**TODD COUNTY SWCD BOARD MEETING AGENDA**

There will be a meeting of the Todd Soil and Water Conservation District Board of Supervisors on **Thursday, January 11, 2018 beginning at 8:30 a.m.** The meeting will take place at the Todd County Historic Courthouse **(County Commissioner Board Room) 215 1st Ave South, Long Prairie, MN 56347.**

<table>
<thead>
<tr>
<th>Call to Order</th>
<th>Dale Katterhagen</th>
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<tbody>
<tr>
<td>Pledge of Allegiance</td>
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<td>Act on Approving Agenda</td>
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<tr>
<td>Secretary’s Report (Minutes)</td>
<td>Tom Williamson</td>
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<td>Treasurer’s Report (Financial)</td>
<td>Leland Buchholz</td>
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<tr>
<th><strong>1. Decisions Needed</strong></th>
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<tr>
<td>1. Approve 2017 Annual Report</td>
<td>Tim</td>
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<td>2. Approve 2018 Annual Plan of Work &amp; New Mission Statement</td>
<td>Tim</td>
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<td>3. Approve SWCD Board of Supervisors Appointments</td>
<td>Tim</td>
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<td>4. Approve 2018 Annual District Fee Schedule</td>
<td>Tim</td>
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<td>5. Approve 2018 IRS Mileage rate for per diem reimbursements</td>
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<td>6. Approve Soil and Water official newspaper</td>
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<td>7. Approve policy authorizing conservation technicians to complete cost share spot checks</td>
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<td>8. Approve encumbering FY2018 Buffer Funds for Jeffrey Brown, contract #3-18</td>
<td>Tim</td>
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<td>9. Approve encumbering FY2018 Buffer Funds for Andy Statema, contract #4-18</td>
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<th><strong>2. Discussion</strong></th>
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<td>1. Annual Feedlot Meeting update</td>
<td>Deja</td>
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<td>2. Discuss liaison Meeting summary December 19, 2017</td>
<td>Tim</td>
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<td>3. Discuss joint meeting with Todd County Commissioners</td>
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<td>4. Discuss MASWCD Legislative Briefing and Day at the Capitol- TBD</td>
<td>Tim</td>
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<td>5. Discuss Commissioner Liaison schedule established</td>
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<td>6. Discuss Open positions – Conservation Technician and Farm Bill Biologist</td>
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<tr>
<td>1. Commissioner’s Report</td>
<td>Gary/Randy</td>
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<td>2. Staff Reports</td>
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<td>3. Pheasants Forever Report</td>
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<td>4. NRCS Report</td>
<td>Russell</td>
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<th><strong>4. Informational</strong></th>
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<tr>
<td>1. MASWCD Area 2 MAWQCP Report (Ag Water Program)</td>
<td>Tim</td>
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<th><strong>5. Other</strong></th>
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**Adjourn**

The Soil and Water Board of Supervisors will be holding a joint meeting with Todd County Commissioners on February 6, 2018.

The next regular SWCD board meeting will be March 8, 2018 beginning at 8:30 a.m. at the Historic Courthouse, (Prairie Conference Room), 215 1st Ave South, Long Prairie, MN 56347.
Chairman Pesta called the Thursday, December 14, 2017 meeting to order at 8:30 a.m.

The meeting was held at the Historic Courthouse, 215 1st Ave South, Long Prairie, MN 56347. Board members present were: Kenny Pesta, Dale Katterhagen, Norman Krause and Leland Buchholz. Others present were: Tim Stieber, Division Director, Sarah Katterhagen, Program Coordinator, Deja Anton, Feedlot Advisor, Danielle Anderson, Conservation Technician, Shannon Wettstein, Water Planner, Lew Noska, Conservation Technician, Russell Kleinschmidt, NRCS, and Randy Neumann, County Commissioner, Chris Pence, Board of Water and Soil Resources, and Dean Schultz, Lake Latimer Association.

Board Member Absent: Tom Williamson

Staff Member Absent: Sabin Adams, Pheasants Forever.

Others Absent: Gary Kneisl, County Commissioner.

The Pledge of Allegiance was recited.

Pesta asked if there were any additions to the agenda. Katterhagen made a motion, seconded by Krause to approve the agenda for regular December 14, 2017 meeting with the addition of: To review and approve Audit Engagement letter. Affirmative: Pesta, Katterhagen, Krause and Buchholz. Motion Carried.

Pesta asked if there were any additions or corrections to the minutes from the November 9, 2017 regular board meeting. Krause made a motion, seconded by Buchholz to approve the minutes as distributed from the November 9, 2017 regular board meeting. Affirmative: Pesta, Katterhagen, Krause and Buchholz. Motion Carried.

S. Katterhagen reviewed November’s Program Summary. Katterhagen made a motion, seconded by Buchholz to accept November’s program summary with receipts totaling $7,745.97 and disbursements totaling $95,659.02. Affirmative: Pesta, Katterhagen, Krause and Buchholz. Motion Carried.

Buchholz made a motion, seconded by Krause to approve the 2018 meeting schedule as: Regular board meetings will be held on the 2nd Thursday of each month beginning at 8:30 a.m. at the Historic Courthouse, expect for February, May and November.

Discussion: The Todd Soil and Water Board of Supervisors will have a joint meeting with the Todd County Commissioners on February 6, 2018.

Affirmative: Pesta, Katterhagen, Krause and Buchholz. Motion Carried.
Krause made a motion, seconded by Buchholz to approve the realignment of the Soil and Water Board of Supervisors effective January 1, 2018 as:
Chairman—Dale Katterhagen  Vice Chairman—Norman Krause  Secretary—Tom Williamson  Treasurer—Leland Buchholz  Member—Kenny Pesta
Affirmative: Pesta, Katterhagen, Krause and Buchholz. Motion Carried.

Katterhagen made a motion, seconded by Krause to accept the 2017 Enviro Fest donations received to date in the amount of $2,700.00 Affirmative: Pesta, Katterhagen, Krause and Buchholz. Motion Carried.

Buchholz made a motion, seconded by Katterhagen to approve September 20, 2018 for the date for the Annual Enviro Fest. Affirmative: Pesta, Katterhagen, Krause and Buchholz. Motion Carried.

Katterhagen made a motion, seconded by Krause to approve encumbering FY2018 Buffer cost share funds in the amount of $251.29 for buffer planting for Jim Pesta (POA Tm Pesta), contract #2-18buff. Affirmative: Pesta, Katterhagen, Krause and Buchholz. Motion Carried.

Katterhagen made a motion, seconded by Krause to approve the Audit Engagement letter with CliftonLarson. Discussion: Stieber reported next year he is going to send out for bid requests. Affirmative: Pesta, Katterhagen, Krause and Buchholz. Motion Carried.

DISCUSS THE SUMMARY OF THE 2017 ENVIRO FEST:  Wettstein reviewed the Enviro Fest summary, and presented Dale and Marie a thank you photo.

UPDATE ON THE TEMP HIRE: Stieber reported that temp hire completed the work for the feedlot inventory review and for buffers.

BUFFER UPDATE: November 1, 2017 the law took effect. Currently working with landowners, sending out letters, and press releases. A buffer team was created. The buffer team includes one Soil and Water technician (Anderson), and three Planning and Zoning staff (Loren Miller, Tim Stieber and Sarah Katterhagen)

DRAFT ANNUAL PLAN OF WORK: The draft Annual Plan of work was presented to the board

DRAFT ANNUAL REPORT: The draft Annual Report was presented to the board. The board would like to see a section on buffers.

PROPOSED CHANGE TO AF USE STANDARD—SUBMITTED TO TODD COUNTY BY LAKE LATIMER: Dean Schultz introduced himself to the board. Lake Latimer is proposing a change to the Todd County Ordinance. The proposal is to keep cattle out of Todd County Lakes that have public access. The intentions is just for the lakes, not rivers with public access.

Noska and Anton entered the meeting at 10:10 a.m.

COMMISSIONER REPORT: Neumann reported that 5 out of the 6 unions settled. The levy will increase by 3.8%, he attended the Annual County Convention, and expressed concerns about the One Water One Plans

STAFF REPORTS: (see attachment) Stieber reported that Anderson has put in her notice as she took another position in Douglas County. S. Katterhagen reported that she continues to enter feedlot registrations in the state’s system and has started preparing for yearend reporting. Wettstein reported that she attended the one watershed, one plan meeting in the Sauk River Watershed. Anton reported that she has appreciated staff from the Zoning Department and Noska for stepping forward to help out with Feedlot registrations. Anderson
reported that deadline to sign up for buffer cost share is December 31, 2017. Noska reported Wetland applications have slowed down, and that he has been obtaining feedlot registrations.

Buchholz on the behalf of the Board thanked Anderson for her service.

Anton left the meeting at 10:25 a.m.

**PHEASANTS FOREVER STAFF REPORT:** (See attachment).

**NRCS REPORT:** (See attachment) Kleinschmidt reported that he finalized payments, attended MASWCD Annual Convention, and has 18 EQIP projects on the list waiting for planning.

**INFORMATIONAL:** Buchholz and Krause will be attending the liaison meeting. At the meeting they will discuss the Wetland policy, open position, plan of work and accomplishments for 2017.

**ANNUAL CIVIL RIGHTS AND EQUAL OPPORTUNITY PARTNER:** Kleinschmidt from NRCS reviewed.

**OTHER:** Chris Pence from BWSR introduced himself.

Kleinschmidt and Stieber are finalizing the notes from the Local Work Group meeting that was held on November 15, 2017.

Krause asked about the Gourley court case. Stieber reported that Anton and he went to court to testify as required.

Chairman Pesta adjourned the meeting at 10:41 a.m.

The next meeting of the Todd SWCD Board of Supervisors will be held on **Thursday, January 11, 2018 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference room), Long Prairie, MN 56347.**

____________________________________  ____________________
Sarah Katterhagen, Minute Prepare  Date

____________________________________  ____________________
Tom Williamson, Secretary  Date
**Clean water Funds continue to Build Local Capacity**

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In the 2015 Legislative session $22 million was appropriated to the 87 Minnesota’s SWCD’s to increase their ability to provide technical assistance to landowners and for general operational support. The original appropriation cover the 2016 and 2017 fiscal years. The appropriation was renewed this year to include 2018 and 2019. Each SWCD received $100,000 after a work plan was approved for spending the funding. In Todd County the funds were utilized to support technical staff necessary to implement the Buffer Law, to conduct education and outreach activities reaching farmers and lakeshore owners, and to provide technical assistance related to reducing soil erosion and nutrient losses for ag lands.

Clean Water Legacy Funds are generated from The Legacy Amendment passed in 2009 that collects a three-eighths of one percent sales tax. The Legacy Amendment will sunset, unless renewed, in 2034. Funds collected are to protect drinking water sources; to protect, enhance, and restore wetlands, prairies, forests, and fish, game, and wildlife habitat; to preserve arts and cultural heritage; to support parks and trails; and to protect, enhance, and restore lakes, rivers, streams, and groundwater.

**MPCA Grant awarded in Osakis lake area**

The MPCA provides financial and technical assistance to local government and other water resource managers to address nonpoint-source water pollution through the state Clean Water Partnership (CWP) and federal Clean Water Act Section 319 (Section 319) programs. Todd SWCD was recently awarded a grant to help reduce total phosphorus contributions from animal agriculture within the Osakis Lake Minor Watershed by providing cost-share assistance, technical assistance and engineered plans to installing best management practices for onsite feedlot fixes.

The goal stated within the Sauk River Watershed’s Comprehensive Plan is to be able to de-list the lake for nutrients by the year 2030 through reducing the annual total phosphorus load by 160-240 pounds. The projects proposed in this work plan would achieve 75% of this annual goal by preventing 140-200 pounds of phosphorus from reaching Osakis Lake through on-farm manure management.
**Programs**

- Coordinated 11 Todd County precipitation volunteer monthly monitor reports
- Monitored 13 observation wells for static water levels in Todd County
- Completed three Irrigation Conservation Plans for DNR
- Irrigation Scheduling Program, Stalk Nitrate Testing and Nutrient Management Initiative Plots delivered through East Otter Tail SWCD
- Minnesota Agricultural Water Quality Certification Program (MAWQCP) in second year and Todd County certified three producers for a total of 5,637 acres certified in the county
- Buffer Initiative work has Todd County at 98% compliance through a combination of guidance documents, landowner discussions and technical support and the review of aerial photography
- Assisted MPCA in water quality monitoring in 11 lakes through the SWAG Grant
- Partnering with Crow Wing SWCD on the I’m 4 Forests Program
- Enrolled four Walk-In Access sites through the DNR
- Provided shoreland assistance to lake organizations, businesses, cities and individual property owners on BMPs, water quality considerations and Aquatic Invasive Species
- Promote clean drinking water through assisting cities in their Wellhead Protection Plans
- Supported wildlife and easement programs through Pheasants Forever position

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**Wetlands Conservation Act**

- 31 Exemption Decisions
- 7 No Loss Decisions
- 7 Satisfactory Violation Restorations
- 1 Boundary/Type Decision
- 2 Local Road Replacement Concurrences
- 134 Site Visits
- 360 Wetland Related Questions/Contacts
- Hosted Monthly TEP Meetings

**Feedlot Program**

- Feedlot Inventory for 1196 Feedlots
- 4 Construction Short Forms (new buildings or expansions)
- 10 Interim Permits
- 285 Site Visits and 29 In-Office Meetings with Individual Producers
- 437 Feedlot Related Questions
- 3 Pit Closures
- 11 Air Quality Exemptions
- 14 Complaint Responses
- 10 Return to Compliance/Upgrades

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**Tree and Plant Sale Program**

- 13,975 Trees
- 250 One Gallon Potted Stock
- 15 Native Plant Kits
Best Management Practices Installed Projects

State Cost Share
4 Domestic Well Sealings

Local Capacity Funds
1 Water and Sediment Control Basin

MPCA 319 Grant
1 Stream Restoration
2 Pond Closures
1 Ag Waste Management System (additional funding provided through the State Cost Share and Local Capacity Funds)

CWP Swan River
1 Shoreland Restoration

AgBMP Loans
5 Total for $302,284.85

RIM Easement
4 Contracts for 263.9 Acres

Stream Restoration: Root Wad Installation

Ag Waste Management System: VTA Portion

Shoreland Restoration: CWP Swan River

Clean Water Land & Legacy Amendment
Recognition & Awards

On a sunny afternoon in late August Kevin Ehnes took a break from loading sunflower seeds, destined to become bird seed, to tell the story of the Minnesota Ag Water Quality Certified Ehnes Farms. Ehnes Farms is located outside of Eagle Bend and was established by Kevin’s Great Grandparents in 1914. Kevin took over the farm in 1977, shortly after finishing high school. He wasn’t fully up to taking on the entire farm at the time but jumped in with both feet has seen success in the long run. The farm earned its Century Farm title in 2014 after passing through multiple generations of Ehnes’. Currently Kevin and his wife Wannetta, who does much of the bookkeeping, live on and manage the land.

Ehnes farms was originally a diversified 180 acre farm like so many were in those days with both dairy and beef cattle along with other smaller animals and row crops. Over the years, the farm transitioned into just dairy and row crops until 1995 when they stopped milking.

Currently Ehnes farms is home to 30 cow-calf pairs, a handful of steers, and one very friendly dog. Kevin has added land to the original 180 acres and also rents to reach almost 900 tillable acres that he plants into a corn-soybean-wheat rotation or a number of different small grains.

When Kevin first took over the farm, the fields were all under conventional farming methods. Everything was tilled multiple times which left the fields black if there was no crop growing. For years Kevin watched as the wind and rain washed away his nutrient rich top soil thinking “something had to be done.” He contacted the SWCD for technical assistance to look into terraces or strip tillage but nothing quite fit his farm operation. He started using cover crops and increased his buffer strips but still observed erosion on some fields.

One of his landlords (and friend) suggested he try switching his conventional till practice into a no till practice. Kevin was not fond of the idea and didn’t see how it would work for his farm, but through persistence he was convinced to try it out with assistance from the Environmental Quality Incentives Program (EQIP). Ehnes farms now is 100% no till and loving it. Becoming no till was not easy and there were many struggles, but as Kevin put it, “You have to want it to work, to make it work.” By changing to no till Kevin spends less time in the fields, even though harvesting is his favorite part of farming, and has more time for other farm chores, such as enjoying the quietness of the cows. A few of the benefits Kevin said he’s noticed in his fields is the elimination of erosion, water retention due to the increased organic matter (each 1% of organic matter holds up to 20,000 gallons of water per acre), and he no longer picks rocks! 10 years later and he’s very happy with the management changes he has made.

Kevin has always been active in the community. Historically he has been active on Co-Op boards, Church Committees, and the Farmers Union. Presently, Kevin is on the FSA Committee, involved with Todd County Extension, and assists with the popular annual Todd County Breakfast on the Farm event.

When asked what he would like his farm called, Kevin thought for a moment and said “Ehnes Farm, my wife, my mom, and my father have all done a lot for this farm and I would like to honor them as well.”
Meryl started work for Todd SWCD in 1966 – the year after the SWCD was formed. He started as a District Aide and grew in the position into a Conservation Technician. He worked for the District for 39 years. He remembers the job fondly as most every day was different and working with landowners was rewarding. Since then Meryl has continued to be very busy planting trees, enjoying the outdoors and most recently maintaining a vineyard.

In the early years staff worked on establishing contour strips for landowners as a measure to reduce soil erosion. These worked well and were in high demand and many 1000’s of acres were installed. Meryl commented that few of these original strips are in place any longer due to changes in farming practices and bigger equipment that is used on modern farms.

Each year for 39 years Meryl worked with landowners to plant trees. Some years this involved over a month of planting working long days on the planter. Tree planning started soon after the years planting was complete – leading toward the next years planting site projects. One year Meryl remembers planting trees on over 40 sites. He can still see some of the trees growing around the county. Meryl came back after retirement to drive tractor during tree planting season for the district. He also planted extensively on his own property and purchased a tree planter for his own use.

Meryl and Greg Ostrowski worked together to stake out feedlot and ag waste improvement projects – most were cost shared through NRCS. He assisted other agencies throughout the years with surveys and field measurements of shoreline erosion, field erosion, and water monitoring of ground and surface water.

Meryl was around for the start of many new developments during his 39 years. Feedlot Rules were developed and implemented statewide, Water Plans were developed and mandated statewide, and the Wetland Conservation Act (WCA) was passed in the early 1990’s.

Meryl retired in 2006 but has not slowed down. When SWCD staff were preparing for the 50th Anniversary Meryl’s notes, memory and old news articles helped fill in gaps of the districts history. For the last two years his old fishing boat has been the boat SWCD staff have used for water quality monitoring on 11 lakes throughout the county. He said he likes the work the SWCD is currently doing – specifically mentioning the newsletter and Enviro-Fest.

Every year he still makes a point to plant trees saying Norway Pine is his favorite because it does so well in Todd County. Two years ago he lost a large planting in an accidental grass fire and replanted 500 transplants this spring. He laughed saying Greg Nolan and Marcia Rapatz actually did the planting but he had everything laid out exactly how he wanted it before they got there.

Meryl is an avid winter fisherman, deer hunter and outdoorsman. In his free time he also gardens with his wife Linda. They have vegetables, raspberries and native and cultivated plants around their property. Every week they also volunteer for the Food Pantry. Meryl drives 900-1000 pounds of food from Walmart to Long Prairie so they can restock the shelves.

Linda and Meryl also have 900 grape vines in their backyard to supply grapes for Dragon Willow Winery, a new business outside of Long Prairie that their daughter and son-in-law operate. Meryl helps maintain the vineyards at both locations by preserving the grounds, discouraging the turkeys and helping with the harvest.
One Watershed One Plan—Sauk River Watershed

Minnesota has a long history of water management by local government. One Watershed, One Plan is rooted in this history and in work initiated by the Local Government Water Roundtable (Association of Minnesota Counties, Minnesota Association of Watershed Districts, and Minnesota Association of Soil and Water Conservation Districts) in 2011 which recommended that the local governments charged with water management responsibility should organize and develop focused implementation plans on watershed boundaries.

The local units of government (LGUs) of the Sauk River watershed are very supportive of developing a comprehensive management plan. Todd along with Douglas, Stearns, Pope and Meeker Counties have all met in January 2017 to discuss the 1W1P approach and all have agreed to move forward with the 1W1P process. Each county has provided a letter or a board resolution to verify their support for the 1W1P.

BWSR’s vision for One Watershed, One Plan is to align local water planning on major watershed boundaries with state strategies towards prioritized, targeted and measurable implementation plans – the next logical step in the evolution of water planning in Minnesota.

Mississippi River Brainerd and Sartell Watersheds—2016-2020

The Upper Mississippi River - Brainerd covers 1,079,950 acres (1,687 square miles) in the north central part of the Upper Mississippi River Basin in central Minnesota and encompasses all or parts of Aitkin, Cass, Crow Wing, Morrison and Todd counties.

Biological, chemistry and flow monitoring finished up in 2017 on several key stream reaches and lakes throughout the watershed. Results will be presented in both watershed’s TMDLs and be used to formulate Watershed Restoration and Protection Strategies for the area.

Todd SWCD with the assistance from their Minnesota Conservation Corps volunteer Ethan Dahl (pictured) conducted the lake sampling for the Todd County portion of the watershed.

Minnesota Conservation Corps Intern

The Minnesota Environment and Natural Resources Trust Fund appropriated funds to train and mentor future conservation professionals by providing apprenticeship service opportunities to soil and water conservation districts. Ethan Dahl, a student at the University of Wisconsin River Falls studying Geology served as an apprentice to Todd SWCD for the summer and helped with a variety of programs at the SWCD including AIS, water quality monitoring, resource concerns with forestry, riparian areas and feedlots.
Partners

West Central Technical Service Area (WCTSA)

- 22 Site Visits
- 18 Site Surveys
- 18 Preliminary Projects Designs
- 7 Final Project Designs
- Provided Construction Oversight on 6 Projects

Tri-County Irrigation

This year 16 Todd County fields were enrolled into the program from seven farmers. Wade Salo, the technician from East Otter Tail SWCD, worked with farmers to monitor the weather and soil moisture to give them a second opinion on whether they should irrigate or not.

Nutrient Management Initiative Plots & Stalk Nitrogen Program

There were four nutrient management initiative plots in Todd County this year. These plots are set-up in conjunction with the MDA for the intended purpose to be on-farm field trials. It helps farmers evaluate alternative nitrogen practices, highlight advancements in nitrogen management practices, and evaluate practices that may help reduce field nitrate loss. There are four producers enrolled in the stalk nitrate sampling program. Nathan Wiese from East Otter Tail is the Irrigation/Nutrient Management Specialist who delivers this program.

NRCS

2,077.7 Acres Continuous CRP in 81 Contracts
55.3 Acres Honey Bee Habitat in 2 Contracts
11 CSP Contracts
16 EQIP Contracts
6 Nutrient Management Plan
2 Comprehensive Nutrient Management Plans
322 Acres of Nutrient Management
2800 Feet Livestock Pipeline

1 Pit Closure
31 Cover Crop Acres
589.3 Acres of Prescribed Grazing
1 Forest Management Plan
1 Water and Sediment Control Basin
84 Acres No Till
32,041 Feet Grazing System Fences

Data is unofficial and has not been reviewed
Public Relations & Education

- Representatives on the One Watershed One Plan committees, Livestock Advisory’s Committee, Camp Ripley Landscape Stewardship Committee, City Wellhead Protection Planning, MPCA Watershed Approaches, Public Works Annual Permit Meeting, MACFO and Todd County Emergency Response Committee
- Annual Feedlot Meeting, 180 attendees
- Invitational Feedlot Tour, 25 attendees
- Annual River & Lake Day, 22 attendees for morning workshop and 15 for afternoon workshop
- 23rd Annual Enviro-Fest, 594 attendees (students, teachers & presenters)
- Attended Liaison, Local Work Group, NRCS Field Day and MN Forest Resource Council Legislative Tour
- Provided technical assistance to landowners through field site visits regarding BMPs for riparian, forest, wetland ecosystems and developed farmlands and urban areas
- Annual awards program for Outstanding Conservationist and Land Stewardship Awards
- Hosted Booths at the Todd County Fair, Breakfast on the Farm and LPGE High School Career Fair
- Presented at Lake Association meetings, area schools, area towns, Annual Township meeting, Corn and Soybean Growers meetings, Annual Contractor meeting and the Osakis Lake Landowner Meeting
- Partnered with GIS Department to offer hands-on topography training in area schools through the use of an Augmented Reality Sandbox
- Developed a SWCD informational board at the USDA FSA office
- 2 SWCD Newsletters, 8 newspaper articles, 6 news releases, website and Facebook pages
- Attended MASMWCD Convention and Day at the Capital
- Monthly radio show on KEYL/Hot Rod Radio

Invitational Feedlot Tour on August 16th

“Patty Toss”

Enviro-Fest at the Dale and Marie Katterhagen Farm for the 23rd Year
The intent of the 2017 Feedlot Data Inventory was to update the status of livestock facilities in Todd County. The last inventory was conducted in 2001 by road travel. This year's inventory was done with a combination of aerial photography review and follow-up by door to door site visits when sites were identified as not having registered.

Since 2001 time, the need for the inventory and the status of livestock farms has changed. Over the years, the number of neighborhood single family dairy farms have reduced while actual animal numbers have remained relatively steady. Equally noteworthy is the fact that many of the original neighborhood family farms had manure storage areas with installations dating back as far as the 1970's. Over the years, these sites have not registered due to not having animals on site. However, the pits remain open, unused, and pose a threat to ground water, human and animal safety, and potentially to surface water quality as water captured in these pits remain high in nutrients. The increase in the local goat market in Todd County is notable as well. The swine industry appears to have declined over the years while poultry numbers appear to have remained stable. Due to an increase in potentially devastating or life-threatening zoonoses, viruses, and other animal disease epidemics, the Department of Agriculture has requested a database be kept of all livestock locations within the county, including backyard flocks.

Registration also offers some protections from rule and ordinance changes (basically the right to farm), the value of site registration for the retired farmer/landowner, the animal hobbyist, and the potential buyer’s market has increased significantly over the years, making Todd County properties more marketable.
Year of the Buffer

Todd County elected jurisdiction over enforcement of the state buffer law with the outreach and technical support being provided by Todd SWCD. Outreach included direct mailings, presentations at public meetings, open mic radio shows, and technical assistance both in office and on site. To date, Todd County has achieved 98% compliance through site visits and review of 2017 aerial photography. Of the landowners on public waters who still needed to install buffers on their property, 33 waivers were received giving them more time to come into compliance.

The law took effect November 1, 2017 for parcels on public waters. We are still one year out on Public Ditches with a November 1, 2018 date.
Annual Plan of Work

2018

Mission Statement
Conservation, Protection, and Enhancement of Todd County’s Natural Resources.

Equal Opportunities Statement
Todd County is an Equal Opportunity Employer.
USDA is an Equal Opportunity Provider and Employer.
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Leadership and Staff 4

Initiative #1: Provide Leadership to Ensure that Todd SWCD Guiding Principles and Values are Evident in All Programs and Activities. 5
Goal 1-1 Seek public input and involvement into district programs and activities.
Goal 1-2 Lead through conservation outreach to Todd County citizens.
Goal 1-3 Encourage and support comprehensive planning efforts necessary to prioritize activities and ensure steady progress is made on identified natural resource issues.
Goal 1-4 Maintain partnerships with local, state, and federal groups and agencies to achieve common goals and increase effectiveness toward reaching Todd SWCD goals.
Goal 1-5 Maintain a high level of professionalism and customer service.
Goal 1-6 Budget, administer, and develop funding sources.

Initiative #2: Conservation, Protection, and Enhancement of Surface Water. 6
Goal 2-1 Support landowners seeking compliance with the Buffer Law and establishing buffers.
Goal 2-2 Improve land stewardship through expansion of Minnesota Agricultural Water Quality Management Certification Program
Goal 2-3 Protect surface water through efforts to improve nutrient management.
Goal 2-4 Protect surface water through implementation of the Feedlot Program and improving feedlot runoff controls.
Goal 2-5 Protect surface water through implementation of Wetland Conservation Act (WCA).
Goal 2-6 Protect surface water through cost-sharing project cost.

Initiative #3 Conservation, Protection, and Enhancement of Ground Water. 10
Goal 3-1 Perform observation well monitoring measuring groundwater depth.
Goal 3-2 Work to protect groundwater from sources of nitrate.
Goal 3-3 Close “out-of-use” feedlot pits to protect ground water and for safety concerns.
Goal 3-4 Cost share abandoned well sealing to protect ground water.
Goal 3-5 Provide irrigation scheduling support to irrigators and irrigation conservation plans.
Goal 3-6 Support cities with drinking water management area plans.
Goal 3-7 Safeguard groundwater by working to improving livestock operations located in sensitive groundwater areas.

Initiative #4 Conservation, Protection, and Enhancement of Soil Productivity and Farm Sustainability 12
Goal 4-1 Increase awareness and knowledge of relationship between soil productivity and farm sustainability.
Goal 4-2 Support USDA-NRCS with their program implementation, delivery, promotion.

Initiative #5 Conservation, Protection, and Enhancement of Private Forest Lands and Natural Areas. 15
Goal 5-1 Support landowners interested in forest stewardship.
Goal 5-2 Provide easy access to native trees and shrubs and technical information to landowners about enhancing their land through vegetation establishment. Hold Annual Tree and Shrub Sale.
Goal 5-3 Continue support for the Farm Bill Biologist Program partnership between Pheasant’s Forever, Todd SWCD, and USDA-NRCS.
Goal 5-4 Promote and establish permanent RIM easements on sensitive lands.

Initiative #6 Conservation, Protection, and Enhancement of Public Lands and Waters 17
Goal 6-1 Protect Public Waters from Aquatic Invasive Species (AIS) by implementing and directing an AIS program designed to reduce the threat of invasion and education the public.
Goal 6-2 Implement watershed and minor watershed level planning when prioritizing projects in an effort to protect public waters to the highest degree possible.
Goal 6-3 Increase use of the Walk-In-Access Program by Todd County Landowners.
Goal 6-4 Implement streambank and lake shore stabilization projects to directly protect water quality.

Attachments (1) Budget (2) SWCD Supervisor Districts (3) Commissioner Districts 19-21
Program Summary

This Annual Plan of Work is adopted by the SWCD Board of Supervisors and USDA Natural Resources Conservation Service (NRCS) as their Annual Plan of Work for 2018. It will be used by the SWCD and NRCS to guide and prioritize staff activities and projects for 2018.

Organizational guiding principles and values are listed first and are intended to frame the entire plan.

The Annual Plan of Work is divided into six work initiatives. Each has a brief description describing why it is important to achieving the organizational mission. Goals to make progress on each initiative are detailed along with measureable indices and some detail on how the goal will be achieved using technical, financial, and education and outreach approaches.

Organizational Guiding Principles

Todd SWCD is an independent, self-governing, non-political entity created in 1965 to work toward conservation, protection, restoration, and enhancement of Todd County’s natural resources.

Todd SWCD works to conserve, restore, and protect Todd County’s soil and water resources by providing conservation leadership, technical, financial, and educational assistance to landowners, local governments, and businesses.

Todd SWCD prefers to work proactively with landowners to bring about a steady improvement of natural resources instead of reactive, compliance driven programs whenever possible.

Todd SWCD forms strategic partnerships to maximize outcomes work and minimize duplication with our partners. Maintenance of these relationships and the continued success of our partners is important to supervisors and staff.

Todd SWCD provides staff and board training to maintain technical skills and science based knowledge to better serve our constituents, maximize our credibility, and to increase success of our on-the-ground efforts.

Todd SWCD serves landowners that voluntarily request assistance from SWCD made available through grants, state cost-share, and other resources to administer mandated and funded resource initiatives.

Organizational Guiding Values

Clean water is vital for Todd County’s future.

Healthy soil is a life-sustaining, nonreplicable resource essential to the Todd County’s economy and water supply.

Animal agriculture is a necessary and important part of life in Todd County.

Educated and informed citizens generally make good land use decisions. Todd SWCD works to provide excellent customer service, provide education and outreach venues, and serve as a resource for landowners.

Wildlife and ecosystems are valuable to the people of Todd County and will benefit secondarily from SWCD conservation efforts focused on water and soil resources.

Todd SWCD works with all members of the public on natural resource management and improvement.
District Leadership
Todd Soil Water Conservation District (Todd SWCD) is governed by a Board of five elected supervisors who develop policy, long range plans, and district budgets. Todd SWCD does not have any independent staff, however the district board is served by dedicated county staff that focus their time on district projects and priorities. Todd County Board of Commissioners are important supporters of Todd SWCD. All staff working to complete initiatives outlined in this plan are county employees and rely on county resources – making the Todd County Commissioners part of the leadership.

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<thead>
<tr>
<th>Todd SWCD Board of Supervisors</th>
<th>Todd County Board of Commissioners</th>
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<tr>
<td>Area 1: Norman Krause</td>
<td>District 1: Barbara Becker</td>
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<td>Area 2: Kenneth Pesta</td>
<td>District 2: Gary Kneisl</td>
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<td>Area 3: Dale Katterhagen</td>
<td>District 3: Rod Erickson</td>
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<td>Area 4: Leland Buchholz</td>
<td>District 4: David Kircher</td>
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<td>Area 5: Thomas Williamson</td>
<td>District 5: Randy Neumann</td>
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Todd County Soil and Water Staff
Tim Stieber, Division Director
Sarah Katterhagen, Program Coordinator
Deja Anton, Feedlot and Livestock Advisor
Shannon Wettstein, Water Planner
Danielle Anderson, Conservation Technician
Lew Noska, Wetland Conservation Coordinator

Key Partners

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<thead>
<tr>
<th>USDA-NRCS</th>
<th>Todd County Planning and Zoning</th>
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<tr>
<td>Russell Kleinschmidt, District Conservationist</td>
<td>Tim Stieber, Division Director</td>
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<tr>
<td>Darlene Drayna, Soil Conservation Technician</td>
<td>Loren Miller, Planning and Zoning Specialist</td>
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<tr>
<th>Pheasants Forever</th>
<th>West Central Technical Service Area Staff</th>
<th>Cooperating Agencies and Organizations</th>
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<tbody>
<tr>
<td>Sabin Adams –Farm Bill Biologist</td>
<td>Ross Reiffenberger, WCTSA Engineer</td>
<td>Sauk River Watershed District (SRWD)</td>
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<th>Cooperating SWCD’s</th>
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<th>Bureau of Soil and Water Resources (BWSR)</th>
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<tr>
<td>Douglas SWCD</td>
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<td>MN Dept. of Natural Resources (DNR)</td>
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<td>Morrison SWCD</td>
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<td>Minnesota Pollution Control Agency (MPCA)</td>
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<td>Ottertail SWCD</td>
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<td>Stearns SWCD</td>
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Initiative #1: Provide Leadership to Ensure that Todd SWCD Guiding Principles and Values are Evident in All Programs and Activities.

The Todd Soil Water Conservation District (SWCD) was organized on March 25, 1965 and certified by the Minnesota Secretary of State on April 12th, 1965. The district is governed by a board of five elected supervisors that develop policy, long range plans, approve budgets, and provide program direction for staff. Soil and Water Conservation Districts derive most of their statutory authority from Minnesota Statute 103C. Todd SWCD does not currently have independent staff but through an agreement with Todd County four technical staff and two administrative staff work to implement plans, programs, and activities approved by the Board of Supervisors.

Todd County is a large rural county that relies on its natural resources: soil, water, wetlands, and forests. Therefore, it is important to Todd County citizens to have a locally lead conservation organization compared to a statewide agency. Locally lead efforts provide better planning, more applicable technical assistance, financial targeting impacting the biggest conservation issues, and information and outreach that is most needed by landowners. Todd SWCD has a long history of working with the county on Water Plan development, providing input into the County Comprehensive Plan, and review and commenting on proposed land use applications.

Goal 1-1 Seek public input and involvement into district programs and activities.
- Conduct public board meetings and planning meetings according to public meeting law rules.
- Continually seek ways for the public and groups to provide input into the SWCD.
- Work collaboratively with county by regularly holding County Commissioner-SWCD liaison meetings.
- Complete annual report of activities and make available on line and in print.

Goal 1-2 Lead through conservation outreach to Todd County citizens.
- Sponsor and organize Enviro-Fest for Todd County 6th graders involving 600 students and organizers.
- Select Conservationist of the Year and Land Stewardship Award winners.
- Organize a River and Lake Day educational event reaching over 30 lake association members.
- Prepare and distribute bi-annual Soil and Water newsletter reaching 9800 per issue.
- Provide conservation and program news monthly over the radio reaching at least 100 citizens per broadcast.
- Provide 10 press releases and monthly news article to raise conservation awareness reaching 9800 per article.
- Organize a livestock meeting reaching over 100 producers to educate them on conservation issues.
- Maintain web site with relevant materials and Facebook entries to maintain interest in Todd SWCD.
- Work collaboratively with agencies, neighboring districts, and partners.
- Participate and support Breakfast on the Farm reaching over 500 citizens with displays or outreach.
- Strive to meet and communicate with Todd County citizens through site and office visits and electronically.
- Develop and test a venue to reach Certified Crop Advisors to develop as partners in conservation.

Goal 1-3 Encourage and support planning efforts necessary to prioritize activities and ensure steady progress is made on identified natural resource issues.
- Develop a five year Strategic Plan for the district.
- Be active contributors to one-watershed-one-plan efforts underway. Participate in 1W1P for Sauk River.
- Maintain and update the County Water Plan.
- Assist MPCA with TMDL development efforts for watersheds occurring in the county.
- Develop project and customer database to assist with project prioritization and customer service.
- Participate in Planning and Zoning’s Development and Review Team (DRT) evaluation of plat applications.
Goal 1-4  Maintain partnerships with local, state, and federal departments, groups and agencies to achieve common goals and increase effectiveness toward reaching Todd SWCD goals.
- Hold monthly communication and collaboration meetings with USDA-NRCS.
- Attend annual convention, participate in state association and Area II functions and meetings.
- Develop resolutions for MASWCD to advance conservation through legislation. Participate in “Day at the Capitol” if there are burning issues – or invite legislators to local events.
- Continue financial support of West Central Technical Service Area technical program.
- Continue local involvement with Livestock Advisory Committee, MN Corn and Soybean Grower meetings, Lake Associations, and others that request information or assistance.
- Maintain good relations with state agency staff including BWSR, DNR, MPCA, and MDA.
- Assist state climatologist with volunteer rainfall monitoring program.
- Review county tax forfeited parcels for environmental considerations.
- Support requests from other county departments as feasible.

Goal 1-5  Maintain a high level of professionalism and customer service.
- Provide excellent customer service in a friendly, timely, and confidential manner.
- Hold regular staff meetings during which expectations are discussed and refined.
- Follow Todd County Personnel and Procedures manual and follow EEO in the workplace.
- Develop standard Job Approval Authority baselines for staff to acquire and participate in TAA training team.
- Provide access to training venues for staff as they become available.
- Schedule and arrange SWCD Division wide training on teamwork.
- Work to provide needed support for programs through part-time hires, interns, and duty re-assignment. Apply for conservation corps NJPA internships, and utilize volunteers to augment paid staff.

Goal 1-6  Budget, administer, and develop funding sources.
- Develop annual budget with Supervisor input.
- Review financial information and expenditures at every regularly scheduled board meeting.
- Meet or exceed funder expectations for funders for financial and activity reporting.
- Have funds audited annually by independent auditor.
- Develop and submit proposals for Clean Water Legacy Funds and 319 Clean Water Act Funds.
- Continue to develop new funding sources. Appoint lead for grant writing and finding new sources.
- Administer the AgBMP Loan Program and advertise to landowners that these funds are available.
Initiative #2: Conservation, Protection, and Enhancement of Surface Water.

Todd County has extensive surface waters that impact the economy and culture of the county. Surface water supports agriculture which is the largest economic sector in the county. Over 118 named lakes in the county and the several river systems provide abundant opportunity for recreation and contribute to the culture and quality of life in the county. Lake properties are valued real estate and contribute to the tax base of the county with part time and full time dwellings. Surface water leaves the county through several watersheds and is used for municipal water, recreation, and agriculture downstream. Wetlands are extensive with approximately 25% of land area of the county classified as wetlands. These wetlands are valuable for protecting water quality and regulating water levels.

Protecting and improving surface water is a top priority for the State of Minnesota and for Todd SWCD. Large amounts of technical and financial resources are allocated to this priority goal.

Todd SWCD has expended considerable effort of the past 50 years on surface water protection efforts including soil erosion control, promotion of minimum tillage, supporting USDA conservation programs, cost-sharing feedlot upgrades, exclusion areas, tree and grass buffer plantings, and many other surface water protection measures.

Goal 2-1 Support landowners seeking compliance with the Buffer Law and establishing buffers.

Measurable:
- Maintain or improve the 97.5% compliance level of landowners as tracked by BuffCat (Buffer Compliance and Tracking Tool) program.

Leadership Actions
- Support Buffer Law as a water quality measure – not just a regulatory mandate.
- Move landowners steadily toward 100% compliance by supporting staff as they work on the greatest identified buffer needs on state protected waters.

Technical Assistance Actions
- Develop alternative practice strategies for landowners.
- Measure and flag required buffer widths for landowners.
- Sign off on buffer compliance determinations and cost share applications.
- Complete state reporting associated with Buffer Law.
- Promote SRWD Buffer Program.
- Meet with Buffer Team monthly to coordinate voluntary and regulatory activities.

Financial Assistance Actions
- Make available Buffer Compliance cost-share.

Education and Outreach Actions
- Provide outreach and information about buffer requirements and benefits through newsletter, press releases, direct mailing, presentations, Facebook and web site.

Goal 2-2 Improve land stewardship through expansion of Minnesota Agricultural Water Quality Management Certification Program

Measurable:
- New Landowners successfully enrolled in program (4) and practices implemented by 12 existing landowners enrolled in the program.

Leadership Actions
- Highlight producers using the program through public recognition.

Technical Assistance Actions
- Support certified producers seeking to improve their operations through site visits and planning assistance.
● Work to increase enrollment in the certification program.

Financial Assistance Actions
● Promote financial incentives made available through the program (USDA and MDA).

Education and Outreach Actions
● Provide outreach and information about program requirements and benefits through newsletter, press releases, direct mailing, presentations, Facebook and web site.

Goal 2-3  Protect surface water through efforts to improve crop nutrient management.

Measurable:
● Provide Number of feedlots upgraded to reach full compliance. Number of landowners participating in stalk nitrate program.

Leadership Actions
● Recognize nutrient losses and their sources such as challenges to water quality.
● Recognize that farming operations can be significant contributors of nutrients to surface waters.
● Educate the public on the Nitrogen Fertilizer Rules and the role Ag has in meeting requirements.

Technical Assistance Actions
● Implement the Feedlot program, review and assist development of nutrient management systems.
● Promote stalk nitrate program.
● Review and assist in development of nutrient management systems for feedlots.
● Inspect land application events, record keeping, manure management BMP’s.

Financial Assistance Actions
● Cost share manure and nutrient management plans.
● Encourage enrollment into EQIP to allow cost share of nutrient management practices.

Education and Outreach Actions
● Provide outreach and information about need to improve nutrient management.
● Feedlot site visits and discussions, review management plans with landowners.
● Use Feedlot Meeting as a venue to improve knowledge of nutrient management practices.

Goal 2-4  Protect surface water through implementation of the Feedlot Program and improving feedlot runoff controls.

Measurable:
● Number of feedlots improved and improvement in compliance status.

Leadership Actions
● Support feedlot program and its annual work plan.
● Collaborate with agencies, citizens, to seek resolution to issues pertaining to animal agriculture.
● Work to improve registration and inspection processes and TEMPO program data entry.

Technical Assistance Actions
● Support Planning and Zoning staff to ensure feedlot requirements are met during permitting process.
● Complete farm site inspections as outlined in MPCA Annual Work Plan.
● Maintain feedlot inventory via feedlot registration as required by MPCA Annual Work Plan.
● Conduct spot checks of installed runoff controls and best management practices that were cost shared.
● Review applications for protective measures and issue CSF and interim permits.
● Assist producers with finding solutions to problems relative to protecting surface water.
● Respond to citizen concerns/complaints to ensure water quality is being protected.

Financial Assistance Actions
● Use existing cost share and seek additional funds to install feedlot improvements.
**Education and Outreach Actions**
- Use radio, newsletters, publications, tours, site visits, meetings, and events to increase familiarity with best management practices.
- Contribute and participate in the Todd Livestock Advisory Committee.
- Host annual feedlot meeting to educate landowners and broaden understanding and accessibility.
- Maintain knowledgeable staff current with issues and skills through attendance at trainings and workshops on farm related topics.
- Maintain transparency of the Feedlot Program.

**Goal 2-5  Protect surface water through implementation of Wetland Conservation Act (WCA).**

**Measurable:**
- Assist over 300 landowners with wetland information and technical assistance, process over 40 applications for work in wetland areas, investigate and resolve WCA violations as they occur seeking solutions for the landowner to come into compliance.

**Leadership Actions**
- Continue to support wetland policy adopted by TSWCD February 2, 2017.
- Explore avenues to influence WCA through legislation.

**Technical Assistance Actions**
- Provide wetland determinations and assistance completing applications to landowners.
- Assist townships with WCA and applications.
- Provide wetland assistance to other county departments.
- Coordinate and administer federal wetland laws: Swampbuster, 1985 Food Security Act, and CWA 404.

**Financial Assistance Actions**
- Cost share a wetland project to protect water quality.

**Education and Outreach Actions**
- Raise awareness of wetland benefits through news articles and one-on-one contacts.

**Goal 2-6  Protect surface water through cost-sharing project cost.**

**Measurable:**
- Complete 15 projects through technical and financial assistance with that protect water quality.

**Leadership Actions**
- Support use of cost share to protect water quality.
- Prioritize available projects and direct funds to those with greatest potential to protect water.

**Technical Assistance Actions**
- Work with landowners to develop projects needed to protect water quality including erosion control, livestock exclusion, shore land stabilization, etc. that follow USDA-NRCS Field Office Technical Guide standards.
- Conduct site visits, arrange project design development if needed, develop cost share applications to fit available sources of funding.
- Provide technical assistance for diversity of projects expected: tree plantings, buffers, soil erosion, exclusion fencing, shoreline stabilization, well sealing, pit closure and ag waste system improvements.

**Financial Assistance Actions**
- Use existing cost share and seek additional sources during the year.

**Education and Outreach Actions**
- Use radio, newsletters, publications, tours, site visits, meetings, and events to let landowners know about funding sources available.
Initiative #3  Conservation, Protection, and Enhancement of Ground Water.

Todd County has a good supply of groundwater resources contained in two main aquifers. Groundwater supplies support crop irrigation, livestock operations, dairies, industry, and municipal and domestic wells. Although abundant, groundwater resources are not infinite and conservation practices and planning are needed to maintain both quantity and quality of groundwater for future generations.

Todd SWCD has supported a variety of activities to protect and improve groundwater resources. Staff have worked with cities as they developed their Drinking Water Supply Management Area plans. Ground water observation wells have been monitored in cooperation with the MN Department of Natural Resources. Groundwater quality efforts have been supported and testing encouraged. Practices to reduce potential for impacts have been cost-shared such as well sealing, feedlot pit closures, feedlot design and upgrades, and nutrient management.

Goal 3-1  Perform observation well monitoring measuring groundwater depth.

Measurable:
- Complete groundwater well network monitoring and reporting to MN DNR.

Leadership Actions
- Continue contract with MN DNR to perform work

Technical Assistance Actions
- Measure wells, report results.

Financial Assistance Actions
- No financial assistance provided with this activity.

Education and Outreach Actions
- Articles on the program to inform citizens that work is ongoing.

Goal 3-2  Work to protect groundwater from sources of nitrate.

Measurable:
- Technical assistance and education delivered on nitrate issue.

Leadership Actions
- Support staff seeking to develop a program of technical and financial assistance to work on this problem.
- Stay current with Statewide Nutrient Management Plan efforts and progress.

Technical Assistance Actions
- Provide nitrate sample analysis, have office serve as sample drop location, stay trained and current on alternatives and practices to limit nitrogen loss to groundwater such as fertilizer and manure BMP’s, cover crops, precision agriculture technology, etc.

Financial Assistance Actions
- Promote partner programs that have cost share available, focus state cost share into townships with high nitrates.

Education and Outreach Actions
- Support partners that are cost sharing nitrogen BMP’s (USDA, NRCS, MPCA,SRWD)

Goal 3-3  Close “out-of-use” and non-compliant Ag waste storage areas to protect ground water and for safety concerns.

Measurable:
- Number of manure pits closed for the year.

Leadership Actions
Prioritize areas to focus pit closure work, seek funding.

**Technical Assistance Actions**
- Develop alternative closure projects with landowners and verify that pits are closed properly.

**Financial Assistance Actions**
- Obtain additional pit-closure funds by prioritizing pits identified to be closed.

**Education and Outreach Actions**
- Continue outreach on the need to close out of use feedlot pits, especially in sensitive areas.

**Goal 3-4 Cost share abandoned well sealing to protect ground water.**

**Measurable:**
- Number of wells sealed for the year.

**Leadership Actions**
- Have technical staff focus efforts into a priority area. Increase the target number of wells to be sealed per year.

**Technical Assistance Actions**
- Contact and respond to landowners interested or responding to outreach
- Develop cost shared project and see the projects through to completion.

**Financial Assistance Actions**
- Increase number of wells sealed using cost share.

**Education and Outreach Actions**
- Focused mailing and outreach effort. Use multiple approaches for next 2-3 years

**Goal 3-5 Provide irrigation scheduling support to irrigators and irrigation conservation plans.**

**Measurable:**
- Number of acres and number of landowners receiving technical assistance.

**Leadership Actions**
- Determine what is the most economical long term approach to provide irrigation scheduling support to landowners in the county – web based, on-the-ground, etc.

**Technical Assistance Actions**
- Promote irrigation scheduling service selected with irrigators.
- Develop conservation plans related to irrigation permit applications.

**Financial Assistance Actions**
- Support funds for program to be made available to landowners throughout the county.

**Education and Outreach Actions**
- One on one contacts. Respond to requests for conservation plans from landowners.

**Goal 3-6 Support cities with drinking water management area plans.**

**Measurable:**
- Number of DWSMA activities and projects implemented during the year.

**Leadership Actions**
- Be proactive and contact cities about what SWCD can provide.

**Technical Assistance Actions**
- Support requests from cities for input into their plans. Offer to identify projects for cities that may reduce nitrate losses to groundwater within their DWSMA.
- Follow up on project leads known to be in a DWSMA.
**Financial Assistance Actions**
- Prioritize cost share on projects identified within a city DWSMA

**Education and Outreach Actions**
- Provide information to cities as requested.

**Goal 3-7  Safeguard groundwater by working to improving livestock operations located in sensitive groundwater areas.**

**Measurable:**
- Number of operations assisted and education activities implemented.

**Leadership Actions**
- Support Feedlot Program in identifying operations in sensitive areas.
- Support program with adequate funds to allow addressing groundwater concerns.

**Technical Assistance Actions**
- Evaluate sites with groundwater protection as a consideration.
- Overlay know feedlot locations with soil and groundwater sensitivity indices to determine what operations need to be evaluated for current practices.
- Review manure management records to ensure that amounts applied fit agronomic requirements.
- Utilize USDA-NRCS knowledge of county producers to identify operations that need improvement.

**Financial Assistance Actions**
- Seek out cost share and funding to assist the ag waste industry in reaching compliance.

**Education and Outreach Actions**
- Reach landowner through a variety of events and programs throughout the year.
- Work to educate the ag industry on the laws and rules in place and suggest BMP’s and solutions that will help protect groundwater in Todd County.
Initiative #4  Conservation, Protection, and Enhancement of Soil Productivity and Farm Sustainability.

The Todd County Soil Survey originally published in 1989 provides a wealth of information related to the soils found in Todd County. A wide diversity of soils can be found in Todd County with 97 soil series listed in the Soil Survey ranging from clay to sand in texture. These soil support agriculture practiced on 273,000 acres of cultivated land and 138,000 acres of land classed as hay land, pasture, and grass land. Both row and hay crops support a large base of animal production with over 900+ feedlots identified and large processing facilities located in the county.

Maintaining soil productivity and health is important to safeguard the future of agriculture as the largest economic driver for the county. High quality soils are an important key to long term farm sustainability. If soil quality decreases water infiltration rate also generally decreases. This results in increased runoff and soil erosion. Small changes in soil infiltration rate on soils over a 100,000 acre land area can create some real problems for public ditches, rivers, and lakes.

Soil productivity and farm sustainability can be positively influenced through promotion of cover crops and residue management, through the Minnesota Ag Water Quality Program, by promotion of Precision Agriculture, through promotion of proper grazing management. Straight education and outreach activities relative to soil health and soil quality conducted one-on-one can also be an effective teaching approach.

Goal 4-1  Increase awareness and knowledge of relationship between soil productivity and farm sustainability.

Measurable:
- Develop baseline for number of customers being delivered soil health information. Potentially develop a survey to gauge knowledge of landowners and use as a future measureable.

Leadership Actions
- Maintain staff training and experience such that they are in a position to work with farmers on solving soil related problems such as erosion and infiltration.
- Encourage livestock grazing operators since there are so many links between soil health and grazing.
- Explore options such as increased private and public ditching to address rising water tables as an impediment to soil productivity.

Technical Assistance Actions
- Advise landowners on how soil quality and productivity relates to farm sustainability.
- Conduct landowner soil health tests and discuss BMP plans that impact soil health.
- Continue to use MAWQP to protect soil, raise awareness of soil productivity and protection.
- Promote precision agriculture as a means of protecting soil and ensuring farm sustainability.
- Promote the soil benefits of manure application, pasture management, and cover crops.
- Promote proper grazing management as a means of protecting and improving our soil resource.
- Educate landowners about impact noxious weeds have on productivity.

Financial Assistance Actions
- Refer landowners to existing programs that fund soil health activities.
- Develop funding source for pasture plans, grassed waterways, WASCOBS, and projects that control erosion and protect soil.

Education and Outreach Actions
- Continue to incorporate soil health into existing events and programs such as Feedlot Meeting.
- Consider developing an event that models soil quality tools.
- Consistently deliver relevant information that can solve producer needs.
Goal 4-2 Support USDA-NRCS with their program implementation, delivery, promotion.

Measurable:
- Number of landowners enrolled and projects implemented to protect and improve soil.

Leadership Actions
- Chair USDA’ Local Work Group meeting to set priorities.
- Support activities that strengthen the USDA-NRCS-SWCD partnership.
- Continue to support the Pheasant’s Forever Farm Bill Biologist position as a means of supporting our local USDA office programs and staff.

Technical Assistance Actions (USDA-NRCS staff)
- Provide technical assistance for CRP contracts through FBAP position administered by the district.
- Provide technical assistance for Environmental Quality Incentives Program (EQIP) through FBAP position administered by the district.
- Provide Assistance related to Conservation Stewardship Program (CSP) and establish 10 contracts.
- Complete conservation and compliance plans using FTOG as the standard for specifications.
- Conduct compliance reviews for FSA loan requirements.

Financial Assistance Actions
- Prioritize cost share projects and use cost share to augment USDA program funds.

Education and Outreach Actions (SWCD staff)
- Support USDA programs by including information in newsletters and other venues.

Goal 4-3 Address Identified Soil Erosion Problems

Measurable:
- Number of soil erosion problems resolved voluntarily through technical assistance.

Leadership Actions
- Ensure staff training is adequate to evaluate magnitude of soil erosion problems and develop alternatives.

Technical Assistance Actions
- Advise landowners on how soil quality and productivity relates to farm sustainability.
- Conduct landowner soil health tests and discuss BMP plans that impact soil health.
- Continue to use MAWQP to protect soil, raise awareness of soil productivity and protection.
- Respond to excessive soil loss complaints and work to resolve the soil erosion problems.

Financial Assistance Actions
- Direct landowners to funding sources to solve soil erosion problems.

Education and Outreach Actions
- Make soil erosion loss program more widely known through newsletters and press releases.
Initiative #5  Conservation, Protection, and Enhancement of Todd County Private Forest Lands and Natural Areas.

Approximately 135,000 acres of Todd County are in woodland. Most of the large un-cleared woodlands are privately owned and occur in the eastern third of the county where terrain and rocky soils made these areas less suited to farming. These forests add to the scenic quality of the area and provide protection of for many of the lakes which have excellent water quality. These areas are vulnerable to future development and potential lake impacts.

Markets for timber resources have changed with closing of a local paper pulp mill and a bioreactor power generator in adjacent counties. Several small sawmills located in the county primarily produce pallet components from locally harvested trees. Todd County is on the edge of the prairie with almost no timber land to the south and west. Relatively few foresters work the County and many residences do not view timber as a major resource. However, with proper management, forest resources can provide multiple future benefits to the county.

Todd SWCD has been active in forest management in the past. Reductions in state programs that supported tree planting and forest management plan development and implementation and greater state emphasis on water quality protection took staff away from a forestry focus.

Historically, the district has not had a large emphasis on natural area development or wildlife habitat improvement. About 28% of county land is owned for recreational purposes. These landowners have a strong desire to improve the wildlife habitat values associated with their properties. Establishment of the Farm Bill Biologist position through Pheasant’s Forever in 2013 allowed some focus on natural area work. This position is funded through BWSR with some local match. The primary focus of the position was initially to establish CRP contracts on sensitive lands. This was highly successful with Todd County CRP acres increasing while most counties lost CRP acres. Additional natural area work in recent years includes seeking protective easements around the remaining wild rice lakes in the county, and assisting landowners with planting of native prairie seed mixes.

Goal 5-1  Support landowners interested in forest stewardship.

Measurable:
- Number of landowners served.

Leadership Actions
- Acknowledge forestry and our woodlands as a valuable county resource.

Technical Assistance Actions
- Connect landowners seeking forestry assistance with MN DNR or private foresters.
- Discuss forestry stewardship at site visits to properties with eligible forests.

Financial Assistance Actions
- Connect landowners with available resources

Education and Outreach Actions
- Support existing forestry resources using education and outreach.

Goal 5-2  Provide easy access to trees and shrubs and provide technical information to landowners about enhancing their land through vegetation establishment. Hold Annual Tree and Shrub Sale.

Measurable:
- Number of customers served and plants sold to landowners.

Leadership Actions
- Acknowledge the customer service value of the annual tree program.
**Technical Assistance Actions**
- Provide information to landowners seeking advice on plant selection.
- Promote private forest management (PFM) and forest stewardship plantings.
- Promote native plants that grow best under a variety of conditions.
- Design shelter belts, field windbreaks, and planting plans for landowners.

**Financial Assistance Actions**
- Cost share plantings where allowed by cost-share rules.

**Education and Outreach Actions**
- Provide information on native plants and planting methods to landowners.

Goal 5-3 Continue support for the Farm Bill Biologist Program partnership between Pheasant’s Forever, Todd SWCD, and USDA-NRCS.

**Measurable:**
- Number of landowners assisted and projects implemented because of the partnership.

**Leadership Actions**
- Acknowledge the value of FBAP position that reaches both traditional customers and non-farm clientele.

**Technical Assistance Actions**
- Provide service to landowners related to wildlife habitat establishment on private lands.
- Promote the SRWD hay buffer program.
- Work with landowners that are interested in signing up for the RIM easement program.

**Financial Assistance Actions**
- Work with landowners to get signed up with USDA Farm Bill Programs – CRP, CREP, RIM.
- Increase use of SRWD funding sources and wildlife funds by landowners.

**Education and Outreach Actions**
- Use newsletter and other outreach to raise landowner awareness.
- Use one-on-one site visits as an opportunity to educate and inform landowners.

Goal 5-4 Promote and establish permanent RIM easements on sensitive lands.

**Measurable:**
- Number of landowners signed up for easements.

**Leadership Actions**
- Acknowledge the use of easements as an effective conservation tool.

**Technical Assistance Actions**
- Provide service to landowners related to developing applications for easements.
- Complete spot checks of existing easements and work to resolve identified issues.

**Financial Assistance Actions**
- Target landowners where there is funding such as the wild rice lakes program.

**Education and Outreach Actions**
- Use direct mailing and 1:1 site visits to solicit interest in easements.
- Use news articles to articles to highlight successful projects.
Initiative #6 Conservation, Protection, and Enhancement of Public Lands and Waters.

Private recreational land makes up a significant portion of land within Todd County. Both non-homestead lakeshore and non-homesteaded seasonal recreation consisting mostly of forested and wetlands fall in this category. In a survey conducted as part of the Priority Concerns Scoping Document (PCSD) for the Water Plan Update 2015 hunting and fishing (59.8%) and swimming, canoeing, boating or jet skiing (35.9%) were the top two responses to the question, “When you think about Todd County Water what comes to mind for you?” The highest number of respondents also rated “Wildlife Habitat” as seeing some improvements within the county in recent years.

Public recreation land within Todd County is primarily managed by the MN DNR. In addition to public lands, some lands are made available to the public through hunting access easements such as the Walk-In-Access program.

**Park Land:** Todd County administers one park – Battle Point on Lake Osakis and a canoe landing on the Long Prairie River. Many of the towns and cities throughout the county have parks.

**Public Land:** Consist of wetlands, uplands, or woods owned and managed for wildlife by the Department of Natural Resources (DNR). A total of 15,195 acres of management areas, USFW Waterfowl Production Areas, and Walk-In Access land are available to the public.

**Public Waters:** Todd County’s lakes, rivers and streams are a valuable resource for the County. In Todd County, protected waters such as lakes and rivers cumulatively cover over 32,000 acres. There are 355 bodies of water listed on the Minnesota Department of Natural Resources water inventory, including 118 bodies defined as protected lakes, 178 defined as protected wetlands and 59 protected rivers and streams. These water bodies not only provide great natural beauty, they supply the water necessary for recreation, industry, agriculture and aquatic life. Threats to our public waters include surface runoff addressed in Initiative #2 and groundwater contamination addressed in Initiative #3. Aquatic Invasive Species are also a serious threat that can negatively impact public waters – reducing property values and the public resource.

**Goal 6-1** Protect Public Waters from Aquatic Invasive Species (AIS) by implementing and directing an AIS program designed to reduce the threat of invasion and education the public.

**Measurable:**
- Number of boat inspections, numbers of landowners reached, AIS programing delivered.

**Leadership Actions**
- Prepare and update Todd County Aquatic Invasive Species Plan to be approved by Board of Commissioners for 2018
- Prepare materials for and pull together a steering committee for AIS and develop annual work plan.
- Develop resolution for county to delegate AIS work to the SWCD starting 2019.

**Technical Assistance Actions**
- Support contractors and Lake Associations and landowners seeking information on AIS.
- Research new approaches to be taken for AIS committee.
- Be the point of contact for AIS issues.

**Financial Assistance Actions**
- Administer AIS Prevention Aid Funds (receive funds from county which is the recipient of funds).

**Education and Outreach Actions**
- Implement strategies and activities outlined in AIS annual work plan.
Goal 6-2  Implement watershed and minor watershed level planning when prioritizing projects in an effort to protect public waters to the highest degree possible with funds expended.

**Measurable:**
- Implement project prioritization data base.
- Use of minor watershed data to target restoration projects and funding requests.

**Leadership Actions**
- Strengthen the prioritization and targeting of projects into minor watersheds that will benefit most.

**Technical Assistance Actions**
- Rank projects based on most likelihood to improve public waters.
- Collect and use data that will allow ranking, targeting, and prioritizing of projects.

**Financial Assistance Actions**
- Submit grant applications using ranking and prioritizing methods.

**Education and Outreach Actions**
- Conduct outreach activities in areas that could easily be improved if all identified projects were known and the landowners were willing.

Goal 6-3  Increase use of the Walk-In-Access Program by Todd County Landowners.

**Measurable:**
- Number of landowners enrolled in the county and acres enrolled.

**Leadership Actions**
- Promote the of WIA as a means of adding value to set-aside conservation programs such as CRP.

**Technical Assistance Actions**
- Assist landowners with sign-up.

**Financial Assistance Actions**
- Inform landowners that some restoration project money is available for their property after they signup.

**Education and Outreach Actions**
- Promote the program and seek additional sign-ups.

Goal 6-4  Implement streambank and lake shore stabilization projects to directly protect water quality.

**Measurable:**
- Number of projects and actions taken to protect shoreline areas.

**Leadership Actions**
- Identify and prioritize water bodies that can be significantly improved through this type of project.

**Technical Assistance Actions**
- Respond to landowners and local governments seeking assistance and designs to solve shoreline erosion.

**Financial Assistance Actions**
- Seek funding for shoreline stabilization projects and use what is already available.

**Education and Outreach Actions**
- Advertise successful projects.
### Attachment #1: Todd Soil and Water Conservation District Annual Budget 2018

#### Income

**Intergovernmental Revenue**

<table>
<thead>
<tr>
<th>County</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Allocation</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>County Allocation for Feedlot Program</td>
<td>$48,047.00</td>
</tr>
<tr>
<td>County Allocation for Wetland Program</td>
<td>$21,641.00</td>
</tr>
<tr>
<td>County Feedlot Program</td>
<td>$67,443.00</td>
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<tr>
<td>Local Water Management</td>
<td>$14,676.00</td>
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<tr>
<td>Local Levy</td>
<td>$4,777.00</td>
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<tr>
<td>Wetland Conservation Program</td>
<td>$21,641.00</td>
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<tr>
<td><strong>Total Intergovernmental Revenue</strong></td>
<td><strong>$285,437.00</strong></td>
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<table>
<thead>
<tr>
<th>State</th>
<th>Amount</th>
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<tbody>
<tr>
<td>General State Grants</td>
<td>$20,000.00</td>
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<tr>
<td>BWSR Service Grant</td>
<td>$20,235.00</td>
</tr>
<tr>
<td>BWSK Erosion &amp; Control (C/S)</td>
<td>$16,595.00</td>
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<tr>
<td>MN DNR Ob Well Grant</td>
<td>$3,120.00</td>
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<tr>
<td>Farm Bill Assistance Grant</td>
<td>$58,500.00</td>
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<tr>
<td>CWP Swan River Headwaters</td>
<td>$28,987.00</td>
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<tr>
<td>BWSR Buffer Grant</td>
<td>$20,000.00</td>
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<tr>
<td>BWSR Local Enhancement</td>
<td>$118,000.00</td>
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<td><strong>Total Intergovernmental Revenue</strong></td>
<td><strong>$483,662.00</strong></td>
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<table>
<thead>
<tr>
<th>Miscellaneous Revenues</th>
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<tr>
<td>Interest Earnings</td>
<td>$600.00</td>
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<tr>
<td>Other Miscellaneous Revenues</td>
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<tr>
<td><strong>Total Miscellaneous Revenues</strong></td>
<td><strong>$7,600.00</strong></td>
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| **Total Income**                             | **$595,262.00** |

#### Expense

<table>
<thead>
<tr>
<th>District Operations</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Supervisor Compensation</td>
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<tr>
<td><strong>Total Operations</strong></td>
<td><strong>$6,000.00</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Other Services &amp; Charges</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>MCTI Supervisors Work Comp</td>
<td>$50.00</td>
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<tr>
<td>Membership &amp; Registrations</td>
<td>$6,000.00</td>
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<td>Travel and Expense</td>
<td>$2,000.00</td>
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<td>MCTI Supervisors Insurance Coverage</td>
<td>$1,816.00</td>
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<tr>
<td><strong>Total Operations and Other Services</strong></td>
<td><strong>$9,866.00</strong></td>
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</table>

| **Total Project Expense**                    | **$572,433.00** |

| **Net Income**                                | **$(83,037.00)** |

***This budget doesn’t reflect balances that will be carry forward at the end of the year. Budget prepared by Tim Stieber and Sarah Katierhagen, Todd SWCD***
# Soil and Water Board Member Committees for 2017

<table>
<thead>
<tr>
<th>Committee</th>
<th>Member(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liaison Committee</td>
<td>Leland Buchholz &amp; Norman Krause</td>
</tr>
<tr>
<td>PC &amp; BOA Liaison</td>
<td>Dale Katterhagen</td>
</tr>
<tr>
<td>WCTSA Committee</td>
<td>Kenny Pesta</td>
</tr>
<tr>
<td>Water Plan Committee</td>
<td>Dale Katterhagen</td>
</tr>
<tr>
<td>Local Work Group</td>
<td>Kenny Pesta</td>
</tr>
<tr>
<td>1W1P for SRWD</td>
<td>Tom Williamson</td>
</tr>
</tbody>
</table>
Soil and Water Price List

Trees: Cost is $1.25 each with a minimum order of 25 of each species ordered.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Cost</th>
<th>Tax</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>25 Trees</td>
<td>$31.25</td>
<td>$2.30</td>
<td>$33.55</td>
</tr>
<tr>
<td>50 Trees</td>
<td>$62.50</td>
<td>$4.61</td>
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<tr>
<td>75 Trees</td>
<td>$93.75</td>
<td>$6.91</td>
<td>$100.66</td>
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<tr>
<td>100 Trees</td>
<td>$125.00</td>
<td>$9.22</td>
<td>$134.22</td>
</tr>
</tbody>
</table>

Packets: $22.50/packets plus tax $1.66 = $24.16

Potted Stock: $8.00/per tree plus tax $.59 = $8.59

Kits: $45.00/kit plus tax $3.32 = $48.32

Flags: Bundles of 100 = $10.00 plus tax $0.77 = $10.77

Plantskydd Repellents:

<table>
<thead>
<tr>
<th>Product</th>
<th>Unit Price</th>
<th>Tax</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Quart Spray</td>
<td>$21.95</td>
<td>$1.62</td>
<td>$23.57</td>
</tr>
<tr>
<td>1 Pound Soluble Powder Concentrate</td>
<td>$24.95</td>
<td>$1.84</td>
<td>$26.79</td>
</tr>
<tr>
<td>3 Pounds Re-Sealable ShakerPak</td>
<td>$22.95</td>
<td>$1.69</td>
<td>$24.64</td>
</tr>
</tbody>
</table>

Manure Pit Signs

<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Unit Price</th>
<th>Tax</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Sign</td>
<td>$14.00</td>
<td>$1.03</td>
<td>$15.03</td>
</tr>
</tbody>
</table>

Danger Toxic Gases Sign

<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Unit Price</th>
<th>Tax</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Sign</td>
<td>$29.00</td>
<td>$2.14</td>
<td>$31.14</td>
</tr>
</tbody>
</table>

MN Tax Charge: 7.375%

Fee for Service: Wages and Benefits Hourly Rate for Employees Utilized
Standard Mileage Rates for 2018 Up from Rates for 2017

IR-2017-204, Dec. 14, 2017

WASHINGTON — The Internal Revenue Service today issued the 2018 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2018, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 54.5 cents for every mile of business travel driven, up 1 cent from the rate for 2017.
- 18 cents per mile driven for medical or moving purposes, up 1 cent from the rate for 2017.
- 14 cents per mile driven in service of charitable organizations.

The business mileage rate and the medical and moving expense rates each increased 1 cent per mile from the rates for 2017. The charitable rate is set by statute and remains unchanged.

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously. These and other requirements are described in Rev. Proc. 2010-51.
1. **Select work completed during 2017**

* WCA Policy and case handling – the implementation of the policy seems to be working, Lew Noska is following the policy and delivering good service to county landowners. A policy for Feedlot and Buffer programs and other areas could be developed.

* Program Coordinator position reclassified – discussion of this process and results.

Work Plan Re-organized under natural resource areas – showed copy of work plan and principles and values statements which were labor some to create and review but a good base to go forward.

* One large grant obtained, 2 not obtained

2. **Rotation schedule (plan if any?) for Commissioner Liaison at board meetings**

  Goal of keeping lines of communication open with whole board of commissioners – This will be discussed at next BOC meeting when they go over committee assignments.

3. **Current Vacancies**

  **Conservation Technician** - Intent is to restructure duties – more livestock program emphasis, position will be about 60% feedlot and follow-up on sites with animals, 30% buffers, 10% ag water quality certification.

  **Land Use Planner** – being filled – important position to handle workload on PZ side.

4. **Possible Division Re-structuring**

Director spread too thin to do justice to 2 departments, as per supervisor training and needs to stay in touch with each staff member – a more favorable ratio of staff # per manager (3 – 5) is desired. This has been discussed at the personnel committee and Coordinator was directed to explore options to obtain a more manageable division – freeing up the Director to work closer with staff while also attending to both zoning and SWCD service to landowners. Supervisors and Commissioners were pleased with service being provided but want to see more stability in staff, less stressed employees, and better teamwork within the departments that was envisioned originally.

Funding avenues beg for different prioritization of projects and much more planning is needed in the near future with 1W1P development for several more watersheds upcoming. This needs to be considered and planned for in SWCD department and the success of this will have a large impact county wide.

Additional work areas may be incorporated into the division over time, ditches, ag inspection, land splits, these are opportunity areas. Nothing specific was outlined at this time. The past 5 years has brought AIS, Buffers, Local Capacity – each with funding and programmatic responsibility – new areas may be coming.

There is a need to consider greater use of part time help, interns, or contract work due to seasonal and soft money nature of the work.

Split positions between departments should be considered if they make sense.
SWCD Supervisors and Employees,

PLEASE SAVE THE DATE!

The 2018 MASWCD Legislative Briefing and Day at the Capitol will be held **March 12-13 at the Embassy Suites in downtown St. Paul**. March 12 events will take place at the hotel and will include an afternoon briefing and an evening reception with legislators. March 13 will be open for you to schedule meetings with your legislators.

*Learn how State policy and bonding proposals will affect you. And most important, learn how your story can positively impact state investment in SWCDs!* We hope you can attend and make sure our statewide membership is visible to legislators!

The 2018 legislative session will convene on February 20. Legislators and the Governor will be considering several important issues during this year’s session, including policy issues, a bonding bill, and dedicated funding expenditures from the Outdoor Heritage Fund and the Environment and Natural Resources Trust Fund. The State’s next economic forecast, announced in early March, will determine if the Legislature needs to make adjustments to the state budget that was adopted last year.

It is expected to be a contentious session, as the Legislature and Governor remain at loggerheads over issues surrounding the Governor’s veto of the Legislature’s operational funding last session. Add to that the new dispute over issues related to the appointment of Lt. Governor Tina Smith as Senator Al Franken’s replacement, causing the (Republican) Senate President to step into the position of Lt. Governor, and this session promises not to be a boring off-year session.

Additional information, including registration form, program agenda, and MASWCD legislative platform, will be forwarded as it becomes finalized.

Thank you,

Sheila Vanney
Assistant Director
Minnesota Association of Soil & Water Conservation Districts
255 Kellogg Boulevard East, Suite 101, St. Paul MN 55101
December Staff Report

Tim Stieber, Division Director

Meetings, Events & Coordination
• Attended the Annual SWCD Convention Dec 3-5, in Bloomington.
• Prepared for BOC meetings with action forms presented on Dec. 6th and Dec 19th.
• Prepared for and participated in a SWCD board meeting on Dec. 14th.
• Prepared for SWCD BOC liaison meeting on Dec. 19th.
• Attended 1W1P meeting in Melrose. Presented 1W1P information to BOC at work session.
• Participated in AIS Plan Development meeting organized by Shannon.
• Delivered radio message Dec. 15th.

Operations
• Worked on end of year activities related to
• Developed fee schedule and submitted to administration.
• Completed cost share prioritization sheet working with staff.
• Completed follow up work associated with hazardous mitigation planning effort.
• Completed elink entries for several projects and activities.

Field Projects and Activities
• Went into the field two days seeking Feedlot registrations.

Planning & Zoning
• Met with Dean Schultee of Latimer Lake Association about application to change ordinance.
• Buffer Team Meeting (2cd) with Danielle, Loren, Sarah, Tim
• Prepared materials, presentations, and follow-up for cases for Planning Commission and Board of Adjustment meetings for December.
• Worked on several violations with staff and 1:1 with landowner to reach resolution.

Staff Management
• Completed interviews for Land use Planner Position with several candidates.
• Worked to obtain staff work hours in reporting format.
• Met with staff one-on-one as needed during the past month.

Signatures
• Signed vouchers for SWCD and P&Z Expenses during the month.
• Signed WCA decisions for the month prepared by Lew.
• Signed Planning and Zoning permits and decisions.
Training
- None

Projects
- Current/Recently Completed Projects/Upcoming projects for approval
  - None
- Visited Cost Share Spot Checks
  - None
- Provided Technical Assistance & Potential projects for Shore Land / River Restoration / Erosion
  - Unger, Big Lake
  - Hudalla, Charlotte Lake
  - Johnson, Bass Lake
  - Sauk Centre Lions Club, Fairy Lake
  - Jacob May, Hartford Township
  - Motley Cemetery, Long Prairie River
- Aquatic Invasive Species (AIS)
  - Held 2018 Planning Meeting
  - Lake Beauty Lake Association, Sign Assistance
  - Sauk Lake pamphlet cost share
  - Watercraft Inspection Year-End Report Submitted to DNR
  - Year-end program metric submitted to DNR
- RIM/WRP
  - None
- Mississippi River Brainerd Watershed
  - Submitted final reimbursement request and final report
- Outreach
  - Winter Newsletter
  - Insert for Newsletter
  - Annual Report finalized
  - Hosted Science Museum on using AR Sandbox
  - Working with Great River Region Library to tour AR Sandbox
- Meetings
  - SWCD Staff Meetings
  - One Watershed One Plan Meeting for Sauk River Watershed
- Funding
  - Final Report and Final Invoice for 2016 SWAG grant
Reporting Dates: December 2017

Trainings attended: none

Upcoming trainings to attend: January – Stormwater Pollution Prevention Planning

WCA:

New Applications received:
- Richard Zunker – Leslie Twp.
- Todd County – CSAH 14 Box Culvert

Notice of Decisions:

Ongoing cases and Violations:
- Kody Throener – Burnhamville – Voluntary Restoration Complete
- Dennis Thiel – Germania Twp. – Very Close to Restored

Customer outreach:
- 4 Site visits
- 18 Phone calls, office visits, etc.

SWCD:
- 84 Feedlot Registration Site Visits
- Buffer Office Assistance

County:
- Front Desk Assistance
Sarah Katterhagen’s Staff Report
Board Meeting: January 11, 2018

Financial/Administrative:
- Year End reporting and meeting deadlines
- Submitted 4th QRT wages adjustments to Todd County
- Reported 4th QRT Sales tax report
- Entered and submitted Precipitations records
- Board meeting prep and follow up
- Started to created 2018 tracking sheets for staff

Feedlot Program:
- Assisted with Feedlot registration (counter and over the phone)
- Processed registrations into State’s reporting system
- Interesting: 4th Quarter—35% of my hours were for Feedlot Program, 25% hours for entire year for Feedlot program.

Meetings/Trainings:
- Staff meetings
- NRCS/S&W staff meetings
- Meeting with Deja/Tim to discuss Feedlot workload and prioritization

County Programs:
- Septic Inventory Program
- Grant Reporting for P&Z Zoning Grants
- Wage/Grant Report
- Buffer Team Meeting
- Financials

AIS Program:
- Posted RFP Information and updated Todd County’s website
- Yearend financial report for Shannon
• Submitted one CREP application in Kandota Township.
• Have Three more CREP applications in process.
• Signed two Hayed Buffer contracts for SRWD. 12.6 acres and 14.8 acres.
• Attended PF State Staff Meeting in Marshall MN.
• Processing Mark Walters RIM wetland restoration reimbursement
• Moving on!-Still going to be handling a few contracts and applications until new person is hired on. I will train in the new person as well.
Projects and Events:
- Attended MDA Certifier Training on 10/16/17 near St. Joseph
- Grant attended Benton SWCD Cover Crop Field Day, promote MAWQCP on 10/31/17
- Provide MDA feedback on revised on-line MAWQCP WQ Assessment Tool; October & November
- Mark Lefebvre presented on 'Nitrogen Cycle' to 70+ Albany High School Biology class students in December
- Mark serves on technical work group to review 4R Nutrient Stewardship Certification Program for ag retailers

Program Updates and Information:
- NRCS RCPP 2018 application deadline for MAWQCP participants is March 2, 2018.
- MAWQCP has certified 503 farms, including 298,661 acres with 898 new BMP’s statewide as of 12/18/17.
- Annual MDA Financial Assistance available for up to $5,000 cost-share for MAWQCP participants to install new conservation practices; up to 75% cost share for continuous improvement.
- Brad Redlin, MDA MAWQCP Manager sends "you all a note of thanks and congratulations for our shared work in 2017, and best wishes for 2018."

WC Area 2 MN Ag Water Quality Certification Program numbers

<table>
<thead>
<tr>
<th>Area 2</th>
<th>Applications</th>
<th>Assessments Completed</th>
<th>Certified Acres</th>
<th>Certifications</th>
</tr>
</thead>
<tbody>
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