



**Minutes of the July 20, 2021 Dodge Soil and Water Conservation District's
Regular Board of Supervisor's Meeting**

United States Department of Agriculture Service Center
916 2nd St. S.E. Dodge Center, MN 55927

The meeting was called to order by Chair, Larry Scherger at 7:23 P.M.

Members Present: Larry Scherger, Chair
Rick Alberts, Vice-Chair
Glenn Hahn, Treasurer
David Livingston, Secretary

Members Absent: Bruce Freerksen, PR&I

Others Present: Adam King, District Manager, Dodge Soil and Water Conservation District;
Gary Kurer, District Conservationist, United States Department of Agriculture – Natural Resources
Conservation Service (Via Phone); Nancy Peterson, Dodge County Resident

Approval of the July 20, 2021 Meeting Agenda – Additions to the July 20, 2021 agenda includes
2022 ERSI Maintenance Renewal Quote, Personnel Committee Recommendations, and Set
Supervisor Per Diems under Other New Business. A motion was made to approve the July 20, 2021
meeting agenda as amended.

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

Approval of the June 15, 2021 Board Meeting Minutes – The supervisors discussed the June 15,
2021 board meeting minutes. There were no additions or corrections. A motion was made to
approve the June 15, 2021 Dodge Soil and Water Conservation District's Board of Supervisors
Meeting Minutes as presented.

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

Public Comment

Nancy Peterson, Dodge County Resident, reported that she felt the Dodge County Free Fair went
well, and it was nice to get reconnected with everyone. She has put funds towards a dog project,
and her bank is being taken over by a larger bank. She is working with Family Services in
Rochester, and her Bench³ Initiative is the C-Tech P-Tech, and may become Bench³ University.

Partner Agency Reports

Dodge County Commissioner's Report

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

Minnesota Board of Water and Soil Resources Report

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

Natural Resource Conservation Service Report

Gary Kurer, District Conservationist, United States Department of Agriculture (USDA) - Natural Resource Conservation Service (NRCS), reported that there have been some personnel changes, and that Josh Miller from Missouri was hired as a Soil Conservationist in the Austin Field Office. The NRCS is still looking for an Agricultural Engineer and an Agricultural Engineer Technician in the Albert Lea Field Office. The direct hire deadline has been extended to August 15, 2021. 30 of 33 Environmental Quality Incentives Program (EQIP) contracts have been obligated, with three EQIP Contracts remaining, and two Conservation Stewardship Program (CSP) contracts remaining. The Conservation Reserve Program (CRP) deadline is July 23, 2021, and conservation plans must be completed by September 20, 2021. There are 10 – 20 CRP applications signed up so far, and won't know which applicants are selected until next week.

Treasurer's Report

Approval of the Treasurer's Financial Statements and Payment of New Bills – Glenn Hahn, Treasurer, presented the June 2021 financial report, including the Balance Sheet, Revenues of \$2,605.28, Expenditures of \$25,186.60, the General Ledger, and Aging Summary, with a payables total of \$1,270.34. The supervisors discussed the Treasurer's Report, noting the Dodge County Appropriation has not been received. A motion was made to approve the June 2021 Treasurer's Report, and payment of the bills on the Aging Summary, for a payables total of \$1,270.34.

Motion: David Livingston

Seconded: Larry Scherger

The motion carried.

Unfinished Business

2022 Preliminary Budget

The Finance Committee presented their recommendation for the 2022 Preliminary Budget. The supervisors discussed the Finance Committee's recommendation for the 2022 Preliminary Budget, and the \$125,000.00 request from Dodge County. A motion was made to approve the 2022 Preliminary Budget, and a \$125,000 request from Dodge County.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried.

FY22 Contract between the Minnesota Department of Natural Resources and the Dodge Soil and Water Conservation District for Groundwater Level Monitoring

Adam King, District Manager, presented the Contract between the Minnesota Department of Natural Resources and the Dodge Soil and Water Conservation District for Groundwater Level

Monitoring. The supervisors discussed the contract, and the payment of \$30 per well reading. A motion was made to authorize Adam King, District Manager, to electronically sign and submit the FY22 Contract between the Minnesota Department of Natural Resources and the Dodge Soil and Water Conservation District for Groundwater Level Monitoring.

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

New Business

FY18/19 Watershed Based Implementation Funding – Root River Watershed Exhibit A Amendment

Adam King, District Manager, presented the Exhibit A Amendment to the FY18/19 Watershed Based Implementation Funding – Root River Watershed that will move \$1,323.63 (\$1,176.37 in Technical Assistance and \$197.62 in Financial Assistance) from the Dodge Soil and Water Conservation District to the Olmsted County Soil and Water Conservation District. A motion was made to approve, sign, and submit the Exhibit A amendment between the Winona Soil and Water Conservation District (grant holder) for the FY18/19 Watershed Based Implementation Funding – Root River Watershed, moving \$1,323.63 from Dodge Soil and Water Conservation District to Olmsted County Soil and Water Conservation District.

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

District Cost-Share Contract 2021-02 (Stanton) Payment

Paul Stanton of Hayfield, MN is requesting final payment for District Cost-Share Contract 2021-02 to decommission a well in Hayfield Township, Section 21. The total cost is \$2,075.00, with \$1,047.50 encumbered. Stanton is requesting 50% of the total cost, \$1,037.50. A motion was made to approve the payment of District Cost-Share funds from the FY19 SWCD Capacity Funds for District Cost-Share Contract 2021-02 in the amount of \$1,037.50 for a well decommissioning for Paul Stanton.

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

Carey Boyum Letter

Adam King, District Manager, presented a letter from Carey Boyum stating that trees that were ordered were never received, and one bundle of trees received never survived. Boyum is asking for a refund for the trees that were never received, and for the trees that died. A motion was made to approved payment to Carey Boyum for \$80.00 + tax for trees there were never received, and for the bundle of trees that died.

Motion: Rick Alberts
Seconded: David Livingston
The motion carried.

Rodney French Letter

Adam King, District Manager, presented a letter from Rodney French stating that when he spoke with Dodge Soil and Water Conservation District staff about sealing his abandoned well, he was

told to bring in the paperwork. French sealed his well, and informed Dodge Soil and Water Conservation District staff, but was told that because a contract was never approved by the supervisors, that payment on a completed project cannot be made. French is requesting 50% cost share of his well sealing. King informed the supervisors that he has not received the invoice or the Minnesota Department of Health log on the sealed well. The supervisors tabled the item until the invoice and Minnesota Department of Health log are received.

Other New Business

2022 ESRI Maintenance Renewal Quote

Adam King, District Manager, presented the 2022 ESRI Maintenance Renewal Quote of \$1,515.00 for the first GIS license, and \$1,212.00 for the second GIS license, totaling \$2,838.74. A motion was made to approve payment of \$2,838.74 to ESRI for 2022 GIS license maintenance.

Motion: Glenn Hahn

Seconded: Larry Scherger

The motion carried unanimously.

Personnel Committee Recommendation

Adam King, District Manager, presented a job description and a wage scale for an Administrative Professional position. The supervisors discussed the job description and wage scale. A motion was made to post for an administrative professional position at a salary of \$20.93 - \$28.86, and a closing date of Friday, August 20, 2021.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

Supervisor Per Diems

The supervisors discussed adjusting the supervisor Per Diems. A motion was made to increase the supervisor Per Diems from \$75.00 to \$125.00 starting Sunday, August 01, 2021.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Correspondence & Staff Report

Adam King, District Manager, reported that My Hours, the timekeeping program used by the Dodge Soil and Water Conservation District has notified the district that rates will be increasing at the time of renewal in December, and that staff have been busy with surveying and designing projects, staffing the booth at the Dodge County Free Fair, working the cover-crop program, the no-till drill program, and putting together the position description.

Supervisor Reports

Root River Policy Committee – Glenn Hahn, District V Supervisor, reported that there is no Root River Policy Committee meeting currently scheduled.

Dodge County Feedlot Advisory Committee – Glenn Hahn, District V Supervisor, reported that there is a Dodge County Feedlot Advisory Committee meeting scheduled for Thursday, July 22, 2021 on the Ryzebol Dairy.

Cedar River Watershed District (CRWD) – David Livingston, District IV Supervisor, reported attending the CRWD meeting on June 16, 2021 that was a hybrid meeting, and still had technology issues with Zoom and Dropbox. They have about \$887,000 in their account, and will have an upcoming tour of projects. They are having an issue with the Minnesota Department of Natural Resources on a project and are also trying to partner with a soil and water conservation district in Iowa, along with the Natural Resources Conservation Service on a conservation project.

Southeast Area Minnesota Association of Soil and Water Conservation Districts (SE MASWCD) – There were three resolutions passed and attendees went to lunch at the Sustainable Answer Acre. There is currently around \$30,000 in their savings account, and they ~~passed~~ *discussed* their budget.

Next Meeting

The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be Tuesday, August 17, 2021 at 7:15 p.m. to be held in the conference room of the United States Department of Agriculture (USDA) Service Center, 916 2nd Street S.E., Dodge Center, MN.

Adjournment

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 10:13 P.M.

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

Approved: Larry Scherger Date: 8-17-21 Recorder: Adam King
July 20, 2021 Dodge SWCD Board of Supervisors meeting minutes Page 5 of 5

Supervisors: Rick Alberts – Bruce Freerksen– Larry Scherger – David Livingston – Glenn Hahn

