



**Minutes of the October 15, 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 7:16 P.M.

Members Present: Larry Scherger, Chair
Bill Thompson, Vice-Chair
Glenn Hahn, Treasurer
David Livingston, Secretary

Members Absent: Bruce Freerksen, PR&I

Others Present: Adam King, District Manager, Dodge Soil and Water Conservation District;
Rhonda Toquam, Dodge County District IV Commissioner; Nancy Peterson, Dodge County
Resident

Approval of Meeting Agenda – There were no additions or corrections to the October 15, 2020 agenda. A motion was made to approve the September 17, 2020 meeting agenda as amended.
Motion: David Livingston
Seconded: Glenn Hahn
The motion carried unanimously.

Approval of the September 17, 2020 Board Meeting Minutes – The supervisors discussed the September 17, 2020 board meeting minutes. Corrections to the September 17, 2020 board meeting minutes include changing section 27 to section 31 under the Root River Cost-Share Contract RR2020-01 (Kyllo) Payment. A motion was made to approve the September 17, 2020 Dodge Soil and Water Conservation District's Board of Supervisors Meeting Minutes as amended.
Motion: Glenn Hahn
Seconded: David Livingston
The motion carried unanimously.

Public Comment

None

Partner Agency Reports

Natural Resource Conservation Service Report

Gary Kurer, District Conservationist, Natural Resource Conservation Service (NRCS), was unable to attend the meeting.

Dodge County Commissioner's Report

Rhonda Toquam, Dodge County District IV Commissioner, reported that the preliminary levy was set at a 2% increase. There will be a virtual Association of Minnesota Counties (AMC) annual convention in December. Dodge County has a new Planning and Zoning Director, and a new Administrative Assistant in the Environmental Services Department. There is still CARES Act funding available to Dodge County Businesses and Non-Profits.

Treasurer's Report

Approval of the Treasurer's Financial Statements and Payment of New Bills – Glenn Hahn, Treasurer, presented the September 2020, Balance Sheet, Revenues of \$23,297.30, Expenditures of \$42,634.96, the General Ledger, and Aging Summary with a payables total of \$679.84. The supervisors discussed the Treasurer's Report. A motion was made to approve the September 2020 Treasurer's Report, and payment of the bills on the Aging Summary, for a payables total of \$679.84.

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

Unfinished Business

FY2021 Board of Water and Soil Resources (BWSR) Soil and Water Conservation District Local Capacity Services / Buffer Law Implementation Grant Agreement

The Board of Water and Soil Resources has released the FY2021 Soil and Water Conservation District Local Capacity Services for \$130,332.00 and FY2021 Buffer Law Implementation for \$21,500.00 Grant Agreement for the Dodge Soil and Water Conservation District, totaling \$151,832.00. A motion was made to approve, sign, and submit the FY21 SWCD Local Capacity Services and FY21 Buffer Law Implementation Grant agreement.

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

Approval of the 2019 Financial Audit

The supervisors reviewed the Final Draft of the 2019 Financial Audit for the Dodge Soil and Water Conservation District prepared by Michael Peterson. A motion was made to approve the Final 2019 Financial Audit, and authorize Michael Peterson to submit the Dodge Soil and Water Conservation District Final 2019 Financial Audit to the State of Minnesota's State Auditor and the Minnesota Board of Water and Soil Resources.

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

New Business

District Cost-Share Contract 2018-04 (Pettey) Payment (Canceled)

Adam King, District Manager, informed the supervisors that Daniel Pettey has requested payment for District Cost-Share Contract 2018-04. King reviewed with the supervisors that Daniel Pettey had requested District Cost-Share for a well decommissioning in April 2018 through District Cost-Share Contract 2018-04. District Cost-Share Contract 2018-04 expired on 12/31/2018, and Tom Johnston sent a reminder letter to Pettey in early December 2018 reminding him of the expiration date, and offer the opportunity to extend the expiration date. There was no response from Pettey, and Cost-Share Contract 2018-04 was allowed to expire and was canceled in January 2019. Around May 2020, Daniel Pettey came to the office and discussed his cost-share contract with district staff to see if there was anything he had to do since his contract was a few years old. District staff told Pettey that if he had a contract, he was good to go, and Pettey moved ahead with his well decommissioning project. Pettey then provided invoices and requested payment. King sent a letter denying payment because District Cost-Share Contract 2018-04 was expired and had been canceled. Pettey called King and informed him what had happened, and King said he would bring it to the board. King asked David Copeland, Board Conservationist, Minnesota Board of Water and Soil Resources, what could be done with the project, and was told that state funds could not be spent on the project. The supervisors discussed Cost-Share Contract 2018-04. A motion was made to approve the payment of \$750.00 from Dodge Soil and Water Conservation District Reserve Funds for District Cost-Share Contract 2018-04 for Daniel Pettey for a well decommissioning.

Motion: Bill Thompson

Seconded: David Livingston

The motion carried unanimously.

District Cost-Share Contract 2020-15 (Jensen) Amendment

Jerry Jensen of Hayfield, MN is requesting an amendment to Cost-Share Contract 2020-15 to install a well decommissioning in Section 30 of Vernon Township. The total estimated cost of the Well Decommissioning was \$500.00, encumbering 50% not to exceed \$250.00, and actual costs were \$953.00, with 50% totaling \$476.50. The amendment would be for an additional \$226.50 to account for the additional costs. A motion was made to approve the amendment to District Cost-Share Contract 2020-15 in the additional amount of \$226.50, not to exceed a total of \$476.50 for a well decommissioning for Jerry Jensen.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

District Cost-Share Contract 2020-15 (Jensen) Payment

Jerry Jensen of Hayfield, MN is requesting final payment for District Cost-Share Contract 2020-15 to install a well decommissioning in Section 30 of Vernon Township. The total cost for the well decommissioning was \$953.00, with \$476.50 encumbered. Jensen is requesting 50% of total eligible costs not to exceed \$476.50. A motion was made to approve the payment of District Cost-Share funds from the FY17 SWCD Capacity Funds for District Cost-Share Contract 2020-15 in the amount of \$476.50 for a well decommissioning for Jerry Jensen.

Motion: David Livingston

Seconded: Bill Thompson

The motion carried unanimously.

District Cost-Share Contract 2020-12 (Lermon) Payment

Cordelia Lermon of Byron, MN is requesting final payment for District Cost-Share Contract 2020-12 to install a well decommissioning in Section 34 of Ellington Township. The total cost for the well decommissioning was \$1,900.00, with \$950.00 encumbered. Lermon is requesting 50% of total eligible costs not to exceed \$950.00. A motion was made to approve the payment of District Cost-Share funds from the FY18 SWCD Capacity Funds for District Cost-Share Contract 2020-12 in the amount of \$950.00 for a well decommissioning for Cordelia Lermon.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Memorandum of Agreement Between the United States Department of Agriculture – Natural Resources Conservation Service and the Dodge Soil and Water Conservation District

Adam King, District Manager, informed the supervisors that Gary Kurer, District Conservationist, United States Department of Agriculture – Natural Resources Conservation Service presented King with a Memorandum of Agreement between the United State Department of Agriculture – Natural Resources Conservation Service and the Dodge Soil and Water Conservation District. The supervisors discussed the Memorandum of Agreement. A motion was made to approve, sign and submit the Memorandum of Agreement Between the United States Department of Agriculture – Natural Resources Conservation Service and the Dodge Soil and Water Conservation District.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

FY2018 Local Capacity Services (P18-9170) Grant Agreement Amendment

Adam King, District Manager, informed the supervisors that the FY18 Local Capacity Services grant expires on 12/31/2020, and that there are funds remaining, and projects waiting to get installed. King has requested a grant agreement amendment for the FY2018 Local Capacity Services Grant for one year, until 12/31/2021. A motion was made to approve, sign, and submit the grant agreement amendment for the FY2018 Local Capacity Services grant (P18-9170) extending the expiration date one year, from 12/31/2020 to 12/31/2021.

Motion: Bill Thompson

Seconded: Glenn Hahn

The motion carried unanimously.

FY21 Conservation Delivery Grant (P21-5102) Close-Out

Adam King, District Manager, informed the supervisors that all funds from the FY21 Conservation Delivery Grant have been exhausted, and the grant should be closed out. A motion was made to authorize Adam King, District Manager, to sign and submit the Final Financial Report and close out the FY21 Conservation Delivery Grant (P21-5102).

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

FY2021 District Cost-Share Program

Adam King, District Manager, presented the FY2020 District Cost-Share Program. The supervisors discussed the program. A motion was made to approve the FY2021 District Cost-Share Program as follows*:

- Maximum cost-share rate of 65% not to exceed \$10,000 for practices with a pollution load reduction.
 - Well sealing – maximum cost-share rate of 50% not to exceed \$1,500 per well.
- District Cost-Share funds used in conjunction with federal funds will have a total cost-share rate of 75%, not to exceed \$10,000 of district funds.
- Inspections will be conducted according to the Minnesota Board of Water and Soil Resources Requirements.
- Financial Assistance for Non-structural Land Management Practices will follow the FY21 Non-Structural Land Management Practices Request Form.

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

Motion: Bill Thompson
 Seconded: Glenn Hahn
 The motion carried unanimously.

FY2021 Non-Structural Land Management Practices Cost-Share Program

Adam King, District Manager, presented the FY2021 Non-Structural Land Management Practices Request Form with no changes from the FY2020 program. The supervisors discussed the program. A motion was made to approve and sign the FY2021 Non-Structural Land Management Practices Cost-Share Program with no changes from the FY2020 program.

Motion: Bill Thompson
 Seconded: Glenn Hahn
 The motion carried unanimously

FY21 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 when the Technical Assistance Option form is signed and submitted. A motion was made to sign and submit the Technical Assistance Option form to the Minnesota Board of Water and Soil Resources for the FY21 Conservation Cost-Share Grant.

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

Greater Zumbro Comprehensive Watershed Management Plan Organizational Structure

Adam King, District Manager, led a discussion on organizational structures for the implementation of the Greater Zumbro Comprehensive Watershed Management Plan. The supervisors discussed the options, and informed King that they would like to see a Joint Powers Agreement or a Memorandum of Agreement, and stay away from a Joint Powers Entity such as a Joint Powers Board.

Minnesota Association of Soil and Water Conservation Districts 2020 Resolutions

The Dodge Soil and Water Conservation District Board of Supervisors discussed and voted individually on each of the 21 MASWCD 2020 Resolutions.

Other New Business

There was no Other New Business

Correspondence & Staff Report

Adam King, District Manager, reported that staff are in the field getting surveys completed and projects installed. King informed the supervisors that the interviews for the Pheasants Forever Farm Bill Biologist position were held, and Laura Newberg was offered the Pheasants Forever Farm Bill Biologist position. She has accepted the position and will start on November 30, 2020.

Supervisor Reports

Minnesota Association of Soil and Water Conservation Districts (MASWCD) Directors – Bill Thompson, District I Supervisor, reported that the MASWCD still has a contract with the Double Tree, and that there will be a one-day virtual convention on Tuesday, December 08, 2020.

Southeast Minnesota Association of Soil and Water Conservation Districts (SE MASWCD) Directors – Bill Thompson, District I Supervisor, reported that the next SE MASWCD meeting will be held on Monday, November 09, 2020, with a virtual option and an in-person option at Rochester Community Technical College (RCTC).

Dodge County Feedlot Advisory Committee – Glenn Hahn, District V Supervisor, reported that there has not been a Dodge County Feedlot Advisory Committee meeting scheduled.

Root River Policy Committee – Glenn Hahn, District V Supervisor, reported that the next meeting will be held in on Monday, November 23, 2020 and be in-person in Preston, MN.

Judicial Ditch #1 – Glenn Hahn, District V Supervisor, reported that there will be a Mower – Dodge Joint Judicial Ditch #1 meeting on Thursday, November 12, 2020 at the Mower County Courthouse.

Cedar River Watershed District (CRWD) – David Livingston, District IV Supervisor, reported that the next CRWD meeting will be held on Wednesday, October 21, 2020 on Zoom.

Cedar – Wapsipinicon Policy Advisory Committee – David Livingston, District IV Supervisor, reported that the next Policy Advisory Committee for the Cedar – Wapsipinicon will be held on Thursday, October 29, 2020 on Zoom.

One Watershed One Plan – Zumbro – Larry Scherger, District III Supervisor, reported attending the Policy Committee Meeting on Thursday, October 08, 2020 where the implementation organizational structure, and targeted areas were discussed. It was noted that many are starting to get frustrated with meeting virtually, and the technology associated with it.

Next Meeting

The next meeting of the Dodge SWCD Board of Supervisors will be Thursday, November 19, 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 11:59 P.M.

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

Approved: *Larry Scherger* Date: 11-19-2020 Recorder: Adam King
October 15, 2020 Dodge SWCD Board of Supervisors meeting minutes Page 7 of 7

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

