

DODGE SOIL AND WATER CONSERVATION DISTRICT

916 2nd Street SE
Dodge Center, Minnesota 55927
Telephone: 507-374-6364 Ext. 3

DODGE SOIL AND WATER CONSERVATION DISTRICT REGULAR BOARD OF SUPERVISORS MEETING AGENDA

February 20, 2020 @ 7:15 P.M.

Call Meeting to Order

Approval of the February 20, 2020 Board Meeting Agenda.....Action Item

Approval and signing of the January 16, 2020 Board Meeting Minutes – See Attached...Action Item

Public Comment Period – 15 Minutes Per Person

Partner Agency Reports

- Dodge County Commissioner's Report.....Rhonda Toquam
- Natural Resources Conservation Service's Report.....Mike Muzzy

Treasurers' Report

- Approval of the January 2020 Treasurers' Financial Statement, Supervisor Vouchers, and Payment of the New Bills – See Attached.....Action Item

Unfinished Business

New Business

- 2020 MASWCD Day at the CapitolAction Item
- Audit of 2019 Financials Bid.....Action Item
- Sub-Agreement with Wabasha County Soil and Water Conservation District for Minnesota Agricultural Water Quality Certification Program Request for Technical Assistance and Promotion Funds.....Action Item
- Sub-Agreement Amendment with Southeast Minnesota Soil and Water Conservation District Technical Support Joint Powers Board for the Regional Conservation Partnership Program (RCPP) for Southeast Minnesota Feedlots.....Action Item
- RCPP Cost-Share Contract RCPP2020-01 (Currier Bros.) Encumbrance.....Action Item
- District Cost-Share Contract 2020-13 (Henslin) Encumbrance.....Action Item
- District Cost-Share Contract 2020-14 (Henslin) Encumbrance.....Action Item

Other New Business

Correspondences & Staff Report

Supervisor Meeting Reports

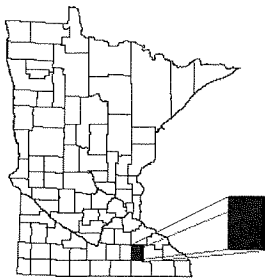
Adjournment –Next meeting – March 19, 2020

Upcoming Meeting/Events

Root River Comprehensive Watershed Management Plan 9:00 A.M.	February 24, 2020
Dodge County Commissioners Meeting 4:00 P.M.	February 25, 2020
Cedar - Wapsipinicon Comprehensive Watershed Management Plan 9:00 A.M.	March 04, 2020
Dodge County Commissioners Meeting 8:00 A.M.	March 10, 2020
Greater Zumbro Comprehensive Watershed Management Plan 9:00 A.M.	March 12, 2020
Cedar River Watershed District Board Meeting 6:00 P.M.	March 18, 2020

AN EQUAL OPPORTUNITY EMPLOYER

Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn



**Minutes of the January 16, 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 meeting was called to order by Chair, Larry Scherger at 7:26 P.M.

Members Present: Larry Scherger, Chair
Bill Thompson, Vice-Chair
Glenn Hahn, Treasurer
David Livingston, Secretary (in at 7:33 P.M.)
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; Nancy Peterson, Dodge County Resident

Approval of Meeting Agenda – Additions to the agenda include Clean Water Fund Cost-Share Contract FY16CSA-04, District Cost-Share Contract 2020-01 (Olive) Encumbrance, District Cost-Share Contract 2020-02 (Olive) Encumbrance, District Cost-Share Contract 2020-04 (Paulson) Encumbrance, District Cost-Share Contract 2020-05 (Paulson) Encumbrance, and the Cedar River Watershed District Board Manager Appointment Recommendation. A motion was made to approve the January 16, 2020 meeting agenda as revised.

Motion: Bill Thompson

Seconded: Bruce Freerksen

The motion carried unanimously.

Approval of the December 19, 2019 Board Meeting Minutes – Corrections to the December 19, 2019 board meeting minutes include changing the word “though” to “through” under the Natural Resource Conservation Service Report on page 2. A motion was made to approve the December 19, 2019 Dodge Soil and Water Conservation District's Regular Board of Supervisors Meeting Minutes as revised.

Motion: Glenn Hahn

Seconded: Bill Thompson

The motion carried unanimously.

David Livingston entered at 7:33 P.M.

Public Comment

Nancy Peterson, Wasioja Township, Dodge County Resident, informed the supervisors that the proposed Triton School District levy passed, and she will be working on her doctorate project: BENCH³, along with the Zumbro Education District. Peterson currently has a lawsuit from of a faulty furnace, and is working with the Dodge County Independent, putting articles in the paper. Peterson provided an update on the United Way, Dodge County Family Services, and the Salvation Army Red Kettle Campaign that brought in \$21,000,000 in 2019. Peterson attended a political session at the Minnesota Legislature and discussed the two laws that she feels needs to be changed: the FEMA 100-year flood zone, and fee generated cases that prevent low income people from bringing court cases forward. Peterson announced that Dodge County has voted to accept immigrants and refugees.

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. Muzzy is working on the Environmental Quality Incentives Program (EQIP) sign-up and getting payments made for the Conservation Stewardship Program (CSP). The General Conservation Reserve Program (CRP) sign-up runs through February 28, 2020, but Dodge County is not in a priority area. Muzzy attended a Conservation Desktop training. Tom Steger, District Conservationist, Goodhue County, retired as of January 3, 2020 and Luck Breitenbach, Soil Conservationist, Baldwin, WI, will be the acting District Conservationist as of January 19, 2020. Muzzy announced that he will be now be the tribal liaison for the Prairie Island Indian Community.

Treasurer's Report

Approval of the Treasurer's Financial Statements and Payment of New Bills – Glenn Hahn, Treasurer, presented the December 2019 Balance Sheet, General Ledger, Revenues of \$36,817.02, noting the accounts receivable, Expenditures of \$17,803.60, and the Aging Summary with a payables total of \$11,454.36. The supervisors discussed the Treasurer's Report. A motion was made to approve the December 2019 Treasurer's Report, approve payment of the bills on the Aging Summary, for a payables total of \$11,454.36, and approve payment of the 2nd half 2019 Supervisors Vouchers.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

Unfinished Business

There was no Unfinished Business

New Business

Election of 2020 Officers

Current officers for the Dodge Soil and Water Conservation District Board of Supervisors include Chair: Larry Scherger; Vice-Chair: Bill Thompson; Treasurer: Glenn Hahn; Secretary: David Livingston; and Public Relations: Bruce Freerksen. A motion was made to cast a unanimous ballot for the 2020 Officers as Chair: Larry Scherger; Vice-Chair: Bill Thompson; Treasurer: Glenn Hahn; Secretary: David Livingston; and Public Relations: Bruce Freerksen.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

Set 2020 Regular Board Meeting Dates, Times and Locations

A motion was made to have the Dodge Soil and Water Conservation District Regular Board of Supervisor meetings held on the third Thursday of the month at 7:15 P.M. at the United States Department of Agriculture Service Center at 916 2nd St. S.E. Dodge Center, Minnesota 55927.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously

Designate Financial Institutions for 2020

A motion was made to designate Citizens State Bank of Hayfield, and Heritage Bank as the financial institutions of the Dodge Soil and Water Conservation District for 2020.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

2020 Supervisor Committee Assignments

The supervisors discussed committee assignments. It was noted that there is no alternate for the Southeast SWCD Technical Support Joint Powers Board, and Supervisor Thompson expressed interest as the alternate. A motion was made to assign Supervisors to the following committees:

Personnel Committee: Larry Scherger; David Livingston

Finance Committee: Glenn Hahn; Bruce Freerksen

Dodge County Feedlot Advisory Committee: Glenn Hahn

Dodge County Technical Water Plan Committee: Bruce Freerksen

One Watershed One Plan – Cedar River Watershed: David Livingston (Glenn Hahn Alt.)

One Watershed One Plan – Root River Watershed: Glenn Hahn (David Livingston Alt.)

One Watershed One Plan – Zumbro River Watershed: Larry Scherger (Bruce Freerksen Alt.)

Cedar River Watershed District: David Livingston (Glenn Hahn Alt)

Southeast SWCD Technical Support Joint Powers Board: Larry Scherger (Bill Thompson Alt.)

Hiawatha Valley Resource Conservation and Development (RC&D): Bruce Freerksen

Minnesota Association of Soil and Water Conservation Districts: Bill Thompson

SE Minnesota Association of Soil and Water Conservation District (Area VII): Bill Thompson.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Set Supervisor Per Diem and Mileage Rates for 2020

2019 Supervisor Per Diem rates were set at \$75, and mileage rates were set at the 2019 IRS rate of \$0.58/mile. The IRS Mileage Rate for 2020 is \$0.575. A motion was made to set Supervisors Per Diem rates at \$75, and set the mileage rate at the 2020 IRS rate of \$0.575/mile.

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

Consent to 2020 Monthly Invoices

Regular monthly invoices for 2020 include \$1,531.57/month to Blue Cross Blue Shield of Minnesota for health insurance, \$292.41/month to USABLE Life for life and short-term disability insurance, \$99.99/month to KMTelecom for internet, \$35.01/month to Verizon Wireless for 3G on survey equipment, and \$22.00/month to Techright Services, Inc for antivirus and server monitoring. A motion was made to approve the payment of \$1,531.57/month to Blue Cross Blue Shield of Minnesota, \$292.41/month to USABLE Life, \$99.99/month to KMTelecom, \$35.01/month to Verizon Wireless, and \$22.00/month to Techright Services, Inc.

Motion: Bruce Freerksen
Seconded: David Livingston
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 a step increase for Adam King, District Manager, from step 3 to step 2; a step increase for Jessica Bakken, District Technician, from step 6 to step 5, and for Blaine Delzer, District Technician, to remain at step 2. A motion was made to approve the Personnel Committee Recommendations of step increases for Adam King, and Jessica Bakken, and remaining at step 2 for Blaine Delzer.

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

Resolution 01-2020 to Adopt the Cedar – Wapsipinicon Comprehensive Watershed Management Plan

Adam King, District Manager, informed the supervisors that the Minnesota Board of Water and Soil Resources has approved the Cedar – Wapsipinicon Comprehensive Watershed Management Plan, also known as the One Watershed One Plan – Cedar, and has been adopted by the Policy Committee. The plan is ready for the Dodge Soil and Water Conservation District to adopt. A motion was made to pass Resolution 01-2020 and adopt the Cedar – Wapsipinicon Comprehensive Watershed Management Plan.

Motion: David Livingston
Seconded: Bill Thompson
Approve: Scherger; Thompson; Livingston; Hahn; Freerksen
Disapprove: none

2020 Dodge County Expo

The 2020 Dodge County Expo is being held on Saturday, March 21, 2020 at Triton High School, and a booth is \$75.00. A motion was made to approve \$75.00 for a booth at the 2020 Dodge County Expo.

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

District Cost-Share Contract 2017-02 (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 2017-02 for a manure storage system. Total eligible expenses came to \$5,637.68, and total financial assistance of 65% totals \$3,664.49. Payment will be made from the FY17 Local Capacity Services Grant. A motion was made to approve a final payment in the amount of \$3,664.49 for District Cost-Share Contract 2017-02 to Warren Nolt for the installation of a manure storage system.

Motion: Bruce Freerksen

Seconded: Glenn Hahn

The motion carried unanimously

FY20 Conservation Cost-Share Technical Assistance Option

Adam King, District Manager, informed the supervisors that the Minnesota Board of Water and Soil Resources allows eligible SWCDs to use all of their Conservation Cost-Share Funds for technical assistance. A motion was made to sign and submit the Technical Assistance Option form to the Minnesota Board of Water and Soil Resources for the FY20 Conservation Cost-Share Grant.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Other New Business

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

Richard Olive of Mantorville, MN is requesting financial assistance for Clean Water Fund Cost-Share Contract FY16CSA-04 for a grassed waterway in Section 31 of Ellington Township. The total eligible cost of the grassed waterway is \$10,252.00, and Olive is requesting 75%, not to exceed \$7,689.00. A motion was made to approve the encumbrance of Clean Water Fund Middle Fork Zumbro River Critical Source Area Grant funds for Clean Water Fund Cost-Share Contract FY16CSA-04 in the amount of 75% of total eligible costs, not to exceed \$7,689.00 for a grassed waterway for Richard Olive.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carried unanimously.

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

Richard Olive of Mantorville, MN is requesting financial assistance for District Cost-Share Contract 2020-01 for a grassed waterway in Section 19 of Mantorville Township. The total eligible cost of the grassed waterway is \$15,075.50, and Olive is requesting 65%, not to exceed \$9,799.08. A motion was made to approve the encumbrance of District Cost-Share funds for District Cost-Share Contract 2020-01 in the amount of 65% of total eligible costs, not to exceed \$9,799.08 for a grassed waterway for Richard Olive.

Motion: Glenn Hahn

Seconded: Bill Thompson

The motion carried unanimously.

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

Richard Olive of Mantorville, MN is requesting financial assistance for District Cost-Share Contract 2020-02 for a grassed waterway in Section 19 of Mantorville Township. The total eligible cost of

the grassed waterway is \$8,134.50, and Olive is requesting 65%, not to exceed \$5,287.43. A motion was made to approve the encumbrance of District Cost-Share funds for District Cost-Share Contract 2020-02 in the amount of 65% of total eligible costs, not to exceed \$5,287.43 for a grassed waterway for Richard Olive.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

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

Delmar Paulson of West Concord, MN is requesting financial assistance for District Cost-Share Contract 2020-04 for a grassed waterway in Section 16 of Concord Township. The total eligible cost of the grassed waterway is \$7,947.50, and Paulson is requesting 65%, not to exceed \$5,165.88. A motion was made to approve the encumbrance of District Cost-Share funds for District Cost-Share Contract 2020-04 in the amount of 65% of total eligible costs, not to exceed \$5,165.88 for a grassed waterway for Delmar Paulson.

Motion: Bruce Freerksen

Seconded: Glenn Hahn

The motion carried unanimously.

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

Delmar Paulson of West Concord, MN is requesting financial assistance for District Cost-Share Contract 2020-05 for a grassed waterway in Section 16 of Concord Township. The total eligible cost of the grassed waterway is \$13,623.50, and Paulson is requesting 65%, not to exceed \$8,855.28. A motion was made to approve the encumbrance of District Cost-Share funds for District Cost-Share Contract 2020-05 in the amount of 65% of total eligible costs, not to exceed \$8,855.28 for a grassed waterway for Delmar Paulson.

Motion: Bruce Freerksen

Seconded: Bill Thompson

The motion carried unanimously.

Cedar River Watershed District Board Manager Appointment

David Livingston, District IV Supervisor, informed the Supervisors that Kevin Kiser's term ends this year, and that he would be interested in continuing to serve on the Cedar River Watershed District Board of Managers. Livingston added that Dodge County would need to appoint Kiser, but expressed that the Dodge Soil and Water Conservation District should make a recommendation to Dodge County. A motion was made to recommend that Dodge County appoint Kevin Kiser to the Cedar River Watershed District Board of Managers.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Correspondence & Staff Report

Adam King, District Manager, presented the new audit requirements for Soil and Water Conservation Districts from the Minnesota Board of Water and Soil Resources and Office of the State Auditor requiring an audit every year, no matter the incomes/expenditures. With an audit required every year, the Minnesota Board of Water and Soil Resources will no longer require a year-end financial statement on March 15th. King also presented a flyer from the Minnesota

Agricultural Water Quality Certification Program (MAWQCP), and the Minnesota Association of Soil and Water Conservation Districts (MASWCD) 2019 accomplishments and year-end report.

Supervisor Reports

Root River Comprehensive Watershed Management Plan – Glenn Hahn, District V Supervisor, reported attending the Policy Committee meeting on Thursday, January 09, 2020 where 2019 accomplishments were reviewed, and project updates were given. The FY18/19 Watershed Based Implementation Funding grant of \$815,301.00 was reviewed and \$236,999.82 has been spent. Hahn reported that many on the Policy Committee were upset with grant workplan changes, and the Joint Powers Agreement Bylaws were reviewed. The Crooked Creek project funds have been moved to the Regional Conservation Partnership Program (RCPP) and FY20/21 funds. The Policy Committee must approve the expenditures. The FY20/21 Watershed Based Implementation Funding Grant totals \$1,469,595.00 with the workplan including soil health and nutrient management activities, and the Crooked Creek project. The Policy Committee also reviewed the targeted areas. The next One Watershed One Plan – Root River meeting will be held on Monday, February 24, 2020.

Cedar – Wapsipinicon Comprehensive Watershed Management Plan – David Livingston, District IV Supervisor, reported attending the Policy Committee meeting on Wednesday, January 08, 2020 where the plan was adopted. The FY20/21 Watershed Based Implementation Funding totals \$593,987.00. The Bylaws and Memorandum of Agreement (MOA) were reviewed, and will need to be approved by all boards.

Cedar River Watershed District (CRWD) – David Livingston, District IV Supervisor, reported attending the January 15, 2020 board meeting where it was discussed that the City of Austin is upgrading its waste water treatment plan (WWTP), and has installed a temporary levy that was not certified and violated CRWD rules. There will need to be some signed agreements between the CRWD and the City of Austin. There is a Citizen Advisory Committee, and the CRWD would like someone from Dodge County on the committee. The Mower Soil and Water Conservation District and CRWD are planning a joint meeting.

Resource Conservation and Development (RC&D) – Bruce Freerksen, District II Supervisor, reported that the next RC&D meeting will be held on Monday, January 27, 2020.

Southeast Soil and Water Conservation District Technical Support Joint Powers Board – Bill Thompson, District I Supervisor, reported attending a session at the Minnesota Association of Soil and Water Conservation Districts Convention on the Technical Service Areas (TSA). Thompson learned that the Host Managers are overworked, and Thompson held a conference call with TSA leaders learning that 38 reports need to be submitted for grants before the end of January, and wanted to discuss future administration. The plan is to discuss future administration at the next board meeting and the next area managers meeting.

One Watershed One Plan – Greater Zumbro – Larry Scherger, District III Supervisor, reported that there was no meeting in January, and that the Planning Work Group is working on targeted areas, and measurable goals.

Next Meeting

The next meeting of the Dodge SWCD Board of Supervisors will be Thursday, February 20, 2020 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 10:43 P.M.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Approved: _____ Date: _____ Recorder: Adam King
January 16, 2020 Dodge SWCD Board of Supervisors meeting minutes Page 8 of 8

Supervisors: Bill Thompson – Bruce Freerksen– Larry Scherger – David Livingston – Glenn Hahn

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Accrual Basis

Dodge Soil & Water Conservation District

Balance Sheet

As of January 31, 2020

	Jan 31, 20
ASSETS	
Current Assets	
Checking/Savings	
1013.00 · Citizens State Bank Checking	37,030.82
1014.00 · Citizens State Bank-Savings	134,972.72
1016.00 · Checking-Farmers State Bank	150,186.63
Total Checking/Savings	322,190.17
Accounts Receivable	
1200.00 · Accounts Receivable	29,668.57
Total Accounts Receivable	29,668.57
Other Current Assets	
1210.00 · Interest Receivable	16,467.43
1300.00 · Inventory Asset	3,343.27
Total Other Current Assets	19,810.70
Total Current Assets	371,669.44
TOTAL ASSETS	371,669.44
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2020.00 · Accrued Salaries Payable	4,817.95
2040.00 · Deferred Revenue	
2040.43 · FY16 Saturated Bufer CWF	-3,012.40
2040.44 · FY16 CSA Restoration CWF	38,045.13
2040.48 · FY16 Ripley Nitrogen Reduc.Impl	-1,749.08
2040.53 · FY17- Local Capacity Services	14,532.74
2040.54 · FY17 Area VII RCPP Feedlot	-2,924.04
2040.62 · FY18 Local Capacity Services	29,084.30
2040.63 · FY18 Buffer Law	1,400.23
2040.72 · FY19 Local Capacity Services	81,401.98
2040.73 · FY19 Buffer Law	17,187.86
2040.80 · FY20 Conservation Cost-Share	53.90
2040.81 · FY20 Conservation Delivery	-12.90
2040.82 · FY20 Buffer Law	25,000.00
2040.83 · FY20 Local Capacity Service	122,464.17
Total 2040.00 · Deferred Revenue	321,471.89
2100.00 · Payroll Liabilities	
2100.30 · Medicare	50.14
2100.40 · P.E.R.A.	311.94
2100.50 · FICA	-43.40
2100.00 · Payroll Liabilities - Other	6,736.37
Total 2100.00 · Payroll Liabilities	7,055.05
Total Other Current Liabilities	333,344.89
Total Current Liabilities	333,344.89
Total Liabilities	333,344.89
Equity	
3200.00 · Unrestricted Net Assets	-16,376.15
4000.00 · Fund Balance	
4000.20 · Unreserved	
4000.30 · Designated	
4000.40 · 6-Months Salary Reserve	47,777.60
4000.50 · Compensated Absences	19,560.39
4000.80 · Vehicle	6,379.60

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02/18/20

Accrual Basis

Dodge Soil & Water Conservation District

Balance Sheet

As of January 31, 2020

	Jan 31, 20
Total 4000.30 · Designated	73,717.59
4000.90 · Undesignated	8,243.81
Total 4000.20 · Unreserved	81,961.40
Total 4000.00 · Fund Balance	81,961.40
Net Income	-27,260.70
Total Equity	38,324.55
TOTAL LIABILITIES & EQUITY	371,669.44

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02/18/20

Accrual Basis

Dodge Soil & Water Conservation District
General Ledger
As of January 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
1013.00 · Citizens State Bank Checking						23,280.67
Check	01/02/2020	14068	MASWCD		-3,563.31	19,717.36
Check	01/02/2020	14069	Adam N King		-253.54	19,463.82
Check	01/02/2020	14070	DVS Renewal		-19.25	19,444.57
Check	01/02/2020	14071	DVS Renewal		-19.25	19,425.32
Check	01/02/2020	14072	dodge County		-46.00	19,379.32
Check	01/02/2020	14073	DVS Renewal		-19.25	19,360.07
Check	01/02/2020	14074	USABLE Life		-292.41	19,067.66
Check	01/06/2020		Post Master		-72.50	18,995.16
Check	01/06/2020	14075	KMTelecom		-99.99	18,895.17
Check	01/06/2020	14076	Minnesota Coun...		-7,299.00	11,596.17
Liability Check	01/07/2020		QuickBooks Pa...	Created by...	-4,370.61	7,225.56
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	0.00	7,225.56
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	7,225.56
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	0.00	7,225.56
Liability Check	01/10/2020		EFTPS	41-0859153	-1,516.06	5,709.50
Liability Check	01/10/2020		MN Dept of Rev...	9241199	-257.00	5,452.50
Liability Check	01/10/2020		MSRS		-100.00	5,352.50
Liability Check	01/10/2020		P.E.R.A		-863.86	4,488.64
Check	01/13/2020	14276	Dodge County ...		-99.12	4,389.52
Check	01/13/2020	14277	Ron Carlsen		-776.08	3,613.44
Check	01/13/2020	14278	Jamie J Standin...		-465.00	3,148.44
Check	01/13/2020		Hilton		-124.83	3,023.61
Transfer	01/17/2020			Funds Tra...	50,000.00	53,023.61
Check	01/20/2020		MN Dept of Rev...		-61.00	52,962.61
Check	01/20/2020	14252	Claremont Servi...		-179.89	52,782.72
Check	01/20/2020	14253	Minnesota State...		-59.50	52,723.22
Check	01/20/2020	14254	Blue Cross Blue...		-1,531.57	51,191.65
Check	01/20/2020	14255	Warren Nolt		-3,664.49	47,527.16
Check	01/20/2020	14256	Dodge County E...		-75.00	47,452.16
Paycheck	01/20/2020	14257	Bruce Freerksen-		-1,034.49	46,417.67
Paycheck	01/20/2020	14258	David Livingston		-1,066.92	45,350.75
Paycheck	01/20/2020	14259	Glenn Hahn-		-793.88	44,556.87
Paycheck	01/20/2020	14260	Larry Scherger-		-470.93	44,085.94
Paycheck	01/20/2020	14261	William C Thom...		-608.96	43,476.98
Liability Check	01/22/2020		QuickBooks Pa...	Created by...	-4,370.60	39,106.38
Liability Check	01/22/2020	To P...	EFTPS	41-0859153	-504.90	38,601.48
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	0.00	38,601.48
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	38,601.48
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	0.00	38,601.48
Liability Check	01/24/2020		EFTPS	41-0859153	-1,516.08	37,085.40
Liability Check	01/24/2020		MN Dept of Rev...	9241199	-257.00	36,828.40
Liability Check	01/24/2020		MSRS		-100.00	36,728.40
Liability Check	01/24/2020		P.E.R.A		-863.86	35,864.54
Liability Check	01/24/2020		EFTPS	41-0859153	-207.87	35,656.67
Check	01/28/2020	14262	Verizon		-35.01	35,621.66
Check	01/28/2020	14263	TechRight Servi...		-22.00	35,599.66
Check	01/28/2020	14264	USABLE Life		-193.20	35,406.46
Check	01/28/2020	14265	SE SWCD Tech...		-1,000.00	34,406.46
Check	01/28/2020	14266	Goodhue Count...		-175.00	34,231.46
Deposit	01/28/2020			Deposit	2,803.00	37,034.46
Check	01/31/2020			Service Ch...	-7.10	37,027.36
Deposit	01/31/2020			Interest	3.46	37,030.82
Total 1013.00 · Citizens State Bank Checking					13,750.15	37,030.82
1014.00 · Citizens State Bank-Savings						184,904.47
Transfer	01/17/2020			Funds Tra...	-50,000.00	134,904.47
Deposit	01/31/2020			Interest	68.25	134,972.72
Total 1014.00 · Citizens State Bank-Savings					-49,931.75	134,972.72
1016.00 · Checking-Farmers State Bank						150,180.25
Deposit	01/31/2020			Interest	6.38	150,186.63
Total 1016.00 · Checking-Farmers State Bank					6.38	150,186.63
1200.00 · Accounts Receivable						29,668.57

5:13 PM

02/18/20

Accrual Basis

Dodge Soil & Water Conservation District

General Ledger

As of January 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Total 1200.00 · Accounts Receivable						29,668.57
1210.00 · Interest Receivable						16,467.43
Total 1210.00 · Interest Receivable						16,467.43
1300.00 · Inventory Asset						3,343.27
Total 1300.00 · Inventory Asset						3,343.27
2020.00 · Accrued Salaries Payable						-4,817.95
Total 2020.00 · Accrued Salaries Payable						-4,817.95
2040.00 · Deferred Revenue						-330,625.88
2040.43 · FY16 Saturated Bufer CWF						2,646.45
General Journal 01/31/2020					365.95	3,012.40
Total 2040.43 · FY16 Saturated Bufer CWF					365.95	3,012.40
2040.44 · FY16 CSA Restoration CWF						-38,045.13
Total 2040.44 · FY16 CSA Restoration CWF						-38,045.13
2040.48 · FY16 Ripley Nitrogen Reduc.Impl						1,126.97
General Journal 01/31/2020					622.12	1,749.09
General Journal 01/31/2020					-0.01	1,749.08
Total 2040.48 · FY16 Ripley Nitrogen Reduc.Impl					622.11	1,749.08
2040.53 · FY17- Local Capacity Services						-18,197.23
General Journal 01/31/2020					3,664.49	-14,532.74
Total 2040.53 · FY17- Local Capacity Services					3,664.49	-14,532.74
2040.54 · FY17 Area VII RCPP Feedlot						2,924.04
Total 2040.54 · FY17 Area VII RCPP Feedlot						2,924.04
2040.62 · FY18 Local Capacity Services						-29,219.30
General Journal 01/31/2020					135.00	-29,084.30
Total 2040.62 · FY18 Local Capacity Services					135.00	-29,084.30
2040.63 · FY18 Buffer Law						-1,722.85
General Journal 01/31/2020					322.62	-1,400.23
Total 2040.63 · FY18 Buffer Law					322.62	-1,400.23
2040.72 · FY19 Local Capacity Services						-81,658.15
General Journal 01/31/2020					256.17	-81,401.98
Total 2040.72 · FY19 Local Capacity Services					256.17	-81,401.98
2040.73 · FY19 Buffer Law						-17,187.86
Total 2040.73 · FY19 Buffer Law						-17,187.86
2040.80 · FY20 Conservation Cost-Share						-186.80
General Journal 01/31/2020					132.90	-53.90
Total 2040.80 · FY20 Conservation Cost-Share					132.90	-53.90
2040.81 · FY20 Conservation Delivery						12.90
Total 2040.81 · FY20 Conservation Delivery						12.90
2040.82 · FY20 Buffer Law						-25,000.00
Total 2040.82 · FY20 Buffer Law						-25,000.00
2040.83 · FY20 Local Capacity Service						-126,118.92
General Journal 01/31/2020					3,654.75	-122,464.17
Total 2040.83 · FY20 Local Capacity Service					3,654.75	-122,464.17
Total 2040.00 · Deferred Revenue					9,153.99	-321,471.89
2100.00 · Payroll Liabilities						-6,815.58
2100.30 · Medicare						-50.14

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Accrual Basis

Dodge Soil & Water Conservation District

General Ledger

As of January 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Total 2100.30 · Medicare						-50.14
2100.40 · P.E.R.A.						-311.94
Total 2100.40 · P.E.R.A.						-311.94
2100.50 · FICA						43.40
Total 2100.50 · FICA						43.40
2100.00 · Payroll Liabilities - Other						-6,496.90
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-169.94	-6,666.84
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-100.00	-6,766.84
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-2.61	-6,769.45
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	0.00	-6,769.45
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	0.00	-6,769.45
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-322.00	-7,091.45
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-162.09	-7,253.54
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-162.09	-7,415.63
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-37.91	-7,453.54
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-37.91	-7,491.45
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-15.69	-7,507.14
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-134.00	-7,641.14
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-56.47	-7,697.61
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	-7,697.61
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-127.76	-7,825.37
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-1.97	-7,827.34
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	-7,827.34
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-156.00	-7,983.34
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-121.87	-8,105.21
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-121.87	-8,227.08
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-28.50	-8,255.58
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-28.50	-8,284.08
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-11.79	-8,295.87
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-78.00	-8,373.87
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-42.46	-8,416.33
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-103.38	-8,519.71
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-1.59	-8,521.30
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	0.00	-8,521.30
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-94.00	-8,615.30
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-98.60	-8,713.90
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-98.60	-8,812.50
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-23.06	-8,835.56
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-23.06	-8,858.62
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-9.54	-8,868.16
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-45.00	-8,913.16
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-34.35	-8,947.51
Liability Check	01/10/2020		EFTPS	41-0859153	572.00	-8,375.51
Liability Check	01/10/2020		EFTPS	41-0859153	89.47	-8,286.04
Liability Check	01/10/2020		EFTPS	41-0859153	89.47	-8,196.57
Liability Check	01/10/2020		EFTPS	41-0859153	382.56	-7,814.01
Liability Check	01/10/2020		EFTPS	41-0859153	382.56	-7,431.45
Liability Check	01/10/2020		MN Dept of Rev...	9241199	257.00	-7,174.45
Liability Check	01/10/2020		MSRS		100.00	-7,074.45
Liability Check	01/10/2020		P.E.R.A		401.08	-6,673.37
Paycheck	01/20/2020	14257	Bruce Freerksen-		-0.83	-6,674.20
Paycheck	01/20/2020	14257	Bruce Freerksen-		0.00	-6,674.20
Paycheck	01/20/2020	14257	Bruce Freerksen-		0.00	-6,674.20
Paycheck	01/20/2020	14257	Bruce Freerksen-		-51.15	-6,725.35
Paycheck	01/20/2020	14257	Bruce Freerksen-		-51.15	-6,776.50
Paycheck	01/20/2020	14257	Bruce Freerksen-		-11.96	-6,788.46
Paycheck	01/20/2020	14257	Bruce Freerksen-		-11.96	-6,800.42
Paycheck	01/20/2020	14257	Bruce Freerksen-		-4.95	-6,805.37
Paycheck	01/20/2020	14257	Bruce Freerksen-		-17.82	-6,823.19
Paycheck	01/20/2020	14258	David Livingston		-0.90	-6,824.09
Paycheck	01/20/2020	14258	David Livingston		0.00	-6,824.09
Paycheck	01/20/2020	14258	David Livingston		0.00	-6,824.09
Paycheck	01/20/2020	14258	David Livingston		-55.80	-6,879.89
Paycheck	01/20/2020	14258	David Livingston		-55.80	-6,935.69
Paycheck	01/20/2020	14258	David Livingston		-13.05	-6,948.74
Paycheck	01/20/2020	14258	David Livingston		-13.05	-6,961.79

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As of January 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	01/20/2020	14258	David Livingston		-5.40	-6,967.19
Paycheck	01/20/2020	14258	David Livingston		-19.44	-6,986.63
Paycheck	01/20/2020	14259	Glenn Hahn-		-0.68	-6,987.31
Paycheck	01/20/2020	14259	Glenn Hahn-		0.00	-6,987.31
Paycheck	01/20/2020	14259	Glenn Hahn-		0.00	-6,987.31
Paycheck	01/20/2020	14259	Glenn Hahn-		-41.85	-7,029.16
Paycheck	01/20/2020	14259	Glenn Hahn-		-41.85	-7,071.01
Paycheck	01/20/2020	14259	Glenn Hahn-		-9.79	-7,080.80
Paycheck	01/20/2020	14259	Glenn Hahn-		-9.79	-7,090.59
Paycheck	01/20/2020	14259	Glenn Hahn-		-4.05	-7,094.64
Paycheck	01/20/2020	14259	Glenn Hahn-		-14.58	-7,109.22
Paycheck	01/20/2020	14260	Larry Scherger-		-0.38	-7,109.60
Paycheck	01/20/2020	14260	Larry Scherger-		0.00	-7,109.60
Paycheck	01/20/2020	14260	Larry Scherger-		0.00	-7,109.60
Paycheck	01/20/2020	14260	Larry Scherger-		-23.25	-7,132.85
Paycheck	01/20/2020	14260	Larry Scherger-		-23.25	-7,156.10
Paycheck	01/20/2020	14260	Larry Scherger-		-5.44	-7,161.54
Paycheck	01/20/2020	14260	Larry Scherger-		-5.44	-7,166.98
Paycheck	01/20/2020	14260	Larry Scherger-		-2.25	-7,169.23
Paycheck	01/20/2020	14260	Larry Scherger-		-8.10	-7,177.33
Paycheck	01/20/2020	14261	William C Thom...		-0.53	-7,177.86
Paycheck	01/20/2020	14261	William C Thom...		0.00	-7,177.86
Paycheck	01/20/2020	14261	William C Thom...		0.00	-7,177.86
Paycheck	01/20/2020	14261	William C Thom...		-32.55	-7,210.41
Paycheck	01/20/2020	14261	William C Thom...		-32.55	-7,242.96
Paycheck	01/20/2020	14261	William C Thom...		-7.61	-7,250.57
Paycheck	01/20/2020	14261	William C Thom...		-7.61	-7,258.18
Paycheck	01/20/2020	14261	William C Thom...		-3.15	-7,261.33
Paycheck	01/20/2020	14261	William C Thom...		-11.34	-7,272.67
Liability Check	01/22/2020	To P...	EFTPS	41-0859153	47.85	-7,224.82
Liability Check	01/22/2020	To P...	EFTPS	41-0859153	47.85	-7,176.97
Liability Check	01/22/2020	To P...	EFTPS	41-0859153	204.60	-6,972.37
Liability Check	01/22/2020	To P...	EFTPS	41-0859153	204.60	-6,767.77
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-169.94	-6,937.71
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-100.00	-7,037.71
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-2.62	-7,040.33
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	0.00	-7,040.33
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	0.00	-7,040.33
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-322.00	-7,362.33
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-162.10	-7,524.43
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-162.10	-7,686.53
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-37.91	-7,724.44
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-37.91	-7,762.35
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-15.68	-7,778.03
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-134.00	-7,912.03
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-56.47	-7,968.50
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	-7,968.50
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-127.76	-8,096.26
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-1.96	-8,098.22
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	-8,098.22
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-156.00	-8,254.22
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-121.86	-8,376.08
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-121.86	-8,497.94
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-28.50	-8,526.44
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-28.50	-8,554.94
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-11.80	-8,566.74
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-78.00	-8,644.74
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-42.45	-8,687.19
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-103.38	-8,790.57
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-1.59	-8,792.16
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	0.00	-8,792.16
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-94.00	-8,886.16
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-98.61	-8,984.77
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-98.61	-9,083.38
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-23.06	-9,106.44
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-23.06	-9,129.50
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-9.54	-9,139.04
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-45.00	-9,184.04

Dodge Soil & Water Conservation District

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Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-34.36	-9,218.40
Liability Check	01/24/2020		EFTPS	41-0859153	572.00	-8,646.40
Liability Check	01/24/2020		EFTPS	41-0859153	89.47	-8,556.93
Liability Check	01/24/2020		EFTPS	41-0859153	89.47	-8,467.46
Liability Check	01/24/2020		EFTPS	41-0859153	382.57	-8,084.89
Liability Check	01/24/2020		EFTPS	41-0859153	382.57	-7,702.32
Liability Check	01/24/2020		MN Dept of Rev...	9241199	257.00	-7,445.32
Liability Check	01/24/2020		MSRS		100.00	-7,345.32
Liability Check	01/24/2020		P.E.R.A		401.08	-6,944.24
Liability Check	01/24/2020		EFTPS	41-0859153	207.87	-6,736.37
Total 2100.00 · Payroll Liabilities - Other					-239.47	-6,736.37
Total 2100.00 · Payroll Liabilities					-239.47	-7,055.05
2110 · Direct Deposit Liabilities						0.00
Liability Check	01/07/2020		QuickBooks Pa...	Created by...	4,365.36	4,365.36
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	-1,688.46	2,676.90
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-1,450.54	1,226.36
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	-1,226.36	0.00
Liability Check	01/22/2020		QuickBooks Pa...	Created by...	4,365.35	4,365.35
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	-1,688.45	2,676.90
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-1,450.55	1,226.35
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	-1,226.35	0.00
Total 2110 · Direct Deposit Liabilities					0.00	0.00
3200.00 · Unrestricted Net Assets						16,376.15
Total 3200.00 · Unrestricted Net Assets						16,376.15
4000.00 · Fund Balance						-81,961.40
4000.20 · Unreserved						-81,961.40
4000.30 · Designated						-73,717.59
4000.40 · 6-Months Salary Reserve						-47,777.60
Total 4000.40 · 6-Months Salary Reserve						-47,777.60
4000.50 · Compensated Absences						-19,560.39
Total 4000.50 · Compensated Absences						-19,560.39
4000.80 · Vehicle						-6,379.60
Total 4000.80 · Vehicle						-6,379.60
Total 4000.30 · Designated						-73,717.59
4000.90 · Undesignated						-8,243.81
Total 4000.90 · Undesignated						-8,243.81
Total 4000.20 · Unreserved						-81,961.40
Total 4000.00 · Fund Balance						-81,961.40
5559.00 · Miscellaneous Revenue						0.00
5559.10 · Interest						0.00
Deposit	01/31/2020		Interest		-3.46	-3.46
Deposit	01/31/2020		Interest		-68.25	-71.71
Deposit	01/31/2020		Interest		-6.38	-78.09
Total 5559.10 · Interest					-78.09	-78.09
Total 5559.00 · Miscellaneous Revenue					-78.09	-78.09
5560.00 · Intergovernmental Revenue						0.00
5831.00 · State						0.00
5831.22 · FY16 Saturated Buffer CWF						0.00
General Journal	01/31/2020				-365.95	-365.95
Total 5831.22 · FY16 Saturated Buffer CWF					-365.95	-365.95
5831.24 · FY16 Ripley Nitrogen Reduc.MDM						0.00
General Journal	01/31/2020				-622.12	-622.12

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As of January 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
General Journal	01/31/2020				0.01	-622.11
Total 5831.24 · FY16 Ripley Nitrogen Reduc.MDM					-622.11	-622.11
5831.35 · FY17 Local Capacity						0.00
General Journal	01/31/2020				-3,664.49	-3,664.49
Total 5831.35 · FY17 Local Capacity					-3,664.49	-3,664.49
5831.43 · FY18 Local Capacity Services						0.00
General Journal	01/31/2020				-135.00	-135.00
Total 5831.43 · FY18 Local Capacity Services					-135.00	-135.00
5831.44 · FY18 Buffer Law						0.00
General Journal	01/31/2020				-322.62	-322.62
Total 5831.44 · FY18 Buffer Law					-322.62	-322.62
5831.50 · FY19 Local Capacity Services						0.00
General Journal	01/31/2020				-256.17	-256.17
Total 5831.50 · FY19 Local Capacity Services					-256.17	-256.17
5831.57 · FY19 Farmbill Assist Grant						0.00
Deposit	01/28/2020			Deposit	-2,803.00	-2,803.00
Total 5831.57 · FY19 Farmbill Assist Grant					-2,803.00	-2,803.00
5831.58 · FY20 Conservation Cost-Share						0.00
General Journal	01/31/2020				-132.90	-132.90
Total 5831.58 · FY20 Conservation Cost-Share					-132.90	-132.90
5831.61 · FY20 Local Capacity Service						0.00
General Journal	01/31/2020				-3,654.75	-3,654.75
Total 5831.61 · FY20 Local Capacity Service					-3,654.75	-3,654.75
Total 5831.00 · State					-11,956.99	-11,956.99
Total 5560.00 · Intergovernmental Revenue					-11,956.99	-11,956.99
6660.00 · District Operations						0.00
6100.00 · Personnel Services						0.00
6103.00 · Employee Salary						0.00
Liability Check	01/07/2020		QuickBooks Pa...	Fee for 3 d...	5.25	5.25
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	2,614.40	2,619.65
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	0.00	2,619.65
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	0.00	2,619.65
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	2.61	2,622.26
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	37.91	2,660.17
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	1,965.60	4,625.77
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	4,625.77
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	4,625.77
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	1.97	4,627.74
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	28.50	4,656.24
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	1,590.40	6,246.64
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	0.00	6,246.64
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	0.00	6,246.64
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	1.59	6,248.23
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	23.06	6,271.29
Paycheck	01/20/2020	14257	Bruce Freerksen-		0.83	6,272.12
Paycheck	01/20/2020	14257	Bruce Freerksen-		11.96	6,284.08
Paycheck	01/20/2020	14258	David Livingston		0.90	6,284.98
Paycheck	01/20/2020	14258	David Livingston		13.05	6,298.03
Paycheck	01/20/2020	14259	Glenn Hahn-		0.68	6,298.71
Paycheck	01/20/2020	14259	Glenn Hahn-		9.79	6,308.50
Paycheck	01/20/2020	14260	Larry Scherger-		0.38	6,308.88
Paycheck	01/20/2020	14260	Larry Scherger-		5.44	6,314.32
Paycheck	01/20/2020	14261	William C Thom...		0.53	6,314.85

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02/18/20

Accrual Basis

Dodge Soil & Water Conservation District

General Ledger

As of January 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	01/20/2020	14261	William C Thom...		7.61	6,322.46
Liability Check	01/22/2020		QuickBooks Pa...	Fee for 3 d...	5.25	6,327.71
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	2,614.40	8,942.11
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	0.00	8,942.11
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	0.00	8,942.11
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	2.62	8,944.73
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	37.91	8,982.64
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	1,965.60	10,948.24
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	10,948.24
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	0.00	10,948.24
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	1.96	10,950.20
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	28.50	10,978.70
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	1,590.40	12,569.10
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	0.00	12,569.10
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	0.00	12,569.10
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	1.59	12,570.69
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	23.06	12,593.75
Total 6103.00 · Employee Salary					12,593.75	12,593.75
6110.00 · Medical Insu-company share						0.00
Check	01/02/2020	14074	USABLE Life		292.41	292.41
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	0.00	292.41
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	-2.93	289.48
Check	01/20/2020	14254	Blue Cross Blue...		1,531.57	1,821.05
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	0.00	1,821.05
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	-2.93	1,818.12
Check	01/28/2020	14264	USABLE Life		193.20	2,011.32
Total 6110.00 · Medical Insu-company share					2,011.32	2,011.32
6163.00 · Employer P.E.R.A						0.00
Liability Check	01/10/2020		P.E.R.A		462.78	462.78
Liability Check	01/24/2020		P.E.R.A		462.78	925.56
Total 6163.00 · Employer P.E.R.A					925.56	925.56
6175.00 · Employer-F.I.C.A						0.00
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	162.09	162.09
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	121.87	283.96
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	98.60	382.56
Paycheck	01/20/2020	14257	Bruce Freerksen-		51.15	433.71
Paycheck	01/20/2020	14258	David Livingston		55.80	489.51
Paycheck	01/20/2020	14259	Glenn Hahn-		41.85	531.36
Paycheck	01/20/2020	14260	Larry Scherger-		23.25	554.61
Paycheck	01/20/2020	14261	William C Thom...		32.55	587.16
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	162.10	749.26
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	121.86	871.12
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	98.61	969.73
Total 6175.00 · Employer-F.I.C.A					969.73	969.73
6178.00 · Unemployment Insurance						0.00
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	15.69	15.69
Paycheck	01/08/2020	DD1...	Adam N King	Direct Dep...	56.47	72.16
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	11.79	83.95
Paycheck	01/08/2020	DD1...	Blaine E Delzer	Direct Dep...	42.46	126.41
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	9.54	135.95
Paycheck	01/08/2020	DD1...	Jessica Bakken-	Direct Dep...	34.35	170.30
Paycheck	01/20/2020	14257	Bruce Freerksen-		4.95	175.25
Paycheck	01/20/2020	14257	Bruce Freerksen-		17.82	193.07
Paycheck	01/20/2020	14258	David Livingston		5.40	198.47
Paycheck	01/20/2020	14258	David Livingston		19.44	217.91
Paycheck	01/20/2020	14259	Glenn Hahn-		4.05	221.96
Paycheck	01/20/2020	14259	Glenn Hahn-		14.58	236.54
Paycheck	01/20/2020	14260	Larry Scherger-		2.25	238.79
Paycheck	01/20/2020	14260	Larry Scherger-		8.10	246.89
Paycheck	01/20/2020	14261	William C Thom...		3.15	250.04
Paycheck	01/20/2020	14261	William C Thom...		11.34	261.38
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	15.68	277.06

Dodge Soil & Water Conservation District

General Ledger

As of January 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	01/23/2020	DD1...	Adam N King	Direct Dep...	56.47	333.53
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	11.80	345.33
Paycheck	01/23/2020	DD1...	Blaine E Delzer	Direct Dep...	42.45	387.78
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	9.54	397.32
Paycheck	01/23/2020	DD1...	Jessica Bakken-	Direct Dep...	34.36	431.68
Total 6178.00 · Unemployment Insurance					431.68	431.68
Total 6100.00 · Personnel Services					16,932.04	16,932.04
6200.00 · Other Services & Charges						0.00
6201.01 · Internet						0.00
Check	01/06/2020	14075	KMTelecom		99.99	99.99
Check	01/28/2020	14262	Verizon		35.01	135.00
Total 6201.01 · Internet					135.00	135.00
6201.02 · Computer Licenses/Fees						0.00
Check	01/02/2020	14069	Adam N King		119.00	119.00
Total 6201.02 · Computer Licenses/Fees					119.00	119.00
6201.03 · IT Support						0.00
Check	01/28/2020	14263	TechRight Servi...		22.00	22.00
Total 6201.03 · IT Support					22.00	22.00
6202.00 · Postage						0.00
Check	01/06/2020		Post Master	Postage M...	72.50	72.50
Total 6202.00 · Postage					72.50	72.50
6240.00 · Education & Promotion						0.00
Check	01/20/2020	14256	Dodge County E...		75.00	75.00
Check	01/28/2020	14266	Goodhue Count...		175.00	250.00
Total 6240.00 · Education & Promotion					250.00	250.00
6241.00 · Fees & Dues						0.00
Check	01/02/2020	14068	MASWCD		3,563.31	3,563.31
Check	01/02/2020	14072	dodge County		46.00	3,609.31
Check	01/28/2020	14265	SE SWCD Tech...	2017 dues	1,000.00	4,609.31
Check	01/31/2020			Service Ch...	7.10	4,616.41
Total 6241.00 · Fees & Dues					4,616.41	4,616.41
6330.00 · Employee Expenses						0.00
Check	01/02/2020	14069	Adam N King		107.04	107.04
Check	01/13/2020		Hilton		124.83	231.87
Total 6330.00 · Employee Expenses					231.87	231.87
6560.00 · Vehicle Maintenance						0.00
Check	01/02/2020	14069	Adam N King		27.50	27.50
Check	01/02/2020	14070	DVS Renewal	Tab renewal	19.25	46.75
Check	01/02/2020	14071	DVS Renewal	Tab renewal	19.25	66.00
Check	01/02/2020	14073	DVS Renewal	Tab renewal	19.25	85.25
Check	01/13/2020	14276	Dodge County ...		99.12	184.37
Check	01/20/2020	14252	Claremont Servi...		179.89	364.26
Total 6560.00 · Vehicle Maintenance					364.26	364.26
6802.00 · Insurance						0.00
Check	01/06/2020	14076	Minnesota Coun...		7,299.00	7,299.00
Total 6802.00 · Insurance					7,299.00	7,299.00
6813.00 · Advisory Board-Supervisor Comp.						0.00
Paycheck	01/20/2020	14257	Bruce Freerksen-		825.00	825.00
Paycheck	01/20/2020	14257	Bruce Freerksen-		272.60	1,097.60
Paycheck	01/20/2020	14258	David Livingston		900.00	1,997.60
Paycheck	01/20/2020	14258	David Livingston		235.77	2,233.37

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Dodge Soil & Water Conservation District

General Ledger

As of January 31, 2020

02/18/20

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	01/20/2020	14259	Glenn Hahn-		675.00	2,908.37
Paycheck	01/20/2020	14259	Glenn Hahn-		170.52	3,078.89
Paycheck	01/20/2020	14260	Larry Scherger-		375.00	3,453.89
Paycheck	01/20/2020	14260	Larry Scherger-		124.62	3,578.51
Paycheck	01/20/2020	14261	William C Thom...		525.00	4,103.51
Paycheck	01/20/2020	14261	William C Thom...		124.12	4,227.63
Total 6813.00 · Advisory Board-Supervisor Comp.					4,227.63	4,227.63
6960.00 · Rent						0.00
Check	01/13/2020	14277	Ron Carlsen		776.08	776.08
Total 6960.00 · Rent					776.08	776.08
6961.00 · Professional Services						0.00
Check	01/13/2020	14278	Jamie J Standin...		465.00	465.00
Check	01/20/2020	14253	Minnesota State...		59.50	524.50
Total 6961.00 · Professional Services					524.50	524.50
6200.00 · Other Services & Charges - Other						0.00
Check	01/20/2020		MN Dept of Rev...		61.00	61.00
Total 6200.00 · Other Services & Charges - Other					61.00	61.00
Total 6200.00 · Other Services & Charges					18,699.25	18,699.25
Total 6660.00 · District Operations					35,631.29	35,631.29
6700.00 · Project Expenditures						0.00
6350.00 · State						0.00
6350.10 · Cost-Share Projects						0.00
Check	01/20/2020	14255	Warren Nolt		3,664.49	3,664.49
Total 6350.10 · Cost-Share Projects					3,664.49	3,664.49
Total 6350.00 · State					3,664.49	3,664.49
Total 6700.00 · Project Expenditures					3,664.49	3,664.49
TOTAL					0.00	0.00

Dodge Soil & Water Conservation District

Profit & Loss Budget vs. Actual

January 2020

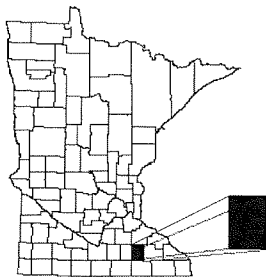
	Jan 20	Budget	\$ Over Budget	% of Budget
Income				
5101.00 · Charges for Services				
5101.10 · Drill Charges	0.00	4,000.00	-4,000.00	0.0%
5101.15 · Special Projects	0.00	7,480.00	-7,480.00	0.0%
5101.20 · Flag Sales	0.00	100.00	-100.00	0.0%
5101.25 · Inspection Services	0.00	3,000.00	-3,000.00	0.0%
5101.50 · Tree Planter Charges	0.00	100.00	-100.00	0.0%
5101.60 · Tree Sales	0.00	8,000.00	-8,000.00	0.0%
Total 5101.00 · Charges for Services	0.00	22,680.00	-22,680.00	0.0%
5559.00 · Miscellaneous Revenue				
5559.10 · Interest	78.09	500.00	-421.91	15.6%
5559.20 · Misc. Other	0.00	1,000.00	-1,000.00	0.0%
Total 5559.00 · Miscellaneous Revenue	78.09	1,500.00	-1,421.91	5.2%
5560.00 · Intergovernmental Revenue				
5560.10 · County				
5560.20 · County Allotments	0.00	93,500.00	-93,500.00	0.0%
5560.25 · Feed Lot	0.00	28,000.00	-28,000.00	0.0%
5560.30 · WCA Grant	0.00	5,000.00	-5,000.00	0.0%
5560.32 · Water Plan Duties	0.00	5,000.00	-5,000.00	0.0%
5560.33 · Cedar River Watershed	0.00	5,000.00	-5,000.00	0.0%
5560.34 · Cover Crop Program	0.00	50,000.00	-50,000.00	0.0%
Total 5560.10 · County	0.00	186,500.00	-186,500.00	0.0%
5560.40 · Federal				
5560.42 · FY16 CWA Sec.319CSA Restoration	0.00	36,000.00	-36,000.00	0.0%
Total 5560.40 · Federal	0.00	36,000.00	-36,000.00	0.0%
5831.00 · State				
5831.70 · SE MN Drinking Water Protection	0.00	6,871.33	-6,871.33	0.0%
5831.71 · SE MN Well Sealing Grant	0.00	5,000.00	-5,000.00	0.0%
5831.72 · SE MN Small Feedlot Fix Sec 319	0.00	15,300.00	-15,300.00	0.0%
5831.54 · BWSR CREP Funding	0.00	2,000.00	-2,000.00	0.0%
5831.22 · FY16 Saturated Buffer CWF	365.95	22,960.00	-22,594.05	1.6%
5831.23 · FY16 CSA Restoration CWF	0.00	100,000.00	-100,000.00	0.0%
5831.24 · FY16 Ripley Nitrogen Reduc.MDM	622.11	17,246.00	-16,623.89	3.6%
5831.35 · FY17 Local Capacity	3,664.49	18,197.23	-14,532.74	20.1%
5831.38 · FY17 Area VII RCPP Feedlot	0.00	157,281.51	-157,281.51	0.0%
5831.43 · FY18 Local Capacity Services	135.00	29,354.30	-29,219.30	0.5%
5831.44 · FY18 Buffer Law	322.62	1,500.00	-1,177.38	21.5%
5831.49 · FY19 Buffer Lawn Implementation	0.00	13,500.00	-13,500.00	0.0%
5831.50 · FY19 Local Capacity Services	256.17	25,000.00	-24,743.83	1.0%
5831.57 · FY19 Farmbill Assist Grant	2,803.00			
5831.58 · FY20 Conservation Cost-Share	132.90			
5831.60 · FY20 Buffer Law	0.00	6,500.00	-6,500.00	0.0%
5831.61 · FY20 Local Capacity Service	3,654.75			
5831.55 · BWSR FY20 Local Capacity Serv	0.00	47,000.00	-47,000.00	0.0%
5831.62 · BWSR FY21 Conservation Delivery	0.00	19,343.00	-19,343.00	0.0%
5831.63 · BWSR FY21 Conservation CostShar	0.00	9,908.00	-9,908.00	0.0%
Total 5831.00 · State	11,956.99	496,961.37	-485,004.38	2.4%
Total 5560.00 · Intergovernmental Revenue	11,956.99	719,461.37	-707,504.38	1.7%
Total Income	12,035.08	743,641.37	-731,606.29	1.6%
Gross Profit	12,035.08	743,641.37	-731,606.29	1.6%
Expense				
6660.00 · District Operations				
6100.00 · Personnel Services				
6103.00 · Employee Salary	12,593.75	170,809.60	-158,215.85	7.4%
6110.00 · Medical Insu-company share	2,011.32	19,462.08	-17,450.76	10.3%
6163.00 · Employer P.E.R.A	925.56	12,383.70	-11,458.14	7.5%

Dodge Soil & Water Conservation District

Profit & Loss Budget vs. Actual

January 2020

	Jan 20	Budget	\$ Over Budget	% of Budget
6175.00 · Employer-F.I.C.A	969.73	10,590.20	-9,620.47	9.2%
6176.00 · Employer-Medicare	0.00	2,476.74	-2,476.74	0.0%
6178.00 · Unemployment Insurance	431.68			
Total 6100.00 · Personnel Services	16,932.04	215,722.32	-198,790.28	7.8%
6200.00 · Other Services & Charges				
6201.00 · Telephone & copier contract	0.00	2,500.00	-2,500.00	0.0%
6201.01 · Internet	135.00	2,000.00	-1,865.00	6.8%
6201.02 · Computer Licenses/Fees	119.00	3,500.00	-3,381.00	3.4%
6201.03 · IT Support	22.00	1,500.00	-1,478.00	1.5%
6202.00 · Postage	72.50	750.00	-677.50	9.7%
6240.00 · Education & Promotion	250.00	4,000.00	-3,750.00	6.3%
6241.00 · Fees & Dues	4,616.41	7,500.00	-2,883.59	61.6%
6310.00 · Field Supplies	0.00	150.00	-150.00	0.0%
6330.00 · Employee Expenses	231.87	3,000.00	-2,768.13	7.7%
6401.00 · Office Supplies	0.00	750.00	-750.00	0.0%
6560.00 · Vehicle Maintenance	364.26	5,500.00	-5,135.74	6.6%
6802.00 · Insurance	7,299.00	9,000.00	-1,701.00	81.1%
6803.00 · FY16 Saturated Buffer CWF CS	0.00	17,000.00	-17,000.00	0.0%
6803.01 · FY16 CSA Rest. CWF Cost Share	0.00	90,000.00	-90,000.00	0.0%
6803.02 · FY16 Ripley Nitrogen Reduc MDM	0.00	15,000.00	-15,000.00	0.0%
6804.00 · FY17 CWA Sec.319 CSA Rest. CS	0.00	31,000.00	-31,000.00	0.0%
6805 · Area VII RCPP Feedlot Cost Shar	0.00	151,732.71	-151,732.71	0.0%
6806 · SE MN Drinking Water Protection	0.00	5,188.50	-5,188.50	0.0%
6807 · SE MN Well Sealing Cost Share	0.00	5,000.00	-5,000.00	0.0%
6808 · SE MN Small Feedlot Fix	0.00	10,500.00	-10,500.00	0.0%
6809 · Dodge Cover Crop Program	0.00	10,000.00	-10,000.00	0.0%
6813.00 · Advisory Board-Supervisor Comp.	4,227.63	11,000.00	-6,772.37	38.4%
6960.00 · Rent	776.08	10,000.00	-9,223.92	7.8%
6961.00 · Professional Services	524.50	8,000.00	-7,475.50	6.6%
6962.00 · Contractor Services	0.00	6,347.85	-6,347.85	0.0%
6200.00 · Other Services & Charges - Other	61.00			
Total 6200.00 · Other Services & Charges	18,699.25	410,919.06	-392,219.81	4.6%
6660.20 · Vehicle Purchases	0.00	20,000.00	-20,000.00	0.0%
6660.21 · Equipment Purchase	0.00	20,000.00	-20,000.00	0.0%
Total 6660.00 · District Operations	35,631.29	666,641.38	-631,010.09	5.3%
6700.00 · Project Expenditures				
6350.00 · State				
6350.10 · Cost-Share Projects	3,664.49	55,000.00	-51,335.51	6.7%
Total 6350.00 · State	3,664.49	55,000.00	-51,335.51	6.7%
6700.10 · District				
6700.20 · Drill Expense	0.00	2,000.00	-2,000.00	0.0%
6700.40 · Tree Expense	0.00	7,000.00	-7,000.00	0.0%
Total 6700.10 · District	0.00	9,000.00	-9,000.00	0.0%
Total 6700.00 · Project Expenditures	3,664.49	64,000.00	-60,335.51	5.7%
Total Expense	39,295.78	730,641.38	-691,345.60	5.4%
Net Income	-27,260.70	12,999.99	-40,260.69	-209.7%



DODGE SOIL AND WATER CONSERVATION DISTRICT

916 2nd Street SE
Dodge Center, Minnesota 55927
Telephone: 507-374-6364 Ext. 3

MEMORANDUM

TO: Dodge Soil and Water Conservation District Board of Supervisors
FROM: Adam King, District Manager, Dodge Soil and Water Conservation District
DATE: February 20, 2020
RE: 2020 MASWCD Legislative Day at the Capitol

2020 MASWCD LEGISLATIVE DAY AT THE CAPITOL

The MASWCD Legislative Day at the Capital will be held Tuesday, March 24, and Wednesday, March 25, 2020. This is the one time each year that Minnesota's Soil and Water Conservation Districts will have an opportunity to make our membership visible to legislators. The MASWCD would like to discuss the issues that matter to Minnesota's Soil and Water Conservation Districts.

An informational program and legislative briefing will be held on Tuesday, March 24, 2020 from 1:30 P.M.-4:30 P.M. at the Best Western Capitol Ridge in Downtown St. Paul. From 5:30 P.M. – 7:30 P.M. the MASWCD is inviting all state legislators to a networking reception at the Best Western Capitol Ridge in Downtown St. Paul. Individual meetings with legislators will be held Wednesday, March 25, 2020. Dodge County currently has a total of 9 legislators: 5 state representatives and 4 state senators. The state representatives include Peggy Bennett, Jeanne Poppe, Steve Drazkowski, Duane Quam, and Brian Daniels. The state senators include Dan Sparks, David Senjem, John Jasinski, and Mike Goggin.

Conference registration is \$90.00 payable to the MASWCD.

Example Motion: Supervisor I motions that the Dodge Soil and Water Conservation District approves sending XX to the MASWCD Legislative Day at the Capitol at a cost of \$90 each for registration. Motion seconded by Supervisor II.

AN EQUAL OPPORTUNITY EMPLOYER

Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn



Minnesota Association of Soil and Water Conservation Districts

2020 Legislative Priorities

The following positions are aimed at ensuring that Soil and Water Conservation Districts continue their effective delivery of conservation on private lands, and leverage other private, local, state and federal funds.

Bonding for CREP

MASWCD supports \$16.5 million in bonding funds for Minnesota's water quality focused Conservation Reserve Enhancement Program (CREP). This amount would complete the state matching dollars needed to fully leverage federal funding. CREP easement dollars are appropriated to BWSR for SWCDs to enroll interested landowners in voluntary, permanent conservation easements.

Increase SWCD Board Member Per Diem

SWCD Supervisor compensation is currently set in statute, Minn. Stat. 103C, at a maximum of \$75 per day for meetings. MASWCD supports increasing this cap to \$125 to more fairly compensate Supervisors for the time commitment involved in serving as an SWCD board member.

Address the Unmet Funding Needs of SWCDs

State and county appropriations to SWCDs to date have fallen short of what SWCDs need in order to meet statutory obligations aimed at delivering private lands conservation programs and services. That shortfall is currently \$15.8 million per year.

Funding for SWCDs is a shared state and local commitment. Currently both state and local funding mechanisms are not predictable and are not sufficiently meeting SWCD needs.

To address the local funding, MASWCD has proposed a local funding option that would allow SWCDs to have their own independent funding authority through options that include a water quality fee authority, and an ad valorem levy authority. (SF 1443/HF 1284). MASWCD also continues to seek a predictable and long-term state funding contribution to SWCDs.

Outdoor Heritage Fund

MASWCD supports the funding recommendations of the Lessard-Sams Outdoor Heritage Council (LSOHC), which include Reinvest in Minnesota easement funds that get administered locally by SWCDs.

Environment and Natural Resources Trust Fund

MASWCD supports the funding recommendations of the Legislative Citizen Commission on Minnesota Resources (LCCMR).



Minnesota Association of Soil and Water Conservation Districts
255 Kellogg Boulevard East, Suite 101, St. Paul, MN 55101
Phone (651) 690-9028 www.maswcd.org

PETERSON COMPANY LTD.

CERTIFIED PUBLIC ACCOUNTANTS

570 Cherry Drive | Waconia, Minnesota 55387
952.442.4408 | Fax: 952.442.2211 | www.pclcpas.com

February 6, 2020

Adam King
Dodge Soil and Water Conservation District
916 2nd St SE
Dodge Center, MN 55927

Dear Adam:

We appreciate the opportunity to provide your Organization with an audit bid for the fiscal year ending December 31, 2019. The audit will be performed in accordance with all applicable audit standards.

We anticipate that one day of fieldwork will be required at your office. During this time and during completion of the audit, we will be happy to answer your questions and assist with policies and procedures at no additional cost. The year-end audit fee will be \$2,675.

An engagement letter is enclosed for your review. If you accept our audit bid, please sign and return the engagement letter in the envelope provided. Thank you for contacting us and we look forward to hearing from you.

Sincerely,

Michael Peterson

Michael Peterson, CPA
Peterson Company Ltd

February 6, 2020

CLIENT COPY

To the Board of Supervisors and District Manager
Dodge Soil and Water Conservation District
916 2nd St SE
Dodge Center, MN 55927

We are pleased to confirm our understanding of the services we are to provide Dodge Soil and Water Conservation District for the year ended December 31, 2019. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Dodge Soil and Water Conservation District as of and for the year ended December 31, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Dodge Soil and Water Conservation District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Dodge Soil and Water Conservation District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedules
- 3) Schedule of Contributions
- 4) Schedule of Proportionate Share of Net Pension Liability

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of Dodge Soil and Water Conservation District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Dodge Soil and Water Conservation District's financial statements. Our report will be addressed to the board of supervisors of Dodge Soil and Water Conservation District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the

purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Dodge Soil and Water Conservation District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Dodge Soil and Water Conservation District's compliance with the provisions of applicable

laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will assist in preparing the financial statements, related notes, and PERA amortization schedules of Dodge Soil and Water Conservation District in conformity with U.S. generally accepted accounting principles based on information provided by you. If needed, we will assist in preparing the depreciation schedule. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial

audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to Dodge Soil and Water Conservation District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Peterson Company Ltd and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Minnesota Office of the State Auditor or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Peterson Company Ltd personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Minnesota Office of the State Auditor. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in the spring and to issue our reports no later than October 31, 2020. Michael Peterson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be \$2,675. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices not paid within 30 days will accrue interest at 1.50%. In accordance with our firm policies, work may be suspended if your account becomes 45 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant

additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Dodge Soil and Water Conservation District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Peterson Company Ltd

Peterson Company Ltd

RESPONSE:

This letter correctly sets forth the understanding of Dodge Soil and Water Conservation District.

Management signature: _____

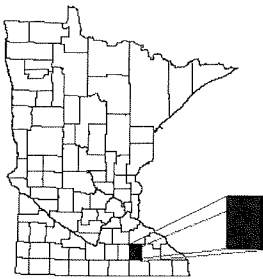
Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



DODGE SOIL AND WATER CONSERVATION DISTRICT

916 2nd Street SE
Dodge Center, Minnesota 55927
Telephone: 507-374-6364 Ext. 3

MEMORANDUM

TO: Dodge Soil and Water Conservation District Board of Supervisors
FROM: Adam King, District Manager, Dodge Soil and Water Conservation District
DATE: February 20, 2020
RE: Minnesota Agricultural Water Quality Certification Program Sub-Agreement between the Wabasha County Soil and Water Conservation District and the Dodge Soil and Water Conservation District for Technical Assistance and Promotion Funding

SUB-AGREEMENT BETWEEN WABASHA COUNTY SWCD AND THE DODGE SWCD FOR MAWQCP TECHNICAL ASSISTANCE AND PROMOTIONAL FUNDING

The Wabasha County Soil and Water Conservation District has received funding for the Minnesota Agricultural Water Quality Certification Program Technical Assistance and Promotion Funds. The sub-agreement between the Wabasha County SWCD and the Dodge SWCD runs from January 01, 2020 through December 31, 2020.

Example Motion: Supervisor I motions that the Dodge Soil and Water Conservation District approves and signs the Sub-Agreement between the Wabasha County Soil and Water Conservation District and the Dodge Soil and Water Conservation District for Minnesota Agricultural Water Quality Certification Program Technical Assistance and Promotion Funds. Motion seconded by Supervisor II.

AN EQUAL OPPORTUNITY EMPLOYER

Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn

WABASHA COUNTY SWCD
MINNESOTA AGRICULTURAL WATER QUALITY CERTIFICATION PROGRAM
REQUEST FOR TECHNICAL ASSISTANCE AND PROMOTION FUNDS

General Information

Governmental unit Dodge SWCD	Contact name Adam King	Requested amount of funding <input checked="" type="checkbox"/> \$2,500
Address 916 2 nd St SE	City/State Dodge Center, MN	Zip code 55927

Contract Information

I (we), the undersigned, do hereby agree to participate in the Minnesota Agricultural Water Quality Certification Program by providing technical assistance and/or local promotional outreach. The Governmental Unit will administer the project under the guidance of the Area Certification Specialist and in accordance with the duties described and specified as follows:

- Assist Area Certification Specialist (ACS) by obtaining applications and gathering necessary farm data needed by landowners to complete certification.
- Provide technical assistance to help landowners achieve certification, if no other cost share is available for Governmental Unit staff time.
- Attend program and assessment tool training provided by the ASC or other MAWQCP approved trainer, for staff to better deliver the MAWQCP in this region.
- Attend site visits with ACS to landowners interested in MAWQCP certification, as needed.
- Coordination and associated costs of MAWQCP promotion through activities pre-approved by the Wabasha SWCD and ACS. These activities can include general producer contacts, newsletters, local advertising related only to the MAWQCP, and events to promote MAWQCP.
- Other activities pre-approved by the Wabasha County SWCD and ACS that directly increase landowner participation in the MAWQCP.

Effective date period

Funds may be requested after the Report of Work Completion has been submitted and approved by the the ACS, Mark Root. Submit Invoices to Wabasha SWCD to be reimbursed after the ACS has approved the Report of Work Completion.

611 Broadway Ave., Suite 10

Wabasha, MN 55981

Or

Email: terri.peters@mn.nacdnet.net and/or susan.cerwinske.wabashaswcd@gmail.com

Contract Date 01-01-2020 to 12-31-2020. The Governmental Unit may neither assign nor transfer any rights or obligations under this agreement. This agreement may be terminated by either party with or without cause, upon (30) thirty days' written notice directed to the other party. This is a Reimbursable Fund and funds will not be distributed until expended.

WABASHA COUNTY SWCD
MINNESOTA AGRICULTURAL WATER QUALITY CERTIFICATION PROGRAM
REQUEST FOR TECHNICAL ASSISTANCE AND PROMOTION FUNDS

Reporting

I (we), the undersigned, do hereby agree to submit, upon expenditure to Wabasha SWCD a Completion Report Form, signed by the ACS and in the format provided by the board to obtain funds. The funds will be reimbursed when the Invoice is submitted. The undersigned Governmental Unit agrees to maintain all supporting documents related to the Completion Report Form and to furnish all required documentation should an audit occur.

Applicant Signatures

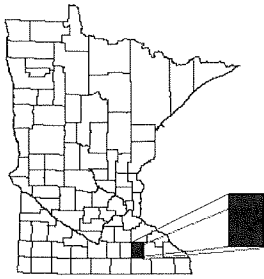
Board or Authorized Representative Signature	Board meeting date	Total Amount Requested <input checked="" type="checkbox"/> \$2,500
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Southeast Area Certification Specialist

Name	Date
------	------

Wabasha SWCD Authorization

Board or Authorized Representative Signature	Board Meeting Date	Total Amount Authorized \$ 2,500.00
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DODGE SOIL AND WATER CONSERVATION DISTRICT

916 2nd Street SE
Dodge Center, Minnesota 55927
Telephone: 507-374-6364 Ext. 3

MEMORANDUM

TO: Dodge Soil and Water Conservation District Board of Supervisors
FROM: Adam King, District Manager, Dodge Soil and Water Conservation District
DATE: February 20, 2020
RE: Lower Mississippi River Feedlot Management Sub-Agreement Amendment #4 between the S.E. Area VII SWCD Technical JPB and the Dodge Soil and Water Conservation District

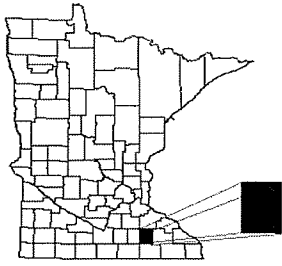
SUB-AGREEMENT AMENDMENT #4 BETWEEN AREA VII SWCD TECHNICAL JPB AND THE DODGE SWCD FOR THE LOWER MISSISSIPPI RIVER FEEDLOT MANAGEMENT

The Southeast Area VII Soil and Water Conservation District Technical Joint Powers Board has received funding from the Minnesota Board of Water and Soil and Water Resources (BWSR) and the Natural Resource Conservation Service (NRCS) through a Regional Conservation Partnership Program (RCPP) grant for the Lower Mississippi River Feedlot Management in Minnesota. A previous sub-agreement between the Area VII SWCD Technical JPB and the Dodge SWCD increased the amount received from the Area VII SWCD Technical JPB by \$173,064.45 to \$185,895.67, but since then the project has needed a re-design and costs have increased. This amendment would increase the amount by XX,XXX.XX to XXX,XXX.XX.

Example Motion: Supervisor I motions that the Dodge Soil and Water Conservation District approves and signs the Sub-Agreement Amendment #4 between the Southeast Soil and Water Conservation District Technical Joint Powers Board and the Dodge Soil and Water Conservation District to increase the amount from \$185,895.67 to XXX,XXX.XX. Motion seconded by Supervisor II.

AN EQUAL OPPORTUNITY EMPLOYER

Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn



DODGE SOIL AND WATER CONSERVATION DISTRICT

916 2nd Street SE
Dodge Center, Minnesota 55927
Telephone: 507-374-6364 Ext. 3

MEMORANDUM

To: Dodge Soil and Water Conservation District Board of Supervisors
From: Blaine Delzer , District Technician, Dodge Soil and Water Conservation District
Date: February 10, 2020
RE: District Cost-Share Contract RCPP-2020-01 (Currier/ Currier Farm) Encumbrance

Ben/Jay Currier/ Currier Farm of Mantorville, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District . The practice of a 313 -animal waste storage facility will be installed in Section 12 of Mantorville. Using the University of Minnesota MinnFARM version 2.3 calculator, the practice will provide a pollution reduction of COD, Phosphorus, Nitrogen, Fecal Coliforms and BOD to levels in compliance with Minnesota 7020. The estimated cost for the practice is \$484,133.81 and he is requesting to encumber \$213,667.43, not to exceed \$213,667.43. Currently there is \$213,667.43 left to encumber, and there will be \$0.00 remaining to encumber once approved.

Example Motion: Supervisor I motions that the Dodge Soil and Water Conservation District approves the encumbrance of district cost-share contract RCPP-2020-01 for Ben/Jay Currier/ Currier Farm to install a 313 -animal waste storage facility at a cost of \$484,133.81, of the total cost of the entire project, not to exceed \$213,667.43. Motion seconded by Supervisor II.

AN EQUAL OPPORTUNITY EMPLOYER

Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn

Lower Mississippi River Feedlot RCPP State Cost Share Report Construction Phase 2019

Producer: **Currier Brothers**

Feedlot Registration #:

Animal Units:

Section: **12** Twnshp: **107N** Range: **16W**County: **Dodge**Prepared By: **Adam King**

Signature:

Date:

Technical Assistance Cost Breakdown

Technical Service Provider (TSP)	NRCS TSP ID#	TSP Quote	TSP Invoice	Date Range of Work Performed
Total Technical Assistance Cost (Producer)		\$0.00	\$0.00	90% Funding Rate

SWCD Staff Member	Estimated Hours	Billing Rate	Estimated Charges	Actual Hours	Billing Rate	Invoiced Charges	Date Range of Work Performed
Blaine Delzer	60.00	\$51.26	\$3,075.60			\$0.00	
Jessica Bakken	60.00	\$41.22	\$2,473.20			\$0.00	
Amendment	1.00	\$832.44	\$832.44			\$0.00	
			\$0.00			\$0.00	
			\$0.00			\$0.00	
			\$0.00			\$0.00	
			\$0.00			\$0.00	
			\$0.00			\$0.00	
			\$0.00			\$0.00	
Total Technical Assistance Cost (SWCD)			\$6,381.24			\$0.00	100% Funding Rate

Practice Installation Cost Breakdown

	Estimated Costs	Invoiced Cost
Total Cost Practice Installation	\$484,133.81	
Alternative Cost Estimate (No Expansion)		
Cost of Roof Structure Components		
Alternative Cost of Roof Structure Components (No Expansion)		
Cost of Feedlot Relocation Components		
Alternative Cost Feedlot Relocation Components (No Expansion)		

Cost Summary

	Estimated Costs	Invoiced Cost
Subtotal Project Cost (Producer)	\$484,133.81	\$0.00
Total Project Cost (Producer and SWCD)	\$490,515.05	\$0.00

Funding Summary

Funding Source	Estimated Funding	Funding Payments	Date Paid
EQIP Funding Total	\$222,053.00		
EQIP Funding for Roof Structure Components			
EQIP Funding for Feedlot Relocation Components			
State or Federal Funding Contributions other than RCPP			
State RCPP Funding Paid During Planning Phase	\$12,831.22	\$12,831.22	
State RCPP Funding Cap for Technical Assistance	\$20,000.00		
State RCPP Technical Assistance Funding (Producer)	\$0.00	\$0.00	
State RCPP Practice Installation Funding (Producer)	\$213,667.43	\$0.00	
State RCPP Funding Roof Structure (Producer)	\$0.00	\$0.00	
State RCPP Funding Feedlot Relocation (Producer)	\$0.00	\$0.00	
Subtotal State RCPP Funding (Producer)	\$213,667.43	\$0.00	
State RCPP Technical Assistance Funding (SWCD)	\$6,381.24	\$0.00	
Total State RCPP Funding (Producer and SWCD)	\$220,048.67	\$0.00	
Total Producer Expense	\$48,413.38	\$0.00	

Currier Brothers

Waste Storage Facility - Dodge County, MN

Actual EQIP Quantities From Contract

Practice Standard	Component	Units(#)	Measure	PR/unit	Payment
313 - Waste Storage Facility	Concrete Storage Tank, Buried, greater than equal to 110K ft3	206,386	Cu.Ft..	\$ 0.67	\$ 138,279.00
313 - Waste Storage Facility	Concrete Storage Tank, Buried, less than 5k ft3	401	Cu.Ft.	\$ 3.83	\$ 1,536.00
533 - Pumping Plant	Milkhouse or Silage waste Pump	1	HP	\$ 660.92	\$ 661.00
634 - Waste Transfer	Small Pipe Only, 6 inch diameter or smaller	130	Ft.	\$ 11.45	\$ 1,489.00
634 - Waste Transfer	Small Pipe Only, 6 inch diameter or smaller	130	Ft.	\$ 11.45	\$ 1,489.00
382 - Fence	Safety	675	Ft.	\$ 2.09	\$ 1,411.00
561 - Heavy Use Area Protection	Concrete Flatwork, 5 inches thick, 1 foot tall R/C Wall	4,418	Sq.Ft.	\$ 2.75	\$ 12,150.00
634 - Waste Transfer	Concrete Channel (Scrape Alley)	5,700	Sq.Ft.	\$ 7.38	\$ 42,066.00
362 - Diversion	Reinforced Concrete Curb With Footer	275	Ft.	\$ 16.29	\$ 4,480.00
606 - Subsurface Drain	Waste Storage Facility Perimeter Drain, greater than 9 feet deep	715	Ft.	\$ 16.45	\$ 11,762.00
620 - Underground Outlet	6" Pipe Conduit	62	Ft.	\$ 5.87	\$ 364.00
362 - Diversion	Earthen	250	Ft.	\$ 1.57	\$ 393.00
342 - Critical Area Planting	Introduced Seeding - Moderate Grading	2	Acre	\$ 293.70	\$ 588.00
484 - Mulching (pit)	Natural Material - Full Coverage	83,120	Sq.Ft.	\$ 0.01	\$ 832.00
412-Waterway	Waterway DA less than 200 acres	2,135	Ft.	\$ 2.44	\$ 5,210.00
484 - Mulching (waterway)	Natural Material - Full Coverage	83,120	Sq.Ft.	\$ 0.01	\$ 832.00
590 - Nutrient Management	Plan Update	3 years		\$ 1,499.00	\$ 4,497.00
Total of Payments					\$ 228,039.00
Actual Payments towards project					\$ 222,053.00

duplicate

N.M.

Engineer's Estimate of Costs

Project Name: Currier Brothers - Manure Storage Facility **Date Prepared:** 12/17/19
Location: Dodge County, MN **Prepared By:** J. Rochester

Item #	Item	Quantity	Unit	Unit Cost	Cost	Sum of Cost
1	Move In (prf)	1	job	\$500.00	\$500.00	\$500.00
2	Salvaging and Spreading Topsoil (prf)	1	job	\$1,500.00	\$1,500.00	\$2,000.00
3	Common Excavation (prf)	5,080	cy	\$2.00	\$10,160.00	\$12,160.00
4	Common Fill (prf)	5,080	cy	\$2.00	\$10,160.00	\$22,320.00
5	Concrete (8ft Pit Wall and Footing) (prf)	415.0	cy	\$200.00	\$83,000.00	\$105,320.00
6	Concrete (Pit 6" Flatwork) (prf)	517.0	cy	\$175.00	\$90,475.00	\$195,795.00
7	Concrete (Push-off 5" Flatwork) (prf)	229.0	cy	\$175.00	\$40,075.00	\$235,870.00
8	Concrete (1ft Push off Wall and Footing) (prf)	27.0	cy	\$200.00	\$5,400.00	\$241,270.00
9	Concrete (2ft Diversion Wall and Footing) (prf)	45.0	cy	\$200.00	\$9,000.00	\$250,270.00
10	Steel #4 Bars, 60 Grade (pit floor)	25426.8	lbs	\$0.43	\$10,810.20	\$261,080.20
11	Steel #4 Bars, 60 Grade (pit wall/footing) (prf)	30483.0	lbs	\$0.43	\$12,959.84	\$274,040.03
12	Steel #5 Bars, 60 Grade (pit wall/footing) (prf)	16336.0	lbs	\$0.43	\$7,024.64	\$281,064.67
13	Steel #3 Bars, 60 Grade (pushoff floor) (prf)	7600.1	lbs	\$0.44	\$3,335.15	\$284,399.82
14	Steel #4 Bars, 60 Grade (1ft & 2ft walls) (prf)	2403.4	lbs	\$0.43	\$1,021.80	\$285,421.63
15	Steel #5 Bars, 60 Grade (2ft wall) (prf)	2009.9	lbs	\$0.43	\$864.28	\$286,285.90
16	Sand/Gravel Bedding (pit wall/footing) (prf)	105.0	cy	\$30.00	\$3,150.00	\$289,435.90
17	Sand/Gravel Bedding (pit floor) (prf)	520.0	cy	\$30.00	\$15,600.00	\$305,035.90
18	Sand/Gravel Bedding (2ft. walls) (prf)	15.0	cy	\$30.00	\$450.00	\$305,485.90
19	Foundation Tile Bedding (prf)	710.0	cy	\$30.00	\$21,300.00	\$326,785.90
20	Clean Washed Sand or Pearock for Pit Wall Backfill Beneath Push-off Flatwork (prf)	930.0	cy	\$30.00	\$27,900.00	\$354,685.90
21	Fill Beneath Ramp (prf)	242.0	cy	\$30.00	\$7,260.00	\$361,945.90
22	5" Foundation Tile w/Sock (prf)	763.0	ft	\$1.50	\$1,144.50	\$363,090.40
23	5" Nonperf Drain Tile (prf)	50.0	ft	\$1.50	\$75.00	\$363,165.40
24	12ft section 6" CMP Outlet with Rodent Guard and Appurtenances (prf)	1.0	job	\$150.00	\$150.00	\$363,315.40
25	Nonhydrophilic Waterstop (Greenstreak 705 or Equivalent)	1128.0	ft	\$15.00	\$16,920.00	\$380,235.40
26	Flat Cross PVC Waterstop Splices (prf)	1.0	ea	\$50.00	\$50.00	\$380,285.40
27	Vertical L PVC Waterstop Splices	4.0	ea	\$50.00	\$200.00	\$380,485.40
28	Cross Plus L PVC Waterstop Splices (prf)	5.0	ea	\$90.00	\$450.00	\$380,935.40
29	"Nelson" Custom PVC Waterstop Splice (prf)	1.0	ea	\$120.00	\$120.00	\$381,055.40
30	Hydrophilic Waterstop (Rx or Equivalent) (prf)	160.0	ft	\$15.00	\$2,400.00	\$383,455.40
31	Concrete Curing Compound (prf)	375.0	gal	\$6.00	\$2,250.00	\$385,705.40
32	Safety Fence (prf)	735.0	ft	\$5.50	\$4,042.50	\$389,747.90
33	Hazard Signs (prf)	10.0	ea	\$25.00	\$250.00	\$389,997.90
34	2250-750 Dual Chamber Septic Tank (prf)	1.0	ea	\$5,500.00	\$5,500.00	\$395,497.90
35	Zabel A-1 Effluent Filter or Equivalent (prf)	1.0	ea	\$150.00	\$150.00	\$395,647.90
36	Gould WE10 Series 3885 1HP Effluent Pump or Equiv w/Floats and Alarm (prf)	1.0	ea	\$1,505.00	\$1,505.00	\$397,152.90
37	Pump and Electrical Installation (prf)	1.0	job	\$1,500.00	\$1,500.00	\$398,652.90
38	4" Schedule 40 PVC Line (estimated) (prf)	50.0	ft	\$4.25	\$212.50	\$398,865.40
39	3" Schedule 40 PVC Line (estimated) (prf)	80.0	ft	\$3.50	\$280.00	\$399,145.40
40	4" Sch 40 PVC 22.5 or 45 Degree Elbow (prf)	2.0	ea	\$9.25	\$18.50	\$399,163.90
41	3" Sch 40 PVC 22.5 or 45 Degree Elbow (prf)	1.0	ea	\$6.75	\$6.75	\$399,170.65
42	3" Schedule 40 PVC 90 Sweeping Elbow (prf)	2.0	ea	\$5.75	\$11.50	\$399,182.15
43	3" Quick Disconnect System (prf)	1.0	ea	\$150.00	\$150.00	\$399,332.15
44	12" Pre-Cast Riser Ring (estimated) (prf)	15.0	ea	\$48.00	\$720.00	\$400,052.15
45	10" HDPE Dual-Wall or SDR 26 PVC Pipe (prf)	60.0	ft	\$25.00	\$1,500.00	\$401,552.15
46	MN DOT Class II Riprap (D50 6") (prf)	6.0	cy	\$30.00	\$180.00	\$401,732.15
47	Geotex 701 Geotextile (or equivalent) (prf)	100.0	sq.ft.	\$2.00	\$200.00	\$401,932.15
48	Clean Water Diversion Grading (prf)	250.0	ft	\$3.00	\$750.00	\$402,682.15
49	Seeding Fertilizer and Mulch (prf)	2.0	ac	\$500.00	\$1,000.00	\$403,682.15

Subtotal	\$403,682.15
6.875% Sales Tax (as applicable)	\$25,880.40
Subtotal	\$429,562.55
10% Contingency	\$42,956.26
Total	\$472,518.81

As per KATE 2-10-20 (421,166.57)
 As per KATE 2-10-20 + \$11,615 (Waterway Tax)
TOTAL = 484,133.81

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Dodge Soil and Water Conservation District	Contract Number: RCPP-2020-01	Other Federal or Other State Funds? <input checked="" type="checkbox"/> YES <input type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Ben/Jay Currier/ Currier Farm	Email Address -	Phone Number 507-421-2018
Address 59314 272nd Ave.	City/State Mantorville, MN	Zip Code 55955

* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Mantorville	Township No: 107	Range No.: 16	Section No. 12	1/4,1/4 SE of NW
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Contract Information

I (we), the undersigned, do hereby request cost share assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of 25 years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the organization technical representative.
2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.
3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the land occupier who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.
4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

NRCS Field Office Technical Guide
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5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.
6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by **12/31/2020** this contract will be automatically terminated on that date.
7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the organization technical representative.
4. Not accept cost-share funds, from state sources in excess of , or state and federal sources that when combined are in excess of of the total cost to establish the conservation practice.
5. To provide copies of all forms and contracts pertinent to any other state or federal programs that are contributing funds toward this project.

Date 2-11-20	Land Occupier Ben Currier Jay Currier
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is:

313 -animal waste storage facility

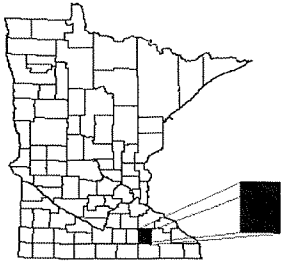
Eligible Component Standards & Names 313 - Animal waste Storage Facility	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$484,133.81
	Ecological Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	

Technical Assessment and Cost Estimate

Date 2/11/2020	Technical Representative Pete R. Hays
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Amount	Cost-Share Funding Source
\$213,667.43	RCPP
\$222,053.00	NRCS - EQIP
\$48,413.38	Land Owner Match

Board Meeting 2/21/2020	Authorized Signature	Total Amount Authorized \$213,667.43
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DODGE SOIL AND WATER CONSERVATION DISTRICT

916 2nd Street SE
Dodge Center, Minnesota 55927
Telephone: 507-374-6364 Ext. 3

MEMORANDUM

To: Dodge Soil and Water Conservation District Board of Supervisors
From: Adam King , District Technician, Dodge Soil and Water Conservation District
Date: February 11, 2020
RE: District Cost-Share Contract 2020-13 (Henslin) Encumbrance

Tom Henslin of Dodge Center, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District . The practice of a Well Decommishing (351) will be installed in Section 9 of Ashland. The practice will provide a public health benefit. The estimated cost for the practice is \$1,680.00 and he is requesting to encumber 50%, not to exceed \$840.00. Currently there is \$12,762.59 left to encumber, and there will be \$11,922.59 remaining to encumber once approved.

Example Motion: Supervisor I motions that the Dodge Soil and Water Conservation District approves the encumbrance of district cost-share contract 2020-13 for Tom Henslin to install a Well Decommishing (351) at 50% of the total cost of the entire project, not to exceed \$840.00. Motion seconded by Supervisor II.

AN EQUAL OPPORTUNITY EMPLOYER

Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Dodge Soil and Water Conservation District	Contract Number: 2020-13	Other Federal or Other State Funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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* If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Tom Henslin	Email Address DT_Henslin@hotmail.com	Phone Number 507-259-1559
Address 18651 650th St.	City/State Dodge Center, MN	Zip Code 55927

* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Ashland	Township No: 106	Range No.: 17	Section No. 9	1/4,1/4 NE
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Contract Information

I (we), the undersigned, do hereby request cost share assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described

in the operation and maintenance plan prepared for this contract by the organization technical representative.

2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.

3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the land occupier who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.

4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

NRCS Field Office Technical Guide

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.

6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by : 12/31/2020, this contract will be automatically terminated on that date.

7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement.

Applicant Signatures

The land occupier's signature indicates agreement to:

1. Grant the organization's representative(s) access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the organization technical representative.
4. Not accept cost-share funds, from state sources in excess of 50.0%, or state and federal sources that when combined are in excess of 0.0% of the total cost to establish the conservation practice.
5. To provide copies of all forms and contracts pertinent to any other state or federal programs that are contributing funds toward this project.

Date	Land Occupier
Date 2-11-2020	Landowner, if different from applicant Tom Henslin
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is:

Well Decommissioning (351)

Eligible Component Standards & Names	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate
351	Ecological Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	\$1,680.00

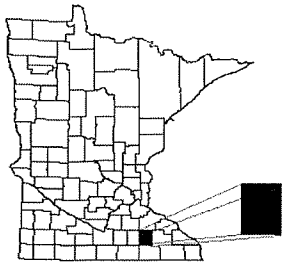
Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date 2/11/20	Technical Representative
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Amount	Fund
\$840.00	District Cost-Share Fund

Board Meeting 2/20/2020	Authorized Signature	Total Amount Authorized \$840.00
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DODGE SOIL AND WATER CONSERVATION DISTRICT

916 2nd Street SE
Dodge Center, Minnesota 55927
Telephone: 507-374-6364 Ext. 3

MEMORANDUM

To: Dodge Soil and Water Conservation District Board of Supervisors
From: Adam King , District Technician, Dodge Soil and Water Conservation District
Date: February 11, 2020
RE: District Cost-Share Contract 2020-14 (Henslin) Encumbrance

Tom Henslin of Dodge Center, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District . The practice of a Well Decommissioning (351) will be installed in Section 9 of Ashland. The practice will provide a public health benefit. The estimated cost for the practice is \$1,680.00 and he is requesting to encumber 50%, not to exceed \$840.00. Currently there is \$11,922.59 left to encumber, and there will be \$11,082.59 remaining to encumber once approved.

Example Motion: Supervisor I motions that the Dodge Soil and Water Conservation District approves the encumbrance of district cost-share contract 2020-14 for Tom Henslin to install a Well Decommissioning (351) at 50% of the total cost of the entire project, not to exceed \$840.00. Motion seconded by Supervisor II.

AN EQUAL OPPORTUNITY EMPLOYER

Supervisors: Bill Thompson – Bruce Freerksen – Larry Scherger – David Livingston – Glenn Hahn

PERCENT BASED CONSERVATION PRACTICE ASSISTANCE CONTRACT

General Information

Organization: Dodge Soil and Water Conservation District	Contract Number: 2020-14	Other Federal or Other State Funds? <input type="checkbox"/> YES <input checked="" type="checkbox"/> No	Amendment <input type="checkbox"/> Board Meeting Date(s):	Canceled <input type="checkbox"/> Board Meeting Date(s):
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*If contract amended, attach amendment form(s) to this contract.

Applicant

Land Occupier Name Tom Henslin	Email Address DT_Henslin@hotmail.com	Phone Number 507-259-1559
Address 18651 650th St.	City/State Dodge Center, MN	Zip Code 55927

* If a group contract, this must be filed and signed by the group spokesperson as designated in the group agreement and the group agreement attached to this form.

Conservation Practice Location

Township Name: Ashland	Township No: 106	Range No.: 17	Section No. 9	1/4,1/4 NE
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Contract Information

I (we), the undersigned, do hereby request cost share assistance to help defray the cost of installing the following practice(s) listed on the second page of this contract. It is understood that:

1. The land occupier is responsible for full establishment, operation, and maintenance of all practices and upland treatment criteria applied under this program to ensure that the conservation objective of the practice is met and the effective life, a minimum of years, is achieved. The specific operation and maintenance requirements for the conservation practice listed are described

in the operation and maintenance plan prepared for this contract by the organization technical representative.

2. Should the land occupier fail to maintain the practice during its effective life, the land occupier is liable to the State of Minnesota for the amount up to 150% of the amount of financial assistance received to install and establish the practice unless the failure was caused by reasons beyond the land occupier's control, or if conservation practices are applied at the land occupier's expense that provide equivalent protection of the soil and water resources.

3. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the land occupier who signed this contract to advise the new owner that this contract is in force and to notify other parties to the contract of the transfer.

4. Practice(s) must be planned and installed in accordance with technical standards and specifications of the:

NRCS Field Office Technical Guide

5. Increases in the practice units or cost must be approved by the organization board through amendment of this contract as a condition to increase the cost-share payments.

6. This contract, when approved by the organization board or council, will remain in effect unless canceled or amended by mutual agreement, except where installations of practices covered by this contract have not been installed by : 12/31/2020, this contract will be automatically terminated on that date.

7. Items of cost for which reimbursement is claimed are to be supported by invoices/receipts for payments and will be verified by the organization board as practical and reasonable. The invoices must include the name of the vendor; materials, labor or equipment used; the component unit costs and the dates the work was performed. The organization board has the authority to make adjustments to the costs submitted for reimbursement.

Applicant Signatures

The land occupier's signature indicates agreement to:

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2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the organization technical representative.
4. Not accept cost-share funds, from state sources in excess of 50.0%, or state and federal sources that when combined are in excess of 0.0% of the total cost to establish the conservation practice.
5. To provide copies of all forms and contracts pertinent to any other state or federal programs that are contributing funds toward this project.

Date <i>2-11-2020</i>	Land Occupier <i>Tom Shank</i>
Date	Landowner, if different from applicant
	Address, if different from applicant information:

Conservation Practice

The primary practice for which cost-share is requested is:

Well Decommissioning (351)

Eligible Component Standards & Names 351	Engineered Practice: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Ecological Practice: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total Project Cost Estimate \$1,680.00
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Technical Assessment and Cost Estimate

I have the appropriate technical expertise and have reviewed the site where the above-listed practice is to be installed and find it is needed and that the estimated quantities and costs are practical and reasonable.

Date <i>2/11/20</i>	Technical Representative <i>[Signature]</i>
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Amount	Fund
\$840.00	District Cost-Share

Board Meeting 2/20/2020	Authorized Signature	Total Amount Authorized \$840.00
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