

**Minutes of the December 21, 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 7:20 P.M.

Members Present: Larry Scherger, Chair
Rick Alberts, Vice-Chair
Glenn Hahn, Treasurer
David Livingston, Secretary
Bruce Freerksen, PR&I (late: 7:55 P.M.)

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, Nancy
Peterson, Dodge County Resident.

Approval of the December 21, 2021 Meeting Agenda – Additions to the December 21, 2021 agenda includes District Cost-Share Contracts 2019-08 and 2019-09 Payment for Nathan Boysen and 2021-05 Partial Payment for Ruth Murray under Other New Business. Also added to the agenda for discussion was the 2022 Employee Holiday Schedule. A motion was made to approve the December 21, 2021 meeting agenda as amended.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried.

Approval of the November 16, 2021 Board Meeting Minutes – The supervisors discussed the November 16, 2021 board meeting minutes. There were no additions or corrections. A motion was made to approve the November 16, 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 she is continuing to work on her doctorate through MN State Colleges and Universities and working with the Destination Medical Center (DMC). Peterson notes she is thankful for the feedback of her public comments, and how they are transcribed in the Dodge Soil & Water Conservation District's minutes. Peterson reported on the STEM to STEAM conference, and Iowa's involvement. Peterson notes that \$4.2 million was awarded to Kasson during the most recent floods, and Dodge Center is not hooked up with CEDA. Peterson feels that Dodge Center should get this funding as well, and that there is no healthcare for low-income families in Dodge Center currently. Peterson stated that she will need a new computer as hers is not fixed yet, is working with the Veterans program, and bringing life back to the boy and girl scout programs. Peterson is optimistic about moving forward in a positive way with her PhD and breaking everything open with the laws that have been preventing her from progress with her PhD.

Partner Agency Reports

Natural Resource Conservation Service Report

Gary Kurer, District Conservationist, United States Department of Agriculture (USDA) - Natural Resource Conservation Service (NRCS), 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.

Dodge County Commissioner's Report

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

Treasurer's Report

Bruce Freerksen entered at 7:55 P.M.

Approval of the Treasurer's Financial Statements and Payment of New Bills – Glenn Hahn, Treasurer, presented the Balance Sheet, the incomes of \$23,508.26, expenditures of \$34,560.08, the General Ledger, and Aging Summary, with a payables total of \$998.24. The supervisors discussed the Treasurer's Report. A motion was made to approve the November 2021 Treasurer's Report, and payment of the bills on the Aging Summary, for a payables total of \$998.24.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried.

Unfinished Business

2022 Final Budget

Adam King, District Manager, presented the Finance Committee's recommendation for the 2022 Final Budget. Adam King answered questions on the final budget and explained the changes from the preliminary budget. The supervisors discussed the Finance Committee's recommendations for

the 2022 Final Budget. A motion was made to approve the Finance Committee's 2022 Final Budget Recommendations as presented.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried.

New Business

2022 Cost of Living Increase

Adam King, District Manager, presented information on and examples of 2022 cost of living increases, including a 5.9 percent increase for Social Security, and a 2 percent for Dodge County. A motion was made to set the 2022 cost of living increase at 2 percent (same as 2021).

Motion: Bruce Freerksen

Seconded: Rick Alberts

The motion carried.

Sale of 2005 Dodge Ram

Adam King, District Manager, presented options for selling the 2005 Dodge Ram 1500 Pick-Up Truck. The supervisors discussed the condition of the truck, and the options presented. The supervisors feel that Adam King should get a couple quotes from local dealerships, as well as look into using Med City Auction. Adam King will report back with results so a final decision on the sale of the 2005 Dodge Ram Pick-Up Truck can be made.

District Cost-Share Contract 2021-06 (Trapp) Payment

Daniel Trapp of Dodge Center, MN has requested a cost-share payment from the Dodge Soil and Water Conservation District for the installation of a 638-WASCOB in Section 12 of Ashland Township. The total cost for the practice installation was \$24,404.62, with \$10,000 encumbered. Trapp is requesting 65% of the total practice installation, not to exceed \$10,000. A motion was made to approve payment of district cost-share contract 2021-06 for Daniel Trapp for the installation of a 638-WASCOB at 65% of the total cost of the entire project, not to exceed \$10,000.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried.

District Cost-Share Contract 2021-03 (Kyllo) Payment

James Kyllo of Hayfield, MN has requested a cost-share payment from the Dodge Soil and Water Conservation District for the installation of a 412-Grassed Waterway / 638-WASCOB in Section 3 of Vernon Township. The total cost for practice installation was \$7,792.68, with \$9,335.30 encumbered. Kyllo is requesting 65% of the total practice installation, not to exceed \$5,365.24. A motion was made to approve payment of district cost-share contract 2021-03 for James Kyllo for the installation of a of a 412-Grassed Waterway / 638-WASCOB at 65% of the total cost of the entire project, not to exceed \$5,365.24.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried.

Other New Business

District Cost-Share Contract 2019-08 (Boysen) Payment

Nathan Boysen of Hayfield, MN has requested a cost-share payment from the Dodge Soil and Water Conservation District for the installation of a 412-Grassed Waterway in Section 28 of Vernon Township. The total cost for practice installation was \$5,190.00, with \$6,220.50 encumbered. Boysen is requesting 65% of the total practice installation, not to exceed \$3,373.50. A motion was made to approve payment of district cost-share contract 2019-08 for Nathan Boysen for the installation of a of a 412-Grassed Waterway at 65% of the total cost of the entire project, not to exceed \$3,373.50.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried.

District Cost-Share Contract 2019-09 (Boysen) Payment

Nathan Boysen of Hayfield, MN has requested a cost-share payment from the Dodge Soil and Water Conservation District for the installation of a 412-Grassed Waterway in Section 28 of Vernon Township. The total cost for practice installation was \$6,920.00, with \$5,297.50 encumbered. Boysen is requesting 65% of the total practice installation, not to exceed \$4,498.00. A motion was made to approve payment of district cost-share contract 2019-09 for Nathan Boysen for the installation of a of a 412-Grassed Waterway at 65% of the total cost of the entire project, not to exceed \$4,498.00.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried.

District Cost-Share Contract 2021-05 (Murray) Partial Payment

Ruth Murray of Claremont, MN has requested a cost-share payment from the Dodge Soil and Water Conservation District for the installation of a 412-Grassed Waterway in Section 33 of Claremont Township. The cost for waterway construction so far is \$4,082.50, with \$3,843.34 encumbered. Murray is requesting 65% of the total practice installation, not to exceed \$2,653.63. This is a partial payment since the seeding company has not invoiced her and she needs to pay the main contractor by the end of the year. A motion was made to approve a partial payment of district cost-share contract 2021-05 for Ruth Murray for the installation of a 412-Grassed Waterway at 65% of the total cost of the project, not to exceed \$2,653.63.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried.

2022 Employee Holiday Recommendation

Adam King, District Manager, presented information on the current Dodge Soil and Water Conservation District holiday schedule, in comparison to the updated 2021 Federal Holiday Schedule. In 2021, Juneteenth (June 19th) was added as a Federal Holiday. Adam King presents options to honor the holiday as a fixed or floating holiday, or to not mirror the Federal Holiday for Juneteenth at all. A motion was made to add Juneteenth to the Dodge Soil and Water

Conservation District holiday schedule as a fixed holiday to be observed on the day after Thanksgiving each year.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried.

Correspondence & Staff Report

Adam King, District Manager, reminded the supervisors that they will be receiving campaign finance reporting documents soon, and will need to fill these out promptly, even if no campaign expenses were incurred. King also reported on the One Watershed One Plan implementation meetings he has been attending, and the progress made with those workplans. King notes that Jessica Bakken, District Technician, Dodge Soil and Water Conservation District, has been in the field working on getting projects in. King has been working on buffer checks, and Samantha Rojo, Administrative Professional, Dodge Soil and Water Conservation District, is continuing to work through monthly financials and learn grant tracking.

Supervisor Reports

Root River Policy Committee – Glenn Hahn, District V Supervisor, reported on the last Root River Policy Committee meeting he attended on December 20, 2021. Hahn notes that Winona SWCD is having difficulties navigating the 50/40/10 format of invoicing for the grant funds, that last 10% being tough to foot the bill. Hahn found it interesting to learn about the fiscal agent's roles in the One Watershed One Plan projects and Adam King, District Manager, explains how the fiscal agents can be interchanged, that they are not for the life of the plan. King also discussed the Pollution Control Agency's loan program that SWCD's can use, since they are not allowed lines of credit.

Cedar River Watershed District (CRWD) – David Livingston, District IV Supervisor, reported attending the CRWD meeting held November 17, 2021 where they discussed in depth the permit along Dodge County Road 4. Livingston notes that Guy Kohnhofer was questioned on this permit. Livingston reports that it was refreshing to see Kohnhofer speak up as "one-of-us" and get the facts across effectively. The permit passed and the board ended up approving the larger culvert.

Resource Conservation and Development (RC&D) – Bruce Freerksen, District II Supervisor, reported that he was unable to attend the last Hiawatha Valley Resource Conservation & Development Council meeting.

Watershed Alliance for the Greater Zumbro (WAGZ) Policy Advisory Committee – Larry Scherger, District III Supervisor, reported attending the WAGZ Policy Advisory Committee held on Wednesday, December 15, 2021 where they paid additional bills. Scherger noted that the Zumbro workplan for the grant should be put together soon. Scherger also shared the newsletter they put out with the supervisors.

Next Meeting

The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be Tuesday, January 18th 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 10:22 P.M.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried.

Approved:  Date: 1-18-22 Recorder: Adam King

December 21, 2021 Dodge SWCD Board of Supervisors Meeting Minutes Page 6 of 6

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