there will be is also a geological review training in Fillmore County.

**Treasurer’s Report**

**Approval of the Treasurer’s Financial Statements and Payment of New Bills** – Glenn Hahn, Treasurer, presented the October 2019 Balance Sheet. Revenues of $16,244.57, noting that additional no-till drill charges have come in, and that not much has come in from the Critical Source Area (CSA) grant. Expenditures of $27,973.36, the ledgers, and the Aging Summary with a payables total of $4,000.09. The supervisors discussed the Treasurer’s Report. A motion was made to approve the October 2019 Treasurer’s Report, and to approve payment of the bills on the Aging Summary, for a payables total of $4,000.09.

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

**Unfinished Business**

**Cover Crop Inter-Seeder Program**
Dean Schrandt, Water Plan Coordinator, Dodge County, informed the supervisors of the proposed changes to the program in the last month, including the elimination of water quality monitoring on Salem Creek. All $91,000 from the Buffer Law Enforcement Grant is now going towards cover crops and soil health. The proposed agreement has 800 acres per year, 1,600 acres over two years, being planted with cover crops with the Dodge Soil and Water Conservation District likely hiring a contract worker to help get all of the acres planted. The supervisors discussed the program and the contract with Dodge County. It was mentioned that it says that the Dodge Soil and Water

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Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn
Conservation District will hire “new staff” in the contract, and that it should be changed to “new contract worker.” A motion was made to approve and sign the agreement between Dodge County and the Dodge Soil and Water Conservation District for Water Plan Services as amended.

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

Larry Scherger entered at 9:01 P.M.

New Business

2020 Dodge Soil and Water Conservation District Draft Final Budget Discussion
Adam King, District Manager, presented the draft 2020 final budget. The supervisors discussed the 2020 draft final budget. The Finance Committee set their meeting for Wednesday December 11, 2019 at 1:00 P.M.

FY2017 SWCD Local Capacity Services Grant Agreement Amendment II
Adam King, District Manager, presented the FY2017 SWCD Local Capacity Services Grant Agreement Amendment II that extends the expiration date for one year, from 12/31/2019 to 12/31/2020. The extension will allow for encumbered cost-share projects that have been delayed to be installed in 2020. A motion was made to approve, sign and submit the FY2017 SWCD Local Capacity Services Grant Agreement II extending the expiration date of the grant by one year, from 12/31/2019 to 12/31/2020.

Motion: Glenn Hahn
Seconded: Larry Scherger
The motion carried unanimously

FY2018 Farm Bill Assistance Grant Agreement Amendment II
Adam King, District Manager, presented the FY2018 Farm Bill Assistance Grant Agreement Amendment II that extends the expiration date for six months, from 12/31/2019 to 06/30/2020. The extension will allow for work on CRP to be completed that was delayed when the CRP program was closed. A motion was made to approve, sign and submit the FY2018 Farm Bill Assistance Grant Agreement II extending the expiration date of the grant by six months, from 12/31/2019 to 06/30/2020.

Motion: Glenn Hahn
Seconded: Larry Scherger
The motion carried unanimously

Amendment III to the Sub-Agreement between the Southeast Soil and Water Conservation Districts (SE SWCD) Technical Support Joint Powers Board (JPB) and the Dodge SWCD
Adam King, informed the supervisors that an amendment III to the Sub-Agreement between the SE SWCD Technical Support JPB and the Dodge SWCD has been made available. The amendment extends the agreement by one year, from 12/31/2019 to 12/31/2020. A motion was made to approve the amendment to the sub-agreement between the SE SWCD Technical Support JPB and the Dodge SWCD to extend the expiration date by one year, from 12/31/2019 to 12/31/2020.

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

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State Conservation Cost-Share Contract 2019-13 (LMN Family Farms) Funding Source Change
Staff is recommending that the source of funding for State Conservation Cost-Share Contract 2019-13 for a grassed waterway in section 07 of Vernon Township be changed from the State Cost-Share Fund to the District Cost-Share Fund. This will unencumber $7,934.71 from the state cost-share grant and encumber $7,934.71 of district cost-share funds. A motion was made to change the funding source of State Conservation Cost-Share Contract 2019-13 totaling $7,934.71 from the State Cost-Share Fund to the District Cost-Share Fund.
  Motion: Glenn Hahn
  Seconded: David Livingston
  The motion carried unanimously.

New Time Keeping Program
Adam King, District Manager, informed the supervisors that he has looked into internet-based time keeping programs, and tried out two, Myhours.com, and Weworked.com, for one month. Staff recommends going with Weworked.com as it is less expensive and has a better interface. A motion was made to subscribe to Weworked.com for timekeeping in 2020.
  Motion: Larry Scherger
  Seconded: Glenn Hahn
  The motion carried unanimously.

Other New Business

Training Request – Discovery Farm Summit
Jessica Bakken, District Technician, is requesting to attend the 2020 Discovery Farms Summit January 07-08, 2019 at the Hilton Minneapolis St. Paul Airport in Bloomington, MN. Cost for registration is $200.00, and lodging would be needed. A motion was made to send Jessica Bakken, District Technician, to the 2020 Discovery Farms Summit at a cost of $200.00 for registration, a one-night stay at the Hilton Minneapolis St. Paul Airport in Bloomington, MN and meals.
  Motion: Glenn Hahn
  Seconded: David Livingston
  The motion carried unanimously.

Clean Water Fund Cost-Share Contract FY16SB-04 (Toquam) Amendment
Roger Toquam of Blooming Prairie, MN is requesting an amendment to Clean Water Fund Cost-Share Contract FY16SB-04 that would increase the amount encumbered by $1,311.67, from $3,116.26 to $4,427.93. This would account for increased construction costs. A motion was made to amend Clean Water Fund Cost-Share Contract FY16SB-04 to increase the amount encumbered by $1,311.67 from $3,116.26 to $4,427.93.
  Motion: David Livingston
  Seconded: Bruce Freerksen
  The motion carried unanimously.

Clean Water Fund Cost-Share Contract FY16SB-04 (To quam) Payment
Roger Toquam of Blooming Prairie, MN is requesting payment for Clean Water Fund Cost-Share Contract FY16SB-04 to cover the cost of the installation of a saturated buffer. Total eligible expenses came to $5,903.90, with 75%, $4,427.93, coming from the FY16 Dodge Saturated Buffer Implementation Grant, and the remining 25% from the Cedar River Watershed District. A motion

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Supervisors: Bill Thompson – Bruce Freerksen– Larry Scherger – David Livingston – Glenn Hahn
was made to approve and make payment on Clean Water Fund Cost-Share Contract FY16SB-04 for Roger Toquam in the amount of $4,427.93.
  Motion: David Livingston
  Seconded: Glenn Hahn
  The motion carried unanimously.

**Clean Water Fund Cost-Share Contract BIOR2016-02 (Toquam) Amendment**
Roger Toquam of Blooming Prairie, MN is requesting an amendment to Clean Water Fund Cost-Share Contract BIOR2016-02 that would increase the amount encumbered by $1,526.25, from $6,669.44 to $8,195.69. This would account for increased construction costs. A motion was made to amend Clean Water Fund Cost-Share Contract BIOR2016-02 to increase the amount encumbered by $1,526.25 from $6,669.44 to $8,195.69.
  Motion: Glenn Hahn
  Seconded: Bruce Freerksen
  The motion carried unanimously.

**Clean Water Fund Cost-Share Contract BIOR2016-03 (Toquam) Amendment**
Roger Toquam of Blooming Prairie, MN is requesting an amendment to Clean Water Fund Cost-Share Contract BIOR2016-03 that would extend the expiration date by one year, from December 31, 2019 to December 31, 2020. This will allow for delays in construction. A motion was made to amend Clean Water Fund Cost-Share Contract BIOR2016-03 to extend the expiration date by one year, from December 31, 2019 to December 31, 2020.
  Motion: Glenn Hahn
  Seconded: Bruce Freerksen
  The motion carried unanimously.

**Clean Water Fund Cost-Share Contract BIOR2016-04 (Toquam) Amendment**
Roger Toquam of Blooming Prairie, MN is requesting an amendment to Clean Water Fund Cost-Share Contract BIOR2016-04 that would extend the expiration date by one year, from December 31, 2019 to December 31, 2020. This will allow for delays in construction. A motion was made to amend Clean Water Fund Cost-Share Contract BIOR2016-04 to extend the expiration date by one year, from December 31, 2019 to December 31, 2020.
  Motion: Bruce Freerksen
  Seconded: Glenn Hahn
  The motion carried unanimously.

**Clean Water Fund Cost-Share Contract BIOR2016-02 (Toquam) Payment**
Roger Toquam of Blooming Prairie, MN is requesting payment for Clean Water Fund Cost-Share Contract BIOR2016-02 to cover the cost of the installation of a denitrifying woodchip bioreactor. Total eligible expenses came to $10,927.58, with 75%, $8,195.69, coming from the FY16 Dodge Ripley Nitrogen Reduction Grant, and the remaining 25% from Dodge County. A motion was made to approve and make payment on Clean Water Fund Cost-Share Contract BIOR2016-04 for Roger Toquam in the amount of $8,195.69.
  Motion: Larry Scherger
  Seconded: Bruce Freerksen
  The motion carried unanimously.
District Cost-Share Contract 2019-13 (Murray) Encumbrance
Ruth Murray of Claremont, MN is requesting financial assistance for District Cost-Share Contract 2019-13 for a well decommissioning in section 33 of Claremont Township. The total eligible cost to decommission the well is $1,985.00, and Murray is requesting 50%, $992.50. A motion was made to approve the encumbrance of District Cost-Share funds for District Cost-Share Contract 2019-13 in the amount of 50% of total eligible costs, $992.50 for a well decommissioning for Ruth Murray.

Motion: Larry Scherger
Seconded: Glenn Hahn
The motion carried unanimously.

Correspondence & Staff Report
Adam King, District Manager, discussed with the supervisors the Minnesota Association of Soil and Water Conservation Districts Leadership Summit, presented the Cedar River Watershed District Capital Improvement Plan update from their tour, a letter from the Peterson Company about the Dodge Soil and Water Conservation District Audit of 2018 financials, and the Annual Report from the Minnesota Land Trust.

Bill Thompson, District I Supervisor, presented Conservation Needs More Voices by Warren Formo, and a hydro climatology presentation.

Supervisor Reports

Cedar River Watershed District (CRWD) – David Livingston, District IV Supervisor, reported attending the November 20, 2019 board meeting where the Toquam Saturated Buffer match was approved for payment. $893,000 from Hormel has come through, and the city of Cedar Rapids, Iowa has approached the CRWD to partner on a United States Department of Agriculture (USDA) Regional Conservation Partnership Program (RCPP) grant to install water quality projects. $10 million is being requested. Three of the four Capital Improvement Projects (CIPs) have completed construction, and Tim has led a leadership day, a CIP Thank You day, and gave a presentation on Black Mussels in the Cedar River. $5,000 has been spent on well sealing in priority areas, and getting an additional funding to seal an additional 25 wells.

One Watershed One Plan – Cedar – Adam King, District Manager, reported that Justin Hanson, District Manager, Mower Soil and Water Conservation District, and he presented the plan to the Minnesota Board of Water and Soil Resources (BWSR) Southern Region Committee on November 13, 2019. The committee recommended approval of the plan by the full BWSR Board with minor changes.

Resource Conservation and Development (RC&D) – Bruce Freerksen, District II Supervisor, reported that the next RC&D meeting will be held on Monday, November 25, 2019. Discussions from the last meeting included the Flugel Mill, George Poch will be looking for a replacement, and John Beckwith will be retiring within the next year.

One Watershed One Plan – Root River – Glenn Hahn, District V Supervisor, reported that the next meeting is being planned.
Dodge County Feedlot Advisory Committee – Glenn Hahn, District V Supervisor, reported that the Currier Brothers are working on odor reduction for feedlot project, and incorporating a grassed waterway. The project still has to get through Dodge County Planning and Zoning.

One Watershed One Plan – Zumbro – Adam King, District Manager, reported that the first round of Waterside Chats has been completed, and the next Policy Committee meeting will be on Thursday December 12, 2019.

Next Meeting
The next meeting of the Dodge SWCD Board of Supervisors will be Thursday, December 19, 2019 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 11:06 P.M.

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