



Dodge Soil and Water Conservation District

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Minutes of the July 16, 2024

Dodge Soil & Water Conservation District Regular Board of Supervisors Meeting

The meeting was called to order by Larry Scherger, Board Chair, at 7:20 P.M.

Members Present: Larry Scherger, Chair
Rick Alberts, Vice-Chair
Glenn Hahn, Treasurer (late – In at 8:10 P.M.)
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; Beth Hanggi, Fahning and Associates; Nancy Peterson, Dodge County Resident

Approval of Meeting Agenda: Additions to the July 16, 2024 board meeting agenda include FY23 Soil Health Cost-Share Grant Close-out, FY25 Soil and Water Conservation District Aid Guidelines Resolution, and Watershed Cost-Share Contract 2024WAGZ-DC-13 (Gibbs) under Other New Business. A motion was made to approve the July 16, 2024 meeting agenda, as revised.
Motion: David Livingston
Seconded: Bruce Freerksen
The motion carried unanimously.

Approval of the June 18, 2024 Board Meeting Minutes: The supervisors discussed the June 18, 2024 board meeting minutes. There were no additions or corrections to the board meeting minutes. A motion was made to approve the June 18, 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 the NRCS has completed their program implementation, and they are

now focusing on project construction. Many projects have been delayed due to the weather and heavy amounts of precipitation, but a few tree plantings and a grassed waterway have been installed so far. The Environmental Quality Incentives Program (EQIP) deadline is Friday, September 06, 2024. The NRCS has a booth at the Dodge County Free Fair this year, and will be bringing their soil health tunnel with both sides showing soil profiles and some plants rooting depths. Bird reported still covering in Steele County, but is mostly working in Dodge County. A Soil Conservationist position has been posted for all four counties in the team. Jarod Matzke, Soil Conservation Technician, has been going through conservation planning training, and Bird will be attending irrigation training.

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.

Chair Scherger moved up the Blue Cross Blue Shield Health Insurance Coverage agenda item from New Business.

Blue Cross Blue Shield Health Insurance Coverage

Adam King, District Manager, presented the Renewal Notice for 2025 from Blue Cross Blue Shield of Minnesota. The current plan's deductible is increasing from \$3,500 (for individual), to \$3,750 (for individual), and premiums are increasing approximately six percent. Dental insurance through Blue Cross Blue Shield is also increasing from \$87.10/month (employee + child), to \$91.40/month (employee + child). The district also provided a Health Savings Account (HSA) through HelloFurther, and a contribution to staff HSAs of \$2,500.

Beth Hanggi, Fahning and Associates, informed the supervisors that our current life insurance through USABLE is set at \$25,000, and has inquired about increasing the coverage to \$50,000, coming closer to one year's worth of salary, but USABLE would not increase the amount of coverage due to the small number of staff. Hanggi looked for another company that would provide the coverage, and found Humana will provide the increased coverage for the district, but has not received the official quote. Hanggi also informed the supervisors that Humana also provides dental insurance for \$84.52/month (employee + child). Hanggi also looked into adding a dependent care option through HelloFurther, and the cost would be about \$400/year.

The supervisors discussed the insurance coverage. Hanggi stated that she will continue to look into Short Term Disability and Life insurance through Humana. A motion was made to use Humana for dental insurance, accept the Blue Cross Blue Shield 690 plan, and contribute \$2,500 to staff Health Savings Accounts and start dependent care at HelloFurther starting September 01, 2024.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

Glenn Hahn entered the meeting at 8:10 P.M.

Treasurer's Report

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

Glenn Hahn, Treasurer, presented the June 2024 Financial Report, including the Balance Sheets covering account balances, June revenues of \$6,787.88, June expenditures of \$34,344.16, the general ledgers, and the aging summary with a payables total of \$4,399.44. Adam King, District Manager informed the supervisors that not all

invoices have been sent out, and that the revenues are inaccurate. King will provide the supervisors with an updated June Treasurer's Report at the next meeting. The supervisors discussed the treasurer's report. A motion was made to approve the treasurer's report, and pay the bills on the aging summary for a total of \$4,399.44.

Motion: Bruce Freerksen

Seconded: Glenn Hahn

The motion carried unanimously.

Unfinished Business

Personnel Committee Updates

Adam King, District Manager, informed the supervisors that the Personnel Committee is recommending the hiring of Allison English as the Administrative Professional. The supervisors discussed the recommendation. A motion was made to approve the hiring of Allison English as the Administrative Professional starting at a Step 7 and a starting date of August 05, 2024.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

2025 Final Preliminary Budget

Adam King, District Manager, reviewed the 2025 Final Preliminary Budget recommendation from the Finance Committee. The supervisors discussed the 2025 Final Preliminary Budget. The Dodge County Appropriation request is \$150,000. The budget presentation to the Dodge County Commissioners will happen on Tuesday, August 13, 2024 at the Committee of the Whole. A motion was made to approve the 2025 Final Preliminary Budget as recommended by the Finance Committee.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

New Business

2025 ESRI Renewal Quotation

Adam King, District Manager, explained that ESRI provides the Dodge Soil and Water Conservation District (SWCD) with Geographic Information Systems (GIS) software, and that Dodge SWCD has purchased two GIS licenses from ESRI. King explained that to continue with GIS support and upgrades, ESRI is charging \$1,768.00 per year, for the first license and \$1,414.00 for the second, totaling \$3,312.36 with taxes. King added that if Dodge SWCD chooses not to continue with support and upgrades, and later decide to activate receiving support and upgrades, ESRI will back-charge for every year that was missed. The supervisors discussed the ESRI licenses and maintenance associated with the licenses. A motion was made to approve renewing the ESRI support / upgrades for 2024 and to pay the total amount due after a final invoice is issued.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

2024 Conservationist of the Year

Adam King, District Manager, presented the staff recommendation to nominate Terry Lorch of Wasioja, explaining that Lorch has shown great attention to conservation. Input for the nomination was given from Dodge SWCD, Natural Resource Conservation Service, and the Farm Service Agency staff. A motion was made to approve the

nomination of Terry Lorch of Wasioja for the Dodge Soil and Water Conservation District's 2024 Outstanding Conservationist of the Year.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carried unanimously.

FY24 Minnesota Department of Natural Resources Groundwater Level Monitoring Agreement

Adam King, District Manager, presented the Fiscal Year 2025 Minnesota Department of Natural Resources (MN DNR) Groundwater Level Monitoring Agreement which dictates that Dodge Soil and Water Conservation District is to be paid \$60.00 per well-reading, with seven wells to be measured four times throughout the year, of which, three are nested wells resulting in only one payment for the two wells, for a total of \$960.00. The supervisors discussed the agreement noting the increase in amount per reading, and that one well has been taken off the list. A motion was made to allow Adam King, District Manager, to sign the Groundwater Level Monitoring Agreement with the MN DNR via DocuSign and renew for the current year.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

District Cost-Share Contract 2024-03 (Wolf) Encumbrance

Robert Wolf of Blooming Prairie, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for a 351 – Well Decommissioning project of in Section 3 of Westfield Township. The estimated cost for the project is \$2,900.00, and is requesting to encumber up to 50%, not to exceed \$1,450.00. A motion was made to approve and encumber District Cost-Share Contract 2024-03 for Robert Wolf to install a Well Decommissioning in Section 3 of Westfield Township at 50% of the total cost of the project not to exceed \$1,450.00.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

District Cost-Share Contract 2024-04 (Wolf) Encumbrance

Bruce Wolf of Blooming Prairie, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for a 351 – Well Decommissioning project of in Section 3 of Westfield Township. The estimated cost for the project is \$2,900.00, and is requesting to encumber up to 50%, not to exceed \$1,450.00. A motion was made to approve and encumber District Cost-Share Contract 2024-04 for Bruce Wolf to install a Well Decommissioning in Section 3 of Westfield Township at 50% of the total cost of the project not to exceed \$1,450.00.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

District Cost-Share Contract 2024-05 (Wolf) Encumbrance

Bruce Wolf of Blooming Prairie, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for a 351 – Well Decommissioning project of in Section 34 of Ripley Township. The estimated cost for the project is \$2,900.00, and is requesting to encumber up to 50%, not to exceed \$1,450.00. A motion was made to approve and encumber District Cost-Share Contract 2024-03 for Bruce Wolf to install a Well Decommissioning in Section 34 of Ripley Township at 50% of the total cost of the project not to exceed \$1,450.00.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

Watershed Cost-Share Contract 2024WAGZ-DC-12 (Brooks) Encumbrance

Michael Brooks of Byron, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the project of a 340-Cover Crops for 63 acres/year starting in Section 25 of Mantorville Township. The estimated cost for the practice is \$9,450.00, and he is requesting to encumber 100%, not to exceed \$9,450.00. A motion was made to concur with the approval and encumbrance of Watershed Cost-Share contract 2024WAGZ-DC-12 for Michael Brooks to install a 340-Cover Crop starting in Section 25 of Mantorville Township at 100% of the total cost of the project, not to exceed \$9,450.00.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carried unanimously.

Other New Business

FY2023 Soil Health Cost-Share Grant Close-Out

Adam King, District Manager, informed the supervisors that all funds from the FY23 BWSR Soil Health Cost-Share Grant (P23-2681) have been expended and the grant needs to be closed out. King presented the Final Financial Report, with \$14,459.65 spent on Technical Assistance, 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, to sign and submit the Final Financial Report and close out the FY23 BWSR Soil Health Cost-Share Grant (P23-2681) with no funds returned to the Minnesota Board of Water and Soil Resources.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

Dodge SWCD Aid Resolution 01-2024

Adam King, District Manager, presented Resolution 01-2024 to Adopt Guidelines on Use of FY2025 SWCD Aid Payments which sets forth the distribution appropriation and amount awarded to the Dodge Soil and Water Conservation District (\$158,897.50) via SWCD Aid, including the duties and services to be carried out by the Dodge Soil and Water Conservation District as outlined in Minnesota Statute 103C. A motion was made to approve Larry Scherger, Board Chair, to sign and certify Resolution 01-2024 for the Dodge Soil and Water Conservation District.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

Watershed Cost-Share Contract 2024-WAGZ-DC-13 (Gibbs) Encumbrance

David Gibbs of Mantorville, MN is requesting cost-share assistance from the Dodge Soil and Water Conservation District for the installation of a 412-Grassed Waterway to be installed in Section 18 of Mantorville Township. The estimated cost for the practice is \$11,803.00, and is requesting to encumber 90% using WAGZ Watershed Based Implementation Funding, not to exceed \$10,622.70. Pre-construction cover totaling two acres at \$150.00 per acre will be used totaling \$300.00. A motion was made to approve the encumbrance of watershed cost-share contract 2024-WAGZ-DC-13 for David Gibbs to install a 412-Grassed Waterway at 90% of the total cost of the project, not to exceed \$10,622.70 plus two acres of pre-construction cover for an additional \$300.00 from WAGZ Watershed Based Implementation Funding.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Correspondence & Staff Report

Adam King, District Manager, informed the supervisors that he has been working with the Personnel Committee on hiring and negotiating with candidates for the Administrative Professional position, as well as working with the finance committee on preparing the 2025 preliminary budget, and helping organize the Cedar – Wapsipinicon Conservation Tour. Jessica Klingfus has been busy in the field surveying and designing conservation projects, and Zac Colton has been learning and working on the no-till drill and cover crop programs. King presented the Minnesota Counties Intergovernmental Trust (MCIT), and a sign-up sheet to work the booth at the Dodge County Free Fair.

Supervisor Reports

Glenn Hahn, District V Supervisor

Glenn Hahn, District V Supervisor, reported that there has not been a Dodge County Feedlot Committee meeting.

David Livingston, District IV Supervisor

David Livingston, District IV Supervisor, reported that attending Cedar River Watershed District (CRWD) board meeting held on June 20, 2024. Livingston also reported that there will be a Cedar – Wapsipinicon Conservation Tour that everyone is invited to on Wednesday, August 07, 2024, with the Policy Advisory Committee Meeting to be held afterwards.

Larry Scherger, District III Supervisor

Larry Scherger, District III Supervisor, also reported attending the SE MASWCD Resolutions Meeting.

Rick Albers, District I Supervisor

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

Bruce Freerksen, District II Supervisor

Bruce Freerksen, District II 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, August 20, 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.

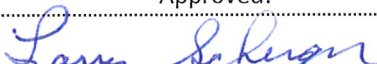
Adjournment

Hearing no further business, Larry Scherger, Chair, called for a motion to adjourn at 10:29 P.M.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Approved:	Date:	Recorder:
	8-20-24	Adam King

July 16, 2024 Dodge SWCD Board of Supervisors Meeting Minutes