



Dodge Soil and Water Conservation District

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Minutes of the May 21, 2024

Dodge Soil & Water Conservation District

Regular Board of Supervisors Meeting

The meeting was called to order by Larry Scherger, Board Chair, at 7:18 P.M.

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; Nathan Bird, District Conservationist, United States Department of Agriculture – Natural Resources Conservation Service; Mark Moening, Cover Crop Contractor; Kyle Larson, New and Used Equipment Sales, Minnesota Ag Group; Nancy Peterson, Dodge County Resident

Approval of Meeting Agenda: Additions to the May 21, 2024 board meeting agenda include Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-02 (Schmeling) Payment, Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-03 (Klocke) Payment, Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-04 (Klocke) Payment, Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-05 (Klocke) Payment, Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-06 (Klocke) Payment, Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-07 (Toquam) Encumbrance, Greater Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-07 (Ebenhoh) Encumbrance, Greater Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-11 (Masching) encumbrance, Cedar – Wapsipinicon Watershed Cost-Share Contract CW-DC-01 (VS Family Farms) Encumbrance under Other New Business. A motion was made to approve the May 21, 2024 meeting agenda, as revised.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

Approval of the April 16, 2024 Board Meeting Minutes: The supervisors discussed the April 16, 2024 board meeting minutes. There were no additions or corrections to the minutes. A motion was made to approve the April 16, 2024 Dodge Soil and Water Conservation District's Regular Board of Supervisors Meeting Minutes, as presented.
Motion: David Livingston
Seconded: Bruce Freerksen
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 of the Environmental Quality Incentives Program (EQIP) contracts have been funded, with twenty-two contracts and over \$1 million in the four-county team, including nine contracts and over \$100,000 in Dodge County. Initially there was over \$30 million to spend in EQIP in Minnesota, and an additional \$30 million was received with the possibility of receiving more funding. The NRCS continues to look for projects for a possible batching period in mid-August, with the normal sign-up deadline in the fall. Currently there are ag waste, strip-till/no-till, grassed water ways, basins, as well as the projects that did not receive funding last round. There has also been more interest in forestry practices, particularly those with dead or dying ash trees. The Conservation Stewardship Program (CSP) has 24 contracts in the four-county team, with most being forestry based. Most county offices are conducting Highly Erodible Lands (HEL) and wetland compliance checks to ensure plans are being followed. Pheasants Forever has hired an intern for the office this summer that started on May 13th and will continue to work through mid-August. The intern will be mostly working on habitat projects through the Conservation Reserve Program (CRP).

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, Treasurer, presented the April 2024 Financial Report, including the Balance Sheet covering account balances, revenues, expenditures, the general ledger, and aging summary with a payables total of \$12,383.33. The supervisors discussed the treasurer's report, noting the new Certificate of Deposit (CD), and noticed that the information on the profit and loss report was from the wrong year. King stated that he will provide a corrected copy of the financials. A motion was made to approve the April 2024 balance sheet and general ledger, and pay bills on the aging summary for a payables total of \$12,383.33.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

Chair Scherger announced moving up the Cover Crop Program Equipment Purchase on the agenda.

Cover Crop Equipment Purchase

Mark Moening, cover crop contractor, spoke to the supervisors about looking for an inexpensive option to better assist him in the field when planting cover crops. Moening requested quotes from a few places for equipment, with the best quote coming from the Minnesota Ag Group. Kyle Larson, New and Used Equipment Sales, Minnesota Ag Group, reviewed the quote for a used Trimble 500, and a new Raven CR7, while noting that there is already Raven control unit equipment on the tractor. The supervisors discussed the quote and the options for cover crop program. A motion was made to approve the purchase of a Raven CR7 from the Minnesota Ag Group for the cover crop program.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

Unfinished Business

Personnel Committee Recommendations

Adam King, District Manager, informed the supervisors that the Administrative Professional Position and Soil Health Position closed on Monday, May 06, 2024, receiving twelve applications for the Administrative Professional position, and five applications for the Soil Health Conservation Technician position. The Personnel Committee ended up interviewing three candidates for each position.

King informed the supervisors that the Personnel Committee has moved forward with an offer to the top ranked Administrative Professional position candidate, and that negotiations have broken down and no longer would like to be considered for the position. King stated that another candidate that the Personnel Committee previously tried to interview from the past posting has reached back out wondering if the position was still available. The supervisors discussed options, and instructed King to start working with the second candidate that has been interviewed.

King also informed the supervisors that the Personnel Committee has moved forward with an offer to the top ranked Soil Health Conservation Technician candidate, Zachary Colton. Colton has accepted a conditional offer of a grade B23 step 7 plus benefits, and has a proposed starting date of June 3, 2024.

A motion was made to approve hiring Zachary Colton for the Soil Health Conservation Technician at a grade 23 step 7 plus benefits and a starting date of June 3, 2024 contingent on passing a background and reference check, and to make an offer to the next highest ranked candidate that has interviewed for the Administrative Professional position.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Ford F250 Tire Purchase

Adam King, District Manager, informed the supervisors that the Ford F250 needs new tires, and presented quotes from Discount Tire and Fleet Farm. The supervisors discussed the need for and quotes for new tires. The supervisors expressed that they would like to see the purchase be made within the county. A motion was made to approve up to \$1,400 for the purchase of new tires for the Ford F250.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

New Business

Office Furniture Purchase

Adam King, District Manager, informed the supervisors that new office furniture is needed for the new Soil Health Conservation Technician position, as we do not have a fourth desk. Space dividers are also needed to separate work spaces. The FY24 Dodge Soil Health Staffing grant will cover the cost of new furniture and SWCD Aid funds can be used to if more funds are needed. King presented a quote from National Business Furniture, the same company that furniture was previously purchased, for matching office furniture. A motion was made to approve up to \$8,500.00 for the purchase of new office furniture.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

FY2024 Conservation Contracts Grant Close-Out

Adam King, District Manager, informed the supervisors that all funds from the FY2024 BWSR Conservation Contracts Grant (P24-0239) have been expended and the grant needs to be closed out. King presented the Final Financial Report, with all \$12,697.00 spent, noting that no funds would be returned to the Minnesota Board of Water and Soil Resources. A motion was made to authorize Adam King, District Manager, submit the Final Financial Report and close out the FY24 BWSR Conservation Contracts Grant (P24-0239) with no funds returned to the Minnesota Board of Water and Soil Resources.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

FY2025 Conservation Delivery Grant Close-Out

Adam King, District Manager, informed the supervisors that all funds from the FY2025 BWSR Conservation Delivery Grant (P25-0020) have been expended and the grant needs to be closed out. King presented the Final Financial Report, with all \$19,343.00 spent, noting that no funds would be returned to the Minnesota Board of Water and Soil Resources. A motion was made to authorize Adam King, District Manager, submit the Final Financial Report and close out the FY2025 BWSR Conservation Delivery Grant (P25-0020) with no funds returned to the Minnesota Board of Water and Soil Resources.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-02 (Bordelon) Payment

Lee Roy Bordelon of Mantorville, MN has requested payment from the Dodge Soil and Water Conservation District for Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-02 for the installation of a 351 – Well Decommissioning in Section 11 of Mantorville Township. Bordelon was authorized to encumber \$3,000.00 with the total cost for practice installation being \$4,950.00, and is requesting 90% of the total project cost, not to exceed \$3,000.00. A motion was made to approve payment of Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-02 for the installation of a 351 – Well Decommissioning in Section 11 of Mantorville Township at 90% of the total cost of the project, not to exceed \$3,000.00 using funds from the WAGZ Watershed Based Implementation Funding Grant.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

Employee Training Request – Administrative Conference

Adam King, District Manager, presented information on the upcoming Administrative Conference being put on by the Minnesota Association Conservation District Employees June 25 – 26, 2024 at the Arrowwood Lodge and Resort in Baxter, MN. King is requesting approval for the new Administrative Professional and himself to attend. King noted the cost for registration is \$35.00, and one night of lodging will be needed if attendance at the meeting is approved. A motion was made to send Adam King and the new Administrative Professional to attend the Minnesota Association of Conservation District Employees (MACDE) Administrative Conference at a cost of \$35.00 per employee for registration plus a one-night hotel stay.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Training Request – Minnesota Managers Meeting

Adam King, District Manager, presented information on the upcoming Minnesota Managers Meeting being put on by the Minnesota Association of Conservation District Employees May 29 – 30, 2024 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) Managers meeting at a cost of \$25.00 for registration plus a one-night hotel stay.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

Other New Business

Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-02 (Schmeling) Payment

Lynn Schmeling of Blooming Prairie, MN is requesting payment for a Conservation Reserve Program (CRP) incentive through the Cedar – Wapsipinicon Watershed for a 643 – Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE), project in Section 25 of Westfield Township. The incentive payment for this practice is \$50/acre/year with a 15-year contract. The CRP contract started May 01, 2024, and Schmeling has enrolled 9.93 acres into the program, for a total incentive payment of \$7,447.50. A motion was made to approve an incentive payment of \$50/acre/year covering 15 years and 9.93 acres totaling \$7,447.50 for Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-02 for Lynn Schmeling to install a Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE) in Section 25 of Westfield Township.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-03 (Klocke Et. Al. T362) Payment

The Klocke Brothers of Blooming Prairie, MN are requesting payment on a Conservation Reserve Program (CRP) incentive through the Cedar – Wapsipinicon Watershed for a 643 – Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE), project in Section 27/28 of Westfield. The incentive payment for this practice is \$50/acre/year with a 15-year contract. The CRP contract started May 01, 2024, and the Klockes have enrolled 31.69 acres into the program, for a total incentive payment of \$23,767.50. A motion was made to approve an incentive payment of \$50/acre/year for 15 years totaling \$23,767.50 for Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-03 for Duane Klocke Et. Al. to install a Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE) in Section 27/28 of Westfield Township.

Motion: Rick Alberts
Seconded: Bruce Freerksen
Abstain: Glenn Hahn
The motion carried.

Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-04 (Klocke Et. Al. T588) Payment

The Klocke Brothers of Blooming Prairie, MN are requesting payment on a Conservation Reserve Program (CRP) incentive through the Cedar – Wapsipinicon Watershed for a 643 – Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE), project in Section 24 of Westfield Township. The incentive payment for this practice is \$50/acre/year with a 15-year contract. The CRP contract started on May 01, 2024, and the Klockes have enrolled 6.57 acres into the program, for a total incentive of \$4,927.50. A motion was made to approve an incentive payment of \$50/acre/year for 15 years totaling \$4,927.50 for Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-04 for Duane Klocke Et. Al. to install a Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE) in Section 24 of Westfield Township.

Motion: David Livingston
Seconded: Bruce Freerksen
Abstain: Glenn Hahn
The motion carried.

Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-05 (Klocke Et. Al. T588) Payment

The Klocke Brothers of Blooming Prairie, MN are requesting payment on a Conservation Reserve Program (CRP) incentive through the Cedar – Wapsipinicon Watershed for a 327 – Conservation Cover, Prairie Strips, project in Section 24 of Westfield Township. The incentive payment for this practice is \$80/acre/year with a 15-year contract. The CRP contract started on May 01, 2024, and the Klockes have enrolled 6.57 acres into the program, with a total incentive of \$14,628.00. A motion was made to approve an incentive of \$80/acre/year for 15 years totaling \$14,628.00 for Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-05 for Duane Klocke Et. Al. to install Conservation Cover, Prairie Strips in Section 24 of Westfield Township.

Motion: Bruce Freerksen
Seconded: David Livingston
Abstain: Glenn Hahn
The motion carried.

Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-06 (Klocke T589) Payment

Duane Klocke of Blooming Prairie, MN is requesting payment on a Conservation Reserve Program (CRP) incentive through the Cedar – Wapsipinicon Watershed for a 643 – Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE), project in Section 24 of Westfield Township. The incentive payment for this practice is \$50/acre/year with a 15-year contract. The CRP contract started on May 01, 2024, and Klocke is enrolling 6.18 acres into the program, with a total incentive of \$4,635.00. A motion was made to approve an incentive of \$50/acre/year for 15 years totaling \$4,635.50 for Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-06 for Duane Klocke to install a Restoration of Rare or Declining Natural Communities, State Acres for Wildlife Enhancement (SAFE) in Section 24 of Westfield Township.

Motion: Rick Alberts
Seconded: David Livingston
Abstain: Glenn Hahn
The motion carried.

Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-07 (Toquam) Encumbrance

Roger Toquam of Blooming Prairie, MN is requesting to encumber funds for a Conservation Reserve Program (CRP) incentive through the Cedar – Wapsipinicon Watershed for a 327 – Conservation Cover, Prairie Strips

project in Section 30 of Westfield Township. The incentive payment for this practice is \$80/acre/year with a 10-year contract. Toquam is enrolling 1.01 acres into the program, with a total incentive of \$808.00. A motion was made to approve and encumber Cedar – Wapsipinicon Watershed Cost-Share Contract CWW-CRP-DC-07 for Roger Toquam to install Conservation Cover, Prairie Strips in Section 30 of Westfield Township at for an incentive of \$80/acre/year for 10 years totaling \$808.00.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried.

Cedar – Wapsipinicon Watershed Cost-Share Contract 2024CW-DC-01 (VS Farms) Encumbrance

VS Family Farms of Sargent, MN is requesting cost-share assistance from the Dodge Soil and Water Conservation District for a 412 – Grassed Waterway project in Section 28 of Hayfield Township. The estimated cost for the practice is \$35,550.00, and are requesting to encumber 19%, not to exceed \$6,834.00, with 3 acres of pre-construction cover at \$150.00 per acre for an additional \$450.00. A motion was made to approve and encumber Cedar – Wapsipinicon Watershed Cost-Share Contract 2024CW-DC-01 for VS Family Farms to install a Grassed Waterway in Section 28 of Hayfield Township at 19% of the total cost of the project, not to exceed \$7,284.00.

Motion: Bruce Freerksen

Seconded: Rick Alberts

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-07 (Ebenhoh) Encumbrance

Ebenhoh and Sons Inc. of Claremont, MN are requesting cost-share assistance from the Dodge Soil and Water Conservation District for a 412 – Grassed Waterway project in Section 7 of Claremont Township. The estimated cost for the practice is \$31,161.90, and are requesting to encumber up to 90%, not to exceed \$28,045.71, with 3 acres of pre-construction cover at \$150 per acre for an additional \$450.00, and a total encumbrance of \$28,495.71. A motion was made to approve and encumber Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-07 for Ebenhoh and Sons Inc. to install a Grassed Waterway in Section 7 of Claremont Township at 90% of the total cost of the project plus pre-construction cover, not to exceed a total of \$28,495.71.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-09 (Balzum) Encumbrance

Muriel Ann Balzum Revocable Living Trust of Dodge Center, MN is requesting cost-share assistance from the Dodge Soil and Water Conservation District for a 412 – Grassed Waterway project in Section 12 of Wasioja Township. The estimated cost for the practice is \$39,604.40, and is requesting to encumber up to 18%, not to exceed \$7,612.96, with 2 acres of pre-construction cover at \$150 per acre for an additional \$300, and a total encumbrance of \$7,612.96. A motion was made to approve and encumber Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-09 for Muriel Ann Balzum Revocable Living Trust to install a Grassed Waterway in Section 12 of Wasioja Township at 18% of the total cost of the project plus pre-construction cover, not to exceed \$7,6912.96.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-11 (Masching) Encumbrance

Richard Masching of Hayfield, MN is requesting cost-share assistance from the Dodge Soil and Water Conservation District for a 412 – Grassed Waterway project in Section 2 and 11 of Hayfield Township. The estimated cost for the practice is \$27,649.00, and is requesting to encumber up to 21%, not to exceed \$5,675.10

with 3 acres of pre-construction cover at \$150 per acre for an additional \$450, and a total encumbrance of \$6,125.10. A motion was made to approve and encumber Zumbro Watershed Cost-Share Contract 2024WAGZ-DC-11 for Richard Masching to install a Grassed Waterway in Section 2 and 11 of Hayfield Township at 21% of the total cost of the project plus pre-construction cover, not to exceed \$6,125.10.

Motion: Bruce Freerksen

Seconded: Glenn Hahn

The motion carried unanimously.

Correspondence & Staff Report

Adam King, District Manager, presented the Minnesota Association of Soil and Water Conservation Districts Resolution Packet, and the Soil and Water Conservation Guide to the 2024 Elections, reminding the supervisors that districts I, II, and V are up for election. King informed the supervisors that he has been working with the Personnel Committee on hiring, along with planning watershed meetings, and carrying out the tree program, and that Jessica Klingfus has been busy in the field surveying and designing conservation projects.

Supervisor Reports

Glenn Hahn, District V Supervisor

Glenn Hahn, District V Supervisor, reported not being able to attend the Root River Watershed Policy Advisory Committee meeting on Monday, May 20, 2024.

David Livingston, District IV Supervisor

David Livingston, District IV Supervisor, reported attending the Cedar River Watershed District (CRWD) board meeting on April 17, 2024 where they had convened a Technical Advisory Committee to review and discuss upcoming projects. A video of a stream restoration project was shared, and Tim worked on the Canoemobile project with the school kids. The district continues to work on a TAP CPL stream restoration project involving multiple landowners and continue to look into water storage grants. Watershed district staff continue to work on the Reinvest In Minnesota (RIM), Conservation Reserve Enhancement Program (CREP), and the Conservation Reserve Program (CRP) and acknowledged that there has never been a better time to sign up for an easement. Livingston also reported attending the Cedar – Wapsipinicon Watershed Policy Advisory Committee meeting on May 1, 2024 where the Mower Soil and Water Conservation District is still waiting for the last 10% of the first Watershed Based Implementation Funding (WBIF) Grant to be reimbursed, and will look at the need of extending the second WBIF grant at the August meeting. It is planned to have a Conservation Tour at the next meeting on August 07, 2024. It was announced that the USDA – NRCS Local Work Group meeting will be held on June 12, 2024 starting at 9:00 a.m. at the Blooming Prairie City Hall. David Livingston continued to report attending the CRWD board meeting on May 15, 2024 where a water and sediment control basin (WASCOB) was approved, the TAP project has started, and there is about \$90,000 still available for projects. The Minnesota Board of Water and Soil Resources (BWSR) provided an update informing the Board of Managers that they are short staffed on the Board Conservationist position. The Canoemobile was a success, with over 700 kids getting out onto the water in canoes. Even with all the recent rains, soil borings for projects have shown that there is less moisture in the soils than originally thought.

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, June 21, 2024 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 10:34 P.M.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

Approved:	Date:	Recorder:
	6-18-24	Adam King

