



319/Clean Water Partnership (CWP)/ Total Maximum Daily Loads

Semi-Annual Report for Reporting Year 2013

Doc Type: Semi-Annual Report

- Reporting Period: January 1 through June 30 (Due August 1)
 July 1 through December 31 (Due February 1)

All information is required by U.S. Environmental Protection Agency (EPA). Do not leave blanks. This report form can be typed using your computer. Use the "tab" key to move through the fields of this form. Enter responses using text and check boxes as indicated. Keep a copy for your records.

I. General Report Information

1. Project title: WF Des Moines River TMDL Implementation Project
2. Project sponsor: Heron Lake Watershed District
3. Project representative: Jan Voit, District Administrator
4. E-mail address: jan.voit@mysmbs.com
5. Funding: 319 CWP Clean Water Legacy/Clean Water Fund Other: _____
6. Contract number: 37241 PRJ number: PRJ07839
7. MPCA Project Manager: Katherine Pekarek-Scott
8. Contract start date (mm/dd/yyyy): 1/1/2011 Contract end date (mm/dd/yyyy): 8/30/2015

The following six questions refer to the lists on the Minnesota Pollution Control Agency (MPCA) website following this report form:

9. Best Management Practices (BMPs): Waste Utilization
10. Primary and Secondary Categories of Pollution:

	Primary	Secondary	Others
Category (name only)	Animal Feeding Operations	Inappropriate Waste Disposal	n/a

11. Nonpoint Source (NPS) Functional Category:
- | | Primary | Secondary | Others |
|-----------------------------|-----------------------|--------------------------------------|--------|
| Category (name only) | Inspection Activities | Local Education/Information Programs | n/a |

12. Waterbody type: Streams
13. Type of pollutant(s) (use name, not code #s): Bacteria
14. Ecoregion: Western Corn Belt Plains
15. Hydrologic unit code (12 digits): 071000010604 Latitude-longitude: 43°50'41.56"N, 95 28'00.06"W
16. Basin name (check all that apply): Statewide
 - Lake Superior
 - Lower Mississippi/Cedar
 - Upper Mississippi
 - Minnesota
 - Rainy
 - Red River
 - Des Moines
 - Missouri
 - St. Croix

II. Project Description

1. Project Description Summary (taken from work plan summary) – Include at least two paragraphs that briefly summarize the project scope, the processes and the events that occurred before this reporting period.

The West Fork Des Moines River (WFDNR) watershed encompasses parts of seven counties and is approximately 1,333 square miles in size. Land use within the watershed consists primarily of cultivated land in agricultural production. The river originates in the northwestern part of the watershed from several lakes including its principal source Lake Shetek. The WFDNR flows from the Lake Shetek outlet near Currie in a southeasterly direction for 94 miles to the Minnesota/Iowa boarder and eventually enters the Mississippi River at Keokuk, Iowa. In December 2008, the Environmental Protection Agency approved a Total Maximum Daily Load (TMDL) study encompassing 32 impairments in the WFDNR watershed. This project is unique in that it addressed several impairments on a basin-wide scale, worked with local partners, and developed an advisory stakeholder committee early in the process. The local stakeholder advisory committee that provided input and received project updates during the development of the TMDL Report provided a foundation for developing an implementation plan. A cooperative effort of local, state, and federal representatives from conservation agencies and the advisory committee led to the development of the WFDNR and Heron Lake TMDL Implementation Plan, approved by the Minnesota Pollution Control Agency (MPCA) on September 22, 2009.

The TMDL Report states that the primary contributing sources to fecal coliform bacteria were found to be livestock on overgrazed riparian pasture, surface-applied manure on cropland, feedlots lacking adequate runoff controls, and inadequate septic systems. Through this project, the Heron Lake Watershed District (HLWD) staff, County staff, and Soil and Water Conservation District (SWCD) staff would work together to complete an intensive, onsite inventory and inspection (Level III Feedlot inventory) of eighty percent of the feedlots (592) in the WFDNR watershed through in-kind contributions. The inventory is instrumental in order to gauge the need for funds to address the feedlots and ultimately decrease the bacteria concentrations in the streams and rivers. A staff person dedicated to the project would continue to promote the project and seek additional funding for implementation and education. Project partners would host a one-day manure management workshop for feedlot owners and operators, develop a project brochure and website, and conduct committee meetings.

HLWD staff, county staff, and SWCD staff will employ a team approach in contacting landowners, providing technical assistance for Level III Feedlot Inventories, developing the website and brochure, planning and conducting a manure management workshop, and participating in committee meetings.

By recommendation of Advisory and Technical Committee (AC and TC) members, this project was developed in hopes of using it as a kickoff to implementation and education as described in the TMDL Implementation Plan.

The WFDNR watershed has had several successful Clean Water Partnership (CWP) Projects completed in the last twenty years. The results of the reports indicate that feedlots in the watershed pose a water quality threat. In addition, the WFDNR and Heron Lake TMDL Report addressed 32 impairments of which 15 were related to fecal coliform bacteria. The report stated that to meet the water quality standards, a 10 percent to 86 percent reduction in bacteria would be needed respectively.

2. Specific Project Goals – Include numeric, quantifiable goals for environmental improvement, the number of Best Management Practices to be installed, pollutant reductions as well as programmatic and social goals.

To enhance partnerships between Murray, Nobles, Jackson, and Cottonwood Counties and the HLWD through the continued employment of a watershed coordinator to assist with obtaining current feedlot information through onsite inspections and project promotion.

Project Goal 1: Conduct an intensive, onsite inventory and inspection of eighty percent of the feedlots in the watershed through a strong partnership with four counties and the HLWD.

Project Goal 2: Increase the knowledge of 50 feedlot operators through a one-day workshop.

Project Goal 3: Increase public awareness of the WFDNR TMDL Project through the development of a brochure and website.

Project Goal 4: Coordination of project updates and direction through semi-annual meetings with the AC and TC.

3. Methods to achieve Goals:

Objective 1: Feedlot management and education

Task A: Conduct Level III Inventory

- A targeted, Level III feedlot inspection would include an inventory of all animals, size of buildings, feedlot drainage area, distance to stream or tile, buffers, and topography. Current MPCA feedlot rules require that a minimum of seven percent of the feedlots be inspected each year. This proposal would require an expedited completion of the Level III inventory. There are currently 742 feedlots in the watershed. The TMDL Implementation Plan stated that a Level III inventory would be completed for each of these feedlots within the first five years of the project. Because this is a four-year endeavor, 592 or 80% of the feedlots would be inspected during the grant period.

- A report that summarizes the results of the inventory will be developed by the Watershed Coordinator. The report will include information about the feedlots, potential repairs, and estimated costs. This information will be instrumental in applying for future funding to address feedlot repairs.

Task B: Host a manure management workshop

- One workshop would be offered to feedlot owners and operators (approximately 50 attendees) to address manure management topics such as proper timing, rate and method of application, existing regulations, setback and winter application requirements, and nutrient management. Workshop would be conducted by county, SWCD, and HLWD staff, with presenters from the MPCA and the University of Minnesota Extension.
- A questionnaire will be used to gauge interest, knowledge, and where more information is needed.

Objective 2: Project promotion

Task A: Website

- A website would be developed and linked to the HLWD, MPCA, and each county's website. This website would contain water quality information, project updates, and program availability and would attempt to reach over 1,000 people. The website would be developed by the watershed coordinator and maintained by the watershed coordinator and HLWD staff.
- Website statistics will be used to learn more information about the website visitors and reported in the final report.

Task B: Brochure

- A color brochure promoting the project and educating residents about the importance of water quality improvement efforts would be developed by the watershed coordinator and HLWD staff. The brochure would be distributed at events and displayed at project partners' offices in an attempt to reach over 1,000 people.

Task C: Conduct Semi-annual Meetings

- Conduct semi-annual meetings with 32 Advisory and Technical Committee members to provide project updates and obtain input and direction.

Objective 3: Project Oversight

Task A: Watershed coordinator

- Past projects show better civic engagement when there is dedicated staff working on the project. A watershed coordinator has been secured through another grant mechanism through September 2011. This proposal would extend the watershed coordinator position from October 2011 to August 2015. This position would direct project activities and seek additional funding to continue restoration efforts within the WFDNR watershed.
- Reimbursement of travel and training costs would be covered through this funding mechanism.
- This position would be housed in the HLWD office. HLWD would provide office space and supplies needed to support the position.

Task B: Reporting

- The district administrator and watershed coordinator would be responsible for reporting according to work plan guidelines. All aspects of feedlot inspections, manure management workshop, and AC and TC meetings would be completed by project partners. The district administrator would be responsible for ensuring that semi-annual, annual, and final reports are submitted on time.

III. Semi-annual Report Information

1. Project activities completed during last six (6) months according to the program elements or tasks:

Objective 1. Task A. Conduct Level III Inventory

- Met with Jon Bloemendaal, Murray County Feedlot Officer (CFO) on July 8, 2013 at 9:30 am to choose inspection sites for the week of July 15-19, 2013. Inspections were scheduled for July 19, 2013. Kiel and Jon also went to a site that is currently under construction.
- Met with Jon Bloemendaal, Murray CFO on July 19, 2013 at 9:30 am to conduct feedlot inspections. A total of four inspections were conducted. Two sites had open lots and two sites were total confinement operations.
- Met with Al Langseth, Nobles CFO on July 23, 2013 at 9:30 am to choose inspection sites for the week of August 5-9, 2013. Preliminary site visits were conducted to investigate the site prior to inspection. Inspections were scheduled for August 5, 2013.
- Met with Al Langseth, Nobles CFO on July 24, 2013 at 9:30 am to evaluate feedlot data. MinnFARMS and inspection forms were reviewed for entry into Delta.
- Met with Al Langseth, Nobles CFO on August 5, 2013 at 9:00 am to conduct feedlot inspections. A total of four

inspections were conducted. There were two total confinement facilities and two sites with open lots.

- Met with Al Langseth, Nobles CFO on August 8, 2013 at 9:30 am to conduct measurements for inspections on August 5, 2013. Manure management plans (MMPs) and manure records were also reviewed to confirm proper record keeping and phosphorus (P) management.
- Met with Jon Bloemendaal, Murray CFO on August 13, 2013 at 9:30 am to choose inspection sites for the week of August 19-23. Inspections were scheduled for August 20 and 21, 2013. A total of eight inspections were scheduled for the two days. Landowner meetings to discuss potential feedlot fixes were also scheduled for open blocks of time during the inspections. A site visit was also conducted at a site that recently underwent construction.
- Met with Jake Grages, Jackson CFO on August 19, 2013 at 8:30 am to choose inspection sites for the week of August 26-30, 2013. A total of three inspections were scheduled. Inspections were scheduled for August 28, 2013.
- Met with Jon Bloemendaal, Murray CFO on August 20 and 21, 2013 at 9:30 am to conduct feedlot inspections. A total of eight inspections were conducted between the two days. Two additional sites were visited to discuss the construction of a manure settling basin or a manure storage basin. The feedlot operators were open to suggestions on how to fix their operations. Past MinnFARMS were also discussed before entry into DELTA.
- Met with Jake Grages, Jackson CFO on August 28, 2013 at 10:30 am to conduct a feedlot inspection. Two inspections were cancelled because producers called and indicated no livestock and no future plans to have livestock at the site. One inspection was conducted. A drive-by of the other two sites was conducted to confirm no livestock.
- Met with Al Langseth, Nobles CFO on September 3, 2013 at 9:30 am to choose inspection sites for the week of September 9-13. Inspections were scheduled for September 10, 2013. A total of four inspections were scheduled. MinnFARMS were also discussed during the meeting.
- Met with Al Langseth, Nobles CFO on September 10, 2013 at 9:00 am to conduct feedlot inspections. A total of four sites were inspected. Three sites had open lots and one didn't have any livestock and open lots were non-existent. No MinnFARM will be run on that site.
- Met with Al Langseth, Nobles CFO on September 12, 2013 at 9:30 am to conduct measurements for MinnFARMS and overview inspection forms. Nutrient management strategies were reviewed for two of the sites. MinnFARMS were also reviewed during the meeting.
- Met with Al Langseth, Nobles CFO on September 13, 2013 at 9:00 am to finish conducting measurements for MinnFARMS and inspection forms. MinnFARMS for the inspections conducted on September 10, 2013 will be delivered at a later date.
- Met with Jon Bloemendaal, Murray CFO on September 30, 2013 at 9:30 am to discuss MinnFARMS from past inspections. Options were discussed for sites that were out of compliance.
- Met with Jake Grages, Jackson CFO on October 7, 2013 at 9:00 am to choose inspection sites for the week of October 21-25. A total of four inspections were scheduled.
- Met with Al Langseth, Nobles CFO on October 17, 2013 at 10:00 am to go over MinnFARMS and conduct other feedlot business. A site visit was conducted to confirm results. Manure records were also reviewed to determine that the feedlot operator is applying at agronomic rates.
- Met with Jake Grages, Jackson CFO on October 24, 2013 at 10:00 am to conduct feedlot inspections. A total of four inspections were conducted. Two of the sites had livestock.
- Met with Al Langseth, Nobles CFO on October 25, 2013 at 10:30 am to choose inspection sites for the week of November 4-8. A total of three inspections were scheduled.
- Met with Al Langseth, Nobles CFO on December 3, 2013 at 9:30 am to conduct measurements for running MinnFARMS.
- Met with Jake Grages, Jackson CFO on December 4, 2013 at 9:00 am to conduct feedlot inspections. A total of six inspections were scheduled. Four inspections were conducted. Two sites rescheduled for a later date.
- Met with Jake Grages, Jackson CFO on December 11, 2013 at 10:00 am to conduct feedlot inspections. A total of five inspections were scheduled. Three inspections were conducted. Two sites rescheduled for a later date.
- Met with Al Langseth, Nobles CFO on December 12, 2013 at 12:30 pm to discuss MinnFARM results from past inspections.
- Met with Al Langseth, Nobles CFO on December 16, 2013 at 9:00 am to discuss MinnFARM results and choose inspection sites for the week of December 30 – January 3.
- Met with Jake Grages, Jackson CFO on December 18, 2013 at 8:30 am to conduct feedlot inspections. A total of four inspections were scheduled, but two sites called and cancelled.
- Met with Jon Bloemendaal, Murray CFO on December 19, 2013 at 10:00 am to choose inspection sites for the week of January 13-17, 2014.

Objective 1. Task B. Host a Manure Management Workshop

- Worked on the manure management workshop flyer on July 1 and 2, 2013. The flyer was prepared to display at local businesses in the watershed.
- Drafted the news release for the workshop on July 2, 8, and 9, 2013. The news release was finalized on July 9. It was sent to the local papers on July 24 once all quotes were received. The change order allowed us to advertise in several local papers.
- Called a producer on July 9, 2013 and asked if he would grill for the noon meal at the workshop. He initially confirmed that he would, but later called back and declined. Another producer was pursued.
- E-mailed or contacted local crop consultants and Ag dealers on July 9-11, 2013. They were contacted to be invited to the workshop to be available to answer questions about their products or services for producers. Companies who carry liquid and solid manure equipment were targeted. Local consultants who work with nutrient management and

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- MMPs were also targeted. E-mails and phone calls were continued back and forth until the workshop.
 - Drafted the post-workshop survey on July 15-17, 2013. The survey was finalized on July 17. It was formatted to determine the size of a producer's operation, how producers currently manage their farming operation, and what they may change based on the information presented in the workshop. It was also used to gauge how much attendees learned.
 - Hung flyers in local businesses in the eastern and southern portions of the watershed on July 17, 2013. The purpose of hanging the flyers was to target areas where farmers generally do business.
 - Hung flyers in local businesses in the western and northern portions of the watershed on July 18, 2013.
 - Met with Al Langseth, Nobles CFO on July 24, 2013. The purpose of the meeting was to hang flyers at local businesses. A producer was also contacted to do the grilling for the noon meal at the manure management workshop. Kiel and Al met with the producer to confirm his attendance at the workshop.
 - Workshop speakers were e-mailed on July 25, 2013 to confirm their attendance at the workshop.
 - Contacted Worthington Hy-Vee on July 25, 2013 to place the food order for the workshop. The food will be picked up on July 30.
 - Drafted and finalized the presentation for the workshop on July 29 and 30, 2013.
 - Met with Windom Hy-Vee on July 29, 2013 to discuss potential options for a donut order for the workshop.
 - Picked up the food for the workshop on July 30, 2013 from the Worthington Hy-Vee. All supplies that could be pre-ordered were acquired for the workshop. The community center was setup. Surveys and handouts were printed.
 - Picked up donuts for the workshop in the morning of July 31, 2013.
 - Hosted the manure management workshop in the Heron Lake Community Center on July 31, 2013. The event began with registration at 9:30 am. Presentations were scheduled to begin at 10:00 am. Kiel kicked off the workshop with a presentation on the background of the Total Maximum Daily Load (TMDL) Implementation project. Jose Hernandez, University of Minnesota, presented on P management and the economics of manure. Andy Neseth, Extended Ag Inc., presented on grid sampling techniques and the economics of precision Ag. Wayne Cords, Minnesota Pollution Control Agency (MPCA), presented on manure sampling techniques and application setbacks, manure record keeping requirements, and emergency response. There were 31 people, including staff that attended the workshop. It is estimated that there were about 10-11 livestock producers at the workshop. An exact amount is not known because at least one producer left at lunch. There were another three or four attendees that had no livestock but raised crops. There were two individuals from local agencies that setup a table to advertise. The remaining individuals were speakers or local staff. In speaking with attendees, they seemed impressed with the quality of the speakers and spoke highly of them. The workshop concluded at 2:00 pm.
 - Reviewed surveys from the manure management workshop on August 1, 2013. Compiled the results in terms of producer size, primary occupation, animal types, and how each individual heard about the workshop.
 - Worked on graphing post-workshop surveys on August 15, 2013. The surveys were graphed to display results on who attended, number of animals units, and what their primary occupations are. The purpose of the survey was to gauge learning and determine who attended the workshop.

Objective 2. Task A. Website

- Worked on the website on July 16, 2013. Attempts were made at trying to implement a new web counter for the website.
- Jan Voit worked on the website on July 10 and July 17, 2013. Reports were added.

Objective 2. Task B. Brochure

- No activities during this reporting period

Objective 2. Task C. Conduct Semi-Annual Meetings

- Held a Semi-Annual Meeting on December 10, 2013 at 10:30 am in the Heron Lake Senior Citizens Center. The meeting brought the partners up to speed on the progress of the Implementation Project. Statistics were given regarding compliant versus non-compliant sites. Questions were also answered about the project and the inventory process. Discussion was held on the progress of feedlot fixes as well.
- Compiled Semi-Annual Meeting minutes on December 17, 2013.

Objective 3. Task A. Watershed Coordinator

- Attended a District 8 Land Use Meeting on July 10, 2013 at 9:00 am in Slayton. The meeting included employees from local agencies as well as county officials. Each attendee explained what they have been working on, or new issues they have encountered since the last meeting. Following the meeting, there was a tour of a robotic dairy facility in Murray County. The dairy operator explained how the robots have maximized his production and how closely the cows can be monitored with the new system.
- Attended Heron Lake Watershed District (HLWD) special meeting on July 9, 2013 at 7:00 am. The managers discussed which firm that was interviewed was the most qualified to conduct the feasibility study for the Jack Creek Impoundment Project. A motion was made to select Houston Engineering, Inc.
- Attended HLWD board meeting on July 17, 2013 at 8:00 pm. The managers were given an update on the planning process for the manure management workshop. They were also updated on the District 8 Land Use Meeting, the robotic dairy tour, and the Okabena Creek survey with Katherine Pekarek-Scott, MPCA on June 20, 2013.
- Researched information regarding Board of Water and Soil Resources (BWSR) grants and Minnesota Department of Agriculture (MDA) Livestock Investment Grant.
- Met with a Murray County landowner and discussed potential cost share options to upgrade the condition of the feedlot on site. Interest was expressed in Clean Water Funds (CWF) through BWSR. Kiel explained to him that it

may be difficult to achieve priority in funding due to his proximity to surface water. A more realistic option for the producer might be to pursue the MDA Livestock Investment Grant.

- Attended HLWD special meeting on August 14, 2013 at 3:00 pm. The purpose of the meeting was to allow Houston Engineering Inc. (HEI) to present information on the limited and full feasibility study for the proposed Jack Creek Impoundment Project. The managers were given the opportunity to ask questions.
- Attended HLWD board meeting on August 20, 2013 at 8:00 pm. The managers were given an update on the feedlot inspection process as well as the manure management workshop. They were informed that the major watershed project will be starting and the CWF Grant round will be opening soon. Time will be spent on these two projects as well as the feedlot inventory process.
- Attended a Watershed Tour on August 21, 2013 at 5:15 pm. The purpose of the tour was to show several of the different projects in the watershed that have recently been completed. A site with newly installed J-hook weirs, Fulda rain gardens, Heron Meadows, and the proposed Jack Creek Impoundment Project site were visited. Questions were answered by staff. The Prairie Ecology bus provided transportation to each site.
- Participated in an eLINK webinar on August 22, 2013 at 2:00 pm. The purpose of the webinar was to make users more educated on the new eLINK system. The webinar taught users how to navigate through the site, apply for grants, changes from the old system, and other system capabilities in preparation for the upcoming grant round.
- Spoke with Mark Hiles, BWSR, on August 22, 2013. Discussion consisted of the upcoming grant round. Grant limitations, layout, and project requirements were discussed.

Attended the Jackson County Judicial Ditch 31 final hearing on August 22, 2013 at 7:00 pm in the Heron Lake Senior Citizens' Center. The engineer and appointed viewers presented their information. The viewers were questioned on the dollar amounts used for certain calculations. People were given the opportunity to ask questions and express their concerns.

- Attended CWF Webinar on September 4, 2013 at 1:00 pm. The purpose of the webinar was to inform attendees about the application process for the CWF grant round. Using eLINK in the application process was demonstrated because it is a new way of submitting grants. Questions were answered regarding grant requirements and the submittal process.
- Held a partner meeting for the CWF grant round on September 11, 2013 at 10:00 am. The purpose of the meeting was to seek input from partners on projects to pursue during the grant round. Partners from three counties were in attendance. The one county not present expressed their support and provided direction through e-mail. Kiel and Jan explained the projects they were potentially pursuing. Partners expressed their support for the project and provided direction on questions that Kiel and Jan had. The discussion forum helped answer questions and facilitate other ideas.
- Met with a feedlot operator on September 16, 2013 at 1:30 pm to discuss an estimate drafted by the engineers. The engineers were also present for the meeting. A CWF grant application will be submitted for this project. The site was surveyed so an estimate could be drafted. The purpose of the meeting was to illustrate what his out-of-pocket costs would be and confirm what his intentions were before the grant application was written. Kiel needed to know what modifications were going to be done in order to include them in the grant application. The landowner wanted to proceed with the process.
- Attended HLWD board meeting on September 17, 2013 at 7:00 pm. The board of managers was given an update on the inspection process, the CWF partner meeting on September 11, eLINK and CWF request for proposal (RFP) Webinar, CWF grant application process, and the progress of the Major Watershed Project.
- Met with Mark Hiles, BWSR on September 18, 2013 to discuss questions regarding the RFP for the CWF grant application.

Met with a feedlot operator on September 23, 2013 to discuss an estimate for a feedlot project. The engineer and Murray CFO were also present for the meeting. The landowner asked questions regarding the grant application process and the design of the proposed structures. The feedlot operator wanted to seek estimates from local contractors prior to making a decision. He expressed interest in the project but was not ready to make a decision on that day. He was contacted three days later to discuss his final decision. He opted to wait until a later date and will not pursue CWF grant dollars this year.

- Met with Department of Natural Resources (DNR) on October 1, 2, and 9, 2013 to gather field data for the WFDMR Watershed.
- Worked on CWF RFP for a feedlot project in Murray County on October 1-3. The application is for a manure storage basin and a vegetated treatment strip to filter runoff. Multiple phone conversations occurred to ensure the finished product was detailed and accurate. The application was submitted to the BWSR on October 3, 2013.
- Met with Katherine Pekarek-Scott, MPCA on October 8, 2013 at 10:00 am to conduct a longitudinal secchi tube survey on Okabena Creek. Recent data collected on the waterway revealed a reduction in water clarity. A stream survey of dissolved oxygen (DO), pH, temperature, transparency, and conductivity was conducted to pinpoint where the sediment was entering the creek. The purpose of the study was to determine if the decline in water quality was a cumulative effect or if it was coming from one particular source. The survey was done during low flows and was a follow up of the high flow survey done in June 2013.
- Attended the HLWD board meeting on October 15, 2013 at 8:00 pm. The board of managers was informed of the feedlot inspection process, the CWF RFP for the feedlot project, the Okabena Creek Survey, and the Major Watershed Project.
- Held a CFO Meeting on October 23, 2013 at 10:30 am at the HLWD Office. In attendance were Jan Voit and Kiel Tschumperlin, HLWD; Al Langseth, Nobles County; Ben Crowell and Katherine Pekarek-Scott, MPCA; Jon Bloemendaal, Murray County; and Jake Grages, Jackson County. The purpose of the meeting was to update the CFOs on the feedlot inspection process and inform them of what is going on in the watershed. Discussion items included: inspection breakdown by county, using grassed waterways as buffers, the usage of best professional

judgment (BPJ), drafting follow up letter for feedlot inspections, and a reminder to continue to check manure records and MMPs when applicable. The semi-annual meeting date was also scheduled during the meeting. The meeting was adjourned at 12:10 pm.

Attended BWSR Academy in Brainerd from October 28-30, 2013. Attended training sessions regarding eLINK, grant contracts, construction project management, conservation practices, as well as speaking and presentation techniques. The training session was very beneficial in networking and also for asking experienced staff questions as they arose during sessions. Learning more about other agencies' duties, work areas, and programs was also an interesting part of the academy.

- Attended HLWD Advisory Committee Meeting on December 17, 2013 at 9:30 am. The purpose of the meeting was to inform committee members about the achievements of the HLWD in 2013.
- Attended HLWD board meeting on December 17, 2013 at 7:00 pm. The managers were given an update on the Semi-Annual Meeting, the Major Watershed Project, and feedlot inspections.

Objective 3. Task B. Reporting

- The annual report was submitted on January 18, 2013. The report was approved by MPCA on January 23, 2013.
- Work began on the semi-annual report on June 27, 2013. The report was approved by MPCA on July 10, 2013.
- Work began on the annual report on December 10, 2013.

2. **Challenges faced (optional):**

n/a

3. **Summary of monitoring data collected:**

n/a

4. **Have all monitoring stations been established in STORET?** Yes No N/A

5. **Is the data being routinely submitted for storage into STORET?** Yes No Last submittal date: _____

6. **Is the data being annually entered into E-Link?** Yes No N/A Date last entered: _____

7. **Identify any significant findings and results of the project to date, as well as any unanticipated findings:**

Entire Watershed – 211 Sites Inspected

149 Open Lots

37 Total Confinement or No Discharge Sites

25 Deactivated Sites or No Lots Present or Under 10 AU

Open Lots – 149 sites inspected

- Avg. MinnFARM index – **9.5**
- Compliant Sites – **81**
- Non-Compliant Sites – **68**
- Total sites with Surface H2O within 1000 feet – **101**
 - Compliant Sites – **49**
 - Non-Compliant Sites – **52**
- Total sites in Shoreland – **31**
 - Compliant Sites – **13**
 - Non-Compliant Sites – **18**

Total Confinements & No Discharge Sites – 37 sites inspected

- Total Compliant Sites – **37**
- Total sites with Surface H2O within 1000 feet – **13**
- Total sites in Shoreland – **5**

Entire Watershed – 186 Active Sites

- Avg. MinnFARM index – **9.5**
- Total Compliant Sites – **118**
- Total Non-Compliant Sites – **68**
- Total sites with Surface H2O within 1000 feet – **114**
 - Compliant Sites – **62**
 - Non-Compliant Sites – **52**
- Total sites in Shoreland – **36**
 - Compliant Sites – **18**
 - Non-Compliant Sites – **18**

8. **Describe specific (quantifiable, if possible) results achieved during this period:**

n/a

Phosphorus Load Reduction: _____ lbs./year

Nitrogen Load Reduction: _____ lbs./year

Sediment Load Reduction: _____ lbs./year

9. **Summarize any work plan changes:**

Change Order #3 was approved on July 17, 2013.

- Objective 1, Task B: adding additional funds for advertising the manure management workshop. It has been determined that the newspaper advertising costs were greater than originally projected. The costs for printing and mailing the newsletter were less than originally projected.
- Objective 1, Task B: Reducing the newsletter postage costs by \$400.00 to \$370.00. \$400.00 was moved from this task to the line item for newspaper.

10. List anticipated activities for next six (6) months:

- Objective 1. Task A: Send letters to landowners regarding the inventories
- Objective 1. Task A: Project partner meeting in April
- Objective 1. Task A: Conduct Level III feedlot inventories
- Objective 1. Task A: Enter information in MinnFARM
- Objective 2. Task A: Update website as needed
- Objective 2. Task B: Distribute project brochure
- Objective 2. Task C: Plan fifth semi-annual meeting
- Objective 3. Task B: Complete annual report
- Objective 3. Task B: Begin semi-annual report
- Objective 3. Task B: Meet with MPCA Project Manager

11. List all products (documents, pamphlets, videos, maps, etc.) produced in this reporting period.

- Project updates for July, August, September, October, November, and December
- PowerPoint presentation for Semi-Annual Meeting

IV. Expenditure Information for this Period

Provide a copy of your work plan budget showing cumulative expenditures and budget balances by work plan objective and task.

Expenditure Report attached

Complete the table below:	Amount
Total Grant Amount:	\$190,248.00
Total Match Amount (if applicable)	\$163,975.00
Total Project Amount:	\$354,223.00
Cumulative Grant Expenditures through this period:	\$71,212.92
Cumulative Match Expenditures through this period:	\$69,848.90
Total Cumulative Expenditures through this period:	\$141,061.82

Date form completed: January 8, 2014

Please submit to: Your project manager