



Dodge Soil and Water Conservation District

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Minutes of the August 19, 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
Bruce Freerksen, PR&I

Members Absent: None

Others Present: Jessica Klingfus, District Manager, Dodge Soil and Water Conservation District; Allison English, Administrative Professional, Dodge Soil and Water Conservation District; Annie Gunness, Board Conservationist, Minnesota Board of Water and Soil Resources (Virtual); Don Bajumpaa, PRAP Coordinator, Minnesota Board of Water and Soil Resources (Virtual).

Approval of Meeting Agenda: Corrections of the August 19, 2025 board meeting agenda include adding 'Watershed Cost- Share Contract 2025WAGZ-DC-06 (Snow) Payment' and 'District Cost-Share Contract 2025-SHD-DC-02 (Pyfferoen) Encumbrance' under New Business' and add 'Grants Update' under 'Other New Business'. A motion was made to approve the August 19, 2025 meeting agenda, as revised.

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

Approval of July 15, 2025

Board Meeting Minutes: Correction to the July 15, 2025 board meeting minutes includes correcting the wording under Nathan Bird's report for Conservation Reserve Enhancement Program (CRP) The word 'Enhancement' needs to be removed. Under 'David Livingston's Report' add the word 'steel' between unauthorized and plate. Both corrections are found on page 2. A motion was made to approve the July 15, 2025 board meeting minutes, as corrected.

Motion: David Livingston
Seconded: Bruce Freerksen
The motion carried unanimously.

Performance Review and Assistance Program (PRAP)

Don Bajumpaa, PRAP Coordinator, Minnesota Board of Water and Soil Resources, attended the Board Meeting virtually. Bajumpaa presented the Draft Performance Review and Assistance Program (PRAP) for the Dodge Soil and Water Conservation District to the Board of Supervisors. This is the first review the Dodge Soil and Water Conservation District has had in 12 years. The district was scored on 14 basic applications and 22 high performance standards. The Dodge SWCD received 14/14 in basic applications and 14/22 high performance standards. Overall, the PRAP went well for the district and no further action is required.

The full PRAP Draft will be available on our website once it is released to us.

Partner Agency Reports

Natural Resource Conservation Service Report

Nathan Bird, District Conservationist, United States Department of Agriculture – Natural Resources Conservation Service, was unable to attend.

Minnesota Board of Water and Soil Resources Report

Ann Gunness, Board Conservationist, Minnesota Board of Water and Soil Resources, was able to attend the meeting virtually. Gunness shared once the district has encumbered \$120,000 for the RCPP Grant, the district is able to request more money in e-link. The extension request for FY22 Local Capacity grant has been approved. Gunness shared at the end of September the Fiscal Year (FY)26-27 grants will be available to apply for.

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 July 2025 Financial Report, including the Balance Sheet covering what is in checking and savings, revenues of \$67,764.93, expenditures of \$41,824.80, the general ledger and aging summary, with a payables total of \$999.59. A motion was made to approve the July 2025 Treasurer's Report, and pay bills on the aging summary, for a payables total of \$999.59.

Motion: Bruce Freerksen

Seconded: Rick Alberts

The motion carried unanimously.

Certificates of Deposit Renewal

Jessica Klingfus, District Manager, informed the supervisors the Certificate of Deposit (CD) is set to mature on 8/27/2025. The district's CD is currently in a 11-month term with a 4.75% interest rate. The supervisors discussed the length for the next term and if the interest should be accrued as revenue or added to the balance of the Certificate of Deposit (CD). The supervisors discussed the amount of money in the district's other bank/savings accounts to discuss a second Certificate of Deposit to be started. After some discussion, the decision to take out two 3- month Certification of Deposit for \$100,000 at an interest of 4.65%. A motion was made to renew the Certificate of Deposit for a 6-month term at a 4.45 interest rate and to add the \$4,498.45 made in interest to the CD total- total of 6- month CD deposit would be 104,498.45 and go forward with the two additional Certification of Deposits for 3-months for \$100,000 at an interest of 4.65%.

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

Supervisor Reports

David Livingston, District IV Supervisor

David Livingston, District IV Supervisor, advised Dodge County was allowed \$7,900 for buffers and \$5,000 for rain gardens only \$714.00 was used of Cedar Rivers Budget. This money will be reallocated into the budget elsewhere. The Cedar River went over the Preliminary budget. The Cedar River had a policy advisory meeting and the performance review and midplan assessment was reviewed. The CRP next to Kevin Kaiser is full of weeds and Nathan Bird, NRCS, will check it out and Klocke CRP is doing well with weed control. Livingston shared outreach ideas. Last Tuesday, August 12, Livingston shared he attended a Dodge County Commissioners meeting where Jessica Klingfus, District Manager, and Allison English, Administrative Professional reviewed the budget and presented stats, before and after pictures, and an overview of the SWCD's work. Livingston shared the presentation went well and sparked interest.

Glenn Hahn, District V Supervisor

Glenn Hahn, District V Supervisor, shared the Root River Tour will be next week. The Vans Zuilen nursery barns are being turned into general barns and they are currently coming up with the nutrient supply plan.

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, joined Glenn Hahn at the Vans Zuilen Farms barns.

Unfinished Business

Vehicle Fund

Jessica Klingfus, District Manager, shared an update with the supervisors about the vehicle search. Zac Colton, Soil Health Conservationist Technician, and Joe Newman, Conservation Technician, have been searching car lots in the area. The staff found two viable options. Both options are Jeep Cherokees- one is a 2021 and the other is a 2024. The board discussed the pros and cons of both vehicles. The board discussed factory warranty and extended warranty. The board would like Jessica Klingfus, District Manager, to get a quote for the 2024 Jeep Cherokee and find out the warranty information before making a final decision. The decision to purchase the vehicle will be made before the next board meeting. Jessica Klingfus, District Manager, will reach out to the board to collect votes regarding the purchase once all the information is provided. This topic has been tabled.

Humana Renewal

Medsurety sent a letter regarding the price increase for the dental plan. Beth Hanggi has verified the new rates with Humana. The life insurance and short-term disability rates will stay the same for 2025/2026 but the Dental rates will increase from \$218.86 to \$240.79 per month. The new rates will start September 2025. A spreadsheet showing the new rate increase and the additional employee added was provided to the supervisors. A motion was made to approve the increase in the dental premium and stay with Humana for the short-term disability, dental insurance, and life insurance.

Motion: David Livingston
Seconded: Bruce Freerksen
The motion carried unanimously.

New Business

QuickBooks Price Increase

Allison English, Administrative Professional, presented the price increase for QuickBooks subscription from \$722.00 to \$1,049.00 per year. The board would like to investigate other bookkeeping/ payroll software. This item has been tabled.

FY26 Aid Workplan

Jessica Klingfus, District Manager, presented the Fiscal Year 2026 SWCD Aid funding workplan.

Recommended FY26 SWCD Aid workplan:

\$70,000 for an Administrative

\$30,000 for Technical Assistance

\$10,000 for Education and Outreach

\$15,000 for Financial Assistance/ Cost Share

\$2,118 for Comprehensive Watershed Management Plans

\$127,118 TOTAL

A motion was made to accept the staff recommended FY26 SWCD Aid workplan as presented.

Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.

FY2026 Soil Health Practices Grant Execution- RCPP

Jessica Klingfus, District Manager, presented to the board the FY26 Soil Health Practice Grant has been executed for \$180,000.

FY26 Soil Health Practice Grant:

\$180,000 for Soil Health Practices

A motion was made to approve the execution of the FY26 Soil Health Practices Grant -RCPP of \$180,000 and to follow the presented workplan.

Motion: Bruce Freerksen
Seconded: David Livingston
The motion carried unanimously.

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

Delzer Family Farm Trust of Dodge Center, MN is requesting cost-share payment from the Dodge Soil and Water Conservation District for a 412- Grassed Waterway, installed in Section 24 of Wasioja Township. The total cost for the practice was \$12,332.00 and they are requesting 90% of the total cost of the project, not to exceed \$11,398.00. The remaining \$1,467.05 will be unencumbered A motion was made to approve the Watershed cost-share contract final payment on 2025WAGZ-DC-04 for Delzer Family Farm Trust for installing a 412- Grassed Waterway at a 90% of the total cost of the entire project, not to exceed \$11,398.00.

Motion: Glenn Hahn
Seconded: Bruce Freerksen
The motion carried unanimously.

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

Roger Bothe of Woodbury, MN is requesting cost-share payment from the Dodge Soil and Water Conservation District for a 412- Grassed Waterway, installed in Section 7 of Concord Township. The total cost for the practice was \$24,940.00 and they are requesting 90% of the total cost of the project, not to exceed \$22,746.00. A motion was made to approve the Watershed cost-share contract 2025WAGZ-DC-08 for Roger Bothe for installing a 412- Grassed Waterway at a 90% of the total cost of the entire project, not to exceed \$22,746.00.

Motion: Bruce Freerksen
Seconded: David Livingston
The motion carried unanimously.

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

Robert Snow of Kasson, MN is requesting cost-share payment from the Dodge Soil and Water Conservation District for a 412- Grassed Waterway, installed in Section 36 of Wasioja Township. The total cost for the practice was \$29,390.78 and they are requesting 90% of the total cost of the project, not to exceed \$26,929.05. The final paperwork has been sent out via mail and is expected back any day. A motion was made to authorize Jessica Klingfus, District Manager, authority to approve the cost-share contract 2025WAGZ-DC-06 for Robert Snow for installing a 412- Grassed Waterway at a 90% of the total cost of the entire project, not to exceed \$26,929.05, once all final paperwork is received.

Motion: Bruce Freerksen
Seconded: Glenn Hahn
The motion carried unanimously.

District Cost-Share Contract 2025-SHD-DC-02 (Pyfferoen) Encumbrance

Tom Pyfferoen of Pine Island, MN is requesting cost-share payment from the Dodge Soil and Water Conservation District for a 340- Cover Crop, installed in Section 1 of Mantorville Township. The estimated cost for the practice is \$900.00 and they are requesting 100% of the total cost of the project, not to exceed \$900.00. Currently there is \$60,000 left to encumber, and there will be \$59,100, remaining to encumber once approved. A motion was made to encumber the cost-share contract 2025-SHD-DC-02 for Tom Pyfferoen for installing a 340- Cover Crop at 100% of the total cost of the entire project, not to exceed \$900.00.

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

Other New Business

Grant Update

Jessica Klingfus, District Manager, presented a grant update for the supervisors.
FY23 Local Capacity Grant will be closed out as all funds have been exhausted.
FY22 Local Capacity Grant extension has been approved and a change to the grant workplan is to come.
FY23 Buffer Law, FY24 Buffer Law, and FY25 Buffer Law will require an amendment to move funds in the work plan to a different category. This will be presented at a future board meeting.

Correspondence & Staff Report

Jessica Klingfus, District Manager, shared the Cedar River Watershed will do a presentation in October presenting the pollution reduction, cost share projects, and cover crops. Klingfus shared Cody Fox, Mower County with be setting up a GIS to show a map and dashboard of projects in place and pictures will be uploaded of each project.

Next Meeting

The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be held Tuesday, September 16, 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.

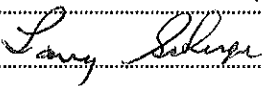
Adjournment

Hearing no further business, Larry Scherger, Chair, called for a motion for adjournment at 10:01 PM.

Motion: Glenn Hahn

Seconded: David Livingston

The motion carried unanimously.

Approved:	Date:	Recorder:
	8-16-25	Allison English