Minutes of the October 25, 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 7:21 P.M.

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

**Members Absent:** Glenn Hahn, Treasurer

**Others Present:** Adam King, District Manager, Dodge Soil and Water Conservation District

**Approval of Meeting Agenda** – There were no additions to the agenda. A motion was made to approve the October 25, 2018 meeting agenda as presented.

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

**Approval of the September 20, 2018 Board Meeting Minutes** – There were no corrections to the September 20, 2018 board meeting minutes. A motion was made to approve the September 20, 2018 Dodge Soil and Water Conservation District’s regular Board of Supervisors Meeting Minutes as presented.

  - Motion: David Livingston
  - Seconded: Bruce Freerksen
  - 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 – Adam King, District Manager, presented the September 2018 Revenues of $18,350.59, Expenditures of $25,954.42, the Balance Sheet, and the Aging Summary, with a payables total of $2,101.43. A motion was made to approve the September 2018 Treasurer’s Report, and to approve payment of the bills on the Aging Summary, for a payables total of $2,101.43.

  Motion: Bruce Freerkson
  Seconded: Bill Thompson
  The motion carried unanimously (Livingston abstained)

Unfinished Business

FY19 Non-Structural Land Management Practices Cost-Share Program
  Adam King, District Manager, presented the revised Non-Structural Land Management Practices Request Form. Bill Thompson, District I Supervisor, shared written comments. The supervisors further discussed the policy, and instructed King to incorporate Thompson’s comments.

FY19 District Cost-Share Program
  Adam King, District Manager, presented the updated FY19 District Cost-Share Program. The supervisors discussed the program. A motion was made to approve the FY19 District Cost-Share Program as follows:

  Financial Assistance provided through additional funding sources will have different policies (Special Clean Water Fund Projects).

  - Maximum cost-share rate of 65% not to exceed $10,000 for practices with a pollution load reduction.
    - Well sealing – maximum cost-share rate of 50% not to exceed $1,500 per well.
  - District Cost-Share funds used in conjunction with federal funds will have a total cost-share rate of 75%, not to exceed $10,000 of district funds.
  - Inspections will be conducted according to the Minnesota Board of Water and Soil Resources Requirements.

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

New Business

Minnesota Association of Soil and Water Conservation District (MASWCD) 2018 Resolutions
  The Dodge Soil and Water Conservation District Board of Supervisors discussed and voted individually on each of the 9 MASWCD 2018 Resolutions.

2018 Minnesota Association of Soil and Water Conservation District (MASWCD) Convention
  The 2019 MASWCD Convention will be held at the Doubletree in Bloomington, MN on December 9-11, 2018. Registration is $230.00 for two days, and $160.00 for one day, with $34.50 for each luncheon. Adam King, District Manager, and Bill Thompson, District I Supervisors, expressed interest in attending the 2018 MASWCD Annual Convention. A motion was made to...
approve to send any staff, supervisors, and the Dodge Soil and Water Conservation District 2018 Conservationist of the Year to attend the 2018 Minnesota Association of Soil and Water Conservation Districts Annual Convention.

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

2019 National Association of Conservation Districts (NACD) Dues
Adam King, District Manager, presented an invoice for the 2019 NACD dues. King informed the supervisors that $250.00 was paid in dues to the NACD in 2018, and that the NACD paid per diems for food and lodging for the three weeks for Jessica Bakken, District Technician, to attend the National Conservation Planning Boot Camp. A motion was made to approve payment and send $300.00 to the National Association of Conservation Districts for 2019 dues.

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

2018 National Association of Conservation Districts (NACD) Survey
Adam King, District Manager, informed the supervisors that the NACD has sent a survey, and only one survey per district can be submitted. Each supervisor has received a hard copy of the survey, and it was decided that each supervisor will fill it out and bring it to the next regular board meeting. King will compile and submit the answers.

Buffer Law Compliance Tracking Plan
Adam King, District Manager, informed the supervisors that the Minnesota Board of Water and Soil Resources is requiring soil and water conservation districts to prepare and post on their website, a compliance tracking plan for the buffer law. King presented the proposed tracking plan for the Dodge Soil and Water Conservation District. The supervisors discussed the proposed tracking plan for the Buffer Law, and changed it from reviewing 1/3 of the townships every year, to reviewing 1/3 of the parcels every year. A motion was made to approve the Buffer Law Compliance Tracking Plan for the Dodge Soil and Water Conservation District.

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

Conservation Tillage Conference Training Request - Delzer
Adam King, District Manager, informed the supervisors that Baine Delzer, District Technician, is requesting to attend the Conservation Tillage Conference at the Hilton Garden Inn in Fargo, ND from December 18 – 19, 2018. Cost of registration is $140.00 for early bird registration; two nights lodging would be needed. A motion was made to approve sending Blaine Delzer, District Technician, to attend the Conservation Tillage Conference from December 18 – 19, 2018 at a cost of $140.00 for registration, plus lodging.

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

District Cost-Share Contract 2016-14 (Henslin) Payment
Adam King, District Manager, informed the supervisors that Marie Henslin of Dodge Center, MN is requesting payment of District Cost-Share Contract 2016-14 for a grassed waterway.
Total eligible expenses came to $9,338.70, with a portion of financial assistance coming from federal sources, the total financial assistance of 75% would leave $1,197.27 coming from District Cost-Share. Funds will be coming from the FY17 Local Capacity Services Grant. A motion was made to approve payment in the amount of $1,197.27 for District Cost-Share Contract 2016-14 to Marie Henslin for the installation of a grassed waterway.

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

**Other New Business**

There was no Other New Business.

**Correspondence & Staff Report**

Adam King, District Manager, presented the Minnesota Counties Intergovernmental Trust 2017 Annual Report, and the Board of Water and Soil Resource’s FY16 District Cost-Share Review. Staff continue to get projects surveyed, designed, and installed.

**Supervisor Reports**

*Cedar River Watershed District (CRWD)* – David Livingston, District IV Supervisor, reported that the CRWD October 2018 meeting was canceled.

*One Watershed One Plan - Cedar Policy Committee* – David Livingston, District IV Supervisor, reported that the next meeting will be held on Wednesday, November 07, 2018.

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

*Drainage Workgroup* – Bill Thompson, District I Supervisor, reported attending a Drainage Workgroup meeting on October, 11, 2018 where discussions included developing methods for creating ditch records by collecting soil borings to determine the original bed, and counties needing to modernize their ditch records. Thompson reviewed the consensus used to make decisions within the Drainage Workgroup.

*Minnesota Association of Soil and Water Conservation Districts (MASWCD)* – Bill Thompson, District I Supervisor, reported there was no MASWCD meeting.

*Southeast Area Soil and Water Conservation District Technical Support Joint Powers Board* – Larry Scherger, District III Supervisor, reported attending an executive board meeting where they approved purchasing health insurance through the Public Employees Insurance Program (PEIP), with a $10,000 per year savings.

**Next Meeting**

The next meeting of the Dodge SWCD Board of Supervisors will be Thursday, November 15, 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, Larry Scherger, Chair, called for a motion for adjournment at 10:01 P.M.

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