



# Dodge Soil and Water Conservation District

916 2nd Street SE

Dodge Center, Minnesota 55927

Phone: 507-374-6364 ext. 3

www.dodgeswcd.org

## Minutes of the July 19th, 2022 Dodge Soil & Water Conservation District Regular Board of Supervisors Meeting

*The meeting was called to order by Board Chair, Larry Scherger at 7:17 PM.*

**Members Present:** Larry Scherger, Chair  
Rick Alberts, Vice-Chair  
Glenn Hahn, Treasurer (in at 7:21 PM)  
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 & Water Conservation District; David Copeland, Board Conservationist, Minnesota Board of Water and Soil Resources; Mark Moenning, Dodge County Resident/Cover Crop Program Contractor

**Approval of Meeting Agenda:** Additions to the July 19, 2022 agenda include the 2023 ESRI Renewal for Support Quotation under Other New Business. A motion was made to approve the July 19, 2022 meeting agenda, as amended.  
Motion: David Livingston  
Seconded: Bruce Freerksen  
The motion carried unanimously.

**Approval of the June 21, 2022  
Board Meeting Minutes:** The supervisors discussed the June 21, 2022 board meeting minutes and found no corrections to be made. A motion was made to approve the June 21, 2022 Dodge Soil and Water Conservation District's Board of Supervisors Meeting Minutes, as presented.  
Motion: Bruce Freerksen  
Seconded: David Livingston  
The motion carried unanimously.

### Partner Agency Reports

#### **Minnesota Board of Water and Soil Resources (BWSR) Report**

David Copeland, Board Conservationist, BWSR, reported that the MN Board of Water and Soil Resources will begin the 2022 BWSR Academy registration process in early August. Copeland discussed the 2023 Natural Resource Block Grants (NRBG) and noted the payments for those should have gone out in mid-July, along with the remainder being disbursed in the following 1-2 weeks to the counties. Copeland provided a summary from the BWSR Regional Operations staff meeting and added that the MN Board of Water and Soil Resources is still working on their next-gen eLink software and the current plan is to make a hard switch in September.

Glenn Hahn, Treasurer, entered at 7:21 PM.

### **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.

### **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, & Supervisor Vouchers**

Glenn Hahn, Treasurer, presented the June 2022 Financial Report, including the Balance Sheet, Revenues of \$122,303.63, Expenditures of \$20,402.63, the General Ledger and Aging Summary, with payables total of \$915.31. The supervisors discussed the Treasurer's Report and Supervisor Vouchers for the first half of 2022. Mark Moenning, Dodge County Resident and Cover Crop Contractor, provided feedback about the Cover Crop program successes and discussed his time spent and invoice notes. A motion was made to approve the June 2022 Treasurer's Report, payment of the bills on the Aging Summary, including the invoice for Mark Moenning, for a tentative payables total of \$915.31, and approval/signing of the Supervisor checks for the first half of 2022.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

### **Unfinished Business**

#### **2023 Preliminary Budget**

Adam King, District Manager, presented the 2023 preliminary budget, including the Finance Committee's recommendations of a \$148,000 allocation request from Dodge County. King explained that the plan will be to put \$50,000 into reserves for project costs. A motion was made to approve the 2023 preliminary budget and submitting of the budget to Dodge County Commissioners.

Motion: David Livingston

Seconded: Rick Alberts

The motion carried unanimously.

#### **75<sup>th</sup> Anniversary Open House / Tour Date / Marketing Materials**

Adam King, District Manager, explained that there is currently \$4,390.39 available to be spent in the Education/Outreach Expense activity category of the FY19 Local Capacity Services grant (P19-2352) and staff would like to designate these funds to assist with the 75<sup>th</sup> Anniversary Tour & Open House expenses, as well as ordering of marketing-related items like clothing, pens, stickers, etc. A motion was made to approve an allowance of \$200.00 to each staff member for clothing/apparel items of their choice through Hayfield T-Shirts, along with up to an additional \$1,500.00 for promotional items ordered elsewhere.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

### **New Business**

#### **FY2023 Contract Between the MN Department of Natural Resources and the Dodge SWCD for Groundwater Level Monitoring Agreement**

Adam King, District Manager, presented the Fiscal Year 2023 Minnesota Department of Natural Resources (MN DNR) Groundwater Level Monitoring Agreement which dictates that Dodge Soil and Water Conservation District is to be paid \$30.00 per well-reading, with 1 well to be measured eight times throughout the year, and seven wells to be measured four times throughout the year, of which there are three nested wells resulting in only one payment for the two wells, for a total of \$720.00. Historically, staff time spent on this practice in prior years ranged from \$1,300.00 – \$1,960.00. 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, but to request a sizable increase next year in order to continue providing these services.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

### **FY2023 Local Partners Agreement Between the Dodge SWCD and Pheasants Forever, Inc. for Conservation Reserve and Enhancement Program (CREP)**

Pheasants Forever Inc. has provided a Local Partners Agreement with the Dodge Soil and Water Conservation District for the Conservation Reserve and Enhancement Program (CREP) Grant through the Minnesota Board of Water and Soil Resources (BWSR). This Local Partners Agreement will allow the Pheasants Forever Inc. to receive up to \$32,500.00 from the Dodge Soil and Water Conservation District through the BWSR CREP grant for FY23 (July 1, 2022 – June 30, 2023). Adam King, District Manager, provided the Local Partners Agreement to the supervisors. A motion was made to approve, sign, and submit the Local Partners Agreement between the Dodge Soil and Water Conservation District for the Conservation Reserve and Enhancement Program (CREP) Grant through the Minnesota Board of Water and Soil Resources (BWSR).

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

### **Other New Business**

#### **2023 ESRI Renewal Quotation**

Adam King, District Manager, explained that ESRI provides the Dodge Soil and Water Conservation District (SWCD) with Geographic Information Systems (GIS) and that Dodge SWCD has purchased two GIS licenses from ESRI. King explained that to continue with GIS support and upgrades, ESRI charges \$1,515.00 per year, for the first license and \$1,212.00 for the second, totaling \$2,838.74 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. A motion was made to approve renewing the ESRI support / upgrades for 2023 and issuing a check for the total amount due after a final invoice is issued.

Motion: Bruce Freerksen

Seconded: Glenn Hahn

The motion carried unanimously.

### **Correspondence & Staff Report**

Adam King, District Manager, reported that Jessica Bakken, District Technician, and Samantha Rojo, Administrative Professional, worked hard on updating and setting up the Dodge County Free Fair booth and staffing the booth during the Fair hours. Rojo provided feedback and a short report from the state-wide administrative session she attended at Cragun's Resort in late June.

### **Supervisor Reports**

#### **Glenn Hahn, District V Supervisor**

Glenn Hahn, District V Supervisor, reported attending the Area 7 Resolutions Meeting on June 28<sup>th</sup>, 2022 where there were no new resolutions made. Hahn also reported attending the Dodge Soil & Water Conservation District Finance

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Committee meeting on July 7<sup>th</sup>, 2022 and discussed the \$50,000.00 project reserve fund being presented as a part of our allocation request of \$148,000.00 from Dodge County.

Hahn also reported attending the most recent Root River One Watershed, One Plan Policy Committee Meeting on June 27, 2022 where they noted the original grant is officially closed out, the FY21 has about \$360,000.00 left to spend, and the FY22-23 grant having a balance of \$1,469,595.00. Hahn explained that there is a lot of work to be done still with the grants, but that it has been interesting to see where the money is going and has gone. Hahn added that a new bylaw was passed for Cover Crops, where a flat rate payment of \$30/acre is to be requested with a maximum of 50 acres paid. Additionally, landowners can request cost-share assistance for cover crops with additional improvements to the land. Hahn added that a special guest at the meeting was Fillmore sheriff's department, who explained the system they and the DNR have set up to monitor campgrounds for flash-flooding with a network of communication between weather service, sheriff's department, the DNR, weather spotters, and also devices at the campgrounds.

**David Livingston, District IV Supervisor**

David Livingston, District IV Supervisor, reported attending the Area 7 Resolutions Meeting on June 28<sup>th</sup>, 2022. Livingston explained his enjoyment in learning more about the Wollen Mill and how it is one of only two still standing in the US, where there used to be over 900, and it's right here in Fairbault. Livingston added that Covid-19 actually helped their business at Wollen Mill, as opposed to most others who were damaged by the pandemic.

**Larry Scherger, District III Supervisor**

Larry Scherger, District III Supervisor, reported attending the July 14<sup>th</sup>, 2022 WAGZ meeting where Town Square Media was brought in to present on advertising during events. Scherger added that the MN Department of Health Accelerated Implementation Grants for groundwater protection are continuing with funding and applicants will have the opportunity to apply for up to \$50,000 to conduct pre-project identification, planning and design work that is required before on-the-ground projects can be implemented. Scherger noted the next WAGZ meeting will be on October 13<sup>th</sup>, 2022.

**Bruce Freerksen, District II Supervisor**

Bruce Freerksen, District II Supervisor, reported that there have been no Resource Conservation and Development (RC&D) meetings recently.

**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, August 16, 2022 at 7:15 p.m. in the conference room of the United States Department of Agriculture (USDA) Service Center, 916 2<sup>nd</sup> Street SE, Dodge Center, MN.

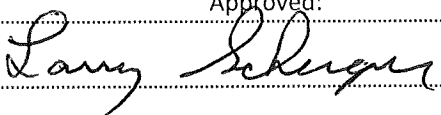
**Adjournment**

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 09:51 P.M.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

| Approved:   | Date:   | Recorder:     |
|---|---------|---------------|
|  | 8-16-22 | Samantha Rojo |