



Dodge Soil and Water Conservation District

916 2nd Street SE

Dodge Center, Minnesota 55927

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www.dodgeswcd.org

Minutes of the March 21, 2023 Dodge Soil & Water Conservation District Special Board of Supervisors Meeting

The meeting was called to order by Rick Alberts, Board Vice-Chair, at 7:24 P.M.

Members Present: Larry Scherger, Chair (late)
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); Jarrod Sackreiter, County Executive Director, United States Department of Agriculture (USDA) Farm Service Agency (FSA); Nancy Peterson, Dodge County Resident.

Approval of Meeting Agenda: Additions to the March 21, 2023 board meeting agenda include a 5-Year Option of Lease with Ronald F. Carlsen, Training Request - 'Public Sector Human Resource Basics,' Cost-Share Contract 2023WAGZ-DC-03 (Bauer) Encumbrance and Cost-Share Contract 2023WAGZ-DC-04 (Anita Madery Irrv Trust) Encumbrance. A motion was made to approve the March 21, 2023 meeting agenda, as presented.
Motion: David Livingston
Seconded: Glenn Hahn
The motion carried unanimously.

Approval of the January 17th, 2023 Board Meeting Minutes: The supervisors discussed the February 28, 2023 board meeting minutes. There were no changes or corrections. A motion was made to approve the February 28, 2023 Dodge Soil and Water Conservation District's Special Board of Supervisors Meeting Minutes, as presented.
Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.

Partner Agency Reports

Minnesota Board of Water and Soil Resources (BWSR) Report

David Copeland, Board Conservationist, Minnesota Board of Water and Soil Resources, was unable to attend the meeting.

March 21, 2023 Dodge SWCD Board of Supervisors Meeting Minutes

Page 1 of 5

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

Natural Resource Conservation Service Report

Nathan Bird, District Conservationist, United States Department of Agriculture (USDA) - Natural Resource Conservation Service (NRCS), informed the supervisors that the NRCS is currently working on six of the EQIP (Environmental Quality Incentives Program) applications that have received funds which have a completion date of April 28, 2023. Bird also noted that they have announced a second sign-up for EQIP, with applications being accepted throughout the following week, and that currently there are ten carryovers, as well as any additional that are to be received. He also informed the supervisors that with the General CRP (Conservation Reserve Program) Signup, 225 acres are up to be re-enrolled, as well as 55 contracts being written. Bird also provided an NRCS staffing update, which included the NRCS having announced 16 different Soil Conservationist positions available, while targeting applicants in Southeast Minnesota, specifically in Freeborn County.

USDA – Farm Service Agency Report

Jarrod Sackreiter, County Executive Director, USDA Farm Service Agency, introduced himself to the Supervisors, and explained that he took over Rich Bauer's position to oversee Dodge and Olmsted County Farm Service Agency offices. Sackreiter explained that he grew up in Winona County, where his family did crop and beef farming. Currently, Sackreiter noted that the General Signup is difficult to gauge in our county as it is not as common in Dodge. The current emergency relief program and pandemic assistance revenue programs are being advertised as the "last" pandemic program, and will have open signup until June 2023. They are related to 2020-2021 disasters and attempting to reach those that have not received insurance remedies. Sackreiter informed the supervisors that the FSA also has (less common) youth loans that currently don't receive a ton of interest, but are trying to spread the word for. Details of the program were presented, including borrowers being 10-20 years old having the ability to borrow up to \$5,000 to show livestock, the program overall held as a head-start for youth to begin their agriculture careers. Sackreiter finished by explaining that he would like to begin collaborating more with the SWCD to accomplish more, more efficiently. FSA plans to be involved with the Dodge County Free Fair for the 2023 year.

Dodge County Commissioner's Report

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

Larry Scherger, Board Chair, entered at 7:31 PM.

Treasurer's Report

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

Glenn Hahn, Treasurer, presented the February 2023 Financial Report, including the Balance Sheet, Revenues of \$12,768.06, Expenditures of \$20,803.57, the General Ledger and Aging Summary, with payables total of \$8,102.95. The supervisors discussed the treasurer's report. A motion was made to approve the February 2023 Treasurer's Report, and payment of the Supervisor's vouchers, and bills on the Aging Summary, for payables total of \$8,102.95.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

Unfinished Business

Dodge Soil and Water Conservation District Policy Handbook

Adam King, District Manager, informed the supervisors that upon checking with the Minnesota Counties Intergovernmental Trust (MCIT) for legal review on the handbook, they in turn provided attorneys as recommendations for this service since they do not perform legal reviewing of documents. King explained that the cost of a full legal review could be a few thousand dollars. King explained Dodge County Attorney, Paul Kiltinen, has reviewed the handbook and approves the language used throughout, but had a couple of minor questions. In addition, King

explained that Nicole Farnsworth from Dodge County assisted by sending the handbook to Lisa Hager for additional corrections/comments. King presented the questions in email format from Paul Kiltinen, District Attorney, Dodge County, and comments as provided by Lisa Hager, Employee Relations Director, Dodge County. Adjustments were discussed to be made to the handbook and the supervisors made a motion to approve the draft handbook, with adjustments discussed, as well as any necessary changes to come in the future.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

New Business

2023 Dodge County Free Fair

Adam King, District Manager, presented the supervisors with the 2023 Dodge County Free Fair registration information, including the costs for the booth spaces/deposit, and noting that prices have not changed for the last two years. A motion was made to approve the spending of \$150.00 for an 8x10 booth, and \$100.00 for a booth deposit at the Dodge County Fair for 2023, if space is available.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

Clean Water Fund Grant Work Order Between the Dodge Soil and Water Conservation District and the Conservation Corps Minnesota (CCM)

Adam King, District Manager, reminded the supervisors the Dodge SWCD was selected as a host site for a Conservation Corps of Minnesota (CCM) Corpsmember from May 16, 2023 through August 31, 2023. King presented the work order for the program, and explained the Corpsmember will begin conducting outreach to landowners starting in the Cedar River Watershed and setting up site visits/investigations to address erosion issues; when those in the Cedar River Watershed have all been contacted, outreach from the Corpsmember will continue into the Zumbro River Watershed. King added the district also plans to have the Corpsmember organize and coordinate a soil health event to be hosted by the district in August 2023. A motion was made to authorize Adam King, District Manager, to sign the Clean Water Grant Fund Work Order Between the Dodge Soil and Water Conservation District and the Conservation Corps of Minnesota, and submit the Work Order to the Conservation Corps of Minnesota (CCM) for execution.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

2023 Southeast Minnesota Association of Conservation District Employees Dues and Registration

Adam King, District Manager, informed the Supervisors the Spring Meeting for the SE Minnesota Association of Conservation District Employees is being held March 23, 2023 at the Witoka Tavern in Winona, with a tour to follow at Prairie Moon Nursery. King explained that dues for the Southeast Minnesota Association of Conservation District Employees (SEMACDE) are \$10.00 per employee for 2023, therefore with three employees, the total dues is \$30.00. King added that registration for the Spring Meeting is \$15.00 per person; therefore, with three employees possibly attending, the total registration would be \$45.00, for a total of \$75.00 between dues and registration. A motion was made to approve paying \$30.00 for 2023 dues to the Southeast Minnesota Association of Conservation District Employees (SEMACDE) for 3 employees, and registration for the Spring Meeting of up to \$15.00/employee.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

WAGZ Cost-Share Contract 2023WAGZ-DC-01 (Rohwer) Encumbrance

Kevin Rohwer of Dodge Center, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the installation of a 412-Grassed Waterway to be installed in Section 11 of Wasioja Township. The estimated cost for the practice is \$11,055.00, and Rohwer is requesting to encumber 20% using WAGZ Watershed Implementation Funding, not to exceed \$2,231.50. A motion was made to approve the encumbrance of cost-share contract 2023WAGZ-DC-01 for Kevin Rohwer, to install a 412-Grassed Waterway at 20% of the total cost of the project, not to exceed \$2,231.50 with WAGZ Implementation Funding.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

Other New Business

5-Year Option on Lease with Ronald F. Carlsen

Adam King, District Manager, informed the Supervisors the Dodge Soil and Water Conservation District's lease with Ronald F. Carlsen has expired, but the lease may be renewed at the option of the SWCD for a 5-year term beginning February 28, 2023 through March 01, 2028, with the rate to be negotiated at the time of renewal. King explained that Carlsen has proposed a 3% increase for the 5-year term, which increases the amount from \$18.50 sq. ft. / year (\$10,286/year or \$857.16/month) to \$19.05 sq. ft. / year (\$10,594/year or \$882.83/month). A motion was made to approve and sign the 5-year option and renew the lease agreement with Ronald F. Carlsen at a 3% increase.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

Training Request – Public Sector Human Resource Basics

Adam King, District Manager, presented information on the upcoming training, "Public Sector Human Resource Basics" being put on by the Minnesota Counties Intergovernmental Trust from May 17-18, 2023. King noted the cost for registration being \$110.00, and one night of lodging at the Holiday Inn St. Cloud may be needed. A motion was made to approve sending Adam King to the Public Sector Human Resource Basics training, including payment of the hotel fee for one night, and training registration of \$110.00.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

WAGZ Cost-Share Contract 2023WAGZ-DC-03 (Bauer) Encumbrance

Bill Bauer of Hastings, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the installation of a 412-Grassed Waterway to be installed in Section 11 of Wasioja Township. The estimated cost for the practice is \$6,193.00, and Bauer is requesting to encumber 90% using WAGZ Watershed Implementation Funding, not to exceed \$5,573.70. A motion was made to approve the encumbrance of cost-share contract 2023WAGZ-DC-03 for Bill Bauer, to install a 412-Grassed Waterway at 90% of the total cost of the project, not to exceed \$5,573.00 from WAGZ Implementation Funding.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

WAGZ Cost-Share Contract 2023WAGZ-DC-04 (Anita Madery Irrv Trust) Encumbrance

The Anita Madery Irrv Trust has requested cost-share assistance from the Dodge Soil and Water Conservation District for the installation of a 638-Water & Sediment Control Basin to be installed in Section 14 of Canisteo Township. The estimated cost for the practice is \$6,857.00, and they are requesting to encumber 56% using WAGZ Watershed Implementation Funding, not to exceed \$3,857.30. A motion was made to approve the encumbrance of cost-share

contract 2023WAGZ-DC-04 for Anita Madery Irrv Trust, to install a 638-Water & Sediment Control Basin at 56% of the total cost of the project, not to exceed \$3,857.30 from WAGZ Implementation Funding.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carried unanimously.

Correspondence & Staff Report

Adam King, District Manager, informed the supervisors that he has been working heavily on the Policy Handbook, discussing cover crop program logistics with Mark Moenning and Tom Pyfferoen, and that he attended the March 21st Groundwater Forum in Oronoco. King added that Jessica Klingfus, District Technician, has been working getting projects on the books and will have a load of site visits to set up, especially in Milton Township. King finished by noting Samantha Rojo, Administrative Professional, has been working on this year’s Envirothon planning, learning the new eLink software, and continuing to prepare monthly financials and quarterly payroll filings.

Supervisor Reports

Glenn Hahn, District V Supervisor

Glenn Hahn, District V Supervisor reported that he enjoyed reading the annual rainfall reports and moisture reporting.

David Livingston, District IV Supervisor

David Livingston, District IV Supervisor, reported the alarming number of tornados reported in Minnesota, a total of 71 last year, as reported by the annual rainfall report as well. Livingston added that he has a Cedar River Watershed District monthly meeting coming up on March 22nd.

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, April 18, 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.

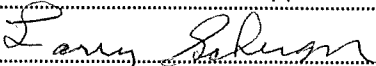
Adjournment

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 10:34 P.M.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

Approved:	Date:	Recorder:
	4-18-23	Samantha Rojo

