



Dodge Soil and Water Conservation District

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Minutes of the May 20, 2025

Dodge Soil & Water Conservation District

Regular Board of Supervisors Meeting

The meeting was called to order by Larry Scherger, Board Chair, at 6:35 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: Jessica Klingfus, District Manager, Dodge Soil and Water Conservation District; Allison English, Administrative Professional, Dodge Soil and Water Conservation District; Nathan Bird, District Conservationist, United States Department of Agriculture – Natural Resources Conservation Service; Ann Gunness, Board Conservationist, Minnesota Board of Water and Soil Resources

Approval of Meeting Agenda: Additions to the May 20, 2025 board meeting agenda includes two changes. Add Golden Kernal Contract Cancellation Update and ATV Discussion under 'New Business' A motion was made to approve the May 20, 2025 meeting agenda, as revised.

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

Approval of April 15, 2025

Board Meeting Minutes: There was one correction to the April 15, 2025 board meeting minutes. The correction was on page 4 under 'Plaque Quote', the measurement for the plaque is missing- add inches to show 6"x8" Plaque. A motion was made to approve the April 15, 2025 board meeting minutes, as corrected.

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

Partner Agency Reports

Natural Resource Conservation Service Report

Nathan Bird, District Conservationist, United States Department of Agriculture – Natural Resources Conservation Service, reported the interviews for the Farm Bill Biologist with Pheasants Forever position will take place next week. Bird shared a Natural Resources Conservation Service (NRCS) staffing update. The critical staff positions will be announced this month. Internal applicants will be considered first and if the positions are not filled the NRCS will open them to outside applicants. Freeborn County NRCS position is vacant currently. The work load is being handled by Dodge NRCS staff or other Freeborn Staff. Noncritical positions could be about 1 year out from being filled. Bird shared the FY2025 Conservation Reservation Program (CRP) opened on 5/12/2025 and will close on June 6, 2025. The signup options are General CRP or Continuous CRP. Continuous CRP is accepted on a first-come, first served basis, and the General CRP will be more competitive.

Minnesota Board of Water and Soil Resources Report

Ann Gunness, Board Conservationist, Minnesota Board of Water and Soil Resources, attended the meeting to share an update. Gunness shared Regional Conservation Partnership Program (RCP) soil health practices were on hold but now things are looking optimistic. Gunness shared once an official information is released, a virtual meeting will be held. Jared House, RCP Program Coordinator, is requesting each Soil and Water Conservation Districts (SWCDs) to send in batching or ranking forms. Once the details are ironed out, the Regional Conservation Partnership Program (RCP) funds should be distributed after July 2025. Gunness shared the funds includes \$180,000 of initial funding and more can be requested up to \$120,000 monthly, until funds run out. The grant ends December 2028. Gunness shared around 5 million from Clean Water Funds will be disturbed as well. Once the legislature finalizes the budget and funding, the final numbers will be announced.

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, Treasurer, presented the April 2025 Financial Report, including the Balance Sheet covering what is in checking and savings, revenues of \$4,595.35, expenditures of \$32,087.42, the general ledger and aging summary, with a payables total of \$16,122.06. A motion was made to approve the April 2025 Treasurer's Report, and pay bills on the aging summary, for a payables total of \$16,122.06.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

Supervisor Reports

David Livingston, District IV Supervisor

David Livingston, District IV Supervisor, attended the Cedar River Meeting on April 16, 2025. The Cedar Watershed is going to be setting up a tour to see sites where projects have not been started and another tour to return in the Spring when the same sites have been completed. Livingston shared the flood wall around the Waste Treatment Plant in Austin was built without FEMA approval. A new flood wall will be built to FEMA standards. The 1-90 flooding issue is being addressed and plans are being drawn up and they are looking for funding. Livingston attended the Cedar-Wapsipicon Policy committee meeting on May 7th. The committee was unable to proceed because there were not enough people to make a quorum.

Glenn Hahn, District V Supervisor

Glenn Hahn, District V Supervisor, attended a Feedlot Group meeting on May 1st at Vans Zuilen Family Farms. The gestation nursery barns are being turned into general barns. The change is due to too many hog barns in the area causing disease to be high. The speakers at the feedlot meeting were hopeful having less pigs in the area will reduce the disease. Hahn attended the Local Work Group in Blooming Prairie on May 14. The focus of the work group was to rank the different conservation practices by Importance to the Soil and Water Conservation District. The ranking will help the NRCS decide how they will rank projects to receive next years funding. The suggestion from NRCS was to readjust the SWCD focus to structural rather than cover crops. The reason behind this is the cover crop projects cost a lot of money, eating away at the budget much quicker and only getting one or two projects funded. If we were to focus on structural project, the cost for these projects tends to be much less than cover crop projects. This would allow more projects to be on the ground with less funding. The soil health projects should qualify for funding by the RCPP Program. Hahn also attended the Root River Meeting on May 19th. In December 2026 the Root River contract will be expiring. The Board of Water and Soil Resources will work with Root River to renew the contract and fix any issues found.

Larry Scherger, District III Supervisor

Larry Scherger, District III Supervisor, attended the Zumbro River Policy Committee on May 8th. The Zumbro River supervisor election was completed. There were no changes to the current supervisors or their roles. The city of Oronoco had a presentation on a new grant to rebuild the canoe / boat launch. The city is asking to form a committee to help make the decisions for that project. The Surface Water Management Plan was presented and seemed to be working well, with limited to no flooding occurring. The next Zumbro River meeting will be a field tour in August.

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, attended the Feedlot Meeting on May 1, 2025.

Unfinished Business**Personnel Committee Recommendations**

Jessica Klingfus, District Manager, reported the Conservation Technician position closed on Friday April 25, 2025 with 29 applications received for the position. The applications were ranked by the personnel committee members and the top 7 candidates were sent requests for interviews. 6 total interviews were conducted as one candidate took a different employment opportunity. The interviews were ranked by the Personnel Committee members. The Personnel Committee met on Tuesday, May 13, 2025 to discuss the interviews. The committee decided to move forward with a conditional offer to Joseph Newman for the Conservation Technician Position and Newman has accepted the offer. Newman will start on June 2, 2025 starting at a Grade B23 Step 7 plus benefits.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

Fraudulent Charges

Allison English, Administrative Professional, updated the supervisors on the fraud charges from April, 2025. English shared MBT Fraud Department has completed the investigation on the fraudulent charges on May 7, 2025. The charges from TuTuTix, Norton, Coopers Plain AU, and Lidcombe AU have been found to be fraudulent. The four charges have been credited back to the MBT checking account. The total credit received was \$126.06.

2026 Draft Preliminary Budget

Jessica Klingfus, District Manager, reviewed the 2026 Draft Preliminary Budget with the supervisors. The supervisors discussed the 2026 Draft Preliminary Budget, noting the amount for the Dodge County Appropriation. A Finance Committee was set for Tuesday June 3, 2025 at 9:00 AM. A motion was made to table this topic until after the Finance Committee meets.

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

2025 Conservationist of the Year

Jessica Klingfus, District Manager, present the staff recommendation to nominate Jeff Basford of Canisteo Township. Klingfus shared Jeff Basford conservation practices and he continues to work with the Dodge Soil and Water Conservation office on a variety of conservation projects.

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

Vehicle Discussion

Jessica Klingfus, District Manager, discussed the need for a new truck in the office. With the new Conservation Technician starting in the office in June and two other staff doing field work, staff feel having another truck would be beneficial. Klingfus shared, we have money in the Vehicle/ Building/ Equipment fund we could use for this purchase. The supervisors discussed and agreed another truck or an SUV would be beneficial for the office. Jessica Klingfus, District Manager, will find some options for purchase and present them at the next board meeting on June 15, 2025.

Watershed Cost-Share Contract 2025WAGZ-DC-01 (Thomforde) Payment

Larry Thomforde of Zumbrota, MN is requesting cost-share assistance from the Dodge Soil and Water Conservation District for a 351- Well Decommissioning will be installed in Section 8 of Milton Township. The practice will provide groundwater pollution prevention benefits. The total cost for the practice was \$4,120.00 and he is requesting 75% of the total cost of the project, not to exceed \$3,000.00. A motion was made to approve the cost-share contract 2025 WAGZ-DC-01 for Larry Thomforde for installing a 351- Well Decommissioning at a 75% of the total cost of the entire project, not to exceed \$3,000. A motion was made to approve the payment for 2025WAGZ- DC -01 for Larry Thomforde for 75% of the total cost of the project, not to exceed \$3000.

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

Watershed Cost-Share Contract 2025WAGZ-DC-03 (Schrafel) Encumbrance

Ron Schrafel of Mantorville, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the project of a 351- Well Decommissioning will be installed in Section 17 of Mantorville Township. The estimated cost for the practice is \$3,200.00, and he is requesting to encumber 75%, not to exceed \$2,400.00. A motion was made to approve the encumbrance of Watershed Cost-Share contract 2025WAGZ-DC-03 for Ron Schrafel to install a 351- Well Decommissioning in Section 17 of Mantorville Township at 75% of the total cost of the project, not to exceed \$2,400.00.

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

Watershed Cost-Share Contract 2025WAGZ-DC-04 (Delzer Family Farm Trust) Encumbrance

Delzer Family Farm of Dodge Center, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the project of a 412- Grassed Waterway will be installed in Section 24 of Wasioja Township. The estimated cost for the practice is \$14,690.50, and he is requesting to encumber 90%, not to exceed \$13,221.45. A motion was made to approve the encumbrance of Watershed Cost-Share contract 2025WAGZ-DC-04 for Delzer Family Farm to install a 412- Grassed Waterway in Section 24 of Wasioja Township at 90% of the total cost of the project, not to exceed \$13,221.45.

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

Watershed Cost-Share Contract 2025WAGZ-DC-05 (Giese Living Trust) Encumbrance

Virginia Giese Living Trust of Kasson, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the project of a 412- Grassed Waterway will be installed in Section 30 of Mantorville Township. The estimated cost for the practice is \$10,197.00, and he is requesting to encumber 90%, not to exceed \$9,177.30. A motion was made to approve the encumbrance of Watershed Cost-Share contract 2025WAGZ-DC-05 for Virginia Giese Living Trust to install a 412- Grassed Waterway in Section 30 of Mantorville Township at 90% of the total cost of the project, not to exceed \$9,177.30.

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

Watershed Cost-Share Contract 2025WAGZ-DC-06 (Snow) Encumbrance

Robert Snow of Kasson, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the project of a 412- Grassed Waterway will be installed in Section 36 of Wasioja Township. The estimated cost for the practice is \$29,254.50, and he is requesting to encumber 90%, not to exceed \$26,329.05. A motion was made to approve the encumbrance of Watershed Cost-Share contract 2025WAGZ-DC-06 for Robert Snow to install a 412- Grassed Waterway in Section 36 of Wasioja Township at 90% of the total cost of the project, not to exceed \$26,329.05.

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

Watershed Cost-Share Contract 2025WAGZ-DC-07 (Snow/Delzer) Encumbrance

Carol Delzer of Kasson, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the project of a 412- Grassed Waterway will be installed in Section 30 of Mantorville Township. The estimated cost for the practice is \$22,297.00, and he is requesting to encumber 90%, not to exceed \$20,067.30. A motion was made to approve the encumbrance of Watershed Cost-Share contract 2025WAGZ-DC-07 for Carol Delzer to install a 412- Grassed Waterway in Section 30 of Mantorville Township at 90% of the total cost of the project, not to exceed \$22,297.00.

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

Watershed Cost-Share Contract 2025WAGZ-DC-08 (Bothe) Encumbrance

Roger Bothe of Woodbury, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the project of a 412-Grassed Waterway will be installed in Section 7 of Concord Township. The estimated cost for the practice is \$28,149.00, and he is requesting to encumber 90%, not to exceed \$25,334.10. A motion was made to authorize Jessica Klingfus, to approve the encumbrance of Watershed Cost-Share contract 2025WAGZ-DC-08 for Roger Bothe to install a 412-Grassed Waterway in Section 7 of Concord Township at 90% of the total cost of the project, not to exceed \$25,334.10, once the paperwork is signed.

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

Watershed Cost-Share Contract 202WAGZ-DC-15 (Ripley Township) Payment

Ripley Township of Claremont, MN is requesting cost-share assistance from the Dodge Soil and Water Conservation District for a 351-Well Decommissioning will be installed in Section 21 of Ripley Township. The practice will provide groundwater pollution prevention benefits. The total cost for the practice was \$10,374.60 and he is requesting 75% of the total cost of the project, not to exceed \$3,000.00. A motion was made to approve the cost-share contract 2024 WAGZ-DC-15 for Ripley Township for installing a 351-Well Decommissioning at a 75% of the total cost of the entire project, not to exceed \$3,000. A motion was made to approve the payment for 2024WAGZ-DC-15 for Ripley Township for 75% of the total cost of the project, not to exceed \$3000.

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

District Cost-Share Contract 2025WAGZ-DC-08 (Bothe) Encumbrance

Roger Bothe of Woodbury, MN has requested cost-share assistance from the Dodge Soil and Water Conservation District for the project of a 412-Grassed Waterway will be installed in Section 7 of Concord Township. The estimated cost for the practice is \$28,149.00, and he is requesting to encumber 90%, not to exceed \$25,334.10. A motion was made to authorize Jessica Klingfus, to approve the encumbrance of Watershed Cost-Share contract 2025WAGZ-DC-08 for Roger Bothe to install a 412-Grassed Waterway in Section 7 of Concord Township at 90% of the total cost of the project, not to exceed \$25,334.10, once the paperwork is signed.

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

Other New Business

ATV

Jessica Klingfus, District Manager, advised the supervisors the Dodge Soil and Water Conservation District ATV has been tampered with. The ATV was outside the office with the security hitch attached to the truck over the weekend. Zac Colton, Soil Health Technician, went to use the ATV and noticed damage to the key ignition. Klingfus filed a police report and notified MCIT. Colton took the ATV to M&L Lawn and Leisure to get full overview. Once the overview of the damage of the ATV is known, Klingfus will submit the full report to MCIT.

Golden Kernal Farms Inc CRP Incentive Update

Golden Kernal Farms INC signed two incentive contracts with the Dodge Soil and Water Conservation District in August of 2024- 2024WAGZ-DC-CRP-05 and 2024WAGZ-DC-CRP-04. The CRP has not been established and the contract is not being withheld. The Dodge Soil and Water Conservation District will be researching this and possibly requesting a refund for the paid-out incentives. The total incentive paid out was \$1000-\$500 per contract. An update will come at a future meeting.

Correspondence & Staff Report

Jessica Klingfus, District Manager, is working busy working on a project with Eric and Cody from Freeborn. Klingfus shared Zac Colton, Soil Health Technician, has been busy moving the drill and writing drill agreements with landowners. Klingfus shared daily operations for the district have been going well and we will soon have a full team again.

Next Meeting

The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be held Tuesday, July 15, 2025 at 6:30 P.M. in the conference room of the United States Department of Agriculture (USDA) Service Center, 916 2nd Street SE, Dodge Center, MN.

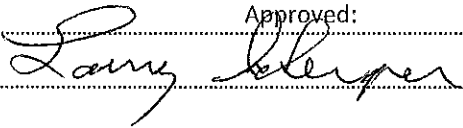
Adjournment

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 10:40 P.M.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

Approved:	Date:	Recorder:
	6-20-25	Allison English

