



# Dodge Soil and Water Conservation District

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Dodge Center, Minnesota 55927

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## Minutes of the October 15, 2024

### Dodge Soil & Water Conservation District

#### Regular Board of Supervisors Meeting

*The meeting was called to order by Larry Scherger, Board Chair, at 7:15 PM.*

**Members Present:** Larry Scherger, Chair  
Rick Alberts, Vice-Chair  
Glenn Hahn, Treasurer (In at 7:25 PM)  
David Livingston, Secretary

**Members Absent:** Bruce Freerksen, PR&I

**Others Present:** Adam King, District Manager, Dodge Soil and Water Conservation District; Allison English, Administrative Professional, Dodge Soil and Water Conservation District; Luke Bowe, Soil Conservationist- United States Department of Agriculture – Natural Resources Conservation Service; Mark Moenning, Dodge County Resident.

**Approval of Meeting Agenda:** There were 6 additions to the October 15, 2024 board meeting agenda. The additions include Watershed Cost-Share Contract 2024WAGZ-DC-01 (Franko) Amendment, Watershed Cost-Share Contract 2024WAGZ-DC-01 (Franko) Payment, Watershed Cost-Share Contract 2024WAGZ-DC-04 (Edgar) Amendment, Watershed Cost-Share Contract 2024WAGZ-DC-04 (Edgar) Payment, Watershed Cost-Share Contract 2024WAGZ-DC-08 (Toquam) Payment under Other New Business. A motion was made to approve the October 15, 2024 meeting agenda as amended.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

#### **Approval of the September 17th**

#### **Board Meeting Minutes:**

The supervisors discussed the September 17, 2024 board meeting minutes. There was one correction. The correction includes changing the word “countries” to “counties” in the second sentence on page 2 under ‘Natural Resource Conservation Service Report’ under the Partner Agency Reports Section. A motion was made to approve the September 17, 2024 Dodge Soil and Water Conservation District’s Regular Board of Supervisors Meeting Minutes, as corrected.

Motion: David Livingston

Seconded: Larry Scherger

The motion carried unanimously

## **Partner Agency Reports**

### **Natural Resource Conservation Service Report**

Luke Bowe, Soil Conservationist, United States Department of Agriculture (USDA) - Natural Resource Conservation Service (NRCS), attended the meeting to interduce himself to the supervisors. Bowe shared he is new to the district and will be the new Soil Conservationist. He previously worked in Austin, MN for 4 years in the same role. He is originally from Chippewa Falls, WI but now resides in Kasson, MN. Bowe stated he is working on completing surveys and getting designs done.

### **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.

### **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, Treasure, presented the September 2024 Financial Report, including the Balance Sheet covering what is in checking and savings, revenues of \$23,817.41, expenditures of \$98,384.31, the general ledger and aging summary, with a payables total of \$5,397.46. Adam King, District Manager, advised the supervisors the Watershed invoices have not been entered yet, we are waiting on the final times to be entered. The supervisor's discussed the treasurer's report. A motion was made to approve the September 2024 Treasurer's Report and pay bills on the aging summary, for a payables total of \$5,397.46

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

## **Unfinished Business**

### **Equipment Purchase – Straw Crimper Discussion**

Adam King, District Manager, presented to the board information he gathered regarding the possible purchase of a straw crimper. Adam King, District Manager, filled out three inquires on a brand-new straw crimper. Trenchers Plus out of Burnsville, MN provided a quote for a brand-new thin straw crimper, the same style as Goodhue Soil and Water Conservation District uses. Trenchers Plus has an 8ft and 16ft option, the Goodhue SWCD has an 8ft. A brand-new straw crimper would run \$15,750 plus \$2,000 to add hydraulics. The supervisors discussed questions regarding storage, transportation, and how much need the Dodge County area has. Adam King, District Manager, advised the NRCS does require straw crimping for their contracts. The supervisors would like to check into the district partnering with a current rental company such as Kasson Hardware to help solve a few of the supervisor's concerns. A motion was made to table this topic.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

### **Dodge Cover Crop Program**

Adam King, District Manager, presented to the supervisor's information regarding the Dodge County Cover Crop Program. King spoke with the Board of Water and Soil Resources and was informed all project receiving funding would need a

contract with the landowner / contractor in order to record results. The FY25 Soil Health Delivery grant would allocate \$60,000 for this program. King questioned if the district would like to keep the program as is or make some changes to make it more accessible. The supervisor's discussed wanting to make changes to the original program including the contract being available after the initial contract ends to encourage keeping the practice going, adding specific wording to require incorporating the seed after harvest time, and what the exact incentive will be. The supervisor's tabled the Dodge Cover Crop Program until specific wording is added and more details are gathered by Adam King, District Manager.

## **New Business**

### **2025 National Association of Conservation District Dues**

Adam King, District Manager, informed the supervisors the National Association of Conservation District dues will be invoiced to us shortly. The structure of the dues is set up in different tiers depending on how much the district pays. The different tiers are- Contributor (\$1-100), Bronze (\$101-\$500), Silver (\$501-\$774), Gold (\$775-1,775), Diamond (\$1776-\$3000), and Platinum (\$3001+). The district has contributed \$250 for the last two years. The supervisors discussed the different tiers. A motion was made to continue contributing \$250 and staying in the bronze tier.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

### **District Cost- Share Program for 2025**

Adam King, District Manager, presented the staff recommended adopting Root River, Cedar- Wapsipinicon, and the Greater Zumbro River Watershed's cost-share program within the respective areas for the District Cost-Share Program for 2025. This will maintain consistency between programs if Watershed Based Implementation Funding for financial assistance runs out and financial assistance from district would be needed. The financial assistance or cost-share funded from the Dodge Soil and Water Conservation District Local Capacity Grants will follow the same policy guidelines and requirements as when they were received. Each project requires a cost-share application/ contract to be filled out by the land owner and technical representative prior to being presented to the Dodge Soil and Water Conservation District Board of Supervisors for approval and encumbrance. A motion was made to maintain consistency by adopting each of the watershed's cost-share programs for each portion of the county for the District Cost-Share Program for 2025.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

### **Management Representation Letter to Peterson Company for the 2023 Financial Audit**

Adam King, District Manager, presented the Management Representation Letter to the Peterson Company for the 2023 Financial Audit. The supervisors discussed the letter and inquired about price of the audit. King advised the supervisors it is extremely difficult to find an auditor and recommended we continue using Peterson's company. A motion was made to sign and submit the Management Representation Letter to the Peterson Company.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously

### **Audit of 2023 Financials**

Adam King, District Manager, informed the supervisors the Peterson Company has completed the 2023 Financial Audit. The final draft has been provided by Peterson Company. The supervisors discussed the audit. A motion was made to approve the 2023 Financial Audit and for Peterson Company to submit the audit to the State of Minnesota on the district's behalf.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

### **2024 Minnesota Association of Soil and Water Conservation Districts (MASWCD) Resolutions**

The Dodge County Soil and Water Conservation District Supervisors reviewed and individually voted on each of the 8 MASWCD resolutions. The supervisors agreed that Allison English, Administrative Professional, is authorized to submit each supervisors votes individually electronically to MASWCD.

### **2024 Minnesota Association of Soil and Water Conservation Districts Annual Convention**

Adam King, District Manager, informed the supervisors the Minnesota Association of Soil and Water Conservation Districts Annual Convention is taking place on December 3-4, 2024 held at the Double Tree by Hilton – Bloomington. The registration for both days is \$330.00, \$245.00 for Tuesday, and \$205.00 for Wednesday. There is lunch and breakfast available- Lunch is \$35.00 each and breakfast is \$25.00 each. The cost for lodging is \$115.00 plus tax per night. A motion was made to approve covering registration, lodging and food expenses for any staff that is wanting to attend the 2024 Minnesota Association of Soil and Water Conservation District Annual Convention.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

### **FY21 Buffer Law Implementation Grant Closeout**

Adam King, District Manager, presented that the grant funds for the Board and Water and Soil Resources Buffer Law Implementation Grant have been exhausted. The total of the grant was \$21,500, with an actual total of \$21,502.78 being spent. All funds were used on technical assistance for the Buffer Law, the Buffer Law mailout, and the Dodge County Cover Crop Program. There will be no funds required to be returned to the Board of Water and Soil Resources (BWSR) and we are now able to close out the grant. Staff recommends the supervisors authorize staff to submit the grant close-out to the Minnesota Board of Water and Soil Resources. A motion was made to authorize staff to submit the close out for FY21 Buffer Law Implementation Grant to BWSR.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

### **FY22 Buffer Law Implementation and FY22 SWCD Local Capacity Services Grant Agreement Amendment**

Adam King, District Manager, informed the supervisors The Board of Water and Soil Resources FY2022 Buffer Law Implementation(P22-6189) and FY2022 SWCD Local Capacity Services (P22-6099) Grant Agreements originally expire on December 31, 2024. King informed there are still funds available to spend and will not be exhausted by the expiration date. Staff advises to file for an extension of the grants extending them out 1 year to December 31, 2025. A motion was made to authorize Adam King, District Manager, to approve, sign, and submit the Board of Water and Soil FY22 Buffer Law Implementation and FY22 SWCD Local Capacity Services Grant Agreements to extend the expiration date from December 31, 2024 to December 31, 2025.

Motion: Dave Livingston

Seconded: Glenn Hahn

The motion carried

### **FY2025 Buffer Law Implementation Grant Workplan**

Adam King, District Manager, presented the FY2025 Buffer Law Implementation Grant totaling \$20,000. This is the same amount as 2024. The 2025 workplan has been changed from 2024 workplan. Money was reduced from the Equipment/ It Purchase allocation and moved to the Dodge County Cover Crop Program.

FY24 Buffer Law Implementation Grant Workplan:

\$8,000.00 - Equipment and IT Purchases (GIS Maintenance)

\$5,000.00- Staff Time for Buffer Law Implementation

\$7,000.00- Dodge County Cover Crop Program

FY25 Buffer Law Implementation Grant Workplan:

\$4,000.00- IT Purchases and GIS Maintenance

\$5,000.00- Staff Time for Buffer Law Implementation

\$11,000.00- Dodge County Cover Crop Program

A motion was made to accept the FY2025 Buffer Law Implementation Grant Workplan as presented.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

#### **Watershed Cost- Share Contract 2024WAGZ- DC- 03 (Biwer) Final Payment**

Adam King, District Manager, informed the supervisors payment for Watershed Cost-Share Contract 2024WAGZ-DC – 03 for Jack Biwer is not ready for presentation to the board. The approval of the final payment for Watershed Cost-Share Contract 2024WAGZ-DC- 03 was tabled until the next board meeting.

#### **Watershed Cost- Share Contract 2024WAGZ- DC- 16 (Alberts) Payment**

Alberts Brothers LLP of Pine Island, MN has requested cost-share payment from the Dodge Soil and Water Conservation District for a 340 – cover crop installed in Section 11 of Milton Township. The final cost for the project was \$13,500.00, and is requesting 1/3 of the total amount, not to exceed \$4,500. A motion was made to approve the payment on Watershed Cost-Share Contract 2024WAGZ- DC- 16 for Albert Brother LLP, installing cover crops in Section 11 of Milton Township for \$4,500.00.

Motion: Glenn Hahn

Seconded: David Livingston

Rick Alberts abstained.

The motion carried.

#### **Watershed Cost-Share Contract 2024WAGZ-DC- 18 (Wadel) Payment**

LaVerne Wadel of Dodge Center, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for a 340 – cover crop project in Section 7 of Wasioja Township. The estimated cost for the project is \$9,750.00, and is requesting 1/3 of the total amount not to exceed \$3,250.00. A motion was made to approve the payment for Watershed Cost-Share Contract 2024WAGZ- DC- 18 for LaVerne Wadel for installing cover crops in Section 7 of Wasioja Township of \$3,250.00.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously

#### **Watershed Cost-Share Contract 2024WAGZ-CRP-DC-CRP-2 (DLB Farms) Payment**

DLB Farms LLC of Claremont, MN is requesting the payment for a Conservation Reserve Program (CRP) incentive through the Watershed Alliance for the Greater Zumbro (WAGZ) for a 634 – Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE), project in Section 6 of Ashland Township. The incentive payment for this practice is \$250.00. for a re-enrollment contract. A motion was made to approve the payment for Watershed Cost-Share Contract 2024WAGZ-DC-CRP-02 for DLB Farms for installing a Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE) in Section 6 of Ashland Township for an incentive of \$250.00 for a re-enrollment contract.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.



**Watershed Cost-Share Contract 2024WAGZ-CRP-DC-CRP-3 (RJMPI LLC) Payment**

RJMPI LLC of Chanhassen, MN is requesting the payment for a Conservation Reserve Program (CRP) incentive through the Watershed Alliance for the Greater Zumbro (WAGZ) for a 327 – Conservation Cover, CP1 HEL project in Section 13 of Milton Township. The incentive payment for this practice is \$250.00. for a re-enrollment contract. A motion was made to approve the payment for Watershed Cost-Share Contract 2024WAGZ-DC-CRP-03 for RJMPI for installing a conservation cover in Section 13 of Milton Township for an incentive of \$250.00 for a re-enrollment contract.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

**Watershed Cost-Share Contract 2024WAGZ-CRP-DC-CRP-4 (Golden Kernel Farms Inc) Payment**

Golden Kernel Farms Inc of Mankato, MN is requesting the payment for a Conservation Reserve Program (CRP) incentive through the Watershed Alliance for the Greater Zumbro (WAGZ) for a 634 – Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE), in Section 32 of Mantorville Township. The incentive payment for this practice is \$500.00 for a new enrollment contract. A motion was made to approve the payment for Watershed Cost-Share Contract 2024WAGZ-DC-CRP-04 for Golden Kernel Farms Inc for installing a Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE Section 32 of Mantorville Township for an incentive of \$500.00 for the new enrollment contract.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

**Watershed Cost-Share Contract 2024WAGZ-CRP-DC-CRP-5 (Golden Kernel Farms Inc) Payment**

Golden Kernel Farms Inc of Mankato, MN is requesting the payment for a Conservation Reserve Program (CRP) incentive through the Watershed Alliance for the Greater Zumbro (WAGZ) for a 634 – Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE), in Section 32 of Mantorville Township. The incentive payment for this practice is \$500.00 for a new enrollment contract. A motion was made to approve the payment for Watershed Cost-Share Contract 2024WAGZ-DC-CRP-04 for Golden Kernel Farms Inc for installing a Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE Section 32 of Mantorville Township for an incentive of \$500.00 for the new enrollment contract.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

**Other New Business**

**Watershed Cost-Share Contract 2024WAGZ-DC-01 (Franko) Amendment**

Martin Franko of Kasson, MN has requested an amendment to the Watershed Cost-Share Contract 2024WAGZ-DC-01. The original estimated cost of the practice was \$19,012.50 and was approved to encumber up to 90%. The final total cost is \$21,610.00. Franko is requesting an additional \$436.50 to cover 90% of total cost of the project and 3 acres of pre-construction cover. The adjusted total amount to encumber to cover 90% of the total project cost and the additional acres of pre-construction cover will be \$19,899.00. A motion was made to approve the amendment to 2024WAGZ- DC -01 for Martin Franko to encumber 90% of the total cost of the project \$21,610.00 but not to exceed \$19,899.00.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

**Watershed Cost-Share Contract 2024WAGZ-DC- 01 (Franko) Payment**

Martin Franko of Kasson, MN has requested cost-share payment from the Dodge Soil and Water Conservation District for a 412 – grassed waterway installed in Section 12 of Wasioja Township. The final cost for the project was \$21,610.00 and is requesting 90% of that amount, not to exceed \$19,899.00. A motion was made to approve the payment on Watershed

Cost-Share Contract 2024WAGZ- DC- 01 for Martin Franko, for installing a grassed waterway in Section 12 of Wasioja Township at 90% of the total cost of the project not to exceed \$19,899.00.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

#### **Watershed Cost-Share Contract 2024WAGZ-DC-04 (Edgar) Amendment**

Larry Edgar of Kasson, MN has requested an amendment to the Watershed Cost-Share Contract 2024WAGZ-DC-04. The original estimated cost of the practice was \$24,606.00 and was approved to encumber up to 90%. The final total cost is \$34,520.00. Edgar is requesting an additional \$6,462.00 to cover 90% of total cost of the project and 2 acres of pre-construction cover. The adjusted total amount to encumber to cover 90% of the total project cost and the additional acres of pre-construction cover will be \$31,068.00. A motion was made to approve the amendment to 2024WAGZ- DC -04 for Larry Edgar to encumber 90% of the \$34,520.00 total cost of the project but not to exceed \$31,068.00.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

#### **Watershed Cost-Share Contract 2024WAGZ-DC- 04 (Edgar) Payment**

Larry Edgar of Kasson, MN has requested cost-share payment from the Dodge Soil and Water Conservation District for a 412 – grassed waterway installed in Section 16 of Canisteo Township. The final cost for the project was \$34,520.00 and is requesting 90% of that amount, not to exceed \$31,068.00. A motion was made to approve the payment on Watershed Cost-Share Contract 2024WAGZ- DC- 04 for Larry Edgar, for installing a grassed waterway in Section 16 of Canisteo Township at 90% of the total cost of the project not to exceed \$31,068.00.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

#### **Watershed Cost- Share Contract 2024WAGZ- DC- 08 (Toquam) Payment**

Brennen Toquam of Claremont, MN has requested cost-share payment from the Dodge Soil and Water Conservation District for a 412 – grassed waterway installed in Section 27 of Claremont Township. The final cost for the project was \$5,030.00, and is requesting 13% of the total amount, not to exceed \$885.00. A motion was made to approve the payment on Watershed Cost-Share Contract 2024WAGZ- DC- 08 for Brennen Toquam, installing grassed waterways in Section 27 of Claremont Township for \$885.00.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

There was no more Other New Business.

#### **Correspondence & Staff Report**

Adam King, District Manager, reminded the supervisors of the upcoming election on November 5, 2025. Three districts are up for re-election – District 1, District 2, and District 5. Rick Alberts and Bruce Freerksen have filed for candidacy. Glenn Hahn is up for re-election and has registered as a write-in.

The Minnesota Department of Health (MDH) released a draft action plan to help ensure safe drinking water across the state. The MDH is looking for any feedback on the drafted plan.

Adam King, District Manager, reported the Buffer Law mail out has been completed. King has received some follow up calls for Buffer checks since the mailout started. Jessica Klingfus and Zac Colton have been busy in the field getting projects done.

**Supervisor Reports**

**Glenn Hahn, District V Supervisor**

Glenn Hahn, District V Supervisor, reported he received an email from the Feedlot Advisory. Hahn also has a meeting with Jackson Miller coming up that he is looking forward to.

**David Livingston, District IV Supervisor**

David Livingston, District IV Supervisor, reported that the Dodge County’s weed inspector is getting some much-needed weeding done. Livingston shared there is a new park that opened in Kasson, MN, that turned out very nice. The Cedar River Watershed District Meeting on Wednesday September 18, 2024 in Austin was short. One of the basins that was explored at a previous meeting was dry and the other one was overflowing. Mower County had to put pipes down into the basin and pump it out into a different area. It pumped out 75 gallons / minute and costed a heavy price of \$15,000.

**Larry Scherger, District III Supervisor**

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

**Bruce Freerksen, District II Supervisor**

Bruce Freerksen, District II 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, November 19, 2024 at 7:15 p.m. in the conference room of the United States Department of Agriculture (USDA) Service Center, 916 2<sup>nd</sup> Street SE, Dodge Center, MN.

**Adjournment**

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 11:41 PM.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

Approved:	Date:	Recorder:
		Allison English