



Minutes of the May 18, 2017 Regular Board Meeting

Minutes of the May 18, 2017 Dodge Soil and Water Conservation District's Regular Board of Supervisor's meeting, conference room, USDA Service Center, Dodge Center, Minnesota.

The meeting was called to order by Chair, Larry Scherger at 7:20 PM.

Members Present: Larry Scherger, Chair
Bill Thompson, Vice-Chair
David Livingston, Secretary (in at 8:21)
Glenn Hahn, Treasurer

Members Absent: Bruce Freerksen, PR&I

Others Present: Adam King, District Manager, Dodge SWCD
Brian DeVetter, District Conservationist, NRCS

Approval of Meeting Agenda – Adam King, District Manager provided a revised agenda to the board. A motion was made to approve the May 18, 2017 meeting agenda as revised.

Motion: Bill Thompson

Seconded: Glenn Hahn

The motion carried unanimously.

Approval of the April 20, 2017 Board Meeting Minutes – Corrections to the minutes of the April 20, 2017 board meeting include adding the word “be” before the word “the” and after the word “will” under Future IT on page 3. A motion was made to approve the April 20, 2017 Dodge Soil and Water Conservation District's regular Board of Supervisors meeting minutes as amended.

Motion: Glenn Hahn

Seconded: Bill Thompson

The motion carried unanimously.

Partner Agency Reports

Natural Resource Conservation Service Report

Brian DeVetter, District Conservationist, Natural Resource Conservation Service reported working on CRP, EQIP and CSP. DeVetter is still splitting time between Mower and Dodge Counties, and has inspected recently installed projects. The EQIP sign-up is moving forward, with applications coming in for FY18. There is a lot of prep work to be completed before the Mid-August EQIP deadline. CRP is currently halted, and only those contracts signed before May 3rd will be accepted into the program. There are 8 new CRP contracts in Dodge County. CSP is using a new tool, and has a tight deadline for signup. There will be a Soil Health Field Day at the Finnegan, Hamilton and Cotter farms in Mower County. The Local Work Group will not be held this year, and must be completed by May 1st 2018. ACEP funding will run out next year (2018), and the

NRCS is currently inspecting easements, and bringing easements into compliance while making sure that the management plans are in place.

Dodge County Commissioner's Report

Rhonda Toquam, Dodge County District IV Commissioner, was unable to attend.

There were no other partner agency reports.

Treasurer's Report

Approval of the Treasurer's Financial Statements and Payment of New Bills – Glenn Hahn, Treasurer, reported and presented the April 2017 Revenues, noting that there was good tree sales and state income, with \$24,445.08 coming in April. The Expenditures in April were \$36,343.89. The Balance Sheet, Grant Expenditures, and Aging Summary were discussed. Wells Fargo Visa for \$44.08, Schumacher's Nursery and Berry Farm Inc. for \$358.00, Schumacher's Nursery and Berry Farm Inc. for \$4,620.00, Hayfield T-Shirts Etc. LLC. for \$98.00, D.C. Hardware LLC. for 18.16, Jorgenson's Tire Service for \$136.25, Dodge County Highway Department for \$367.09, Frenche's Repair and Fabrication Inc. for \$300.00 was added to the Aging Summary, for a total of \$6,339.41. A motion was made to approve the March 2017 Treasurer's Report, and to approve payment of the bills on the Aging Summary, for a payables total of \$6,339.41.

Motion: Bill Thompson

Seconded: Glenn Hahn

The motion carried unanimously.

Unfinished Business

Resolution 02-2017 - Other Waters Designation

Adam King, District Manager, presented Resolution 02-2017 to the supervisors. King also presented draft resolutions from other SWCD's to the supervisors.

David Livingston entered at 8:21 P.M.

The supervisors asked if the "other waters" can be undesignated? The supervisors instructed King to review the new "Other Waters" resolution with the Dodge County Attorney, Dodge County Environmental Services staff, and get a draft "all inclusive" "Other Waters" resolution for them to review by June 05, 2017. A motion was made to table the decision until staff has additional information to be delivered as soon as possible.

Motion: Dave Livingston

Seconded: Bill Thompson

The motion carried unanimously

FY2017 District Cost-Share for Non-Structural Practices

Adam King, District Manager, informed the supervisors that the Minnesota Board of Water and Soil Resources (BWSR) is requiring additional information from SWCDs in order for the SWCD to provide cost-share on non-structural practices. King presented the form of questions, with answers that the Minnesota BWSR would accept. A motion was made to approve and sign the FY2017 District Cost-Share for Non-Structural Practices Form.

Motion: Dave Livingston

Seconded: Bill Thompson

The motion carried unanimously

Future IT Costs

Adam King, District Manager, presented a breakdown of future costs associated with the districts new IT infrastructure. The supervisors discussed GIS licenses from ESRI. A motion was made to approve the purchase of two ESRI GIS desktop licenses.

Motion: Glenn Hahn

Seconded: Bill Thompson

The motion carried unanimously

New Survey Equipment Purchase

Adam King, District Manager, discussed with the supervisors the presentation on new survey equipment given by Elizabeth Oolman at the April meeting. King presented the staff recommendation to purchase the Trimble TSC2 and R8S bundle with accessories at the quoted price of \$24,781.05. A motion was made to approve the purchase of the Trimble TSC2 and RS8 bundle with accessories for the price of \$24,781.05.

Motion: Dave Livingston

Seconded: Bill Thompson

The motion carried unanimously

New Business

FY18 Farm Bill Assistance Partnership Grant

Adam King, District Manager, presented the FY18 Minnesota Board of Water and Soil Resources Farm Bill Assistance Partnership Grant. A motion was made to authorize Adam King, District Manager, to sign and submit the FY18 Minnesota Board of Water and Soil Resources Farm Bill Assistance Partnership Grant.

Motion: Dave Livingston

Seconded: Bill Thompson

The motion carried unanimously

Dodge County Appropriation Request Letter

Adam King, District Manager, presented a letter to Jim Elmquist, Dodge County Administrator, requesting the Dodge County Appropriation to the Dodge Soil and Water Conservation District. A motion was made to sign and send the letter requesting the Dodge County Appropriation to the Dodge Soil and Water Conservation District.

Motion: Dave Livingston

Seconded: Bill Thompson

The motion carried unanimously

FY2016 State Conservation Cost-Share Close-Out

Adam King, District Manager, informed the supervisors that all funds of the FY16 Board of Water and Soil Resources State Conservation Cost-Share Grant (P16-6933) have been exhausted. A motion was made to authorize Adam King, District Manager, to sign and submit the Financial Report, and close out the FY16 Board of Water and Soil Resources Conservation Cost-Share Grant (P16-6933).

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously

District Cost-Share Contract 2016-03 Hodgman

Adam King, District Manager, informed the supervisors that Donald Hodgman has now completed his well sealing project, and is requesting the payment of \$500.00 for District Cost-Share Contract 2016-03. A motion was made to approve the payment of District Cost-Share Contract 2016-03 of \$500.00 for Donald Hodgman.

Motion: Glenn Hahn

Seconded: Bill Thompson

The motion carried unanimously

Technical Approval Authority (TAA) for Jessica Bakken

Adam King, District Manager, presented the TAA for Jessica Bakken, District Technician, signed by King, and Jim Fritz, Natural Resource Conservation Service. A motion was made to approve and sign the Technical Approval Authority for Jessica Bakken, District Technician.

Motion: Bill Thompson

Seconded: David Livingston

The motion carried unanimously

New Bookkeeper Letter

Adam King, District Manager, presented a draft letter requesting quotes for a new bookkeeper. The supervisors discussed local bookkeepers and suggested not sending the letter until closer to the end of the year.

Other New Business

There was no other new business.

Correspondence & Staff Report

Adam King, District Manager, updated the supervisors that the new car is scheduled to be delivered in June, and Krejci Ford will notify the district when it arrives.

Supervisor Reports

Cedar River Watershed District – David Livingston, District IV Supervisor, reported attending the Cedar River Watershed District Meeting on May 17, 2017. A date were set for June 21st at 6:00 P.M. for the Public Hearings on some of their capital improvement projects (Hull, Peterson, Peck, and Dobbins I). All signatures are in, and are now working on permits with the Minnesota Department of Natural Resources and the United State Army Corps of Engineers for the Dobbins I project. There will be a soil health field day on May 26th 2017, and the watershed district will have a presence in the 4th of July Parade in Austin.

One Watershed One Plan – Cedar River Watershed – David Livingston, District IV Supervisor, reported that there will be a Public Kick-Off meeting held on Thursday, June 01, 2017 from 4:00 P.M. until 7:00 P.M. at the Hormel Nature Center in Austin. There will be a Policy Committee Meeting on Monday, May 22, 2017 at the Austin Public Library.

Minnesota Association of Soil and Water Conservation Districts – Bill Thompson, District I Supervisor, reported that there is a meeting next week.

Zumbro Watershed Partnership (ZWP) – Larry Scherger, District III Supervisor, reported attending the ZWP meeting on May 11, 2017, and Tom Gile from the Minnesota Board of Water and Soil Resources gave a presentation on the Minnesota Buffer Law. The One Watershed One Plan for the Zumbro Watershed will be applied for next year, but plan on getting ready now.

Next Meeting

The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be Thursday, June 15, 2017 at 7:15 p.m. in the conference room of the USDA Service Center building, 916 2nd St. SE, Dodge Center, Minnesota.

Adjournment

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 11:02 P.M.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Approved: Larry Scherger 6-15-17 Date: _____ Recorder: Adam King

