



319/Clean Water Partnership (CWP)/ Total Maximum Daily Loads Semi-Annual Report for Reporting Year 2012

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): cause unknown

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 (WFDMR) watershed encompasses parts of seven counties and is approximately 1,333 square miles in size (Figure 1). 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 WFDMR 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 WFDMR 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 WFDMR 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 proposal, 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 WFDMR watershed through inkind contributions. The inventory is instrumental in order to gage 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 WFDMR 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 WFDMR 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 WFDMR 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:**

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- Objective 1: Feedlot management and education**

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- Task A: Conduct Level III Inventory**

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. Workshops would be conducted by county, SWCD, and HLWD staff.
- 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 December 2014. This position would direct project activities and seek additional funding to continue restoration efforts within the WFDNR watershed.
- Reimbursement of travel 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

- Kiel Tschumperlin met with Lloyd Kalfs, Cottonwood County Feedlot Officer (CFO) on July 2, 2012 at 8:30 am to discuss inspection sites for the week of July 9-13, 2012.
- Attended the Nobles County Commissioner Meeting on July 3, 2012 at 9:00 am. Information on the WFDNR Implementation Plan was given to the commissioners to inform them of the goals and direction of the project.
- Met with Ben Crowell, Jackson CFO on July 3, 2012 at 1:00 pm to finish running a MinnFARM on James Milbrath Farm. Questions about MinnFARMS on other sites were also answered during the meeting.
- Met with Jon Bloemendaal, Murray CFO on July 5, 2012 at 9:00 am to conduct feedlot inspections. A total of six inspections were conducted.
- Met with Al Langseth, Nobles CFO on July 9, 2012 at 9:00 am to discuss inspection sites for the week of July 16-20, 2012. Preliminary site visits were conducted. Kathy Henderscheidt, Nobles County Assistant CFO assisted in

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- acquiring Delta Data, maps, and printing letters.
 - Attended the Cottonwood County Commissioner Meeting on July 10, 2012 at 9:30 am. Information on the WFDNR Implementation Plan was given to the commissioners to inform them of the goals and direction of the project. Lloyd Kalfs, Cottonwood CFO was present to answer questions regarding the inspection process. Following the commissioner meeting a feedlot inspection was conducted with Lloyd followed by a MinnFARM.
 - Met with Lloyd Kalfs, Cottonwood CFO on July 12, 2012 at 8:30 am to run MinnFARMS and conduct a feedlot inspection.
 - Met with Lloyd Kalfs, Cottonwood CFO on July 13, 2012 at 8:30 am to conduct feedlot inspections at three sites. Following the inspections, MinnFARMS were run to determine compliance.
 - Met with Al Langseth, Nobles CFO on July 16, 2012 to conduct feedlot inspections. A total of five inspections were conducted.
 - Attended the Murray County Commissioner Meeting on July 17, 2012 at 9:00 am. Information on the WFDNR Implementation Plan was given to the commissioners to inform them of the goals and direction of the project. Jon Bloemendaal, Murray County CFO was present. Following the commissioner meeting, a meeting with Jon Bloemendaal was held to choose feedlot inspection sites for the week of July 23-27, 2012. The question of whether feedlot fixes were required under the grant was brought up at this meeting.
 - Met with Al Langseth, Nobles CFO on July 19, 2012 at 8:30 am to conduct three feedlot inspections. MinnFARMS were run following the inspections.
 - Finished running all MinnFARMS for Nobles County on July 20, 2012 at 12:00 pm. MinnFARMS and inspection forms were delivered to and discussed with Al Langseth, Nobles CFO to ensure accuracy.
 - Added two new columns to each county and township in the master feedlot site list on July 25, 2012. A "compliance" and "index" column were added to enable sorting of sites by their compliance index.
 - Met with Jon Bloemendaal, Murray CFO on July 26, 2012 at 10:00 am to conduct feedlot inspections. A total of six inspections were done on that date.
 - Met with Lloyd Kalfs, Cottonwood CFO on July 27, 2012 at 2:00 pm to discuss inspection sites for the week of July 30 - August 3, 2012.
 - Met with Al Langseth, Nobles CFO on July 30, 2012 at 9:00 am to determine inspection sites for the week of August 6-10, 2012. Corrections to the master feedlot list in Nobles County were also made.
 - Spoke with Katherine Pekarek-Scott, MPCA on August 1, 2012 at 10:00 am to discuss agenda items for the CFO meeting scheduled for August 7, 2012. When to make feedlot corrections, the process of ranking feedlots, proper protocol for reporting in-kind, how the inspection process has been going thus far, and potential improvements to the current system were discussed. The current Board of Water and Soil Resources (BWSR) grant round and potential funding sources were also discussed.
 - Met with Lloyd Kalfs, Cottonwood CFO on August 2, 2012 at 1:30 pm for feedlot inspections. One inspection that was scheduled was cancelled because the landowner was not going to be in attendance. Only one inspection was conducted as a result.
 - Met with Jon Bloemendaal, Murray CFO on August 6, 2012 at 8:30 am to determine feedlot inspections for the week of August 13 -17, 2012. A site visit was conducted and previous MinnFARMS were reviewed to ensure accuracy.
 - Met with Katherine Pekarek-Scott, MPCA and Jan Voit, HLWD Administrator on August 7, 2012 at 11:00 am to discuss the work plan for September through December in detail. It was determined that Jan and Kiel are responsible for the formatting of the final report. Kiel is responsible for planning a semi-annual meeting in September and holding the semi-annual meeting in October. He is also responsible for refining and updating master feedlot lists for each county.
 - Held a CFO meeting at the HLWD office on August 7, 2012 at 1:00 pm to discuss the progress of the Level III Inventory process. In attendance were Al Langseth, Nobles CFO; Jon Bloemendaal, Murray CFO; Lloyd Kalfs, Cottonwood CFO; Jan Voit, HLWD Administrator; Katherine Pekarek-Scott, MPCA; and Kiel Tschumperlin, WFDNR Watershed Coordinator. Several consensus' were reached at the meeting including: no time limit on implementing fixes, the purpose of the grant is to inventory feedlots, not to fix them, MinnFARM software will measure the priority level for feedlot fixes, and total confinements and sites with under 50 animal units will not be inspected. All sites in shoreland with more than 10 animal units will be inspected. Kiel will need to contact Soil and Water Conservation Districts (SWCDs) and other members in the seven county WFDNR Implementation Work Group in an attempt to implement other grants in the WFDNR Watershed.
 - Met with Al Langseth, Nobles CFO on August 8, 2012 at 8:30 am to conduct feedlot inspections in Nobles County. A total of three inspections were conducted.
 - Met with Al Langseth, Nobles CFO on August 9, 2012 at 8:30 am to conduct feedlot inspections in Nobles County. A total of four inspections were conducted.
 - Met with Lloyd Kalfs, Cottonwood CFO on August 13, 2012 at 8:30 am to determine feedlot inspection sites for the week of August 20-24.
 - Met with Jon Bloemendaal, Murray CFO on August 14, 2012 at 9:30 am to conduct feedlot inspections in Murray County. A total of six inspections were conducted. However, three of the sites were no longer in operation.
 - Met with Al Langseth, Nobles CFO on August 16, 2012 at 9:00 am to run MinnFARMS and check the master site list for Bloom Township. Site visits in Bloom Township were conducted to determine which sites still had livestock and open lots necessary for inspection.
 - Met with Al Langseth, Nobles CFO on August 20, 2012 at 1:00 pm to determine feedlot inspection sites for the week of August 27-31, 2012.
 - Met with Al Langseth, Nobles CFO on August 21, 2012 at 10:00 am to acquire measurements in order to run MinnFARMS. There was debate on a few cases regarding two sites. As a result, site visits were conducted to review the items in question and confirm our thoughts.

- Met with Lloyd Kalfs, Cottonwood CFO on August 22, 2012 at 8:30 am to conduct feedlot inspections. A total of three inspections were conducted.
- Met with Jon Bloemendaal, Murray CFO on August 27, 2012 at 9:00 am to determine feedlot inspection sites for the week of September 3-7, 2012. MinnFARMs from past inspections were also reviewed.
- Met with Al Langseth, Nobles CFO on August 28, 2012 at 8:15 am to conduct feedlot inspections. A total of five inspections were conducted.
- Met with Al Langseth, Nobles CFO on August 30, 2012 at 9:00 am to obtain measurements in order to run MinnFARMs.
- Met with Lloyd Kalfs, Cottonwood County Feedlot Officer (CFO) on September 4, 2012 at 1:00 pm to select inspection sites for the week of September 10-14, 2012. A letter and brochure were mailed to producers to inform them of the inspection information.
- Met with Jon Bloemendaal, Murray CFO on September 5, 2012 at 9:30 am to conduct feedlot inspections. A total of six inspections were conducted. One site was deactivated and another one didn't have any lots present. No MinnFARMs were run for those two sites.
- Attended Regional CFO Meeting in Redwood Falls, Minnesota (MN) on September 6, 2012 at 9:30 am. Topics such as Manure Application Inspection Issues, Precision Agriculture, Spill Response, and LiDAR were covered at the meeting. CFOs from Meeker County to Rock County attended the meeting. It was a good opportunity to meet new people and hear what's going on in other counties.
- Met with Al Langseth, Nobles CFO on September 10, 2012 at 10:30 am to discuss inspection sites for the week of September 17-21, 2012. Letters were printed and mailed to producers. Previous MinnFARMs were examined and discussed to ensure accuracy.
- Met with Lloyd Kalfs, Cottonwood CFO on September 12, 2012 at 9:30 am to conduct a feedlot inspection. Two inspections were planned, but one rescheduled for Thursday, September 13, 2012 at 9:00 am.
- Met with Lloyd Kalfs, Cottonwood CFO on September 13, 2012 at 8:30 am to conduct a feedlot inspection on a site that was rescheduled from the previous day.
- Attended New CFO Training in Rochester, MN on September 17, 2012 at 8:30 am. The training lasted two days. Kiel stayed in Rochester for two nights. The training was very beneficial because everyone was new and had minimal experience with what was being presented. Day one topics included rules and responsibilities of CFOs when on-site and in the office, construction short form permits, registration information, minimum program requirements such as a minimum of seven percent of feedlots inspected in each delegated county each year, and proper protocol for issuing warnings in the event of a violation. On the second day there was an in-field component. An on-site inspection was conducted followed by a MinnFARM. Prior to the inspection, a presentation on MinnFARM was given and inspection protocol was also reviewed. The in-field inspection was very beneficial, and it provided a change of pace and to see how others conducted feedlot inspections. The training ended on September 18, 2012.
- Met with Jon Bloemendaal, Murray CFO on September 19, 2012 at 9:30 am to choose inspection sites for the week of September 24-28, 2012. Inspections were scheduled for Monday, September 24, 2012.
- Met with Al Langseth, Nobles CFO on September 20, 2012 at 9:00 am to conduct feedlot inspections. A total of four inspections were scheduled but only three were conducted because one site cancelled.
- Met with Jon Bloemendaal, Murray CFO on September 24, 2012 at 9:30 am to conduct feedlot inspections. A total of seven inspections were conducted.
- Met with Lloyd Kalfs, Cottonwood CFO on September 26, 2012 at 8:30 am to choose inspection sites for the week of October 1-5, 2012. Letters and brochures were distributed to landowners. Inspections were scheduled for October 4, 2012.
- Met with Al Langseth, Nobles CFO on September 27, 2012 at 9:00 am to choose inspection sites for the week of October 8-12, 2012. The Master Feedlot List for Graham Lakes Township was also reviewed, and site visits were conducted to confirm the list. Inspections were scheduled for October 9, 2012.
- Met with Al Langseth, Nobles CFO on October 2, 2012 at 9:00 am to conduct measurements in order to run MinnFARMs.
- Met with Lloyd Kalfs, Cottonwood CFO on October 4, 2012 at 9:00 am to conduct feedlot inspections. A total of two sites were inspected.
- Met with Al Langseth, Nobles CFO on October 9, 2012 at 9:00 am to conduct feedlot inspections. One producer called and rescheduled for a later date.
- E-mailed Lloyd Kalfs, Cottonwood CFO on October 10, 2012 regarding inspection forms and MinnFARMs from the inspections conducted on October 4, 2012. Kiel completed inspection forms and MinnFARMs and returned them to Lloyd for his records.
- Met with Lloyd Kalfs, Cottonwood CFO on October 11, 2012 at 2:00 pm. The purpose of the meeting was to investigate an unpermitted Liquid Manure Storage Area (LMSA) that had been discovered on a feedlot inspection. Files and records of the LMSA were explored to find plans and specs. The structure was called a "Manure Stacking Unit" at the time of construction. More information was located on the structure before the site visit and possible scenarios for the landowner were explored. The site visit was conducted on this date and other action will be necessary to determine compliance.
- Met with Jon Bloemendaal, Murray CFO on October 15, 2012 at 9:30 am to choose sites for inspections during the week of October 22-26. Inspections were scheduled for Tuesday, October 23, 2012.
- Met with Al Langseth, Nobles CFO on October 16, 2012 at 9:00 am to conduct a feedlot inspection and obtain pictures for the semi-annual meeting slated for October 24, 2012. The feedlot inspection was a reschedule from the October 9, 2012 inspection date in Nobles County. Pictures were also taken at various sites for use in the semi-annual meeting PowerPoint presentation that will be given to the Advisory and Technical Committee (AC and TC). Following the inspection and pictures, measurements were taken on the feedlot to assist in running MinnFARM.

- Met with Jon Bloemendaal, Murray CFO on October 23, 2012 at 9:30 am to conduct feedlot inspections. A total of five inspections were conducted. One site was deactivated on that date.
- Met with Lloyd Kalfs, Cottonwood CFO on December 3, 2012 at 9:00 am to discuss MinnFARM results regarding three sites that were inspected on November 15, 2012. The objective was to determine if the sites met compliance standards based upon their respective locations to surface water.
- Met with Jake Grages, Jackson CFO on December 5, 2012 at 9:15 am to conduct feedlot inspections. A total of three sites were inspected. Inspection sites were also determined for the week of December 10-14. Inspections were scheduled for December 12 and 13, 2012.
- Met with Jake Grages, Jackson CFO on December 6, 2012 at 8:15 am to conduct feedlot inspections. A total of five sites were inspected. The sites were primarily total confinement hog barns. Manure management plans were collected for the hog barn sites because they were over 300 animal units.
- Met with Jon Bloemendaal, Murray CFO on December 10, 2012 at 9:30 am to choose sites for inspections during the week of December 17-21. Inspections were scheduled for Tuesday, December 18, 2012.
- Met with Jake Grages, Jackson CFO on December 12, 2012 at 8:15 am to conduct feedlot inspections. A total of six sites were inspected. One site was deactivated.
- Met with Jake Grages, Jackson CFO on December 13, 2012 at 10:45 am to conduct feedlot inspections. A total of three sites were inspected and two sites were rescheduled for the following day.
- Met with Jake Grages, Jackson CFO on December 14, 2012 at 8:30 am to conduct feedlot inspections. The inspections were rescheduled from the previous day. A total of two sites were inspected. One site was a total confinement hog barn and the other site had open lots present.
- Met with Kathy Henderschiedt, Nobles Assistant CFO on December 17, 2012 at 10:30 am to assist in entering MinnFARM data into the Delta database. Contact was made with several MPCA staff to answer questions that arose during the data entry process. Our questions were answered and the data was entered, but work will be done to ensure the same questions do not arise in the future.
- Met with Jon Bloemendaal, Murray CFO on December 18, 2012 at 9:30 am to conduct feedlot inspections. A total of five sites were inspected. All sites had open lots present.
- E-mailed Allison Remer, MPCA on December 20, 2012 to confirm a question regarding MinnFARM. The role of phosphorus in MinnFARM compliance determinations was in question and Kiel wanted to ensure he was telling the CFOs the proper information.

Objective 1. Task B. Host a Manure Management Workshop

- The August 7, 2012 CFO meeting raised questions regarding the Manure Management Workshop. Jon Bloemendaal, Murray CFO explained that the Corn and Soybean Growers Association might have funds available to assist in a manure expo field day similar to the Rock River Manure Expo Field Day held on July 31, 2012. More will be done in the future to pursue this option.
- An e-mail was sent to Doug Bos, Rock County SWCD on August 29, 2012 to gain information on the costs and planning involved in the Rock River Manure Expo Field Day. The purpose of the e-mail was to determine the feasibility of a manure expo field day being held in the WFDNR Watershed next year.

Objective 2. Task A. Website

- Jan Voit, HLWD Administrator, uploaded the semi-annual report to the website on July 26, 2012.
- Kiel Tschumperlin added links to the WFDNR TMDL tab pertaining to water quality data and MPCA load study information on August 13, 2012.
- Reconfigured the layout of the WFDNR TMDL tab on August 15, 2012. The website would not allow the formatting desired. Further troubleshooting options will be explored in the future.
- Attempted to upload WFDNR Semi-Annual Meeting minutes on December 4, 2012. Minutes will be uploaded to the website at a later date after troubleshooting options are explored.

Objective 2. Task B. Brochure

- The brochure was packed and shipped on July 3, 2012. A total of 1,500 copies were printed. The brochure will be distributed to each landowner at the time of inspection. Additional brochures will be distributed to area businesses as the Manure Management Workshop approaches in May/June 2013.
- Copies of the brochure were distributed to the CFOs of Cottonwood, Murray, and Nobles County to be available at their respective county fairs.
- The brochure is being included with landowner letters in hopes of ensuring all landowners receive a brochure. Another objective is that landowners will be better educated about the goals and direction of the WFDNR TMDL Implementation Project.

Objective 2. Task C. Conduct Semi-Annual Meetings

- On April 4, 2012, project partners met to plan the semi-annual meeting of the advisory and technical committees. The purpose of the semi-annual meetings is to provide members with updates on activities related specifically to this grant, as well as other TMDL implementation efforts. Discussion was held regarding potential topics for the meeting. These included a project overview and information regarding the Level III Feedlot Inventory and MinnFARM.
- The first semi-annual meeting for the WFDNR TMDL Implementation Project Advisory and Technical Committees was held on May 9, 2012. Jan Voit gave a PowerPoint presentation that provided an overview of the grant project. Ben Crowell presented information about the MinnFARM program. Brent Riess offered information regarding the requirements of a Level III Feedlot Inventory.
- Held a Semi-Annual Planning Meeting at HLWD Office on September 25, 2012 at 11:00 am. In attendance were:

Jan Voit, HLWD; Kiel Tschumperlin, HLWD; Jon Bloemendaal, Murray County; Al Langseth, Nobles County; Lloyd Kalfs, Cottonwood County; and Katherine Pekarek-Scott, MPCA. The purpose of the meeting was to develop an agenda and set a date for the Semi-Annual Meeting. Kiel Tschumperlin will be the main speaker at the meeting, providing a watershed-wide view of the feedlot inspection process. Topics for the meeting include: why the meeting is being held, the feedlot inspection process, progress made on the feedlot inventory in the four counties, and explaining how the information will be used and how it is beneficial. The CFOs will also present what they are seeing in their counties to give the advisory and technical committees a more in-depth county-by-county view. The meeting will be held on Wednesday, October 24, 2012 at 10:00 am in the HLWD Senior Citizens' Center.

- Held the WFDNR TMDL Semi-Annual Meeting on October 24, 2012 at 10:00 am in the Heron Lake Senior Citizens' Center. The purpose of the meeting was to inform the project partners on how the feedlot inspection process is going and how it is being carried out. Kiel Tschumperlin, WFDNR Watershed Coordinator provided background information on the grant along with its four main goals. The feedlot inspection process was also discussed in detail. Allocation of duties between CFO and Coordinator were discussed. Kiel explained the progress to date in the four counties and how the information is projected to be used in the future. The CFOs also provided insight as to what they have seen so far, and why they believe the implementation project has helped their respective counties. Inspection statistics such as the total number of open lots inspected, lots located in shoreland or within 1,000 feet of surface water, and the number of total confinements inspected was given in the presentation. Percentage of compliance and non-compliance were also given for all inspections as well as compliance and non-compliance for feedlots located in shoreland and feedlots that have surface water within 1,000 feet.

Objective 3. Task A. Watershed Coordinator

- A "Basics of Using LiDAR Data" workshop was held on July 11, 2012. Kiel Tschumperlin and Kathy Henderscheidt were in attendance. The workshop was held at the Mankato State University, and is part of a series of hands-on workshops through the "Conservation Applications of LiDAR" project. The workshop covered how to download, manipulate, and use LiDAR data. Tips and hints on using ArcMap were shared.
- Spoke with Katherine Pekarek-Scott on July 17, 2012 at 3:00 pm to discuss questions regarding in-kind and work plan duties. It was determined that feedlot fixes cannot be counted as in-kind. If landowners are willing to implement fixes without the use of grant funds, they are allowed to but not forced to. The grant only addresses the Level III Inventory.
- Attended HLWD board meeting on July 17, 2012 at 8:00 pm. Provided the board members information on the progress of the WFDNR Implementation Plan and addressed any questions that arose regarding the project. A brochure was distributed to each individual at the board meeting.
- Attended Rock River Manure Expo Field Day on July 31, 2012 at 8:30 am in Edgerton, Minnesota. The event covered many aspects of manure management including rules and regulations, phosphorous and nitrogen management, variable rate technology. The expo also had solid and liquid manure demos.
- Attended the HLWD board meeting on August 27, 2012 at 5:00 pm. Provided the HLWD board members with an update of the last month's activities. Details on the Rock River Manure Expo Field Day on July 31, 2012 and the CFO Meeting on August 7, 2012 were provided. Also answered any questions that arose regarding the project.
- Attended Jackson County JD 31 Preliminary Hearing on August 27, 2012 at 7:00 pm. The hearing provided an engineer's report. Each individual at the meeting was given an opportunity to present their case in favor or opposition of the construction of the ditch. The HLWD board of managers made statutory findings regarding the improvement process. The decision was made to continue the proceedings and appoint viewers. No findings were made regarding redetermination. The hearing was adjourned and will reconvene on September 18, 2012.
- E-mailed David Schmidt, University of Minnesota with questions regarding MinnFARM software on September 4, 2012. Questions were related to shrinking lot sizes to represent manure covered areas, mostly on large lots with few head of animals. Another question arose about the functionality of cement walls with designed overflow to allow solids to settle out and water to escape, as well as hay bale barriers and their contribution in terms of functionality in reducing feedlot runoff.
- Attended the HLWD Board Meeting on October 16, 2012 at 7:00 pm. The managers were given an activity report of what has been done in the past two months. They were informed of the semi-annual planning meeting, updated on the information obtained at the new CFO training, as well as the Regional CFO Meeting. They were also informed of the inspection process thus far.
- Attended BWSR Academy in Brainerd from October 29-31, 2012. Attended training sessions regarding Wetland Conservation Act, conservation drainage, watershed management planning, grant writing, and the importance of strong partnerships in the implementation of successful grants. 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 the HLWD Board Meeting on December 18, 2012 at 7:00 pm. The managers were given an update on the feedlot inspection process in the four counties. It was also explained that there was a lot of focus on inspections in Jackson County in the past month. Questions were raised regarding nutrient management plans and requirements.
- Attended HLWD Advisory Committee Meeting on December 20, 2012 at 10:00 am in the HLWD Office. The purpose of the meeting was to inform the partners of the current and past projects of the HLWD and to seek input and direction for the future.
- Attended MPCA Major Watershed meeting regarding the WFDNR watershed on December 20, 2012 following the HLWD Advisory Committee Meeting. The purpose of the meeting was to determine how much staff time/resources each organization wants to allocate to an intensive study being done on the WFDNR. There was a general consensus that Kiel Tschumperlin, WFDNR Watershed Coordinator would likely be heading the project because he is already working within the four counties. In addition, the HLWD is also a watershed wide organization which would

be beneficial to the project.

- On August 7, 2012, an e-mail was sent to members of the WFDNR Implementation Work Group. The purpose of the e-mail was to schedule a meeting on August 15, 2012 at 1:00 pm where projects could be discussed and plans could be drafted for a Clean Water Legacy grant application. The HLWD would be responsible for the writing and reporting of the grant application. The meeting was to ensure no organization is applying for the same money when one agency, the HLWD, can apply on behalf of all entities. Another purpose of the meeting was to demonstrate and strengthen the partnerships within the seven county region. The e-mail was sent to thirteen members and only one response was received. No work group members attended.

Objective 3. Task B. Reporting

- The semi-annual report was completed on July 25, 2012.
- Jan Voit submitted reimbursement requests in July, August, September, October, and November of 2012.
- Jan Voit began work on the annual report in December 2012.

2. Challenges faced (optional):

The Jackson CFO accepted a new position in July of 2012. The new Jackson CFO began his duties in October 2012. Fewer inspections were conducted in Jackson County due to staffing changes.

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:

123 Sites Inspected As of 1/16/2013
87 Open Lots
24 Total Confinement or No Discharge Sites
9 Deactivated Sites or No Lots Present
3 Sites Under 10 AU

Open Lots – 87 sites inspected

- Avg. MinnFARM index – 7.3
- Total Yes – 58
- Total No – 29
- Total sites with Surface H2O within 1000 feet – 60
- Total Yes – 37
- Total No – 23
- Total sites in Shoreland – 16
- Total Yes – 8
- Total No – 8

Total Confinements & No Discharge Sites – 24 sites inspected

- Total Yes – 24
- Total sites with Surface H2O within 1000 feet – 10
- Total sites in Shoreland – 3

Entire Watershed – 111 Active Sites

- Avg. MinnFARM index – 7.3
- Total Yes – 82
- Total No – 29
- Total sites with Surface H2O within 1000 feet – 70
- Total Yes – 47
- Total No – 23
- Total sites in Shoreland – 19
- Total Yes – 11
- Total No – 8

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:

n/a

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 January
- Objective 1. Task A: Conduct Level III feedlot inventories
- Objective 1. Task A: Enter information in MinnFARM

- Objective 1. Task B: Begin planning manure management workshop

- Objective 2. Task A: Update website as needed
- Objective 2. Task B: Distributed project brochure
- Objective 2. Task C: Plan third 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
- PowerPoint presentation for Watershed Professionals Network 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:	\$30,236.47
Cumulative Match Expenditures through this period:	\$39,965.59
Total Cumulative Expenditures through this period:	\$70,202.06

Date form completed: January 18, 2013

Please submit to: Your project manager