Minutes of the September 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 7:21 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

Approval of Meeting Agenda – There were no additions to the agenda. A motion was made to approve the September 20, 2018 meeting agenda as presented.
Motion: David Livingston
Seconded: Glenn Hahn
The motion carried unanimously.

Approval of the August 16, 2018 Board Meeting Minutes – There were no corrections to the August 16, 2018 board meeting minutes. A motion was made to approve the August 16, 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 August 2018 Revenues of $25,849.70, noting the Drill Charges of $6,572.44, Expenditures of $31,242.14, the Balance Sheet, and the Aging Summary, with a payables total of $646.17. A motion was made to approve the August 2018 Treasurer’s Report, and to approve payment of the bills on the Aging Summary, for a payables total of $646.17.

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

Adam King, District Manager, presented a late payment notice from the Internal Revenue Service (IRS), and a letter from Standinger Tax signed by Jenni Cotton explaining that the tax was paid. A motion was made to approve, sign and send the letter to the IRS.

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

Unfinished Business

FY19 Non-Structural Land Management Practices Cost-Share Program

Adam King, District Manager, presented the Non-Structural Land Management Practices Request Form. King shared an email from David Copeland, Board Conservationist, Board of Water and Soil Resources, asking why we wanted to go from a flat rate payment to a percentage-based payment, and how we would collect receipts and invoices to ensure the percentage payment within the grant period. The supervisors further discussed the policy, and instructed King to use the flat rate based on the Environmental Quality Incentives Program in the policy.

New Business

FY19 District Cost-Share Program

Adam King, District Manager, informed the supervisors that the district currently sets its District Cost-Share Program based on the year, and that it might make sense to set the District Cost-Share Program based on the funding source, since Minnesota Board of Water and Soil Resources policy changes from fiscal year to fiscal year and grant to grant. King shared the current District Cost-Share Policy of 65% not to exceed $10,000 except for well decommissioning which is 50% not to exceed $1,500. When District Cost-Share is used in conjunction with the Environmental Quality Incentives Program, the cost-share rate using state and federal sources combined is 75% not to exceed $10,000 of District Cost-Share. The supervisors discussed the program and would like to include the Non-Structural Land Management Practices program into it. The supervisors tabled the FY19 District Cost-Share Program until the Non-Structural Land Management Cost-Share Program was finalized.

FY19 SWCD Local Capacity Services and Buffer Law Implementation Grant Agreement

Adam King, District Manager, informed the supervisors that the Minnesota Board of Water and Soil Resources has released their FY19 SWCD Local Capacity Services and Buffer Law Implementation Grant Agreement for a total of $125,000.00, including $100,000 for the FY19 SWCD Local Capacity Services Grant, and $25,000 for the FY19 Buffer Law Implementation Grant. A motion was made to approve and sign the FY19 SWCD Local Capacity Services and
Buffer Law Implementation Grant Agreement with the Minnesota Board of Water and Soil Resources for a total of $125,000.00.  

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

Adam King, District Manager, informed the supervisors that the FY19 SWCD Local Capacity Services and Buffer Law Implementation Grant require a detailed workplan, and is asking for guidance on what and how much the funding should be spent on.

King recommended the following for the FY19 Buffer Law Implementation Grant Workplan: $7,000 for a Geographic Information Systems (GIS) license for Blaine Delzer, $8,000 for an ATV/UTV, and $10,000 for staff time implementing the Buffer Law, totaling $25,000. The supervisors asked about maintaining the GIS license, and would like one year of maintenance included in the amount. A motion was made to approve $8,500 for a GIS license and one year of maintenance, $6,500 for an ATV/UTV, and $10,000 for staff time to implement the Buffer Law for the FY19 Buffer Law Implementation Grant Workplan.  

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

King recommended the following for the FY19 SWCD Local Capacity Services Grant Workplan: $1,500 for water quality sample analysis, $5,500 for staff time conducting water monitoring, $7,000 for staff time providing Technical Assistance for cost-share projects, $10,000 for a portion of a new truck, $10,000 for supplies / district information technology, $16,000 for staff time conducting educational / outreach activities, and $50,000 for financial assistance / cost-share, totaling $100,000. The supervisors discussed the workplan. A motion was made to approve $1,500 for water quality sample analysis, $5,500 for staff time conducting water quality monitoring, $7,000 for staff time providing technical assistance for cost-share projects, $10,000 for a portion of a new truck, $10,000 for supplies / district information technology, $16,000 for staff time conducting educational / outreach activities, and $50,000 for financial assistance / cost-share, totaling $100,000 for the FY19 SWCD Local Capacity Services Grant Workplan.

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

**FY16 Board of Water and Soil Resources (BWSR) Clean Water Fund (CWF) Middle Fork Zumbro River Critical Source Area (CSA) Restoration and Dodge Saturated Buffer Project Implementation Grant Agreement Amendment**

Adam King, District Manager, informed the supervisors that he has requested an extension for the FY16 BWSR CWF Middle Fork Zumbro River CSA Restoration and the Dodge Saturated Buffer Project Implementation Grants. The BWSR has made a grant agreement amendment available extending the grants for two years, until December 31, 2020. A motion was made to approve and sign the FY16 Board of Water and Soil Resources Clean Water Fund Middle Fork Zumbro River Critical Source Area Restoration and Dodge Saturated Buffer Project Implementation Grant Agreement Amendment extending the grant by two years, until December 31, 2020.

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

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Board of Water and Soil Resources Academy Training Request - Bakken

Adam King, District Manager, informed the supervisors that Jessica Bakken, District Technician, is requesting to attend the Board of Water and Soil Resources Academy at Breezy Point Resort from October 29 – 31, 2018. Cost of registration is $45.00 / day for early bird registration, two nights lodging would be needed at $74.09/night, and breakfast is $10.19/day. A motion was made to approve to send Jessica Bakken, District Technician, to attend the Board of Water and Soil Resources Academy from October 29 – 31, 2018 at a cost of $45.00/day for registration, $74.09/night for lodging, and $10.19/day for breakfast.

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

Lower Mississippi River Feedlot Management Sub-Agreement Between the S.E. Area VII SWCD Technical Support JPB and the Dodge Soil and Water Conservation District

Adam King, District Manager, informed the supervisors that the S.E. Area VII Technical Support Joint Powers Board has made a sub-agreement available for the Dodge Soil and Water Conservation District to enter into cost-share contracts with producers for the Lower Mississippi River Feedlot Management Regional Conservation Partnership Program Grant. A motion was made to approve and sign the sub-agreement between the S.E. Area VII SWCD Technical Support Joint Powers Board and the Dodge Soil and Water Conservation District for the Lower Mississippi River Feedlot Management Regional Conservation Partnership Program Grant.

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

Other New Business

There was no Other New Business.

Correspondence & Staff Report

Adam King, District Manager, informed the supervisors that the district has received the 2019 PERA Rate Increase Aid Notice and the district will be receiving $551.00 as an aid payment in 2019. Farmers State Bank is changing its name to Heritage Bank, and the Greater Blue Earth River Basin Alliance (GERBRA) has sent a Conservation and Drainage Projects book. The Minnesota Campaign Finance Board has requested updated information that King has provided, and to remind the elected officials that they will be required to file an Annual Statement of Economic Interest in January.

Supervisor Reports

Southeast Minnesota Association of Soil and Water Conservation Districts (SE MASWCD) – Bill Thompson, District I Supervisor, reported attending the SE MASWCD meeting at the Tau Center on the Winona State University Campus where morning presentations included the Winona 80th Anniversary, the MN DNR Community Aquifer Management Program (CAMP, and MN BWSR and MASWCD Updates. The afternoon included traveling to the Geoscience Center and seeing the rock wall, the Lego watershed model, and the stream table.

Cedar River Watershed District (CRWD) – David Livingston, District IV Supervisor, reported attending the CRWD meeting on September 19, 2018 where Rodney Goodwin, landowner,
addressed the managers about performance audits, and referred to a letter sent by James Fett on
ditch cleanouts and buffers, saying that everyone in the ditch system needs to sign the permit,
but Goodwin never signed the permit. The CRWD attorney advised them that not all signatures
were needed. The Treasurer’s Report shows the district funds are down because projects are
being installed and paid out. The watershed district may get involved with the Ramsey Dam,
and the October meeting may be canceled.

Soil Health Field Day – Glenn Hahn, District V Supervisor, reported attending a soil health field
day at the Rodney Krell Family Farm 2.5 miles north of Blooming Prairie put on by the Public /
Private Partnership (P3) of CFS, Land O’ Lakes Sustain, Hormel Foods, and the Mower Soil
and Water Conservation District. The event was well attended, but there were very few farmers.

Dodge County Feedlot Advisory Committee – Glenn Hahn, District V Supervisor, reported that
Duane Schieck is putting up a third turkey barn containing about 700 Animal Units. The new
barn will have power ventilation, with much of the waste being recycled. The public hearing is
scheduled for the first part of October 2018.

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

Southeast Area Soil and Water Conservation District Technical Support Joint Powers Board –
Larry Scherger, District III Supervisor, reported attending the special board meeting on
Wednesday, August 29, 2018 where they approved purchasing health insurance through the
Public Employees Insurance Program (PEIP), and approved the Lower Mississippi River
Feedlot Management Regional Conservation Partnership Program Feedlot Projects.

Next Meeting
The next meeting of the Dodge SWCD Board of Supervisors will be Thursday, October 18,
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 11:39
P.M.

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

Approved: [Signature]  Date: 10-26-18  Recorder: Adam King
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Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn