## Call to Order

D. Katterhagen

## Pledge of Allegiance

Williamson

## Act On Approving Agenda

Buchholz

## Secretary’s Report (Minutes)

Stieber

## Treasurer’s Report (Financial)

Stieber

## Cost Share Report

Stieber

### 1 Decisions Needed

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
<th>Speaker</th>
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<tbody>
<tr>
<td>1</td>
<td>Approve SWCD Board members attending SRWD Groundwater Event on November 14, 2018</td>
<td>Stieber</td>
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<tr>
<td>2</td>
<td>Approve accepting Riparian funds from Todd County (review work plan)</td>
<td>Stieber</td>
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<tr>
<td>3</td>
<td>Approve Todd County SWCD monitoring plan for Buffer compliance tracking</td>
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<td>4</td>
<td>Approve hosting 2019 Enviro Fest- September 19, 2019</td>
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<td>Approve booking Science Museum for 2019 Enviro Fest</td>
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<td>6</td>
<td>Approve payment of FY18 state cost share funds for Bryon Hartung, contract #5-18</td>
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<td>7</td>
<td>Approve payment of FY18 buffer cost share funds for Andy Statema</td>
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<td>8</td>
<td>Approve amendment for extension for cost share contract #1-18 for Wallace Wiese</td>
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<td>9</td>
<td>Approve the 2019 Todd SWCD Budget</td>
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<tr>
<td>10</td>
<td>Approve Supervisors attending the Annual Convention December 9-11, 2018</td>
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### 2 Discussion

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<tr>
<td>1</td>
<td>Update on SWCD manager position</td>
<td>Stieber</td>
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<td>2</td>
<td>Annual Plan Update</td>
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### 3 Reports

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<tr>
<td>1</td>
<td>Commissioner's Report</td>
<td>Neumann/Kneisl</td>
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<tr>
<td>2</td>
<td>Staff Report</td>
<td>SWCD Staff</td>
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<tr>
<td>3</td>
<td>Pheasants Forever Report</td>
<td>Thoma</td>
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<td>4</td>
<td>NRCS Report</td>
<td>Kleinschmidt</td>
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<td>5</td>
<td>1W1P- SRWD</td>
<td>Williamson</td>
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<td>6</td>
<td>BWSR Report</td>
<td>Pence</td>
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### 4 Informational

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<td>1</td>
<td>MASWCD 2018 Resolutions</td>
<td>Stieber</td>
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<td>2</td>
<td>Annual Awards Luncheon at 11:00 a.m. at Countryside Restaurant, Long Prairie</td>
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### 5 Other

Adjourn

The next regular SWCD board meeting will be December 13, 2018 at 8:30 a.m. at the Historic Courthouse, (Prairie Conference Room), 215 1st Ave South, Long Prairie, MN 56347.
MINUTES FROM THE SEPTEMBER 13, 2018 REGULAR BOARD MEETING

Chairman Katterhagen called the Thursday, September 13, 2018 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: Dale Katterhagen, Tom Williamson, Leland Buchholz, Norman Krause and Kenny Pesta. Others present were: Tim Stieber, Division Director, Sarah Katterhagen, Program Coordinator, Deja Anton, Livestock Advisor, Lew Noska, Conservation Technician, Kevin Brown, Conservation Technician, Luke Thoma, Pheasants Forever, Darlene Drayna, NRCS, Randy Neumann, County Commissioner, Gary Kneisl, County Commissioner, and Chris Pence, Board of Water and Soil Resources (BWSR).

The Pledge of Allegiance was recited.

Katterhagen asked if there were any additions to the agenda. Pesta made a motion, seconded by Williamson to approve the agenda for September 13, 2018 regular board meeting. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

Katterhagen asked if there were any additions or corrections to the minutes from the August 9, 2018 regular board meeting. Krause made a motion, seconded by Buchholz to approve the minutes as disbursed from the August 9, 2018 regular board meeting. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

Buchholz presented August’s Program Summary. Williamson made a motion, seconded by Krause to accept August’s program summary with receipts totaling $38,403.49 and disbursements totaling $79,567.11. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

COST SHARE REPORT: The cost share report was presented by Stieber.

Williamson made a motion, seconded by Buchholz to approve request for amendment for extension for cost share contract #5-17 & 2-16LC for Rinde until December 1, 2018. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

Buchholz made a motion, seconded by Williamson to approve request for additional cost share funds for contract #2-18LC and 1-18 LO for Middendorf in the amount of $1,395.00 (FY18 local capacity) and $5,580.00 (MPCA 319 Lake Osakis) respectively for a new cost share total of $107,762.44. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

Krause made a motion, seconded by Buchholz to approve FY2018 state cost share funds for Bryon Hartung in the amount of $337.50, contract #5-18 for a well sealing project. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.
Krause made a motion, seconded by Pesta to approve payment of FY2018 state cost share funds for Monica Krebsbach, contract #2-18 in the amount of $2,590.23 for a field windbreak project. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

Buchholz made a motion, seconded by Williamson to approve requesting FY2018 feedlot program match from Todd County in the amount of $48,047.00. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

Pesta made a motion, seconded by Williamson to approve requesting FY2018 wetland conservation act program match from Todd County in the amount of $21,641.00. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

Krause made a motion, seconded by Pesta to approve requesting FY2018 county allocation in the amount of $20,000.00. Discussion: $15,000 of the $20,000 is used to support SWCD efforts for maintaining feedlot registrations that are required by the County’s ordinance, and not by the MPCA. $5,000.00 out of the $20,000 will be used to support the Farm Bill Biologist position and initiatives. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

Buchholz made a motion, seconded by Williamson to approve FY2019 Local Capacity Services and Buffer Law Implementation Grant agreement. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

Williamson made a motion, seconded by Krause to approve FY2019 Local Capacity service proposed budget. Discussion: Krause expressed concern that administration costs were high, and in the grant agreement it notes that administration should be minimized as much as possible. Pence from BWSR indicated that Local capacity funds are different. They are meant to increase District’s capacity, and with the capacity funds you can hire positions, including a manager’s position and bill to the grant. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.


Krause made a motion, seconded by Buchholz to approve letter to Todd County Commissioner’s requesting a SWCD Manager. Affirmative: Katterhagen, Williamson, Buchholz, Krause and Pesta. Motion Carried.

GRANT APPLICATIONS UPDATES: Two BWSR grant applications were submitted, one to pair with the MPCA Partridge River pit closure grant, and one for Swan Lake feedlot fixed. Stieber noted that he also assisted WCTSA in applying for accelerated implementation grant for nutrient management specialist position. Stieber added he didn’t submit a MPCA watershed grant application through NRCS, but plans on submitting one next year.

TODD SWCD ANNUAL PLANNING UPDATE: Board members received a copy of the 2018 Annual plan of work, and a survey to complete for input for the 2019 annual plan of work. Stieber requested supervisors to bring back to the next board meeting.
ENVIRO FEST PLANNING UPDATE: Enviro Fest is set for September 20, 2018 at the Dale and Marie Katterhagen Farm. S. Katterhagen reported that we have 385 students attending, 25 teachers, and 50 presenters and volunteers.

LIAISON MEETING SUMMARY: See attachment. Discussed SWCD manager position and office set up.

DRAFT SWCD BUDGET REVIEW: See attachment. The budget was reviewed by Stieber. S. Katterhagen recommended to make modifications to budget if the SWCD manager is approved as there will be increase in program expense, and to adjust County Riparian if County accepts work plan presented by the Planning & Zoning office.

DISCUSS SWCD MONITORING PLAN FOR BUFFER COMPLIANCE TRACKING:
- **Compliance Tracking**: Option #2: Review all parcels once every 3 years (when new imagery is available)
- **Random Spot Checks**: Option #2: The SWCD will conduct 25 random on-site spot checks each year on parcels with buffer regulation
- **Process to handle complaints**: Follow internal complaint policy.

REPORTS:

Commissioner Report: Todd County has hired a county coordinator that will start on September 24, 2018, and Next Tuesday County will be setting levy.

Staff Reports: Anton reported that added names of landowners she is working to the seconded page of her staff report, worked on the grants, and hopes the feedlot layer in completed early winter. Brown reported that he completed the remaining registrations in the feedlot inventory and discussed a potential project. Anton added that Henry’s Street is looking at expanding their holding area and invited the Commissioner’s and District Supervisors to tour the facility. Noska added that he working on wetland projects and Elliot has restored his wetland issue, which doesn’t include his Planning & Zoning restoration. S. Katterhagen working on Enviro Fest.

Pheasant Forever Report: Thoma is working on CRP contracts.

NRCS Report: Drayna reported Kleinschmidt at a training in Nebraska. NRCS currently has 18 positions in MN, and Al Lepp in new State Conservationist in our area.

1W1P Report: Williamson expressed concern with the One Watershed, One Plan process, and feels like it could potential be a burden on the tax payers.

BWSR Report: 140 grant applications were received. The One Watershed, One Plan was approved in the Red Eye, and Pence will keep the District informed. Pence reminded staff to keep BuffCAT to date and to register for BWSR Academy. Pence also noted to make sure at every meeting that there is at least one board packet available for the public. Pence handed out a buffer update notice.

FY2019 CONSERVATION DELIVERY & COST SHARE GRANT: Stieber informed the board the FY2019 conservation delivery grant and cost share funds were received.

GROUNDWATER EVENT IN THE SAUK RIVER WATERSHED: Stieber informed the board that they can attend the day session.
OPEN HOUSE FOR LAKE & RIVER SAMPLING RESULTS: Stieber informed the board he will be attending the meeting to represent Todd SWCD (Meeting: September 13, 2018).

Chairman Katterhagen adjourned the meeting at 10:34 a.m.

The next meeting of the Todd SWCD Board of Supervisors will be held on Thursday, October 11, 2018 beginning at 8:30 a.m. at the Todd County Historic Courthouse (Prairie Conference room), Long Prairie, MN 56347. Following the board meeting, the District will host the Annual the awards luncheon at the Countryside restaurant.

Sarah Katterhagen, Minute Prepare

Tim Stieber, Division Director

Tom Williamson, Secretary
## TODD SOIL & WATER CONSERVATION DISTRICT
### SWCD TREASURER'S MONTHLY REPORT
### PROGRAM SUMMARY

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**TOTAL** $747,403.84 $10,401.00 $4,033.94 $753,770.90

Prepared by: Sarah Katterhagen, Program Coordinator

Reviewed by: Tim Stieber, Division Director

Leland Buchholz, District Treasurer
**Account Activity Report**

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- F - G/L Object Within Fund Number
- G - G/L Account Number
- P - G/L Object Within Dept Number
- D - Transaction Date
- M - G/L Month & Year
- N - Vendor/Payer Name
- T - Type Of Transaction
- W - Receipt/Warrant Number

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#### DEPT 603 - SOIL AND WATER CONSERVATION (FEEDLOT PROGRAM 000)

| RE | RE | TODD SWCD | 09/2018 | 115014 | 09/28/2018 | 222 | 385.00 | WATERSHED APPROACH | 1 |
| 79- 603- 000- 0000- 5530 - FEE - DEPT PRJ SALES | Total | 385.00 | |
| RE | RE | TODD SWCD | 09/2018 | 114712 | 09/07/2018 | 222 | 100.00 | ENVIRO FEST | 1 |
| 79- 603- 000- 0000- 5530 - FEE - DEPT PRJ SALES | Total | 100.00 | |
| RE | RE | TODD SWCD | 09/2018 | 114712 | 09/07/2018 | 222 | 100.00 | ENVIRO FEST | 1 |
| RE | RE | TODD SWCD | 09/2018 | 114712 | 09/07/2018 | 222 | 250.00 | ENVIRO FEST | 1 |
| RE | RE | TODD SWCD | 09/2018 | 114899 | 09/21/2018 | 222 | 100.00 | SWCD ENVIRO FEST - HORMEL FOOD | 1 |
| RE | RE | TODD SWCD | 09/2018 | 114899 | 09/21/2018 | 222 | 500.00 | SWCD ENVIRO FEST - TC CORN/SOY | 1 |
| RE | RE | TODD SWCD | 09/2018 | 114899 | 09/21/2018 | 222 | 200.00 | SWCD ENVIRO FEST - CITY STAPLES | 1 |
| RE | RE | TODD SWCD | 09/2018 | 114899 | 09/21/2018 | 222 | 200.00 | SWCD ENVIRO FEST - CITY BROW | 1 |
| 79- 603- 000- 0000- 5801 - MISCELLANEOUS REVENUE | Total | 1,450.00 | |

#### DEPT 603 - SOIL AND WATER CONSERVATION (FEEDLOT PROGRAM 000) Total

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<td>79- 603- 000- 0000- 6356 - OTHER MISCELLANEOUS CHARGES</td>
<td>Total</td>
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#### DEPT 603 - SOIL AND WATER CONSERVATION (FEEDLOT PROGRAM 000) Total

<table>
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<tr>
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#### PROGRAM 563 Total

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<tr>
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<td>15620- KREBSBACH/ MONICA</td>
<td>09/2018</td>
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<td>79- 603- 576- 0000- 5301 - MN GRANT- FY15- 18 CWP SWAN RIVER HDW</td>
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**Copyright 2010- 2017 Integrated Financial Systems**
**Todd County**

ACCOUNT ACTIVITY REPORT

From: **09/01/2018** Thru: **09/30/2018**

Report Basis: 1

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Copyright 2010-2017 Integrated Financial Systems
## Soil and Water Projects

### Cost Share Funds Encumbered

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<td>Noska</td>
<td>Buffer</td>
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<td>Rate</td>
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<tr>
<td>Brown</td>
<td>Buffer</td>
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<td>Rate</td>
<td>Rate</td>
<td>Lew</td>
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<tr>
<td>Statema</td>
<td>Buffer</td>
<td>11/1/2018</td>
<td>192.00</td>
<td>Payment request for October</td>
<td>Lew</td>
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<tr>
<td>Brommel/Baxter</td>
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<td>11/30/2019</td>
<td>11,850.00</td>
<td>75%</td>
<td>Deja</td>
</tr>
<tr>
<td>Bakke</td>
<td>Access Control</td>
<td>12/1/2018</td>
<td>41,083.00</td>
<td>Construction</td>
<td>Kevin</td>
</tr>
<tr>
<td>Kinde</td>
<td>Ag Waste</td>
<td>12/1/2018</td>
<td>7,350.00</td>
<td>75%. Request for Extension</td>
<td>Deja</td>
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<tr>
<td>Wmick</td>
<td>Pit Closure</td>
<td>12/1/2018</td>
<td>107,762.44</td>
<td>2nd phase of project will be coming</td>
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<td>Middendorf</td>
<td>Ag Waste</td>
<td>12/1/2019</td>
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<td>Overman</td>
<td>Well Sealing</td>
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<td>187.50</td>
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<td>Drayna</td>
<td>Pipe</td>
<td>12/1/2018</td>
<td>6.152.98</td>
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<td>Hartung</td>
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### Waiting for Estimates

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<th>Tech Lead</th>
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<td>Unger</td>
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<td>Shannon</td>
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<tr>
<td>Pesta</td>
<td>Well Sealing</td>
<td>State Cost Share</td>
<td>TBD</td>
<td>All</td>
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<tr>
<td>Pesta</td>
<td>Well Sealing</td>
<td>State Cost Share</td>
<td>TBD</td>
<td>All</td>
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<tr>
<td>Didtberner</td>
<td>Pit Closure</td>
<td>Local Capacity</td>
<td>TBD</td>
<td>Waiting to hear from landowner</td>
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<tr>
<td>Larson</td>
<td>Ag Waste-Small fix</td>
<td>Performance Credit Funds</td>
<td>TBD</td>
<td>Getting bids, goal to be ready for Sept.</td>
<td>Deja</td>
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### Planning Stages

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<tr>
<th>Name of Project</th>
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<th>Notes</th>
<th>Tech Lead</th>
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<td>Schmitz</td>
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<td>TBD</td>
<td>Deja</td>
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<tr>
<td>Judd</td>
<td>Ag Waste</td>
<td>MPCA 319 Lake Osakis, State Cost Share, Local Capacity</td>
<td>TBD</td>
<td>Deja</td>
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<tr>
<td>Stelling</td>
<td>Ag Waste</td>
<td>MPCA 319 Lake Osakis, State Cost Share, Local Capacity</td>
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<td>Kevin/Deja</td>
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<tr>
<td>Alexander</td>
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<td>TBD</td>
<td>Waiting for Grant Agreement-March</td>
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<td>Anderson</td>
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### Other Projects

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<td>Vetsch</td>
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<td>Panek</td>
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<td>Other source of funding</td>
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<tr>
<td>Eischeid</td>
<td>Tom</td>
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<td>Other source of funding</td>
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<tr>
<td>Anderson</td>
<td>Wesley</td>
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<td>Shannon</td>
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<td>Lamusga</td>
<td>Jason</td>
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<td>Looking for funding</td>
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<td>Lamm</td>
<td>Corey</td>
<td>Feedlot Project</td>
<td>Deja</td>
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<tr>
<td>Rewitzer</td>
<td>Matt</td>
<td>Feedlot Project</td>
<td>Deja</td>
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<tr>
<td>Julig</td>
<td>James</td>
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<td>Bock</td>
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<td>Pete</td>
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<tr>
<td>Haer</td>
<td>Josh</td>
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</table>

*Well Sealing projects- may skip Planning Stages- and jump right into encumbering*

*List doesn't include all projects, only projects that are top priority and funding is available.

*Projects are not in any order*

Last updated: 10/2/2018
GROUNDWATER IN THE SAUK RIVER WATERSHED

The Crooked Willow Event Center
11181 County Rd 82 SE, Osakis, MN

November 14, 2018 10:00 – 4:00

Workshop Objectives

✓ Share current information on local hydrogeology, groundwater quality, and supply
✓ Develop a better understanding of the connection between groundwater and surface water
✓ Explore the impacts of key local land uses and Best Management Practices on groundwater quality and quantity
✓ Better understand the importance of drinking water management

10:00 Registration/coffee; view maps on walls; write groundwater questions you want answered

10:30 Local Government Survey Findings on Groundwater
Sharon Pfeifer, DNR

10:50 Hydrogeology of this Central Province watershed
Paul Putzier, DNR

11:20 Pollution Sensitivity of Groundwater
Jim Berg, DNR

11:50 Groundwater issues in the watershed
Nicola Blake-Bradley, DNR

12:10 LUNCH; view maps on walls

12:55 Nitrogen test results (tentative title)
Ryan Perish?, MDA

1:20 Arsenic in Groundwater (tentative title)
__________, MDH

1:45 Local Government Roles in Groundwater Protection
Stephani Souter, Washington County

2:15 Private Well Groundwater Stewardship Issues
Jeff Broberg, Mn Well Owners Organization

2:45 Vegetation and Clean Water, Forever Green
Dr. Don Wyse, U of M

3:20 Manure management
??SWCD

3:45 Final Reflective Question: What did you learn today that will be beneficial in your work?
Audience
Statutory Authorization

(i) **Statutory authorization.** The buffer law is pursuant to the authorization and policies contained in Minn. Stat. §103F.48, the Buffer Law. The County planning and zoning enabling legislation in Minn. Stat. chapter 394 allows establishments of ordinances and other means of enforcing the Buffer law and other laws of the state.

(ii) **Purpose and Intent of the Buffer Law:**

1. (a) Provide for riparian vegetated buffers and water quality practices to achieve the following purposes:
   (a) Protect state water resources from erosion and runoff pollution;
   (b) Stabilize soils, shores and banks; and
   (c) Protect or provide riparian corridors.

2. Coordinate the implementation and enforcement of the water resources riparian protection requirements of Minn. Stat. §103F.48 with the Shoreland management rules and ordinances adopted under the authority of Minn. Stat. §103F.201 to 103F.227 and the management of public drainage systems established under Minn. Stat. chapter 103E where applicable; and

3. Provide efficient and effective direction to landowners and protection of surface water quality and related land resources.

**Riparian Protection Aid Funds** were provided to counties for FY18 and FY19 that have assumed buffer enforcement responsibilities. Funds are directly from the MN Department of the Treasury and only basic guidance was provided for their use; only that they support the buffer law Minn. Stat. §103F.48. Using this direction the following plan was developed.

**How will funds be used in Todd County?**

1. **Buffer Enforcement**
   
   Buffer rules will be enforced using Planning and Zoning staff.
   Todd County will adopt the Administrative Penalty Order approach for enforcement
   The process for this has been drafted and will be part of the ordinance amendment (#3).

2. **Enhanced Shoreland Permitting**
   
   Allocation of funds to allow increased staff time to be spent on Shoreland applications and toward board of adjustment requests to ensure riparian areas are protected.

3. **Revision of Shoreland Ordinances within Todd County**
   
   Provisions relative to county ordinance and buffer enforcement will be added to the ordinance.
   The Shoreland ordinance section will be reviewed and revised with an effort to identify what can be done to streamline implementation of the ordinance to obtain increased compliance and understanding by the public.

4. **Riparian Education and Outreach**
   
   This category will be administered by SWCD. Increase connection and contact with area lake associations, develop and deliver presentations, newsletter articles, other programs to raise awareness of riparian area protection such as development of a Shoreland publication and outreach program to lake owners may be completed.

5. **Riparian Protection Projects**
   
   This category will be administered by SWCD for cost share with landowners. Cost share projects that reduce sediment and nutrient loading to state waters and ditches. Project reductions in sediment and nutrients will be calculated and tracked.
## Budget for FY18 and FY19 Riparian Protection Aid Funds

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<th>Current Work Plan Amount FY19</th>
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<td>Shoreland Ordinance Revision</td>
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<td>$66,979</td>
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**Total* $113,583 $141,979

- Un-spent funds are carried forward into the next fiscal year and applied to same category.
- Education and Outreach and Riparian Projects funds are administered by SWCD.

## Extra Notes

### Projects

In Todd County project funds will be applied to areas zoned Shoreland that pose a risk of nutrient and sediment release to state waters. The rational for this is that the commonly accepted definition of riparian zone includes the areas adjacent to public waters and also the floodplains, wetlands, and lands closely associated with them. Working only on the shore line, or only in the first 50’ from the water would be short sighted and be counter to the “watershed approach” being promoted widely in Minnesota.

Projects along ditches or streams leading to state waters but not in “shore land” zoning may be considered by staff and funded if the nutrient and sediment reductions are significant relative to other applications.

Projects will be administered by SWCD. Project selection will be made by staff.

Follow normal process and rules for state cost share (rates, etc) will be used.

### Riparian Zone – USDA NRCS Definition

Riparian zones are the areas bordering rivers and other bodies of surface water. They include the floodplain as well as the riparian buffers adjacent to the floodplain. Riparian zones provide many environmental and recreational benefits to streams, groundwater and downstream land areas. Groundwater is usually found at shallower depths in riparian zones than in the surrounding landscape. Riparian zones are visually defined by a greenbelt with a characteristic suite of plants that are adapted to and depend on the shallow water table.

### How Riparian Areas Are Protected

#### Regulatory Approaches

- **Shoreland Rules** overseen by MN DNR and through County Planning and Zoning staff.
- **Wetland Conservation Act** (WCA) protects wetlands in Shoreland areas
- **Buffer Law** – recently established for state waters and public ditches statewide

#### Voluntary Approaches

- SWCD education and outreach activities
- Lake Associations and other non-profit groups and organizations
- One-on-one with landowners and by providing technical assistance through Zoning and SWCD staff.
1. **COMPLIANCE TRACKING OF ALL PARCELS SUBJECT TO THE BUFFER LAW**
   All parcels will be reviewed once every 3 years (When new imagery is available)

2. **RANDOM SPOT CHECKS**
   The SWCD will conduct 25 random on-site spot checks each year on parcels with buffer regulation.

3. **PROCESS TO HANDLE COMPLAINTS**
   See Attached
   *For a complaint to be recognized by the SWCD Buffer Specialist, the complainant must provide his/her name and contact information. This information will not be shared with the owner of the property in question. This process will follow The Resolution Establishing a Policy Regarding Acceptance of Complaints and Reports of Violations of Land Use and Conservation Ordinances and Law Under the Jurisdiction of Todd County (20120312-03, Todd County)

_____________________________________________ ____________________
District Chairman Date
Buffer Violation Process Flow Chart

Potential Noncompliance observed or complaint received by SWCD.

SWCD investigates potential noncompliance.

SWCD sends Notice of Noncompliance to landowner, Todd County, and BWSR.

SWCD sends Validation of Compliance if requested by landowner.

Todd County reviews case and prepares Corrective Action Notice.
Notice is sent to landowner, SWCD, and BWSR.
*Site visit must be completed before notice is issued*

Correction of Noncompliance not completed by end of timeline set in Corrective Action Notice

Noncompliant

Compliant

Landowner provides proof of Correction of Noncompliance to Todd County.
SWCD issues Validation of Compliance.

Todd County issues Administrative Penalty Order.

APO fine assessed according to fee schedule until landowner submits written evidence of Correction of Violation to Todd County.

Todd County reviews information and performs site visit if needed to determine if violation has been corrected and documents compliance verification.

Noncompliant

Compliant
A RESOLUTION ESTABLISHING A POLICY REGARDING ACCEPTANCE OF
COMPLAINTS AND REPORTS OF VIOLATIONS OF LAND USE AND
CONSERVATION ORDINANCES AND LAWS UNDER THE JURISDICTION OF TODD COUNTY

WHEREAS, The Todd County Board of Commissioners and the Todd County Soil and Water
Conservation District Board of Supervisors (hereafter “Boards”) have a shared goal to ensure that
reported violations of land use and conservation ordinances and laws are investigated and appropriately
resolved, and;

WHEREAS, the Boards mutually agree that an individual who reports a violation will be contacted
following investigation of an alleged violation regarding the validity of said violation and any actions
subsequently taken to resolve said violation, and;

NOW, THEREFORE BE IT RESOLVED, that the Boards adopt the following policy:

Purpose: To best serve the people of Todd County, the Board of Commissioners along with the Soil
Water & Conservation District Board of Supervisors want to assure that every complaint and/or report of
land use violation is investigated; to facilitate this commitment the two boards approve the establishment
of a policy on how employees are to respond to complaints and/or reports of land use violations.

1. All complaints and/or reports of land use violations must be accompanied by the complainants’
   name and one or more of the following:
   a. Phone number
   b. Email address
   c. Physical address

2. All complaint information will be kept confidential unless the County is legally required to
   produce said information.

3. All complaints received meeting the requirements of item one of this policy will be fully
   investigated.

4. Regardless of the outcome of the investigation, it shall be the duty of the Division Director to
   ensure that complainants are provided with the findings of the investigation, and what, if any,
   actions were taken.

5. Staff taking complaints must inform the complainant of the following:
   a. The County will keep the information confidential, unless it is required by law to
      disclose. The situations where this may happen are when a complaint results in
      prosecution, or through other legal action.
   b. The County will inform the complainant if the County is required to disclose their name
      prior to actually disclosing their name.
PERCENT BASED - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: Bryon Hartung  Contract No.: 18-May

Address: 15433 CO RD 24

City, State, Zip: Bertha, MN 56437

Total Amount Authorized: $337.50  % Approved: 50% (state)  0% (state & non-state)

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<th>Quantity</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Permit</td>
<td>1</td>
<td></td>
<td>$75.00</td>
<td>$75.00</td>
</tr>
<tr>
<td>Labor and time sealing well</td>
<td>1</td>
<td></td>
<td>$600.00</td>
<td>$600.00</td>
</tr>
</tbody>
</table>

PROJECT COST: $675.00

I certify that this is an accurate and true summation of the actual costs and quantities of material, labor, and equipment used on the above project. In cases where the receipts included items not used on the project, I have corrected them accordingly.

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): Final
B. Total cost of practice to date: $675.00
C. Eligible amount (total cost x % approved): $337.50 (state)  $0.00 (state & non-state)
D. Total other state payment amount: $0.00
E. Total non-state payment amount: $0.00
F. Total previous partial payments: $0.00
G. Maximum payment amount: $337.50

Amount Approved for This Voucher: $337.50

Technical Certification
I certify that an inspection has been performed and as-built received and that the items identified under the Cost Information section of this form have been completed and are in accordance with the requested practice standards and specifications.

Administrative Certification
I certify that I have reviewed this voucher and all supporting information, including invoices and paid receipts, and that to the best of my knowledge and belief, the quantities and billed cost or disbursements are accurate and are in accordance with terms of the contract identified.

Payee Signature  Date
Technical Assistance Provider  Date
Administrative Sign-off
FLAT RATE - VOUCHER AND PRACTICE CERTIFICATION FORM

PAYEE AND COST INFORMATION

Name: ____________________________________________________________________________ Andy Statema
Address: __________________________________________________________________________
City, State, Zip: ___________________________ 28189 County 18 Browerville, MN 56438
Contract No.: ___________________________ 4-18Buff
Total Amount Authorized: ___________________________ $192 (from contract)

<table>
<thead>
<tr>
<th>Practice</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buffer Seed</td>
<td>0.64</td>
<td>acre</td>
<td>$300.00</td>
<td>$192.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PAYMENT REQUEST: $192.00

I certify that this is an accurate and true summation of the above project.

Payee Signature ___________________________ Date 1-1-18

PAYMENT AND CERTIFICATION INFORMATION

A. Type of request (partial or final): ____________________________________________

B. Payment amount requested: ____________________________________________________ $192.00

C. Total Amount Authorized: _____________________________________________________ $192.00

D. Total previous partial payments: ______________________________________________

E. Amount available (C - D) _____________________________________________________ $192.00

Amount Approved for This Voucher: ________________________________________________ $192.00

cannot exceed Total Amount Authorized

Technical Certification

I certify that an inspection has been performed and as-built received
and that the items identified under the Practice Information section
of this form have been completed and are in accordance with the
requested practice standards and specifications.

Technical Assistance Provider ___________________________ Date 10/1/18

Administrative Certification

I certify that I have reviewed this voucher and all supporting information and
that to the best of my knowledge and belief, the quantities and rates are
accurate and are in accordance with terms of the contract identified.

Administrative Sign-off ___________________________ Date 18-2-18
AMENDMENT TO CONSERVATION PRACTICE ASSISTANCE CONTRACT

Organization
Todd SWCD

Contract Number
1-18 C/S

Amendment Number
1

Board meeting date:
10/11/18

Amendment requests that are received outside the executed State grant agreement date, outside the contract practice install date, or grant program policies BWSR staff must be consulted and a grant agreement amendment may be required.

State Grant Agreement Expiration Date: 12/31/20
Original Contract Install Date: 12/1/18

Amended Contract Install Date (if applicable): 12/1/19

Original Total Amount Authorized: $7,350.00
Amended Total Amount Authorized: $0.00

The parties whose names are signed below hereby agree that the above-referenced Conservation Practice Assistance Contract is amended as follows:

IT IS AGREED THAT: Cost Share contract #1-18 for Wallace Wiese has been extended to December 1, 2019.

The original contract, as numbered, shall remain in full force and effect, except for those changes made necessary by this amendment.

This amendment is to take effect on the date of the last signature hereto.

Technical Assessment and Cost Estimate
I have viewed the site where the above listed are to be installed and find that they are needed, and that the amended estimated quantities, costs or completion date described above are practical and reasonable.

Organization Approval

*Attach this form to the Conservation Practice Assistance Contract

Effective July 1, 2015
### Income

#### Intergovernmental Revenue

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Allocation-General</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>County Allocation-Riparian AID</td>
<td>$96,979.00</td>
</tr>
<tr>
<td>County Allocation for Feedlot Program</td>
<td>$49,297.00</td>
</tr>
<tr>
<td>County Allocation for Wetland Program</td>
<td>$21,641.00</td>
</tr>
<tr>
<td>Local Levy for Water Plan</td>
<td>$4,777.00</td>
</tr>
<tr>
<td>MPCA Feedlot Program-Delegated to SWCD</td>
<td>$70,423.00</td>
</tr>
<tr>
<td>Wetland Conservation Program-Delegated to SWCD</td>
<td>$21,641.00</td>
</tr>
<tr>
<td>Local Water Management-Delegated to SWCD</td>
<td>$14,676.00</td>
</tr>
<tr>
<td></td>
<td><strong>$299,434.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>State General Grants</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>BWSR Service Grant</td>
<td>$20,054.00</td>
</tr>
<tr>
<td>BWSR Erosion &amp; Control (C/S)</td>
<td>$16,595.00</td>
</tr>
<tr>
<td>MIN DN R Ob Well Grant</td>
<td>$3,120.00</td>
</tr>
<tr>
<td>Farm Bill Assistance Grant</td>
<td>$58,500.00</td>
</tr>
<tr>
<td>MPCA Lake Osakis/319 Grant</td>
<td>$211,000.00</td>
</tr>
<tr>
<td>BWSR Buffer Grant</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>BWSR Local Capacity Funding</td>
<td>$120,000.00</td>
</tr>
<tr>
<td></td>
<td><strong>$469,269.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charge for Service</td>
<td><strong>$15,000.00</strong></td>
</tr>
<tr>
<td>Tree and Plant Sales</td>
<td><strong>$15,000.00</strong></td>
</tr>
<tr>
<td>Miscellaneous Revenues</td>
<td><strong>$10,600.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Earnings</td>
<td>$600.00</td>
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<tr>
<td>Other Miscellaneous Revenues</td>
<td>$10,000.00</td>
</tr>
<tr>
<td></td>
<td><strong>$794,303.00</strong></td>
</tr>
</tbody>
</table>

#### Expense

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Operations</td>
<td><strong>$6,000.00</strong></td>
</tr>
<tr>
<td>Supervisor Compensation</td>
<td><strong>$6,000.00</strong></td>
</tr>
<tr>
<td>Other Services &amp; Charges</td>
<td><strong>$13,650.00</strong></td>
</tr>
<tr>
<td>MCTF Supervisors Work Comp</td>
<td>$50.00</td>
</tr>
<tr>
<td>Membership &amp; Registrations</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>Professional Services (Audit)</td>
<td>$4,800.00</td>
</tr>
<tr>
<td>Travel and Expense</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>MCTF Supervisors Insurance Coverage</td>
<td>$1,800.00</td>
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<tr>
<td></td>
<td><strong>$19,650.00</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Projects</td>
<td><strong>$510,129.00</strong></td>
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<tr>
<td>Tree Expense</td>
<td>$15,000.00</td>
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<tr>
<td>Miscellaneous Project Expense</td>
<td>$10,000.00</td>
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<tr>
<td>Farm Bill Assistance Expense</td>
<td>$58,500.00</td>
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<tr>
<td>Program Expense</td>
<td>$426,629.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Projects/Cost Share Projects</td>
<td><strong>$303,574.00</strong></td>
</tr>
<tr>
<td>State Cost Share</td>
<td>$16,595.00</td>
</tr>
<tr>
<td>MPCA Lake Osakis/319 Grant</td>
<td>$200,000.00</td>
</tr>
<tr>
<td>Local Capacity Service Cost Share</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>County Riparian AID Cost Share</td>
<td>$66,979.00</td>
</tr>
<tr>
<td></td>
<td><strong>$813,703.00</strong></td>
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<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Total Project Expense</td>
<td><strong>$833,353.00</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Income</td>
<td><strong>$(39,050.00)</strong></td>
</tr>
</tbody>
</table>

---

***This budget doesn’t reflect balances that will carry forward at the end of the year.***

This draft was prepared by Tim Steiber and Sarah Katterhagen, Todd SWCD

This draft will be reviewed during the regular board meeting on October 11, 2018 for final approval

****This budget shows MPCA Feedlot Program/NRBG grants as income from County. In Audit completed by Clifton Larson Allen, it is considered at State Revenue****

*****This budget only includes grants that have grant agreements*****
### Income

**Intergovernmental Revenue**

<table>
<thead>
<tr>
<th>County</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Allocation-General</td>
<td>20,000.00</td>
</tr>
<tr>
<td>County Allocation-Riparian AID</td>
<td>60,000.00</td>
</tr>
<tr>
<td>County Allocation for Feedlot Program</td>
<td>49,297.00</td>
</tr>
<tr>
<td>County Allocation for Wetland Program</td>
<td>21,641.00</td>
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<td>21,641.00</td>
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<tr>
<td>Local Water Management--Delegated to SWCD</td>
<td>14,676.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>State</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>General State Grants</td>
<td>20,000.00</td>
</tr>
<tr>
<td>BWSR Service Grant</td>
<td>20,054.00</td>
</tr>
<tr>
<td>BWSR Erosion &amp; Control (C/S)</td>
<td>16,595.00</td>
</tr>
<tr>
<td>MN DNR Ob Well Grant</td>
<td>3,120.00</td>
</tr>
<tr>
<td>Farm Bill Assistance Grant</td>
<td>58,500.00</td>
</tr>
<tr>
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<td>211,000.00</td>
</tr>
<tr>
<td>BWSR Buffer Grant</td>
<td>20,000.00</td>
</tr>
<tr>
<td>BWSR Local Capacity Funding</td>
<td>120,000.00</td>
</tr>
</tbody>
</table>

**Total Intergovernmental Revenue** $469,269.00

<table>
<thead>
<tr>
<th>Charge for Service</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tree and Plant Sales</td>
<td>15,000.00</td>
</tr>
</tbody>
</table>

**Miscellaneous Revenues**

<table>
<thead>
<tr>
<th>Interest Earnings</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Miscellaneous Revenues</td>
<td>10,000.00</td>
</tr>
</tbody>
</table>

**Total Income** $757,324.00

### Expense

**District Operations**

<table>
<thead>
<tr>
<th>Supervisor Compensation</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6,000.00</td>
</tr>
</tbody>
</table>

**Other Services & Charges**

<table>
<thead>
<tr>
<th>MCTI Supervisors Work Comp</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership &amp; Registrations</td>
<td>4,000.00</td>
</tr>
<tr>
<td>Professional Services (Audit)</td>
<td>4,800.00</td>
</tr>
<tr>
<td>Travel and Expense</td>
<td>3,000.00</td>
</tr>
<tr>
<td>MCTI Supervisors Insurance Coverage</td>
<td>1,800.00</td>
</tr>
</tbody>
</table>

**Total Operations and Other Services** $19,650.00

### Project Expense

**District Projects**

<table>
<thead>
<tr>
<th>Tree Expense</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miscellaneous Project Expense</td>
<td>15,000.00</td>
</tr>
<tr>
<td>Farm Bill Assistance Program</td>
<td>10,000.00</td>
</tr>
<tr>
<td>Program Expense</td>
<td>58,500.00</td>
</tr>
<tr>
<td></td>
<td>376,629.00</td>
</tr>
</tbody>
</table>

**State Projects/Cost Share Projects**

<table>
<thead>
<tr>
<th>State Cost Share</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPCA Lake Osakis/319 Grant</td>
<td>16,595.00</td>
</tr>
<tr>
<td>Local Capacity Service Cost Share</td>
<td>200,000.00</td>
</tr>
<tr>
<td>County Riparian AID Cost Share</td>
<td>40,000.00</td>
</tr>
<tr>
<td></td>
<td>296,595.00</td>
</tr>
</tbody>
</table>

**Total Project Expense** $756,724.00

**Total Expense** $776,374.00

**Net Income** $(19,050.00)

---

**Notes:**

- This budget doesn’t reflect balances that will be carry forward at the end of the year.
- This draft was prepared by Tim Steiber and Sarah Katterhagen, Todd SWCD.
- This draft will be reviewed during the regular board meeting on July 12, 2018.

---

- This budget shows MPCA Feedlot Program/NRBG grants as income from County. In Audit completed by Clifton Larson Allen, it is considered at State Revenue.
- This budget only includes grants that have grant agreements.
**MASWCD 82nd ANNUAL MEETING & 28TH ANNUAL TRADE SHOW**

**DECEMBER 9-11, 2018**

DoubleTree by Hilton Hotel Bloomington - Minneapolis South - Bloomington, MN

------ MASWCD Annual Convention at a Glance ------

### SUNDAY, DECEMBER 9, 2018

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>3:00 – 5:00 pm</td>
<td><strong>SWCD Governance Workshop – Focusing Locally Led Resources on Driving Results</strong></td>
</tr>
<tr>
<td>5:00 – 7:00 pm</td>
<td>Registration Open; Dinner on your own</td>
</tr>
<tr>
<td>7:00 – 9:30 pm</td>
<td>Convention Kickoff Social</td>
</tr>
</tbody>
</table>

### MONDAY, DECEMBER 10, 2018

- **breakfast on your own**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00 am</td>
<td>Registration Opens</td>
</tr>
<tr>
<td>8:30 am – 4:30 pm</td>
<td>Trade Show Open</td>
</tr>
<tr>
<td>8:30 – 9:00 am</td>
<td>Business Meeting</td>
</tr>
<tr>
<td>9:00 – 10:00 am</td>
<td><strong>Keynote— Dr. Robin “Buz” Kloot, Soil Health Research Associate Professor, University of South Carolina</strong></td>
</tr>
<tr>
<td>10:00 – 10:30 am</td>
<td>Refreshment Break in the Trade Show</td>
</tr>
<tr>
<td>10:30 – 11:30 am</td>
<td><strong>Plenary Session – The Intersection of Public and Private Entities in the Conservation Arena</strong></td>
</tr>
<tr>
<td>11:45 am–1:15 pm</td>
<td><strong>Awards Luncheon</strong> <em>(see registration form – there is a fee for this item)</em></td>
</tr>
<tr>
<td>1:15 – 1:45 pm</td>
<td>Refreshment Break in the Trade Show</td>
</tr>
<tr>
<td>1:45 – 3:00 pm</td>
<td><strong>Breakout Sessions, round one</strong></td>
</tr>
<tr>
<td>3:00 – 3:30 pm</td>
<td>Refreshment Break in the Trade Show</td>
</tr>
<tr>
<td>3:30 – 4:45 pm</td>
<td><strong>Breakout Sessions, round two</strong></td>
</tr>
<tr>
<td>5:30 – 7:00 pm</td>
<td>Dinner/Entertainment <em>(see registration form – there is a fee for this item)</em></td>
</tr>
<tr>
<td>7:00 – 8:30 pm</td>
<td><strong>Silent Auction for Conservation</strong></td>
</tr>
<tr>
<td>7:30 – ??? pm</td>
<td><strong>Live Auction for Conservation</strong></td>
</tr>
</tbody>
</table>

### TUESDAY, DECEMBER 11, 2018

- **breakfast on your own**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30 am</td>
<td>Registration Opens</td>
</tr>
<tr>
<td>7:30 am – noon</td>
<td><strong>Conservation Information Fair: informal exhibit area for Outstanding Conservationists, open to all</strong></td>
</tr>
<tr>
<td>8:00 – noon</td>
<td><strong>NRCS Staff Operational Meeting</strong> <em>(tentative)</em></td>
</tr>
<tr>
<td>8:30 – 10:00 am</td>
<td><strong>Outstanding Conservationist Program</strong></td>
</tr>
<tr>
<td>8:30 – 10:00 am</td>
<td><strong>Business Meeting - including MASWCD elections, budget, resolutions, and policy updates</strong></td>
</tr>
<tr>
<td>8:30 – 10:00 am</td>
<td><strong>Employee Breakout Sessions, round one</strong></td>
</tr>
<tr>
<td>10:00 – 10:30 am</td>
<td>Refreshment Break</td>
</tr>
<tr>
<td>10:00 – 11:45 am</td>
<td><strong>Outstanding Conservationists Photo Area Open</strong></td>
</tr>
<tr>
<td>10:30 – noon</td>
<td><strong>Business Meeting (continued)</strong></td>
</tr>
<tr>
<td>10:30 – noon</td>
<td><strong>Employee Breakout Sessions, round two</strong></td>
</tr>
<tr>
<td>12:15 – 2:15 pm</td>
<td><strong>Outstanding Conservationist Luncheon and Awards, Closing Comments</strong> <em>(see registration— there is a fee for this item)</em></td>
</tr>
</tbody>
</table>
2018 MASWCD Annual Convention - Online Registration

Minnesota Association of Soil and Water Conservation Districts (MASWCD)
82nd Annual Convention

December 9, 10, 11, 2018
DoubleTree by Hilton Hotel Bloomington - Minneapolis South

Registrant Information and Selections

Registrant 1

Name *
First
Last

Agency/Organization *

Registration Fee *

- Complete Convention Registration - $230.00
- Monday Only Registration - $160.00
- Tuesday Only Registration - $160.00
- Speaker Registration - $0.00

Registration fees do not include meals. Please register for meals below.

Sunday Events (no separate charge, included in complete convention registration)

- 3-5 pm. SWCD Governance Workshop - Focusing Locally Led Resources on Driving Results
- 7 pm. Convention Kickoff Social - Cash Bar

Meals

- Monday Luncheon (pork entree) - $34.50
- Monday Dinner (beef entree) - $37.75
- Tuesday Luncheon (chicken entree) - $34.50

Please note: Tuesday’s luncheon requires reserved seating. Seating reservations can be made on-site at the convention registration desk.

Deadline: November 26, 2018
Internal Deadline: November 13, 2018
Meetings, Events & Coordination
• Participated in SWCD and PZ staff meetings.
• Prepared for BOC meeting with 5 action forms presented
• Prepared materials for SWCD board meeting.
• Presented on radio with Ben Guell.
• Attended Area II meeting with Supervisors
• Held phone conference with Deja, Long Lake Association, and UM regarding solving issues on Long Lake – follow-up work planned.
• Attended TEP meeting
• Went on Henry Street livestock handling tour
• Participated in Mississippi Brainerd watershed approach meeting – 42 attended
• Total contacts for month included 8 for SWCD and 50 for PZ = 58 total  2 Site visits

Operations
• Met with facilities to discuss office arrangement
• Dept. Head meeting on Sept. 12th
• Attended evaluation training
• Wrote up conservation award articles.
• Prepared presentation for Rotary on SWCD.
• Met with new Coordinator and discussed overview of Division

Field Projects and Activities
• Assisted with Enviro-fest.
• Completed a site review of Elliott violation site.
• Worked on AIS activities.

Planning & Zoning
• Met with Recorders and Assessors – regarding improving split process.
• Set up a demonstration if an alternative to RT Vision – IworQ’s system
• Prepared for Planning Commission meeting, prepared staff report, presented cases, follow-up.
• Prepared for Board of Adjustment meeting, prepared staff report, presented cases, follow-up.
• Worked on multiple violation cases during the month.

Staff Management
• Presented plans at personnel committee
• Reviewed timesheets and reporting records
• Completed Kevin Browns 6 month evaluation
• Met with staff one-on-one as needed during the past month.
• Held Division meeting

Signatures
• Signed vouchers for SWCD and P&Z Expenses during the month.
• Signed WCA decisions for the month prepared by Lew.
• Approved Planning and Zoning permits.
Staff Report for September 5 - October 3, 2018

Site visits by Deja (24)-some in conjunction with Kevin Brown:
- Wiese- Cost Share Delivery
- Drayna- Termination of Contract Determination
- Johnson- (Manure Analysis- Producer Assistance)
- Achermann- Registration Visit
- Kreemer- Construction Inspection- fencing requirements
- Bakke- Construction Inspection (3)
- Vetsch- Pre- Construction Meeting
- Buderus- North- Construction Inspection and update visit with James
- Elscheid- Conservation Delivery/ Construction visit with WCTSA
- Middendorf- Conservation assistance (1) Construction Inspection (1)
- Kraemer- Final Construction visit and manure land app records
- Waltzing- Registration Visit
- Asfeld- Spot Check, inspection, and manure land app records request
- J-V Feeders- Full compliance inspection and land app record request (1) Conservation Delivery (1)
- Varner- T-Bone site- Informal Spot Check- land remains in grass for year two.
- Hobbs- Cattle Crossing Spot check and Inspection
- Panek- Construction Inspection
- Dittberner- Pit Investigation
- Henry Street Properties, LLC- Cattle Buying Station- Full Compliance Inspection and Tour (2)


Producer/Citizen Assistance- Counter & Phone Calls until October 3 (Feedlot Related): (42)

Meetings/ Trainings: Division Meeting (9/14); SWCD Staff Meeting (9/10; 9/17; 10/31); NRCS Combo. Meeting (10/3); CFO Web-Ex on Registration (9/26); MPCA Roles and Responsibility Team (9/27)

Other:
- Feedlot Registration, Reviews for Staff, and Data Entry (13.5 hrs.)
- MPCA 319 Grant hours- Middendorf- (4.5 hrs.)
- AgBMP loan assistance and outreach- 3 customers;
- Permit Research & Issuance- Henry Street Properties, LLC- Cattle Buying Station
- Organized Tour of Henry Street Properties, LLC
- Staff Reporting - 5.5 hours
- Long Lake Association/ Magner- telephone conference
- Stormwater Complaint Response and correspondence w/ DNR
- Soils Assistance
- Buffer Assistance
- Ag Water Quality Program- moving forward- 4 producers in waiting

See Back Page for Status Review per Request of Board
Report Submitted this 3rd day of October by Deja Anton- SWCD Livestock Advisor

To Meet the Public’s Needs by Protecting the Land and Safeguarding the Water
Top Feedlot and Farm Conservation Focus- (Bold currently under construction):

1. Middendorf- Permit Issued. Mid Construction. [Cost-Share Amendments upcoming]
2. Kreemer- Permit issued. Mid- Construction- scheduled for fall 2018 completion
3. Panek- Permit Issued- Mid Construction- scheduled for fall 2018 completion
4. Rinde- Permit Issued- Mid-construction- scheduled for fall 2018 completion
5. Bakke- Mid-construction (Kevin- Lead)- scheduled for fall 2018 completion
6. Wiese- Pre-Con Completed-- late summer- fall 2018 closure planned (Extension requested)
7. Baxter- Brommelng- Pre-Construction Meeting held August 10, 2018. Fall Closure planned
8. Vetsch- Permit Issued- Pre-Construction Meeting held; Construction for Fall 2018 into Spring 2019
9. Henry Street Properties, LLC- Cattle Buying Station; Construction Complete; Under Permit for MMP
10. Buderus North- Refer to Planning & Zoning for CUP Review- no action; Fall 2018 Construction Planned
12. Keppers- plan complete- grant submitted
13. Johnson- plan complete- grant submitted
14. Hallerman- preliminary design- grant submitted
15. J-F Feeder- Nutrient Management Plan Complete- Waiting for engine for approved design for feedlot fix
16. Schmidt- Constructing lot 1- waiting for approval for lot 2
17. Yoder- Under Permit- reduced lot usage for minimal impact until fix complete
18. Eschheit- Working on final design
19. Bertram- Tech assistance and SWCD contract requested
20. Rewitzer- Nutrient Management Plan complete- working on designs- Construction slated for 2019
22. Gray- developing Nutrient Management Plan and working on acceptable design
23. Judd- Preliminary design
25. Lamm- Waiting for nutrient management plan; design in preliminary stages
26. Lamusga- waiting for Nutrient Management plan- preliminary design (Kevin- Lead)
27. Hauer- Nutrient management plan complete- design complete- P&Z referred entered into County agreement- minimum action- construction due by 2023 per County Agreement. Request for Pit Closure funding.
28. Schmitz- Low cost fix design- Under Permit
29. Larson- technician design complete- waiting for bids
30. Kreemer- Construction Complete- some design flaws but feedlot components are in compliance
31. Dragm- new conditions set on contract- on hold for time being
32. Tomsche Dry Cow- Project complete- Final Construction Inspection needed- permit expired
33. Black Pines Angus- request for SWCD assistance for livestock exclusion fencing; waiting for SWCD contract to come available
34. Johnson- Pit closure request; waiting for SWCD contract to come available; pit manure analysis taken
35. Bock- Nutrient Management Plan needs completion- preliminary design
36. Stelling- preliminary design complete- on hold
37. Waltzing- Exclusion fencing ranked
38. Asfeld- Roof Over Structure ranked

To Meet the Public’s Needs by Protecting the Land and Safeguarding the Water
Response to comment circulating: “Todd County is not Ag-Friendly”

Findings:

- Discussion held at recent Farm Bureau Meeting
- Possible Sources:
  
  --Difficulty Gourley Brothers Faced due to Public Nuisance Suit; Local, State & National Media Exposure

  --2018 Proposal by Bill Zeyher to establish Golden Plump Poultry Barns in Todd:
     - Site Visit occurred with Zeyhers and Todd County Staff and MPCA
     - Animal numbers at the time were not firm nor was date for populating
     - Barns were proposed; not existing
     - Proposed numbers at the time would have put them into an SDS or NPDES permitting situation with MPCA involvement
     - Permitting steps were outlined as assistance (see attached document sent)
     - Opportunity to stock an established barn showed more feasibility
     - Permitting did not move forward with MPCA

  --Golden Plump, Jennie-O or Other Outside Investors possibly discouraging investment groups from entering Todd County? **Undocumented**

Two Recent “Big Ag “Endeavors in Todd County:
Jennie-O turkey barns in Bertha
"All wonderful news. I really appreciate all your efforts on this. This picture will be incredibly helpful and we look forward to getting a chance to start developing up a plan based on this information. Thanks!
Steve Fladeboe
Contract Procurement Coordinator (Jennie-O)

Henry Street Properties, LLC- Cattle Buying Station

“This is great news. The HSP management greatly appreciate your excellent teamwork and consideration in this process.

It has certainly been a pleasure getting to work with you on this project. If there is anything else you should need, please do not hesitate to let me know.

Best Regards,”

Nick Oss P.E.
Manager – Environmental, Health, and Safety
American Foods Group, LLC

To Meet the Public’s Needs by Protecting the Land and Safeguarding the Water
Looking Forward:

- **Livestock Advisory and Rick Utech are looking into this further**
- **Todd County recognizes agriculture as the economic backbone to Todd County.**
- **Todd County welcomes and accepts all permit applications for livestock and agricultural endeavors for review and presentation.**
- **Todd County Feedlot Program takes pride in assisting all citizens (applicants and those affected) through the legal permitting processes following MPCA procedures and protocols for proper permitting, proper notification and public hearing, as required by Federal and State Agencies and Todd County Ordinance including local township rules and zoning requirements.**

To Meet the Public's Needs by Protecting the Land and Safeguarding the Water
Steps and procedures to establishing Turkey Barns for Bill Zeyher:

1) Apply for a preliminary well assessment from the DNR. This comes at no cost. The lead person on this is Mark Anderson. **320-616-2450 x 248**
There is an online application for this your wife can fill out or you can send the one in I have attached. Google **DNR Water Permits: Minnesota DNR**, and click. About ½ way down the MPARS page is the paragraph entitled **Well Construction Preliminary Assessment**. Click on the bottom bullet with the **PDF** button.
Mark will be happy to answer any questions or help you fill it out over the phone he said.

2) Hire a consultant to develop an EAW. The only two local names that came up were **Anez Consulting** out of Willmar- **320-235-1970**, and **Compass Consultants** out of Perham **218-346-3600**
**It may take as long as 5 months to complete the EAW.**

3) Near the end of the EAW, apply for either an SDS or NPDES permit with the MPCA. These permits cost a little over $600.00 at time of application and another $325 or so every year when you file an annual report. The difference between the two is the NPDES is a national permit and covers you for 5 years while the SDS is a state permit and covers you for 10 years. Rhonda can discuss this with you further. We thought the SDS permit may be a better for you.
**Rhonda Adkins, MPCA 218-316-3900.**

4) Immediately after applying for the SDS permit, apply for the following:
- **CUP (Conditional Use Permit)** with Loren Miller- **P&Z 320-732-4420** (easy costs $350)
- **Construction Short Form Permit**- me- **Deja Anton- 320-732-2644**. I am in the same office with Loren so a one stop shop. My permit is free but takes about a half hour to fill out . We can look at a Manure Management Plan at this time or you can talk to your consultant to see if they will develop one for you. I know ANEZ will do this. You will want it prepared for the public hearing.
- **DNR Livestock Well Permit**: **Mark Anderson**, again- **320-616-2450 x248**. I think this permit costs about $100
- **Publish a Public Notice** in a local newspaper—if written to MPCA standards, P&Z can publish this for you.

5) Attend the public hearing.

6) Wait for final board approval.

7) Commence Construction.
Staff Report:
Kevin Brown
9/01/2018-9/30/2018

- Feedlot Registrations:
  1. Reviewing Registrations to determine if an inspection is needed or the amount of AU’s are correct.

- Site Inspections:
  1. John Bakke - Construction
  2. Tom Panick – Construction
  3. Dittberner – Pit Closure
  4. Varner – Complaint
  5. Kreamer – Livestock Building
  6. Henry Street – Construction

- Site visits:
  1. Glen Middendorf – Construction
  2. Wayne Bauer – Shoreland Restoration
  3. Tom Panick – Pre – Con Meeting
  4. Jason Lamusga – Facility Assessment
  5. Joe Eischieds – Project Meeting
  6. Vetch – Pre-Construction meeting

- RIM Spot Checks:
  1. Completed all spot checks and organized RIM folders.

- Long Lake Meeting:
  1. Meet with lake association on improving the quality of the lake.

- Envirofest:
  1. Helped teach soils class

- Minnesota Ag Water Quality Certification Program:
  1. Helped complete contingents on Kyar’s Certification
Reporting Dates: September 2018

**Trainings/Meetings attended:** Monthly WCA TEP Meeting

**WCA:**

Violation Restorations:
- Parnell – Fill Removed

New Applications received:
- Eagle Bend – Private Ditch Maint along US71
- Mikkelson – Private Ditch Maint
- Johnson – Livestock Crossing
- Mick – CD32 Crossing
- Bakke – Widen livestock crossing
- Donabauer Plat – Wetland Boundary determination

Notice of Decisions:
- Miller/Voller – Private Ditch Maintenance
- Eagle Bend – Private Ditch Maint along US71
- Mikkelson – Private Ditch Maint
- Johnson – Livestock Crossing
- Mick – CD32 Crossing
- Bakke – Widen livestock crossing

Ongoing Violations/Upcoming Projects:
- Danny Peyton – Perf Tile within setback
- Dan Palmersheim – Fill in Bass Lake Type 3
- Jim Hall – Fill over 400 sq ft in shoreland

**WCA Customer outreach:**
- 8 Site visits
- 29 Phone calls, office visits, etc.
SWCD:
  - Buffer Technical Assistance (and site visits) and State Compliance Tracking
  - DNR Observation Wells
  - Cost Share Spot Checks
  - RIM Easement Sign Placement with Luke

County:
  - Front Counter Assistance
Financial/Reporting/Administrative:
- Financials—deposits & vouchers
- Prepared timecards for PP#22-26
- Timecards for PP#15-21 will be reviewed on Friday, October 12. (Staff deadline to get them completed)
- Completed E – link reporting as needed per projects
- Prepared agenda + materials for SWCD Board meeting

Tree Program
- 2019 Tree / Plant Sale order forms have been released (reflect price increase)
- 2 orders have been received
- Place orders with DNR and Schumacher’s

Education
- 2018 Enviro Fest was success
  - 383 Students
  - 26 Teachers/Chaperones
  - 10 Schools
  - 49 Presenters/Volunteers
  - A complete summary will be provided at the December board meeting, as we still have invoices coming in, and donations are still floating in

Projects
- Hartung, Bryon submitted invoice for request for payment—Prep voucher

Grant Programs
- Updated grant cost share logs
- Scanned in Historic grant information- (trying to get all things electronic)

Feedlot Program:
- Reviewed registrations as they come in
- Training on registrations

Meetings/Trainings:
- Staff meetings--Attended
- NRCS/S&W staff meeting—

County Programs:
- Planning & Zoning financials

AIS Program:
- Processed invoices
- Reviewed budget vs actual with Tim
Luke Thoma
September Staff Report
10/2/2018

CRP: All of the conservation plans for CRP have been written and signed. We had 18 conservation plans written and 15 continued and enrolled into the program. Of the 15 only 3 of them were new enrollments. The other 12 were previously in CRP and reenrolled back into the program. I am starting to prepare site visits on contracts that are expiring next year so when a signup opens we will be ready to enroll interested landowners back into the program and be ahead of the game a bit. Currently I have not heard much about CRP and the new farm bill yet so it is kind of an open book.

RIM: I completed 6 RIM spot checks with Kevin. It involved a little more work and took a few more days than we had thought it was going to. All of the easements were in compliance with contract guidelines. There was one easement that had an ownership change and I am working on getting the required documents and signatures from the current landowner.

CREP: There has not been much interest in the CREP program lately. We still have the 3 applications in process right now and things are not moving very quickly on them. We are waiting on one document for all 3 of them and once that document is received we should be able to process the applications and get them finalized.

EQIP: I’ve been reviewing customer’s monitoring work sheets as they submit them. So far there hasn’t been any major issues with any of them. We’ve been learning some things from the monitoring regarding plantings and seed mixes so it’s been good so far. Russel and I are going to review the data together and get the contracts processed for payment hopefully here soon.

Random: Phone call’s and emails are always a steady stream of work. People looking for advice and assistance with habitat management, contract compliance and program details and payments.
2018 RESOLUTION PACKET

proposed resolutions for action by the membership
EQUAL OPPORTUNITY UNDER WATERSHED BASED FUNDING PROGRAM

WHEREAS, the Minnesota legislature appropriated Clean Water Funds to the Minnesota Board of Water and Soil Resources (BWSR) for a watershed-based Funding Pilot Program under Laws of Minnesota 2017, Chapter 91, Article 2, Section 7 (a);

WHEREAS, the 2017 legislative language indicated that projects under the pilot program must be identified in a comprehensive watershed plan developed under One Watershed, One Plan, or metropolitan surface water management frameworks or groundwater plans;

WHEREAS, SWCDs within the 7-County Metro Area are part of the metropolitan surface water management framework and are required to have a BWSR approved Comprehensive Plan to be eligible for State funds including Clean Water funds from which the Watershed Based Funding Program was derived;

WHEREAS, under the Pilot Program BWSR has interpreted the legislative language to mean Metropolitan Surface Water Management Act rather than framework and therefore eligible activities for funding must be identified in a state approved, locally adopted comprehensive water management plan or county groundwater plan developed specifically under Minnesota statutes 103B rather than 103C;

WHEREAS, under the Pilot Program, SWCDs within the Metro area were not provided the same opportunity to prioritize locally led activities since current State approved Comprehensive Plans of Metro SWCDs under 103C could not be used to identify eligible activities;

WHEREAS, under the Pilot Program Metro SWCDs have been denied the same powers and authorities under 103C as other SWCDs statewide to provide decisions on locally led plans that prioritize and target activities eligible for Watershed Based Funding Program.

THEREFORE, BE IT RESOLVED, that the Minnesota Association of Soil and Water Conservation Districts works with the legislature and the BWSR to develop policies under future Watershed Based Funding Programs that provide statewide consistency in recognition of SWCD planning efforts such that all SWCDs are on equal footing with other local units of government involved in One Watershed, One Plan planning and implementation.

Fiscal Impact Statement: High Workload $2,500

Submitted by: Dakota SWCD

Reviewed by MASWCD Board of Directors
Date: September 18, 2018

For additional information contact:
Brian Watson, Dakota SWCD Manager 651-480-7778

Area Association: Metro Area 4
Date adopted: June 20, 2018

MASWCD Annual Convention
Date: Action:
PROMOTION OF SWCD LEADERSHIP FOR MULTIPURPOSE DRAINAGE MANAGEMENT

WHEREAS, SWCDs are active with private landowners for conservation practice implementation; and

WHEREAS, BWSR has a Multipurpose Drainage Management (MDM) Grant Program, that is focused on reducing erosion and sedimentation, reducing peak flows and flooding, and improving water quality on Chapter 103E public drainage systems; and

WHEREAS, the Minnesota Public Drainage Manual (2017) includes a new chapter that covers “off-system” (the area outside of the public drainage ditch system) best management practices implementation, that can include all the contributing land areas in a 103E public drainage system; and

WHEREAS, SWCDs and drainage authorities (counties or watershed districts) can form a committed partnership, in order to access Clean Water Funding via this BWSR program.

THEREFORE, BE IT RESOLVED, that MASWCD promote SWCDs in areas with 103E public drainage systems to investigate and utilize partnerships with drainage authorities, and then seek opportunities for MDM funding of priority projects, within their jurisdictions.

Fiscal Impact Statement: Medium-High Workload $1,500

Submitted by: Dodge SWCD

Reviewed by MASWCD Board of Directors
Date: September 18, 2018

Area Association: SE Area 7
Date adopted: June 15, 2018

MASWCD Annual Convention
Date:
Action:

For further information contact:
Bill Thompson, Dodge SWCD Supervisor, 507-206-2627, thomps5@kmtel.com

Background: Multipurpose Drainage is the use of various practices and designs to achieve multiple water management goals, including drainage. Both rural and urban multipurpose water management can involve reducing runoff volume, peak flows, erosion, sedimentation, and nutrient transport, as well as increasing infiltration, evapotranspiration and wildlife habitat. Examples of multipurpose drainage management practices include: side inlet, grass waterway, saturated buffer, wetland restoration/impoundment, controlled subsurface drainage, and water and sediment control basin.
RESTORATION OF LOCAL APPROVAL AUTHORITY PERTAINING TO WETLAND REPLACEMENT PLANS

WHEREAS, since the enactment of the Wetland Conservation Act (WCA), the legislature mandated local administration of this program with oversight provided by the Board of Water and Soil Resources; and

WHEREAS, in accordance with Minnesota Statute §103G.005, subdivision 10i, a local government unit is defined to include a county board of commissioners or a soil and water conservation district to implement the WCA locally; and

WHEREAS, recent legislative changes to the WCA in 2015 and 2017 severely restricted and/or eliminated the mandated authority granted to a county or soil and water conservation district regarding local approval of wetland replacement plans by granting more authority to the State of Minnesota; and

WHEREAS, the MASWCD Wetland Guiding Principles dated March 20, 2013, supports locally lead administration of the Wetland Conservation Act and local authority for wetland restoration and protection programs and laws and encourages state and federal resources to assist local administration and technical expertise; and

WHEREAS, county and soil and water conservation district staff are knowledgeable about local conditions as they work with landowners and wetland issues on a regular basis, they are the local experts; and

WHEREAS, the MASWCD Wetland Guiding Principles dated March 20, 2013, supports maintaining local technical expertise through utilization of the Technical Evaluation Panel and believes the Technical Evaluation Panel provides is essential for implementation of the Wetland Conservation Act; and

WHEREAS, certain soil and water conservation districts have a strong desire to retain local authority of wetland replacement sites to ensure compliance with the WCA standards, locally adopted water and/or wetland management plans; and

WHEREAS, the MASWCD Wetland Guiding Principles dated March 20, 2013, supports policy and procedures for identifying priority watersheds for mitigation sites while recognizing wetland restoration efforts in areas of greatest need is consistent with the public interest in regards to biological diversity; and

WHEREAS, the local experts can assist with identifying high priority wetland mitigation areas within a watershed in order to have multiple resource benefits and address known resource issues as outlined in a locally adopted management plans; and

THEREFORE BE IT RESOLVED, the Minnesota Association of Soil and Water Conservation Districts work with the Board of Water and Soil Resources, Association of Minnesota Counties, and Department of Natural Resources, to clarify wetland replacement rules in order to establish a level playing field for all potential wetland mitigation applicants and reinstate local approval authority for all wetland replacement plans.

FISCAL IMPACT STATEMENT: High $2,500

Submitted by: Lake of the Woods SWCD

Area Association: NC Area 8

Date adopted: June 1, 2018

Reviewed by MASWCD Board of Directors

Date: September 18, 2018

MASWCD Annual Convention

Date:

Action:

For further information contact:
Josh Stromlund, SWCD & Land and Water Planning Director, 218-634-1842 x 4, Email: josh_s@co.lake-of-the-woods.mn.us

Minnesota Association of Soil and Water Conservation Districts
maswcd.org, 651-690-9028
PRIVATE FOREST MANAGEMENT SERVICE DELIVERY IN MINNESOTA

WHEREAS, family forest lands in Minnesota account for approximately 40% of the land use and ownership of approximately 6.8 million acres; and

WHEREAS, forest management is an important component of private land management that improves wildlife habitat, protects water quality, and contributes millions to Minnesota’s diverse economy; and

WHEREAS, the demand for private forest management assistance continues to grow, and

WHEREAS, the Minnesota Board of Water and Soil Resources (BWSR) provides oversight and direction to Soil and Water Conservation Districts (SWCDs); and

WHEREAS, SWCDs have close working relationships with family forest landowners; and

WHEREAS, the Minnesota Department of Natural Resources (MNDNR) is the state’s lead forest management agency; and

WHEREAS, Private Forest Consultants provide important forest management assistance to private forestland owners; and

WHEREAS, working together: SWCDs, MNDNR, and Private Forest Consultants can provide a range of resources and land management options to assist family forest landowners; and

WHEREAS, a comprehensive look at increasing and improving assistance to private forestland owners was completed in December 2015 and is known as: MNDNRs Private Forest Management System Framework (December 2015).

THEREFORE BE IT RESOLVED, the MASWCD is requested to coordinate and host discussions between MNDNR, BWSR, NRCS, SWCDs, Private Forest Consultants, and other forestry partners, as appropriate, to aggressively pursue ways to strengthen the connections and coordination that will result in increased and timely private forestland assistance; and

BE IT FURTHER RESOLVED, actions may include but are not limited to:
   a. short-term and long-term strategies for implementing private forest management assistance,
   b. cooperative coordinated funding applications to meet the demand for increased private forest management assistance

FISCAL IMPACT STATEMENT: High Workload $3,000

Submitted by: Aitkin, Chisago, Itasca and Pine SWCDs  
Area Association: NE Area 3, Metro Area 4, NC Area 8  
Date adopted: June 1, 6, and 20, 2018

Reviewed by MASWCD Board of Directors  
Date: September 18, 2018

MASWCD Convention  
Date: 
Action:

For further information contact: Mitch Lundeen, SWCD North Region Forester or Steve Hughes Aitkin SWCD District Manager, 218-927-6565 or lundeen.mitch@gmail.com; or Roland Cleveland, Chisago SWCD Supervisor, 612-978-3989 or rcleveland9999@gmail.com.
LGU COLLABORATION FOR BWSR POLICIES

WHEREAS, Soil and Water Conservation Districts (SWCDs) in Minnesota are the local government units charged with the planning, authorization, implementation, and management of conservation practices on the landscape; and

WHEREAS, Minnesota Statutes, Chapter 103C.331, subdivision 11, Comprehensive Plan, authorizes Minnesota Soil and Water Conservation Districts to develop and implement a comprehensive plan; and

WHEREAS, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan; and

WHEREAS, Minnesota Statutes, Chapter 103B.231, Comprehensive Local Water Management Act, authorizes Minnesota Watershed Management Organizations to develop and implement a local water management plan; and

WHEREAS, Minnesota Statutes, Chapter 103D.401, Watershed Management Plan, authorizes Minnesota Watershed Districts to develop and implement a watershed management plan; and

WHEREAS, the Minnesota Board of Soil and Water Resources develops policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan; Metro Watershed-based Funding; Clean Water Fund implementation; and multiple other programs; and

WHEREAS, the local government roundtable and other advisory committees are well-established groups to provide input to BWSR; and

WHEREAS, BWSR has a long history of collaboration to develop policies; and

 THEREFORE, BE IT RESOLVED, that MASWCD requests BWSR establish a process for obtaining Local Government Units (LGU) input on State program policies and guidance documents prior to their adoption when the program requires implementation by LGUs; and

BE IT FURTHER RESOLVED, new policies should be released in a way that does not change LGU requirements in the middle of a planning process.

Fiscal Impact Statement: High Workload $2,500

Submitted by: Washington Conservation District

Area Association: Metro Area 4

Date adopted: June 20, 2018

Reviewed by MASWCD Board of Directors

Date: September 18, 2018

MASWCD Annual Convention

Date: 

Action:

For further information contact:
Jay Riggs, Washington CD Manager, 651-587-6622
RE-EVALUATE EROSION & SEDIMENT CONTROL BMPs FOR PROJECTS
LOCATED WITHIN SENSITIVE LANDSCAPE AREAS

WHEREAS, the Minnesota Pollution Control Agency has standard best management practices for erosion and sediment control that must be utilized to protect Minnesota’s resources; and

WHEREAS, Minnesota’s Soil and Water Conservation District’s operating as a 103C entity, provide public service that is founded in solving soil erosion issues and improving water quality in our lakes and streams; and

WHEREAS, Soil and Water Conservation District’s work to implement effective conservation projects on the landscape often utilizing funding supported by citizens of Minnesota through the Clean Water Funding legislation which is appropriated to the Board of Water and Soil Resources to fund such projects; and

WHEREAS, current best management practices for erosion and sediment control have been developed and are best suited for traditional construction sites, while natural resource restoration project construction sites are unique in that the work takes place in the very resource that erosion and sediment control efforts are designed to protect; and

WHEREAS, natural resource restoration often takes place directly within or immediately adjacent to lakes, streams, floodplains, wetlands and can be risky due to changing and dynamic weather conditions, challenging due to their locations within the resource, many standard best management practices are not suited or are ineffective at controlling erosion and sediment within these areas, costly due to existing standard requirements for erosion control and best management practice installation which is at risk of continual damage and expensive maintenance; and

WHEREAS, implementing natural resource restoration unto itself is a best management practice that generally has specific goals designed to solve resource concerns, address erosion problems, reduce or eliminate sediment delivery, improve wildlife habitat, enhance habitat and provide flood attenuation.

WHEREAS, the Olmsted County Soil and Water Conservation District recognizes and supports efforts to prioritize projects that restore degraded natural systems utilizing best management practices that are effective, economical and practicable for use within these higher risk resource zones; and

THEREFORE, BE IT RESOLVED that the MASWCD collaborates with the state agencies; BWSR, MPCA and the DNR to reevaluate best management practices for erosion and sediment control and develop better guidance for natural resource restoration construction project sites within degraded yet vulnerable resource areas.

Fiscal Impact Statement: High workload $3,000

Submitted by: Olmsted SWCD

Date Adopted: June 15, 2018

Reviewed by MASWCD Board of Directors
Date: September 18, 2018

For more information, contact:
Paul Uecker, Olmsted SWCD Chair, 507-282-2419, ueckattle03@yahoo.com

Minnesota Association of Soil and Water Conservation Districts
maswcd.org, 851-690-9028
WHEREAS, the county feedlot program is a cooperative agreement between the Minnesota Pollution Control Agency (MPCA) and county governments to administer Minnesota’s feedlot rule; and

WHEREAS, this agreement, known as “county delegation” or “county feedlot program” increases local service for livestock producers; and

WHEREAS, a county feedlot program is established by the transfer of regulatory authority from MPCA to the county; and

WHEREAS, this transfer of authority is granted by statute and allows the MPCA to “delegate” administration of certain parts of the feedlot program to counties; and

WHEREAS, county feedlot programs have responsibility for implementing state feedlot regulations including: Registration, Permitting, Inspections, Education and assistance, and Complaint follow-up; and

WHEREAS, the success of the existing county feedlot programs and recognition that administration of the feedlot program at the local level is effective and has many benefits; and

WHEREAS, MPCA’s role is to provide training, policy and technical support, formal enforcement support when needed and program oversight; and

WHEREAS, local county feedlot officers must report responsible items to MPCA; and

WHEREAS, MPCA has adopted an agency-wide data base and reporting system known as TEMPO; and

WHEREAS, TEMPO has proven to be “not user friendly”.

THEREFORE, BE IT RESOLVED, that the MASWCD works with MPCA officials and county feedlot officer representatives to develop a “user friendly” reporting program.

FISCAL IMPACT STATEMENT: Medium-High Workload $1,500

Submitted by: Clay SWCD

Area Association: NW Area 1

Date Adopted: June 19, 2018

Reviewed by MASWCD Board of Directors

Date: September 18, 2018

MASWCD Annual Convention

Date:

Action:

For More Information Contact:

Paul Krabbenhoft, Clay SWCD Chair, 701-799-0369, pkrabbenhoft@gmail.com

Background: We understand that MPCA is in the process of reducing the time commitment CFOs encounter when entering feedlot information into TEMPO. It is encouraging to know changes are being made, but more work needs to be done. We urge MASWCD to work closely with MPCA staff to maintain the open lines of communication with CFOs. Bringing together the entities involved will hopefully produce changes that allow for better time management to those delegated to administer the CFO responsibilities.

Minnesota Association of Soil and Water Conservation Districts
maswcd.org, 651-690-9028
CROP INSURANCE REDUCTION INCENTIVE FOR PLANTING COVER CROPS

WHEREAS, increasing and targeting the use of cover crops are among the key strategies in the MN Nutrient Reduction Strategy and the MN Nitrogen Fertilizer Management Plan in order to meet nutrient reduction goals in both plans; and

WHEREAS, elevated nitrate concentrations in groundwater negatively impact both private and public water supplies and pose a health risk, especially to infants under six months of age and pregnant women; and

WHEREAS, elevated nitrate concentrations in surface waters impair those waters for aquatic life; and

WHEREAS, cover crops are a proven practice for
  • improving soil health
  • increasing protection of soil especially needed with the increased frequency of high intensity rains (RUSLE calculations indicate a soil cover of just 40 percent when winter arrives can reduce erosion substantially by spring)
  • enhancing weed control
  • reducing nitrogen losses due to leaching (studies estimate reductions of up to 6 lbs. N/acre)
  • increasing organic matter, which improves soil structure, increases infiltration and water-holding capacity, increases cation exchange capacity and provides more efficient long-term storage of nutrients
  • providing long-term economic benefits; and

WHEREAS, cover crop use is on the rise, but the percentage of acres with cover crops remains well below what is needed to meet water quality goals; and

WHEREAS, the results from the 2016 Sustainable Agriculture Research and Education (SARE) Cover Crop Survey of 2,020 respondents from throughout the U.S. indicate that reduced crop insurance premiums was among the top of the list of favored enticements for increased use of cover crops.

THEREFORE, BE IT RESOLVED, that the MASWCD and BWSR, in cooperation with the USDA Risk Management Agency and Natural Resources Conservation Service, develop an incentive program that reduces crop insurance premiums on operator’s share for acres planted to cover crops modeling the program after the Iowa Department of Agriculture and Land Stewardship (IDALS) Cover Crop-Crop Insurance Demonstration Project.

Fiscal Impact Statement: High workload: Approximately 200 hours of MASWCD and BWSR staff time to develop the program and the funding proposal to present to the legislature.

Submitted by: Fillmore SWCD

Date: September 18, 2018

Review by MASWCD Board of Directors

Area Association: SE Area 7

Date Adopted: June 15, 2018

MASWCD Annual Convention

Date:

Action:

For more information, contact:
Tim Gossman, Fillmore SWCD Supervisor, 507-765-3878 ext. 3, thornapplespring@gmail.com

Minnesota Association of Soil and Water Conservation Districts
maswcd.org, 851-690-9028
DEFINING THE CONTENT OF CONSERVATION PLANS

WHEREAS, Soil and Water Conservation Districts (SWCDs) in Minnesota are the local government units charged with the planning, authorization, implementation, and management of conservation practices on the landscape; and

WHEREAS, SWCD supervisors are elected to serve on their district boards in the capacity to adopt, approve, and direct the planning, implementation, and management of conservation on the landscape; and

WHEREAS, state departments, agencies, and other entities sometimes identify or associate requirements for an SWCD approved conservation plan within their processes or programs without identifying the content or criteria for such plans.

THEREFORE BE IT RESOLVED, that MASWCD form a workgroup charged with formalizing requirements for the content, criteria, processing, and official adoption of conservation plans; and

BE IT FURTHER RESOLVED, that the workgroup be charged with development of guidance on the above to be distributed to all Minnesota SWCDs.

FISCAL IMPACT STATEMENT: Medium-high workload: approximately 30 hours of time at $75/hr = $2,250. The resolution calls for MASWCD to form a workgroup and formalize the requirements of conservation plans. It is anticipated this will take several meetings and coordination with state agencies.

Fiscal Impact Statement: High Workload $3,000

Submitted by: Carver SWCDs

Area Association: Metro Area 4
Date adopted: June 20, 2018

Reviewed by MASWCD Board of Directors

Date: September 18, 2018

MASWCD Convention
Date:
Action:

For further information contact:
Mark Zabel, Carver SWCD supervisor, zabel@visi.com, 612-710-1043

Background information – There are several references in Minnesota statute, law, and rule that refer to conservation plans but offer no definition of what the conservation plan must entail and the processing/approval of conservation plans. This resolution directs MASWCD to lead an effort to provide statewide consistency for the writing and approval of conservation plans.
Todd SWCD Honors JCP Farms

Todd Soil and Water Board of Supervisors selected John and Christine Petron of JCP Farms as the 2018 Outstanding Conservationist recipients at their August Board meeting. The farm has been a part of Todd County agriculture for over 40 years and continues to be a successful and sustaining operation.

John Petron, illustrated below with three of his daughters and son, has been working on the farm since 1977 which was started by his father Richard Petron in 1967. John, his wife Christine, and 7 children ranging from 8 to 24 years old manage close to 4000 acres of land around the county.

Fresh market potatoes is the primary crop grown in rotation with corn, soybeans, small grains, and cover crops. In addition, a small herd of black Angus cattle is kept for beef production. The farm markets close to 30 million pounds of fresh market potatoes annually and these are distributed across the United States and even exported. The farm has had a sustained positive impact on the local economy. An average of 15 full-time employees are maintained with close to 100 employed during harvest and the subsequent potato grading, packing, and shipping.

Conservation practices implemented include extensive use of cover crops. These are planted more frequently in recent years for erosion control, soil health, and to reduce reliance on pesticides. The most colorful example of the cover crops used are the bright yellow mustard plantings planted prior to potatoes. Other conservation practices include wind erosion practices, integrated pest management (IPM), and planting of buffers. The farm is experimenting with organic potato production with the associated production challenges from growing a crop without chemical inputs. JCP Farms worked with Todd SWCD to install some stream barbs in the Long Prairie River along their property to address bank erosion that was occurring. The project was successful and erosion is no longer a problem in that area.

Some of the challenges faced by the farm include fluctuating crop prices, constantly changing pest pressures, and climate variation from year to year. Dry years in the past made irrigating from the Long Prairie River risky and resulted in the farm drilling deep wells away from the river for irrigation. Modern irrigation scheduling practices have been implemented and pivots can be turned on and off remotely using a cell phone.

When not farming the Petron’s support local communities and charities and fish, hunt, XC ski, and travel as a family.

Todd SWCD thanks the Petrons for their contribution to agriculture and conservation achievements.

Owner John Petron and his children in a cover crop
Mustard grown as a cover crop

Fresh market potatoes being graded and sorted

Sorted and cleaned potatoes ready to be shipped
Stream Barb on Long Prairie River
Land Stewardship Award - Clarissa Ballroom

Jim and Becky Pratt own and operate the Clarissa Ballroom. They have made donations of equipment and time for many years to the SWCD Envirofest – the districts outdoor education venue put on for 6th graders each year.

Several times the Annual Feedlot Meeting has been hosted at the Ballroom. Jim and Becky have been very accommodating to work with during that event – making adjustments right up to the event to ensure the best outcome. Other meetings hosted include irrigation meetings and wildlife club events. Jim is on Board of Adjustment board, and both are involved in 4H.

The Clarissa Ballroom moved from Bertha, Minnesota to its current location in Clarissa in 1948. It has seen many owners come and go throughout the years, but the ballroom is currently owned by Jim and Becky Pratt.

Years ago two prominent bands visited the Ballroom - Whoopee John and Rocking Horse. Whoopee John, a musician originally from New Ulm, Minnesota, played songs such as “Clarinet Polka” in ballrooms across the nation in the 1940s and 1950s.

The ballroom has seen several renovations throughout the years. A main hall was added in 1956, and a kitchen was added in 1986. A beautiful 30 x 40 foot outdoor porch was built in the summer of 2016 that is used for socializing in ballroom events and weddings.

The Clarissa Ballroom is often busy year-round with weddings to plan and host. However, they do host a Polka Fest every Memorial Day weekend and have done so for 29 years. The four-day event features loads of dancing, daily drawings for prizes and fun.

Todd SWCD is honored to have support from the Clarissa Ballroom for it education and outreach events and is please to award the Pratt’s the Land Stewardship Award for 2018.