



# Dodge Soil and Water Conservation District

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Dodge Center, Minnesota 55927

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## Minutes of the January 16, 2024

### Dodge Soil & Water Conservation District

#### Regular Board of Supervisors Meeting

*The meeting was called to order by Larry Scherger, Board Chair, at 7:22 PM.*

**Members Present:** Larry Scherger, Chair  
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; Nathan Bird, District Conservationist, United States Department of Agriculture – Natural Resources Conservation Service; Nancy Peterson, Dodge County Resident.

**Approval of Meeting Agenda:** There were no additions or corrections to the January 16, 2024 board meeting agenda. A motion was made to approve the January 16, 2024 meeting agenda, as presented.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

**Approval of the Dec. 19, 2023 Board Meeting Minutes:** The supervisors discussed the December 19, 2023 board meeting minutes. There were no additions or corrections. A motion was made to approve the December 19, 2023 Dodge Soil and Water Conservation District's Regular Board of Supervisors Meeting Minutes, as presented.

Motion: Glenn Hahn

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 thirty applications for the Environmental Quality Incentives Program (EQIP) were received in Dodge County, with the applications being for a variety of practices. Overall, ninety-five applications were received for the four-county team, and there is a possibility of an EQIP sign-up in the spring, depending on funding. Then Continuous Conservation Reserve Program (CCRP) has opened again and is currently

accepting offers. The national acreage limit for CCRP is close to being reached, and there is a potential government shutdown starting on January 19, 2024.

### **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.

### **Treasurer's Report**

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

Glenn Hahn, Treasure, presented the December 2023 Financial Report, including the Balance Sheet covering what is in checking and savings, revenues of \$107,204.12, expenditures of \$24,574.00, the general ledger and aging summary, with a payables total of \$3,320.57. King made note of the large profit in 2023 being due to SWCD Aid not being a grant, and not being listed as a deferred revenue. The supervisors discussed designating funds for future use. The supervisors discussed the treasurer's report. A motion was made to approve the December 2023 Treasurer's Report and pay bills on the aging summary, for a payables total of \$3,320.57.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

A motion was made to designate \$10,000.00 to the Vehicle/Building/Equipment fund.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

A motion was made to create a new fund designated fund for Cost-Share Projects, and designate \$20,000.00 to the Cost-Share fund.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

### **Unfinished Business**

#### **Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-03 (Biwer) Payment**

Adam King, District Manager, informed the supervisors payment for Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-03 for Jack Biwer is not ready for presentation to the board. The approval of payment for Zumbro Watershed Cost-Share Contract 2022WAGZ-DC-03 was tabled.

#### **District Cost-Share Contract 2023-15 (Sybesma) Payment**

Adam King, District Manager, informed the supervisors payment for District Cost-Share Contract 2023-15 for Troy Sybesma is not ready for presentation to the board. The approval of payment for District Cost-Share Contract 2023-15 was tabled.

#### **Cover Crop and No-Till Drill Program**

Adam King, District Manager, reported he has not had an opportunity to discuss the new cover crop program with any contractors, or develop a Request for Interest (RFI) to send out.

### **Personnel Committee Recommendations**

Adam King, District Manager, informed the supervisors that one application for the Administrative Professional position has been received. The supervisors discussed options for the Administrative Professional position. A motion was made to extend the Administrative Professional position posting until Monday, January 29, 2024.

Motion: Rick Alberts

Seconded: Glenn Hahn

The motion carried unanimously.

### **New Business**

#### **Election of Officers**

Current officers for the Dodge Soil and Water Conservation District Board of Supervisors include Chair: Larry Scherger; Vice-Chair: Rick Alberts; Treasurer: Glenn Hahn; Secretary: David Livingston; and Public Relations: Bruce Freerksen. A nomination was made by Rick Alberts and Seconded by David Livingston to cast a unanimous ballot for Larry Scherger for Chair, Rick Alberts for Vice – Chair, Glenn Hahn for Treasurer, David Livingston for Secretary, and Bruce Freerksen for Public Relations. Larry Scherger accepted the nomination for Chair, Rick Alberts accepted the nomination for Vice – Chair, David Livingston accepted the nomination for Secretary, and Bruce Freerksen accepted the nomination for Public Relations.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

#### **Set 2024 Regular Board Meeting Dates and Times**

The supervisors discussed dates and times for the Dodge Soil and Water Conservation District Regular Board of Supervisors meetings. A motion was made to continue holding the Dodge Soil and Water Conservation District Regular Board of Supervisor meetings on the third Tuesday of the month at 7:15 P.M. at the United States Department of Agriculture Service Center at 916 2nd St. S.E. Dodge Center, Minnesota 55927.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

#### **Designate 2024 Financial Institutions**

Currently Manufacturers Bank and Trust (MBT) and Heritage Bank are the designated financial institutions. A motion was made to designate Manufacturers Bank and Trust (MBT), and Heritage Bank as the financial institutions of the Dodge Soil and Water Conservation District for 2024.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

#### **Set 2024 Supervisor Committee Assignments**

The supervisors discussed 2024 committee assignments. A motion was made to assign Supervisors to the following committees:

**Personnel Committee:** Larry Scherger; Rick Alberts

**Finance Committee:** Glenn Hahn; Bruce Freerksen

**Dodge County Feedlot Advisory Committee:** Glenn Hahn

**Cedar - Wapsipinicon Watershed Plan:** David Livingston (Glenn Hahn Alt.)

**Root River Watershed Plan:** Glenn Hahn (David Livingston Alt.)

**Greater Zumbro Watershed Plan:** Larry Scherger (Rick Alberts Alt.)

**Cedar River Watershed District:** David Livingston (Glenn Hahn Alt)

**Southeast SWCD Technical Support Joint Powers Board:** Larry Scherger (Rick Alberts Alt.)

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

#### **Set 2024 Supervisor Per Diem and Mileage Rates**

Supervisor Per Diem rates were set at \$125.00, and mileage rates were set at the IRS rate of \$0.66.5/mile in 2023. The IRS Mileage rate for 2024 has increase to \$0.67/mile. A motion was made to set 2024 Supervisors Per Diem rates at \$125.00, and set the mileage rate at the 2024 IRS rate of \$0.67/mile.

Motion: Glen Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

#### **Consent to 2024 Monthly Invoice Payments**

Regular monthly invoices for 2024 include the amount of the approved plan (currently \$1,110.79/month) to Blue Cross Blue Shield of Minnesota for health insurance, the amount of the approved plan (currently \$46.62/month) to USABLE Life for life and short-term disability insurance, \$99.99/month to KMTelecom for internet, \$35.01/month to Verizon Wireless for survey equipment hotspot, \$66.20/month to Techright Services, Inc for antivirus and server monitoring, \$857.16 to Ron Carlsen for rent, and \$95.00 to AA Storage for a storage unit. A motion was made to approve the payment of the approved plan, currently \$1,110.79/month, to Blue Cross Blue Shield of Minnesota, the amount of the approved plan, currently \$46.62/month to USABLE Life for life and short-term disability, \$99.99/month to KMTelecom, \$35.01/month to Verizon Wireless, \$66.20/month to Techright Services, Inc, \$857.16 to Ron Carlsen, and \$95.00 to AA Storage totaling \$3,845.25/month.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

#### **Minnesota Counties Intergovernmental Trust (MCIT) 2024 Renewal Contributions**

Adam King, District Manager, presented the invoice for 2024 renewal contributions in the amount of \$6,377.00 from the Minnesota Counties Intergovernmental Trust (MCIT). A motion was made to authorize payment of \$6,377.00 to Minnesota Counties Intergovernmental Trust (MCIT) for 2024 renewal contributions.

Motion: David Livingston

Seconded: Bruce Freerksen

The motion carried unanimously.

#### **2024 Minnesota Association of Soil and Water Conservation District Dues**

Adam King, District Manager, presented a cover letter, 2023 accomplishments, and the 2024 invoice for \$7,077.92 from the Minnesota Association of Soil and Water Conservation Districts. The supervisors discussed the 2024 MASWCD Dues. A motion was made to authorize payment of \$7,077.92 to the Minnesota Association of Soil and Water Conservation Districts for 2024 dues.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

### **Minnesota Soil Health Coalition Membership Renewal**

Adam King, District Manager, informed the supervisors the MN Soil Health Coalition has notified the Dodge SWCD that our membership is up for renewal. A motion was made to approve the 2024 membership with the MN Soil Health Coalition at \$25.00/year.

Motion: Glenn Hahn

Seconded: Rick Alberts

The motion carried unanimously.

### **FY2020 Local Capacity Services Grant Close-Out**

Adam King, District Manager, informed the supervisors that the FY20 BWSR Local Capacity Services Grant expired on December 31, 2023, with all funds expended, the grant needs to be closed out. King presented the Final Financial Report, with \$130,332.00 spent of \$130,332.00 received, with \$0.00 to be returned to the Minnesota Board of Water and Soil Resources. A motion was made to authorize Adam King, District Manager, to submit the close out the FY20 BWSR Local Capacity Services Grant (P20-7472) with \$0.00 being returned to the Minnesota Board of Water and Soil Resources.

Motion: Rick Alberts

Seconded: David Livingston

Vote: Alberts: Affirmative; Freerksen: Affirmative; Scherger: Affirmative; Livingston: Affirmative; Hahn:

Abstain

The motion carried

### **2023 Financial Audit Quotes**

Adam King, District Manager, informed the supervisors that a 2023 audit quote form Peterson Company has not been received, but presented the quotes received for the 2020 Financial Audit. The supervisors discussed the bid and the audit of the 2023 financials. A motion was made to receive a quote from Peterson Company for the audit of the 2023 Dodge SWCD Financials.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

### **Other New Business**

There was no Other New Business.

### **Correspondence & Staff Report**

Adam King, District Manager, presented a letter from the Minnesota Public Utilities Commission for the Dodge County Wind LLC project. The supervisors discussed the letter and the project. Staff updates include continuing to learn QuickBooks, completing year-end financials, year-end BWSR grant reporting, and preparing to send out all tax documents. Jessica Klingfus, District Technician, is still on leave.

### **Supervisor Reports**

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

Glenn Hahn, District V Supervisor, reported that there have been no Feedlot Advisory Committee meetings, and the Root River Watershed Policy Committee meeting has not been scheduled. Hahn reported soil health events being held in Spring Valley, MN, and Owatonna, MN. Hahn presented a Minnesota Farmers Union Newsletter, and that they hired a new position focused on climate.

**David Livingston, District IV Supervisor**

David Livingston, District IV Supervisor, reported attending the Cedar River Watershed District Meeting where a stream restoration was discussed. Bids for the project have been received, with the Minnesota Department of Natural Resources approving the design from WSB. The district has received a grant from the Hormel Foundation, and Hodgman will be working on a basin project. A grassed waterway project in Red Rock Township in the Dobbins Creek watershed is ongoing, with most projects completed for the year. There are two wetland restoration projects, and they are working with Runnings for a kayak they will be raffling off. The Minnesota Board of Water and Soil Resources has received \$25,000,000 from the State of Minnesota, and has been awarded a \$25,000,000 Regional Conservation Partnership Program for soil health.

**Larry Scherger, District III Supervisor**

Larry Scherger, District III Supervisor, did not provide a report

**Bruce Freerksen, District II Supervisor**

Bruce Freerksen, District II 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, February 20, 2024 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 10:10 PM.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Approved:	Date:	Recorder:
	2-20-24	Adam King