



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 October 14, 2025

Dodge Soil & Water Conservation District

Regular Board of Supervisors Meeting

The meeting was called to order by Larry Scherger, Board Chair, at 6:31 P.M.

Members Present: Larry Scherger, Chair
Rick Alberts, Vice-Chair
David Livingston, Secretary
Bruce Freerksen, PR&I (entered at 6:34 P.M.)

Members Absent: Glenn Hahn, Treasurer

Others Present: Jessica Klingfus, District Manager, Dodge Soil and Water Conservation District; Allison English, Administrative Professional, Dodge Soil and Water Conservation District.

Approval of Meeting Agenda: There were no additions made to the agenda. A motion was made to approve the October 14, 2025 meeting agenda, as presented.

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

Approval of September 16, 2025

Board Meeting Minutes: Corrections to the September 16, 2025 board meeting minutes include changing the word 'inquired' to 'required' on the second page under 'Outstanding Invoices' and to replace the word 'wit' with the word 'with' on the fourth page under 'Employee Training Request.' A motion was made to approve the September 16, 2025 board meeting minutes, as corrected.

Motion: David Livingston
Seconded: Rick Alberts
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, was unable to attend the meeting.

Minnesota Board of Water and Soil Resources Report

Ann Gunness, 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, Treasurer, was unable to attend the meeting. A motion was made to table the financial statement until next month's meeting on November 18, 2025.

Motion: Rick Alberts

Seconded: David Livingston

The motion carried unanimously.

A motion was made to approve and pay the payables with for a total of \$9,004.62.

Motion: Rick Alberts

Seconded: Bruce Freerksen

The motion carried unanimously.

Supervisor Reports

David Livingston, District IV Supervisor

David Livingston, District IV Supervisor, attended the Cedar River Meeting and the levies were approved. Livingston shared the work that is being completed, he will be interested to see once it is done, and there may be a tour in the spring to show the progress. Livingston also attended the Area 7 meeting; there was a tour of the Grand Meadow Chert Quarry tour and a supervisor's meeting. Livingston shared this was a very neat tour and he enjoyed hearing the story of the chert process.

Glenn Hahn, District V Supervisor

Glenn Hahn, District V Supervisor, was unable to attend the meeting.

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, shared the Feedlot advisory meeting took place at the Van Zuilen Farm. They looked at the construction on the barn.

Unfinished Business

No unfinished business.

New Business

Peterson's Draft Audit and Representation Letter

Jessica Klingfus, District Manager, advised Peterson Company has completed the final 2024 Financial Audit. The audit is ready for the approval to be submitted to the State of Minnesota. A copy of the final audit has been provided to each of the board members. A motion was made to approve the final audit and submit the 2024 Financial Audit to The State of Minnesota.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carried unanimously

RCPP Ranking

Jessica Klingfus, District Manager, presented the second batch of RCPP Soil Health Application Ranking. There are three projects up for ranking. The first project ranked 40 points, the second project ranked 30 points, and the third project ranked 40 points. The supervisors asked what the application process was. Klingfus advised the landowner will come in to the office to fill out the application and Zac Colton, Soil Health Conservation Technician, verifies the information. A motion was made to fund all projects for the second batch of RCPP Soil Health Application Ranking. Ranked in the order of 3,1,2.

Motion: Bruce Freerksen

Seconded: David Livingston

The motion carries.

Review Encumbered Non- Structural Projects

Jessica Klingfus, District Manager, reviews the encumbered Non-Structural Projects approved since the last board meeting.

Non-Structural Contracts Encumbered Since Last Board Meeting							
Funding Source	Contract Holder	Practice	Acres	Contract Amount	Sediment (TSS T/yr)	Nitrogen (lbs/ac/yr)	Phos (lbs/ry)
Soil Health Delivery	Rick Alberts	C. Crops	183.00	\$3,660.00	39.80	1,412.20	68.90
Soil Health Delivery	Jack Biwer	C. Crops	181.98	\$3,639.60	31.60	1,146.60	51.50
Soil Health Delivery	Hans Estby	C. Crops	250.00	\$5,000.00	50.00	2,077.10	89.30
District Cost Share	Brayden Caulfield	C. Crops	26.85 (x3yrs)	\$3,624.75	5.90	208.40	10.20
Soil Health Delivery (RCPP)	20-1-1	C. Crops	4,498.60	\$179,944.00	827.70	1,523.10	38,957.40

Paid Family Medical Leave

Jessica Klingfus, District Manager, advised the supervisors starting January 1, 2026, the Dodge Soil & Water Conservation District will be required to take part in the MN Paid Leave program through the State of Minnesota or have an equivalent plan through a private company. Since the MN Paid Leave plan has a 0.66% plan rate for small businesses, we requested a quote from a private company to determine if a lower rate could be obtained. The quote we received from ShelterPoint Life Insurance Company had a 0.59% rate. Staff are requesting the Dodge Soil and Water Conservation District cover the entire 0.59% rate for all four staff and all five supervisors. A motion was made for the Dodge Soil and Water Conservation

October 14, 2025 Dodge SWCD Board of Supervisors Meeting Minutes

Page 3 of 5

SUPERVISORS: RICK ALBERTS – BRUCE FREERKSEN– LARRY SCHERGER – DAVID LIVINGSTON – GLENN HAHN

District to use ShelterPoint as a private Paid Family Medical Leave provider and for the Dodge Soil and Water Conservation District to cover the full 0.59% rate for all staff and supervisors.

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

MASWCD Annual Convention

Jessica Klingfus, District Manager, informed the supervisors the Minnesota Association of Soil and Water Conservation Districts Annual Convention is taking place on December 1-3, 2025 held at the Double Tree by Hilton – Bloomington. The registration for both days is \$335.00, \$250.00 for Tuesday, and \$210.00 for Wednesday. Lunch and breakfast are available- Lunch is \$35.00 each and breakfast is \$25.00 each. The cost for lodging is \$115.00 plus tax per night. A motion was made to approve covering registration, lodging and food expenses for any staff that is wanting to attend the 2025 Minnesota Association of Soil and Water Conservation District Annual Convention.

Motion: Bruce Freerksen
Seconded: Rick Alberts
The motion carried unanimously.

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

Ron Schrafel of Mantorville, MN is requesting cost-share payment from the Dodge Soil and Water Conservation District for a 351- Well Decommissioning, installed in Section 17 of Mantorville Township. The final cost for the practice is 3,200.00 and they are requesting 75% of the total cost of the project, not to exceed \$2,400.00. A motion was made to approve the final payment for the Watershed Cost-Share Contract 2025WAGZ-DC-03 for Ron Schrafel for installing a 351- Well Decommissioning at 75% of the total cost of the entire project, not to exceed \$2,400.00.

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

Watershed Cost-Share Contract 2025-WAGZ-DC-07 (C. Delzer) Payment

Carol Delzer of Kasson, MN is requesting Watershed cost-share payment from for a 412- Grassed Waterway, installed in Section 30 of Mantorville Township. The final cost for the practice was \$23,650.60 and they are requesting 90% of the total cost of the project, not to exceed \$20,367.30. A motion was made to approve the final payment for the Watershed cost-share contract 2025WAGZ-DC-07 for Carol Delzer for installing a 412- Grassed Waterway at 90% of the total cost of the entire project, not to exceed \$20,367.30.

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

No Till Drill Winter Storage

Jessica Klingfus, District Manager, informed the supervisors the Janes farm is no longer available to store the no-till drill over winter, staff are suggesting storing the no-till drill at Mark Kepkhafer's property. Mark has offered to store the drill in his shed over the winter in exchange for being able to use it occasionally. A motion was made to store the no-till drill at Mark Kepkhafer's property for the winter in exchange for allowing occasional use.

Motion: Rick Alberts
Seconded: Bruce Freerksen
The motion carried unanimously.

2025 MASWCD Resolutions

The Dodge County Soil and Water Conservation District Supervisors reviewed and individually voted on each of the 12 MASWCD resolutions. Glenn Hahn, Treasurer, was unable to attend the meeting and votes will be recorded at a different time. A motion was made to approve Allison English, Administrative Professional, to submit each supervisors votes individually electronically to MASWCD.

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

Other New Business

No other new business.

Correspondence & Staff Report

Jessica Klingfus, District Manager, shared with the supervisors she received a \$1,000 grant to attend the Manager Cohort. Klingfus shared the first session of the manager cohort was very useful and a good source of networking. The managers made management profiles and discusses different ways to communicate. Klingfus informed the supervisors we did receive the second batch of RCPP money but are unable to payout or start projects due to the government being closed. Klingfus informed the supervisors she was able to find a conservation grant through ESRI to receive our GIS license for \$100 a year. The total cost for GIS will be \$248.00 instead of \$4,600.00.

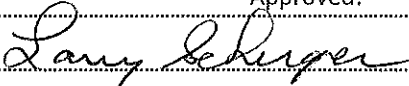
Next Meeting

The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be held Tuesday, ^{November} December 10, 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 8:28 PM.

Motion: Bruce Freerksen
Seconded: Rick Alberts
The motion carried unanimously.

Approved:	Date:	Recorder:
	11-18-25	Allison English

