



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 June 17, 2025

Dodge Soil & Water Conservation District

Regular Board of Supervisors Meeting

The meeting was called to order by Larry Scherger, Board Chair, at 6:33 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; 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: Corrections of the June 17, 2025 board meeting agenda include changing 'GIS License' from an action item to a discussion item. A motion was made to approve the June 17, 2025 meeting agenda, as revised.

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

Approval of April 15, 2025

Board Meeting Minutes: Corrections to the May 20, 2025 board meeting minutes include removing the second paragraph named 'Watershed Cost-Share Contract 2025WAGZ-DC-08 (Bothe) Encumbrance' on page 6. A motion was made to approve the May 20, 2025 board meeting minutes, as corrected.

Motion: Rick Alberts
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, shared a replacement was hired for the Farm Bill Biologist position. Allison Papenfus will be starting at the end of June. Dodge County had 19 Conservation Reserve Program (CRP) and 1 Conservation Reserve Enhancement Program (CREP) contract approved. The Dodge NRCS has been helping Freeborn County with 100 Conservation Reserve Program (CRP) offers and 30 contracts up for review to check for issues and fixing renewal. The NRCS Environmental Quality Incentives Program (EQIP) pre-approved a wind break restoration. The Dodge County staff are looking at around 26 projects for next year. Bird shared he is currently working on highly erodible land reviews in Freeborn County and it has been going well. Luke Bowe, Soil Conservationist, United States Department of Agriculture – Natural Resources Conservation Service, is on paternity leave till early July and Jared Matzke, Soil Conservation Technician, United States Department of Agriculture – Natural Resources Conservation Service, is going back on paternity leave in August.

Nathan Bird, District Conservationist, United States Department of Agriculture – Natural Resources Conservation Service, provided handouts from the Minnesota Department of Agriculture (MDA) titled 'Wild Parsnip (*Pastinaca Sativa*) Biennial Lifecycle and Treatment Timing.'

Minnesota Board of Water and Soil Resources Report

Ann Gunness, Board Conservationist, Minnesota Board of Water and Soil Resources, attended the meeting to share a couple of updates. Gunness shared the Board of Water and Soil Resources is hiring a Human Resource Director. The position is currently open and posted. Gunness shared Regional Conservation Partnership Program (RCPP) funds have been approved and will be distributed by the end of July. The RCPP funds include \$180,000 of initial funding, with the ability to request up to \$120,000 monthly, until funds run out. The Board of Water and Soil Resources will review and approve the ranking sheet submitted by the Dodge Soil and Water Conservation staff. Gunness shared the legislature has ended their session and the budget has been finalized for the Clean Water Funds. The focus for the FY26-27 grant will be Water based Implementation. The grant will be distributing funds for the following programs: Watershed-Based Implementation Funding (WBIF) Program, Soil Health Programs, Soil Health Delivery – Technical Assistance and Education, Minnesota Office for Soil Health (MOSH), and, Drinking water projects/ practices. Gunness shared the Minnesota Board of Water and Soil Resources (BWSR) has been working for a few years to streamline the grant process. The goal is to make the structure of the grants easier for consumers to understand and take a more standardized approach. There will be a webinar in late summer to learn more.

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 June 2025 Financial Report, including the Balance Sheet covering what is in checking and savings, revenues of \$99,671.59, expenditures of \$20,996.15, the general ledger and aging summary, with a payables total of \$1,586.68. A motion was made to approve the June 2025 Treasurer's Report, and pay bills on the aging summary, for a payables total of \$1,586.68.

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

Supervisor Reports

David Livingston, District IV Supervisor

David Livingston, District IV Supervisor, shared Joe Sheely replaced Jim Gebhardt on the Cedar River Watershed District (CRWD) Board of Supervisors. Cody Fox, District Manager, Mower Soil and Water Conservation District, received a phone call regarding a berm washout. The washout was caused by corn stocks and is estimated to cost between \$10,000-\$13,000 to fix. The neighbor's house was checked and a plate was put in to slow the flow of water, but per the easement contract this is not allowed. The CRWD is working with the City of Austin to deal with some ditch flooding. Livingston shared six permits have been approved for a bridge replacement.

Glenn Hahn, District V Supervisor

Glenn Hahn, District V Supervisor, did not provide a report.

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.

Unfinished Business

2026 Final Preliminary Budget

Jessica Klingfus, District Manager, reviewed the 2026 Final Preliminary Budget with the supervisors. A Finance Committee took place on Tuesday June 3, 2025 at 9:00 AM and the draft budget was approved. The supervisors discussed the 2026 Final Preliminary Budget, noting the much lower amount budgeted for equipment this year. The drop is due to survey equipment, computers, and office furniture being purchased in 2025. A motion was made to approve the Final Preliminary Budget and present it to Dodge County.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

Personnel Committee Recommendations

The Dodge Soil and Water Conservation District Personnel Committee met on Tuesday, June 3, 2025, to have a 3-month review with Jessica Klingfus, interim District Manager. The Personnel Committee recommend Jessica Klingfus as the official District Manager and a step increase from Step 7 to Step 6, which started on June 9, 2025. A motion was made to approve the Personnel Committee recommendation and approve the step increase starting June 9, 2025.

Motion: Glenn Hahn

Seconded: Bruce Freerksen

The motion carried unanimously.

ATV Update

Jessica Klingfus, District Manager, shared an update with the supervisors. M&M Lawn and Leisure finished the inspection on the ATV. The fuel line and ignition were tampered with and have been fixed. The total cost of the repair was \$379.66. Jessica Klingfus, District Manager, submitted the inspection results and police report to MCIT. The fix was lower than the \$1,000 deductible, the claim is closed with no further action required. The final bill was included in May 2025 and June 2025 payables. The invoice has been approved and paid.

New Business

2025 Tree Sale Final Numbers

Allison English, Administrative Professional, presented the 2024-2025 Tree Sale profit/ loss.

Local Partners Agreement Between the Dodge Soil and Water Conservation District Pheasants Forever INC.

Pheasants Forever Inc. has provided a Local Partners Agreement with the Dodge Soil and Water Conservation District. This Local Partners Agreement will allow Allison Papenfuss, Farm Bill Biologist, Pheasants Forever Inc, to work in the Dodge Center Service Center for FY26 (July 1, 2025- June 30, 2026). The Dodge SWCD will no longer be receive a larger grant to fund the position, but Pheasants Forever will be receiving fund directly from Minnesota. The grant will support a full-time position at \$65,000/ year, and will require a 10% match from the local SWCD. A motion was made to sign and approve the Local Partners Agreement between Dodge SWCD and Pheasants Forever, Inc, for the Farm Bill Biologist II position stationed at the Dodge Center Service Center and providing \$3,250.00 in matching funds.

Motion: David Livingston

Seconded: Glenn Hahn

The motion carried unanimously.

GIS License

Jessica Klingfus, District Manager, shared we were able to upgrade our current license to a Professional Plus at no cost. If we renew our licenses as-is we would be paying around \$2,400 per license for the Personal Plus. Klingfus shared the Dodge Soil and Water Conservation District is trying to partner with Dodge County. The county has license that are not being used. In other counties, the soil and water districts can pay the county around \$1,500 per license, to help save on the cost. Our renewal date is not until October and Jessica Klingfus, District Manager is working to figure out the best deal for the license and will present this the board on a later date.

Other New Business

Correspondence & Staff Report

Jessica Klingfus, District Manager, shared Joe Newman, Conservation Technician, started on June 1. 2025. The team feels he will be a good fit for the job. Newman is getting acquainted to the office and has started training for the postion.

Next Meeting

The next meeting of the Dodge Soil and Water Conservation District Board of Supervisors will be held Tuesday, August 19, 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 8:27 PM.

Motion: Rick Alberts

Seconded: David Livingston

May 20, 2025 Dodge SWCD Board of Supervisors Meeting Minutes

Page 4 of 5

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

The motion carried unanimously.

Approved:	Date:	Recorder:
<i>Larry Scherger</i>	<i>7-18-23</i>	Allison English

