



Dodge Soil and Water Conservation District

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www.dodgeswcd.org

Minutes of the August 15, 2023 Dodge Soil & Water Conservation District Regular Board of Supervisors Meeting

The meeting was called to order by Larry Scherger, Board Chair, at 7:21 PM.

Members Present: Larry Scherger, Chair
Rick Alberts, Vice-Chair
Glenn Hahn, Treasurer
David Livingston, Secretary
Bruce Freerksen, PR&I (in at 7:24 PM)

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, David Copeland, Board Conservationist, Minnesota Board of Water and Soil Resources; 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 August 15, 2023 board meeting agenda include the Regional Partnership Letter of Support for Trouts Unlimited and District Cost-Share Contract 2023-08 (Fanscali) Encumbrance. A motion was made to approve the August 15, 2023 meeting agenda, as amended.

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

Approval of the July 18, 2023 Board Meeting Minutes: The supervisors discussed the July 18, 2023 board meeting minutes. There were no additions or corrections. A motion was made to approve the July 18, 2023 Dodge Soil and Water Conservation District's Regular Board of Supervisors Meeting Minutes, as presented.

Motion: Glenn Hahn
Seconded: Rick Alberts
The motion carried unanimously.

Bruce Freerksen entered the meeting at 7:24 PM.

Partner Agency Reports

Minnesota Board of Water and Soil Resources (BWSR) Report

David Copeland, Board Conservationist, Minnesota Board of Water and Soil Resources, reported that the upcoming board meeting for the MN Board of Water and Soil Resources (BWSR) includes board orders for funding over the next few years, including to Dodge County. Copeland noted that there will be a bump in cost-share dollars allocated from the MN BWSR due to the amounts being annually budgeted in general fund dollars. In addition, David noted that processes and policies are being established and worked on currently for the soil health funding from the last legislative session, and hopefully more

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definitive news will come in the next month or so. Lastly, Copeland relayed that the FY24 and FY25 grants for the watershed-based implementation funding will total in excess of \$76.5 Million.

Natural Resource Conservation Service Report

Nathan Bird, District Conservationist, United States Department of Agriculture (USDA) - Natural Resource Conservation Service (NRCS), reported having done a great deal of construction in the last few weeks, specifically with the waterway projects, noting that approximately 9,760 feet of waterway has been installed for a sum near \$31,000.00 in funds out the door to landowners. Bird added the emergency haying and grazing program with FSA is keeping them fairly busy, and a soil conservationist position opened August 15th for the NRCS and will be open for 10 days or so.

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 July 2023 Financial Report, including the Balance Sheet covering what is in our checking and savings, Revenues of \$110,666.37, Expenditures of \$43,742.91, the General Ledger and Aging Summary, with a payables total of \$14,012.20. The supervisors discussed the treasurer's report. A motion was made to approve the July 2023 Treasurer's Report and bills on the Aging Summary, for a payables total of \$14,012.20.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

Unfinished Business

Cell Phone Policy

Adam King, District Manager, presented a quote from Verizon Wireless for the addition of a staff phone and data to the current plan; King explained that currently Jessica Klingfus, District Technician, is the only staff member that routinely works in the field and with contractors and/or landowners, and is therefore requesting the device and access for her only. The supervisors agreed to approve the addition of the phone and line for Jessica Klingfus, and a motion was made to approve Adam King to sign up for Verizon's 4G Custom Business Unlimited Plan at \$51.35/month, and purchase a Samsung S23 mobile device for \$49.99 along with any associated fees.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Server and Computer Upgrade Proposal

Adam King, District Manager, recalled from previous discussion that the district server along with two staff computers were purchased in 2017, and two other staff computers were purchased in 2016 and 2014, adding that, generally, computers and servers should be replaced approximately every five years. With the ever-changing status of deals and incentives for purchasing this type of equipment, King presented a staff recommendation to set a technology upgrade threshold in the amount of \$10,000.00, for the purpose of purchasing a new server and two staff computers. The supervisors discussed the process of purchasing new computers and/or a new server, and agree that working with an amount will help Scott from TechRight Services to purchase items thoughtfully and provide some flexibility. A motion was made to approve the purchase of a new server and two staff computers within the budget set of \$10,000.00 for these technology upgrades.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

New Business

Cedar Watershed Cost-Share Contract CWW-CRP-DC-01 (Yentsch) Encumbrance

Stuart Yentsch of Blooming Prairie, MN has requested to encumber funds for the CRP Incentive payment through the Cedar Wapsipinicon Watershed Based Implementation Funding, for the establishment of a CP23a Wetland Restoration in Section 2 of Westfield Township. The practice incentive payment for this practice is \$80/Acre/Year and the total Yentsch is requesting to encumber for his 1.87 acres over 15 years is not to exceed \$2,244.00. A motion was made to approve the encumbrance of Cedar Watershed Cost-Share Contract CWW-CRP-DC-01 for Stuart Yentsch to establish a CP23a Wetland Restoration in Section 2 of Westfield Township, resulting in a maximum \$2,244.00 payment incentive for his 1.87 acres over 15 years time, using Cedar Wapsipinicon Watershed Based Implementation Funds.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

District Cost-Share Contract 2023-04 (Lurken) Encumbrance

Gary Lurken of Claremont, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the installation of a 351-Well Decommissioning to be installed in Section 22 of Claremont Township. The estimated cost for the practice is \$2,495.00, and he is requesting to encumber 50%, not to exceed \$1,247.50. A motion was made to approve the encumbrance of cost-share contract 2023-04 for Gary Lurken to install a 351-Well Decommissioning at 50% of the total cost of the project, not to exceed \$1,247.50 using District Cost-Share funds.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

District Cost-Share Contract 2023-05 (Enderson) Encumbrance

Tim Enderson of Manly, IA has requested cost-share assistance from the Dodge Soil and Water Conservation District for the installation of a 351-Well Decommissioning in Section 19 of Wasioja Township. The estimated cost for the practice is \$2,700.00, and he is requesting to encumber 50%, not to exceed \$1,350.00. A motion was made to approve the encumbrance of cost-share contract 2023-05 for Tim Enderson to install a 351-Well Decommissioning in Section 19 of Wasioja Township at 50% of the total cost of the project, not to exceed \$1,350.00 using District Cost-Share funds.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

District Cost-Share Contract 2023-06 (McGhee) Encumbrance

Kevin McGhee of Blooming Prairie, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the installation of a 351-Well Decommissioning in Section 36 of Westfield Township. The estimated cost for the practice is \$2,250.00, and he is requesting to encumber 50%, not to exceed \$1,125.00. A motion was made to approve the encumbrance of cost-share contract 2023-06 for Kevin McGhee to install a 351-Well Decommissioning in Section 36 of Westfield Township at 50% of the total cost of the project, not to exceed \$1,125.00 using District Cost-Share funds.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

District Cost-Share Contract 2023-07 (Morrison) Encumbrance

Sidney Morrison of Owatonna, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the installation of a 340-Cover Crops in Section 32 of Ellington 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 authorize Adam King to approve the encumbrance of cost-share contract 2023-07 for Sidney Morrison to install a 340-Cover Crops in Section 32 of Ellington Township at 100% of the total cost of the project, not to exceed \$6,165.00 using District Cost-Share funds.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

District Cost-Share Contract 2023-01 (Meirick) Payment

Tim Meirick of Dodge Center, MN has requested payment from the Dodge Soil and Water Conservation District for Cost-Share Contract 2023-01 for the installation of a 412 Grassed Waterway in Section 32 of Concord Township. Tim Meirick was authorized to encumber \$3,480.32; the total cost for practice installation was \$9,415.00, therefore Tim Meirick is requesting 15% of the total project cost, and 90% when combined with federal funds, not to exceed \$1,432.25. Three (3) acres of pre-construction cover are in addition to the cost share in the amount of \$450.00, therefore the total payment to Tim Meirick is not to exceed \$1,882.25. A motion was made to approve payment of Cost-Share Contract 2023-01 for the installation of a 412 Grassed Waterway in Section 32 of Concord Township at 15% of the total cost of the entire project plus pre-construction cover of \$450, not to exceed \$1,882.25 using District Cost-Share Funds.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

District Cost-Share Contract 2023-04 (S. Rohwer) Payment

Adam King, District Manager, informed the supervisors that the payment for District Cost-Share Contract 2023-04 is not ready for presentation to the board. The approval of payment for District Cost-Share Contract 2023-04 was tabled until the next board meeting.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

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

Dave Chicos of Dodge Center, MN has requested payment from the Dodge Soil and Water Conservation District for Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-02 for the installation of a 412-Grassed Waterway & 410 Grade Stabilization in Section 13 of Ripley Township. Dave Chicos was authorized to encumber \$30,821.29; the total cost for practice installation was \$129,669.71, therefore Dave Chicos is requesting 5% of the total project cost, and 90% when combined with federal funds, not to exceed \$6,615.98. Seven (7) acres of pre-construction cover are in addition to the cost share in the amount of \$1,050.00, therefore the total payment to Dave Chicos is not to exceed \$7,665.98. A motion was made to approve payment of Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-02 for the installation of a 412-Grassed Waterway & 410 Grade Stabilization in Section 13 of Ripley Township at 5% of the total cost of the entire project, not to exceed \$6,615.98 using watershed-based implementation funding from the Watershed Alliance for the Greater Zumbro (WAGZ).

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-05 (C. Rower) Payment

Charlie Rohwer of Dodge Center, MN has requested payment from the Dodge Soil and Water Conservation District for Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-05 for the installation of a 412-Grassed Waterway in Section 21 of Concord Township. Rohwer was authorized to encumber \$28,165.50; the total cost for practice installation was \$29,630.00, and Charlie Rohwer is requesting 90% of the total project cost, not to exceed \$27,091.00. Three (3) acres of pre-construction cover are in addition to the cost-share in the amount of \$450.00. A motion was made to approve payment of Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-04 for the installation of a 412-Grassed Waterway in Section 21 of Concord Township at 90% of the total cost of the entire project, plus pre-construction cover in the amount of \$450.00, for a total approved payment not exceeding \$27,117.00 using watershed-based implementation funding from the Watershed Alliance for the Greater Zumbro (WAGZ).

Motion: Bruce Freerksen

Seconded: Glenn Hahn

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-06 (Fay) Amendment 2

Marlin Fay of Grand Meadow, MN has requested an additional amendment to the Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-06. The original estimated cost of the practice was \$7,661.50 with 75% of the total cost encumbered in December of 2022, not to exceed \$5,746.13. The final cost of the project was \$9,260.00, therefore, Fay is requesting an amendment to encumber 75% of the actual cost of the project, not to exceed \$6,945.00. In addition to the cost-share amount, Fay is requesting to include two (2) acres of pre-construction cover at \$150/acre, for a total of \$300.00 in addition to 75% of the actual project cost, for a grant total not to exceed \$7,245.00. A motion was made for the Dodge Soil and Water Conservation District to approve the amendment of Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-06 for Marlin Fay, to include an additional encumbrance of \$1,498.87, bringing the total encumbered amount from the WAGZ Watershed Based Implementation Funding to \$7,245.00, including two acres of pre-construction cover at \$150/acre.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-06 (Fay) Payment

Marlin Fay of Grand Meadow, MN has requested payment from the Dodge Soil and Water Conservation District for Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-06 for the installation of a 412-Grassed Waterway in Section 28 of Vernon Township. Marlin Fay was authorized to encumber \$7,245.00; the total cost for practice installation was \$9,260.00, therefore Marlin Fay is requesting 75% of the total project cost, and 2 acres of pre-construction cover at \$150/acre, not to exceed \$7,245.00. A motion was made to approve payment of Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-06 for the installation of a 412-Grassed Waterway in Section 28 of Vernon Township at 75% of the total cost of the entire project, plus 2 acres of pre-construction cover, not to exceed \$7,245.00 using watershed-based implementation funding from the Watershed Alliance for the Greater Zumbro (WAGZ).

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-01 (K. Rohwer) Payment

Kevin Rohwer has requested payment from the Dodge Soil and Water Conservation District for Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-01 for the installation of a 412-Grassed Waterway in Section 11 of Wasioja Township. Rohwer was authorized to encumber \$2,231.50; the total cost for practice installation was \$7,350.00, therefore, Kevin Rohwer is requesting 9% of the total project cost, and 90% when combined with federal funds, not to exceed \$651.00. In addition, Rohwer is requesting payment for 2 acres of pre-construction cover at \$150.00/acre, for a grant total payment of \$951.00. A motion was made to approve payment of Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-01 for the installation of a 412-Grassed Waterway in Section 11 of Wasioja Township at 9% of the total cost of the entire project, plus 2 acres of preconstruction cover at \$150.00/acre, not to exceed \$951.00 using watershed-based implementation funding from the Watershed Alliance for the Greater Zumbro (WAGZ).

Motion: Bruce Freerksen

Seconded: Glenn Hahn

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-02 (Edgar) Payment

Adam King, District Manager, informed the supervisors that the payment for Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-02 for Dennis Edgar is not ready for presentation to the board. The approval of payment for Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-02 was tabled until the next board meeting.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-03 (Bauer) Payment

Bill Bauer of Hastings, MN has requested payment from the Dodge Soil and Water Conservation District for Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-03 for the installation of a 412-Grassed Waterway in Section 11 of Wasioja Township. Bauer was authorized to encumber \$5,573.70; the total cost for practice installation was \$5,250.00 and Bauer is

requesting 90% of the total project cost not to exceed \$4,725.00, plus 2 acres of pre-construction cover at \$150/acre, for a total payment of \$5,025.00. A motion was made to approve payment of Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-03 for the installation of a 412-Grassed Waterway in Section 11 of Wasioja Township at 90% of the total cost of the entire project, plus 2 acres of pre-construction cover, for a total payment not to exceed \$5,025.00 using watershed-based implementation funding from the Watershed Alliance for the Greater Zumbro (WAGZ).

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-05 (Humphrey) Payment

Cari Humphrey of Kasson, MN has requested payment from the Dodge Soil and Water Conservation District for Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-05 for the installation of a 412-Grassed Waterway in Section 1 of Canisteo Township. Humphrey was authorized to encumber \$3,052.20; the total cost for practice installation was \$9,900.00 and Humphrey requesting 28% of the total project cost, and 90% when combined with federal funds, not to exceed \$2,776.32. In addition, Humphrey is requesting payment for 3 acres of pre-construction cover at \$150.00/acre, for a grant total payment of \$3,226.32. A motion was made to approve payment of Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-05 for the installation of a 412-Grassed Waterway in Section 1 of Canisteo Township at 28% of the total cost of the entire project, plus 3 acres of pre-construction cover, for a total payment not to exceed \$3,226.32 using watershed-based implementation funding from the Watershed Alliance for the Greater Zumbro (WAGZ).

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-08 (Louks) Payment

Michael Louks of Dodge Center, MN has requested payment from the Dodge Soil and Water Conservation District for Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-03 for the installation of a 412-Grassed Waterway in Section 32 of Concord Township. Louks was authorized to encumber \$7,038.90 plus \$450.00 for three (3) acres of pre-construction cover at \$150.00/acre; the total cost for practice installation was \$7,660.00 and Louks is requesting 90% of the total project cost and the pre-construction cover amount of \$450.00, for a total payment not to exceed \$7,344.00. A motion was made to approve payment of Zumbro Watershed Cost-Share Contract 2023WAGZ-DC-08 for the installation of a 412-Grassed Waterway in Section 32 of Concord Township at 90% of the total cost of the entire project, plus 3 acres of pre-construction cover, for a total payment not to exceed \$7,344.00 using watershed-based implementation funding from the Watershed Alliance for the Greater Zumbro (WAGZ).

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

Other New Business

Cost-Share Contract 2023-08 (Fancsali) Encumbrance

Bradley Fancsali of Hayfield, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the installation of a 340-Cover Crops in Section 17 of Vernon Township. The estimated cost for the practice is \$4,930.50, and he is requesting to encumber 100%, not to exceed \$4,930.50. A motion was made to approve the encumbrance of cost-share contract 2023-08 for Bradley Fancsali to install a 340-Cover Crops in Section 17 of Vernon Township at 100% of the total cost of the project, not to exceed \$4,930.50 using District Cost-Share funds.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Letter of Support for Trout Unlimited

Adam King, District Manager, explained that Trout Unlimited is submitting a Regional Conservation Partnership Program (RCPP) grant for the Driftless Area Habitat for the Wild and Rare – Phase 3, and is looking for support from Soil and Water Conservation Districts in Minnesota's Driftless Area. A motion was made that the Dodge Soil and Water Conservation District

approves and signs the Letter of Support for the Regional Conservation Partnership Program – Driftless Area Habitat for the Wild and Rare – Phase 3, and provides it to the entity.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

Correspondence & Staff Report

Adam King, District Manager, shared a Minnesota Counties Intergovernmental Trust (MCIT) notice regarding upcoming dividends to be paid. King also relayed that the Farm Bureau Annual Board of Directors Meeting is Wednesday, August 16th, in Dodge Center. King noted that staff have been busy with Jessica spending much of her time in the field and hands-on with projects, while Samantha has been assisting with planning for the upcoming soil health field day event.

Supervisor Reports

Glenn Hahn, District V Supervisor

Glenn Hahn, District V Supervisor, informed the supervisors that he plans to attend the upcoming Root River meeting later this month.

David Livingston, District IV Supervisor

David Livingston, District IV Supervisor, shared the Cedar River Watershed District is having issues with the ash trees in the area; he noted from the last CRWD board meeting that the budget was laid out, Cody Fox, District Manager, Mower SWCD, is writing an RCPP letter of support, and there is an upcoming levy hearing on Wednesday, August 16th. Livingston added that a 319-Water and Sediment Control Basin was funded at 75% from 319 funding, and several permits were approved for culverts in Dodge and Hayfield. Livingston also reported attending the recent Policy Advisory Committee meeting for the Cedar-Wapsipinicon where they discussed state CRP (Conservation Reserve Program) funding, reviewed the budget, including budgeting with the Watershed-Based Implementation funding. Livingston ended by informing the supervisors that Paul Heers Jr.'s wife, Vicki, is taking his position on the board after his passing.

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, September 19th, 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.

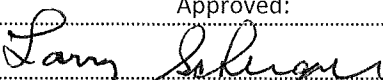
Adjournment

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 9:44 PM.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Approved:	Date:	Recorder:
	9-19-23	Samantha Rojo

