



Dodge Soil and Water Conservation District

916 2nd Street SE

Dodge Center, Minnesota 55927

Phone: 507-374-6364 ext. 3

www.dodgeswcd.org

Minutes of the September 19, 2023

Dodge Soil & Water Conservation District

Regular Board of Supervisors Meeting

The meeting was called to order by Larry Scherger, Board Chair, at 7:19 PM.

Members Present: Larry Scherger, Chair
Rick Alberts, Vice-Chair
Glenn Hahn, Treasurer
David Livingston, Secretary
Bruce Freerksen, PR&I

Members Absent: None

Others Present: Adam King, District Manager, Dodge Soil and Water Conservation District; Samantha Rojo, Administrative Professional, Dodge Soil and Water Conservation District; Nathan Bird, District Conservationist, United States Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS); Nancy Peterson, Dodge County Resident.

Approval of Meeting Agenda: Additions to the September 19, 2023 board meeting agenda include District Cost-Share Contract 2023-02 (S. Rohwer) Amendment under Unfinished Business. A motion was made to approve the September 19, 2023 meeting agenda, as amended.
Motion: Glenn Hahn
Seconded: Rick Alberts
The motion carried unanimously.

Approval of the August 15, 2023 Board Meeting Minutes: The supervisors discussed the August 15, 2023 board meeting minutes. There were no additions or corrections. A motion was made to approve the August 15, 2023 Dodge Soil and Water Conservation District's Regular Board of Supervisors Meeting Minutes, as presented.

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

Partner Agency Reports

Natural Resource Conservation Service Report

Nathan Bird, District Conservationist, United States Department of Agriculture (USDA) - Natural Resource Conservation Service (NRCS), reported that most construction projects have wrapped up with only a couple of possible basin projects happening yet this fall (if the moisture is there). Bird noted that they are estimating 300-400 acres of cover crops to be seeded after harvest and that the EQIP deadline is still upcoming on Friday, October 6, 2023, but could change due to funding and possible government shutdown.

Minnesota Board of Water and Soil Resources (BWSR) Report

Jill Sackett Eberhart, Board Conservationist, Minnesota Board of Water and Soil Resources, was unable to attend the meeting.

September 19, 2023 Dodge SWCD Board of Supervisors Meeting Minutes

Page 1 of 6

SUPERVISORS: RICK ALBERTS – BRUCE FREERKSEN – LARRY SCHERGER – DAVID LIVINGSTON – GLENN HAHN

Dodge County Commissioner's Report

John Allen, Dodge County District I Commissioner, was unable to attend the meeting.

Treasurer's Report

Approval of the Treasurer's Financial Statements, Payment of New Bills

Glenn Hahn, Treasurer, presented the August 2023 Financial Report, including the Balance Sheet covering what is in our checking and savings, Revenues of \$23,697.87, Expenditures of \$108,669.79, the General Ledger and Aging Summary, with a payables total of \$2,427.56. The supervisors discussed the treasurer's report. A motion was made to approve the August 2023 Treasurer's Report and bills on the Aging Summary, for a payables total of \$2,427.56.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carried unanimously.

Unfinished Business

District Cost-Share Contract 2023-02 (S. Rohwer) Amendment

Scott Rohwer of Dodge Center, MN has requested an amendment to district Cost-Share Contract 2023-02. The original estimated cost of the practice was \$9,867.00 with 75% of the total cost encumbered in June of 2022, not to exceed \$7,400.25. The final cost of the project was \$10,150.00, therefore, Rohwer is requesting an amendment to encumber 75% of the actual cost of the project, not to exceed \$7,612.50. In addition to the cost-share amount, Rohwer is requesting to include the encumbrance of two (2) acres pre-construction cover at \$150/acre, for a total of \$300.00, for a total not to exceed \$7,912.50. A motion was made for the Dodge Soil and Water Conservation District to approve the amendment of District Cost-Share Contract 2023-02 for Scott Rohwer, to include an additional encumbrance of \$512.50, bringing the total encumbered amount from district cost-share funds to \$7,912.50.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

District Cost-Share Contract 2023-02 (S. Rohwer) Payment

Scott Rohwer of Dodge Center, MN has requested payment from the Dodge Soil and Water Conservation District for district Cost-Share Contract 2023-02 for the installation of a 412-Grassed Waterway in Section 26 of Concord Township. Scott Rohwer was authorized to encumber \$7,912.50; the total cost for practice installation was \$10,150.00, therefore Rohwer is requesting 75% of the total project cost, and 2 acres of pre-construction cover at \$150/acre, not to exceed \$7,912.50. A motion was made to approve payment district Cost-Share Contract 2023-02 for the installation of a 412-Grassed Waterway in Section 26 of Concord Township at 75% of the total cost of the entire project, plus 2 acres of pre-construction cover, not to exceed \$7,912.50 using district cost-share funds from the FY20 Local Capacity Services Grant (P20-7472).

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-02 (Edgar) Payment

Dennis Edgar of Kasson, MN has requested payment from the Dodge Soil and Water Conservation District for Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-02 for the installation of a 412-Grassed Waterway in Section 16/17 of Canisteo Township. Dennis Edgar was authorized to encumber \$4,671.00; the total cost for practice installation was \$25,615.16 with federal funding covering \$19,384.50, therefore Edgar is requesting 14% of the total project cost, not to exceed \$3,669.14. A motion was made to approve payment of Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-02 for the installation of a 412-Grassed Waterway in Section 16/17 of Canisteo Township at 14% of the total cost of the entire project, not to exceed \$3,669.14 using watershed-based implementation funding from the Watershed Alliance for the Greater Zumbro (WAGZ).

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

September 19, 2023 Dodge SWCD Board of Supervisors Meeting Minutes

Page 2 of 5

New Business

Training Request – MAWD / MASWCD District Administrators / Managers Meeting

Adam King, District Manager, presented information on the upcoming MAWD / MASWCD District Administrators and Managers Meeting being put on by the Minnesota Association of Soil and Water Conservation Districts September 27 – 28, 2023 at the Arrowwood Lodge and Resort in Baxter, MN. King noted the cost for registration is \$25.00, and one night of lodging will be needed if attendance to the meeting is approved. A motion was made to send Adam King to the Minnesota Association of Conservation District Employees (MACDE) / Minnesota Association of Watershed Districts (MAWD) Managers/Administrators joint meeting at a cost of \$25.00 for registration plus a one-night hotel stay.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

Training Request – Leadership for Midwestern Watersheds 2023

Adam King, District Manager, is requesting to attend the upcoming Leadership for Midwestern Watersheds 2023 training being held from November 08 – 09, 2023 at the Historic Park Inn Hotel in Mason City, IA. King presented information on the training and noted the cost for discounted registration is \$120.00, and one night of lodging may be needed. A motion was made to send Adam King to the Leadership for Midwestern Watersheds 2023 training for a registration cost of \$120.00 plus a one-night hotel stay.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

Training Request – BWSR Academy

Staff of the Dodge SWCD are requesting to attend the BWSR Academy training from October 24-26, 2023 at Cragun's Conference Center in Brainerd, MN. Adam King, District Manager, explained that the cost to register is \$75.00/day and lodging will be needed at Cragun's for \$95.56 per night. A motion was made to approve district staff wanting to attend BWSR Academy 2023 at Cragun's Conference Center in Brainerd, MN, including registration fees and lodging.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

FY20 Buffer Law Implementation Workplan Changes

Adam King, District Manager, informed the supervisors the current FY20 Buffer Law Implementation (P21-2789) workplan comprises of \$18,500 for Buffer Law Implementation staff time, and \$6,500.00 for Equipment &/or ATV/UTV. King explained that staff is recommending an amendment to the FY20 Buffer Law Implementation Grant workplan to include funds for the Dodge County Cover Crop Program, as opposed to staff time for Buffer Law Implementation. King noted the district has included the Dodge County Cover Crop Program in the FY21, FY22, and FY23 Buffer Law Implementation Grant workplans previously. King presented the recommended workplan changes which include \$15,177.73 for the Dodge County Cover Crop Program (to cover the cost of seed and labor), \$6,500.00 for Equipment &/or ATV/UTV, and \$3,322.27 for Buffer Law implementation staff time. A motion was made to approve the amended workplan for the FY20 Buffer Law Implementation Grant (P21-2789).

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

FY21 Buffer Law Implementation and FY21 SWCD Local Capacity Services Grant Agreement Amendment

Adam King, District Manager, informed the supervisors that the Board of Water and Soil Resources FY2021 SWCD Local Capacity Services (P21-2699) and FY2021 Buffer Law Implementation (P21-2789) Grant Agreements originally expire on December 31, 2023. King is requesting an amendment to extend the expiration date of the grant agreements for 1 year, from December 31, 2023, to December 31, 2024. A motion was made to approve the signing and submittal to the Board of Water

and Soil Resources FY2021 SWCD Local Capacity Services (P21-2699) and FY2020 Buffer Law Implementation (P21-2789) Grant Agreement Amendments to extend the grants by one year, from December 31, 2023 to December 31, 2024.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

FY24 Buffer Law Implementation Grant Agreement

Adam King, District Manager, presented the FY2024 Buffer Law Implementation(P24-0059) Grant Agreement for a total of \$20,000.00 in funding. King informed the supervisors the grant agreement will need signing via DocuSign, and a work plan for the grant is yet to be drafted, and will need to be approved by the supervisors. A motion was made to approve Larry Scherger to sign and submit the FY2024 Buffer Law Implementation Grant Agreement (P24-0059) to the Minnesota Board of Water and Soil Resources via DocuSign.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Dodge SWCD Phone System

Adam King, District Manager, explained that currently the Dodge SWCD uses the United States Department of Agriculture (USDA) phone system at no cost to the district, however, the USDA phone network has recently been non-operational at times, including daily intermittent issues. King added that with the USDA phone system continuing to be a problem, alternative phone systems and how one could be integrated into the office have been explored. King presented quotes from Ring Central, an internet-based phone company, as well as Microsoft Teams, which would also use internet connection, and KMTelecom, whom we currently use for our internet services. King noted that KMTelecom offers a bundle option for our current internet services with phones, as well as options for transferring between phone systems and seems to have the most ease-of-migration. The KMTelecom staff recommended the Poly VVX 250 phone for \$120.99 (one-time charge per phone), and the office phone plan at \$19.99/phone/month. With these additions, bundling of our internet and phone plan would take \$40.00 off our monthly internet bill, and the total bill would go from \$99.99 to \$119.96/month. The supervisors discussed the quotes and options for a new phone system. A motion was made to approve integrating our own phone system in the office using KMTelecom phone services bundled with our current internet, for a new bill total of \$119.96 per month, and the purchase of three office phones at \$120.99/phone.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

District Cost-Share Contract 2023-09 (Estby) Encumbrance

Hans Estby of Hayfield, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the project of a 340-Cover Crops (50 acres) in Section 24/26 of Vernon Township. The estimated cost for the practice is \$6,165.00, and he is requesting to encumber 100%, not to exceed \$6,165.00. A motion was made to concur with the approval and encumbrance of cost-share contract 2023-09 for Hans Estby to install a 340-Cover Crop in Section 24/26 of Vernon Township at 100% of the total cost of the project, not to exceed \$6,165.00.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-03 (Biwer) Payment

Adam King, District Manager, informed the supervisors payment for Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-032 for Bryan Biwer is not ready for presentation to the board. The approval of payment for Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-03 was tabled until the next board meeting.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

Correspondence & Staff Report

Adam King, District Manager, shared that Jill Sackett Eberhart, Board Conservationist, MN Board of Water and Soil Resources, will be replacing David Copeland as the acting Board Conservationist for our district due to staffing turnover and re-distributing of duties. King added that Jessica Klingfus, District Technician, is expecting her second child and will be taking her maternity leave starting in early November. King also presented the MCIT (MN Counties Intergovernmental Trust) estimated contributions notice to the supervisors for informational purposes.

Supervisor Reports

Glenn Hahn, District V Supervisor

Glenn Hahn, District V Supervisor, informed the supervisors that he attended the Dodge/Olmsted Soil Health field day at Tom Pyfferoen’s earlier this month, as well as the latest Root River Policy Committee meeting. Hahn noted the original assessments are beginning to come back for the five-year plan and so far, they are doing satisfactorily overall. Hahn explained the 2021-2022 grant is completely spent, and with the increased funding coming for Root River, board and policy committee members are looking at how it will be spent.

David Livingston, District IV Supervisor

David Livingston, District IV Supervisor, shared the Cedar River Watershed District meeting on August 16th included the public levy hearing, and he was the only attendee. Livingston added that also during the August 16th meeting, they approved the proposed budget, revisited, and reflected on the August tour event, and noted David Copeland, Board Conservationist, MN Board of Water and Soil Resources, spoke about three new watershed partnerships coming, with eligibility for the Cedar coming in 2024 or 2025. Livingston reported attending the Area 7 MACDE & MASWCD fall meeting where they passed a preliminary budget and informed staff that dues will be going back up to \$500.00 annually. Livingston noted that the meal provided by Salvatierra farms, who uses a Guatemala-native farming technique with tree range chickens, was interesting.

Bruce Freerksen, District II Supervisor

Bruce Freerksen, District II Supervisor, did not provide a report.

Larry Scherger, District III Supervisor

Larry Scherger, District III Supervisor, did not provide a report

Rick Alberts, District I Supervisor

Rick Alberts, District I Supervisor, did not provide a report.

Next Meeting

The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be held Tuesday, October 17, 2023 at 7:15 p.m. in the conference room of the United States Department of Agriculture (USDA) Service Center, 916 2nd Street SE, Dodge Center, MN.


Adjournment

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 10:18 PM.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

Approved:	Date:	Recorder:
	10-17-23	Samantha Rojo

