

KANDIYOHI SWCD

ANNUAL PLAN

FOR 2010

KANDIYOHI SOIL AND WATER CONSERVATION DISTRICT

BOARD OF SUPERVISORS

Douglas L. Hanson, Chairman, Willmar
District III: Willmar, Green Lake, Kandiyohi and Fahlun Townships

Sherman Mankell, Vice-Chairman, New London
District I: Norway Lake, Colfax, Arctander, Lake Andrew and Dovre Townships

Roger Rasmussen, Secretary, Pennock
District V: Mamre, St. Johns, Edwards, Holland and Whitefield Townships

Kevin Clough, Treasurer, Lake Lillian
District IV: Gennessee, Lake Elizabeth, Roseland, Lake Lillian and East Lake Lillian Townships

Terry Schaefer, Public Relations and Information, Paynesville
District II: Burbank, Roseville, New London, Irving and Harrison Townships

KANDIYOHI SWCD OFFICE PERSONNEL

Mary Oslund, District Manager
Richard Reimer, Program Coordinator
Ryan Peterson, RIM Coordinator
Part-time staff to assist with tree and seed programs

NRCS STAFF ASSISTING KANDIYOHI SWCD

Michael Taylor, District Conservationist
Steven Smith, Soil Conservation Technician
Jessica Weis, Soil Conservationist
Area VI Staff, St. Peter
Area VI Engineering Staff, St. Peter
NRCS Staff, St. Paul

BOARD OF WATER AND SOIL RESOURCES STAFF ASSISTING KANDIYOHI SWCD

Jeff Nielsen, Regional BC, New Ulm
Tom Fischer, BC, New Ulm
Chris Hughes, BC, New Ulm
John Jaschke, BWSR, St. Paul
BWSR Staff, St. Paul
Kane Radel, BWSR

MINNESOTA ASSOCIATION OF SOIL AND WATER CONSERVATION DISTRICTS

LeAnn Buck, Executive Director
Sheila Vanney, Assistant Director
Stefanie Martinez, Administrative Assistant

The Kandiyohi Soil and Water Conservation District's regular meeting is held the third Tuesday of the month, with a starting time of 9 a.m. May thru September and 10:00 a.m. October through April in the Ag Service Center, Willmar, MN.

KANDIYOIHI COUNTY SOIL AND WATER CONSERVATION DISTRICT
1005 High Ave. NE, Willmar, MN 56201
320-235-3906, ext. 3

ANNUAL WORK PLAN: January 1, 2010 to December 31, 2010

INTRODUCTION: The District's "mission is to encourage the wise use of land and water and to treat these resources in accordance with their needs for protection and improvement. This Annual Plan shall serve as a guide for the Kandiyohi County Soil and Water Conservation District (SWCD) from January 1, 2010 to December 31, 2010.

This plan shall guide the District employees and supervisors cooperating with the Natural Resources Conservation Service (NRCS) personnel in making effective decisions and implementing actions to accomplish our mission. The plan shall be used to evaluate the effectiveness of the District in addressing the resource problems of the county during 2010.

OBJECTIVE 1: THE LOSS OF TOPSOIL FROM CROPLAND RESULTS IN YIELD LOSSES AND INCREASED PRODUCTIONS COSTS. THE SEDIMENT CARRIED BY WIND AND WATER CREATES POTENTIAL WATER QUALITY HAZARDS. OUR OBJECTIVE IS TO REDUCE EROSION TO TOLERABLE LEVELS ON CROPLAND, LAKESHORES, DITCHBANKS AND URBAN AREAS.

ACTION:

- A. Administer Reinvest in Minnesota (RIM)/Permanent Wetland Preserve (PWP) Programs and Other Easement Programs (Peterson & Staff)
1. Establish and maintain screening committee to identify local priorities.
 2. Inform and screen applicants for reserve and/or preserve easements.
 3. Complete all necessary legal objectives in order to finalize easement application procedures for both RIM and PWP programs.
 4. Write conservation plans and maintenance plans on all accepted acreage.
 5. Survey, design and supervise restoration of wetlands.
 6. Assess completion of required practices addressed in the conservation plan.
 7. Complete necessary documents and maintenance spot checks when required.
 8. Conservation Reserve Enhancement Program (CREP).
 9. RIM/WRP Partnership.
 10. Project sponsor for Grass Lake Restoration Project.
- Staff days required: 45
- B. Support the USDA Conservation Programs
1. Cooperate in screening and eligibility determinations of applicants. (Technical Staff)
 2. Assist in the development of conservation plans and maintenance schedules on accepted acreage. (Technical Staff)
 3. Participate in CCRP Stakeholders Meeting.
 4. Design and install wildlife plantings or tree/shrub plantings on 3 CRP and CCRP sites.
 5. Seed 700 acres of native grass on 25 sites of CRP and CCRP.
 6. Complete necessary documentation and status reviews as needed. (Technical Staff)
 7. Host Local Work Group Meeting; Environmental Quality Incentive Program (EQIP). (Staff)
 8. Assist in implementation of EQIP. (Staff)
 9. Marketing Continuous Conservation Reserve Program (CCRP).
 10. Farmed Wetlands Program (FWP). (Staff)
 11. Wildlife Habitat Incentive Program (WHIP). (Staff)
 12. Assist NRCS in promoting Conservation Stewardship Program (CSP).
- Staff days required: 120
- C. Support the Conservation Compliance and Swampbusting provisions of the 1985 Food Security Act (FSA) Program.
1. Continue to promote and develop conservation Plans on HEL fields. (Technical Staff)
 2. Approve Conservation plans. (Reimer, Peterson & Oslund)
 3. Record and maintain tract records. (NRCS Staff)
 4. Provide support for 1026 wetland determinations as landowners request. (Reimer & NRCS)
- Staff days required: 18

- D. Promote installation of sediment blocks with tile to serve 300 acres.
1. Encourage installation on high priority erosion areas. (Technical Staff)
 2. Administer District cost-sharing in accordance with the programs administrative guidelines. (Staff)
 3. Provide technical assistance for the design, layout, and supervision of construction of the terraces. (Technical Staff)
- Staff days required: 20
- E. Promote installation of grassed waterways to serve 100 acres.
1. Encourage installation on high priority erosion areas. (Technical Staff)
 2. Administer District cost-sharing in accordance with the programs administrative guidelines. (Staff)
 3. Provide technical assistance for layout, design, and construction supervision for waterways. (Technical Staff)
 4. Make available a finn krimper and mulch netting or excelsior blankets to aid in establishment of grass cover. (Technical Staff)
- Staff days required: 18
- F. Promote conservation tillage in Kandiyohi County.
1. Promote and support the Glacial Ridge Tillers in education and in on-site field demonstrations of effective conservation tillage practices. (Taylor & Staff)
 2. Conduct an educational tour/fest in cooperation with SWCD, NRCS and other related public and private entities in promoting the use of conservation tillage. (Staff)
 3. Inform the public of the benefits and encourage the use of conservation tillage in the area newspaper columns. (Staff)
 4. Conduct Tillage Transect Survey and submit data to state. (Staff)
 5. Promote use of State Revolving Funds (SRF) to purchase conservation tillage equipment. (Staff)
 6. Promote Environmental Quality Incentive Program (EQIP) conservation tillage practice. (Staff)
- Staff days required: 18
- G. Encourage and promote the sale of 32,000 trees for conservation purposes.
1. Evaluate the existing tree program. (Reimer)
 2. Recommend and implement necessary changes in the tree program. (Reimer)
 3. Design and install 20 farmstead windbreaks, field windbreaks and wildlife plantings. (Reimer)
 4. Promote Living Snow Fence (LSF) Program through CCRP and MN DOT. (Reimer)
 5. Continue tree program at an efficient, manageable and realistic level. (Reimer)
 6. Promote proper technical procedures for planting and promote proper maintenance schedules and procedures. (Reimer)
 7. Tubex. Promote biodegradable tube type tree protectors to aid in health and vigor of young trees.
 8. Promote and machine install filter fabric for weed control. Promote SWCD local cost share program and coordinate additional cost-share with DNR and PF Chapter. (Reimer)
 9. Promote the use of the chemical and/or mechanical weed control. (Reimer)
 10. Serve on Forestry/Agro Forestry Committee. (Reimer)
 11. Promote agro forestry in county.
 12. Certified by state for tree disease and insect control. (Reimer)
 13. Education on control of invasive species.
- Staff days required: 60
- H. Evaluate and implement current Farm Bill provisions as they are addressed and prioritized. (Board & Staff)
- Staff days required: 8

OBJECTIVE II: MAINTAINING THE WATER QUALITY OF THE COUNTY IS A MAJOR CONCERN OF THE DISTRICT DUE TO THE ENVIRONMENTAL AND ECONOMIC VALUE OF RECREATIONAL LAKES, WETLANDS, RIVERS AND STREAMS IN KANDIYOHY COUNTY.

ACTION:

I. Water related programs

1. Assist the Department of Natural Resources (DNR) with permit applications.
 - a. Review water permit applications and make technical recommendations as necessary. (Reimer)
 - b. Identify existing and potential erosion problems due to point and non-point sources. (Technical Staff)
 - c. Review approved water permits. (Reimer)

Staff days required: 10

2. Continue to monitor 13 non-irrigation observation wells once a month, with no monitoring done in January and February. Also, monitor 3 irrigation observation wells twice a year, in October and April. Information is then forwarded to the DNR, Division of waters. (Reimer)

Staff days required: 12

3. Promote and encourage the use of ag waste systems.
 - a. Focus assistance to high priority point source polluters. (Technical Staff)
 - b. Support and cooperate in the evaluation, design and supervision of construction and provide information on waste nutrient management. (Technical Staff)
 - c. Promote use of SRF Program for ag waste systems. (Staff)
 - d. Promote EQIP for ag waste systems. (Staff)

Staff days required: 12

4. Continue to provide materials and assistance to the 12 volunteer rainfall monitors located throughout the county.

Staff days required: 6

5. Support and educate Kandiyohi County's lake associations in water quality and quantity issues.
 - a. Provide assistance to Lake Associations based on recommendations from watershed usage. (Technical Staff)
 - b. Promote Best Management Practices (BMP) for area recreational lakes. (Technical Staff)
 - c. Provide technical assistance and pursue funding to lake associations. (Technical Staff)
 - d. Promote and apply for the use of BWSR grant funds for cost share practices. (Technical Staff)
 - e. Cooperate with lake association's to promote the distribution of a newsletter to association members and lake residents. (Technical Staff)
 - f. Water testing in Shakopee Creek Watershed with DNR. (Staff)
 - g. Rice-Koronis Lakeshed Initiative. (Technical Staff)
 - h. Watershed delineation and land use on area lakes as requested. (Technical Staff)

Staff days required: 25

6. Support watershed projects by attending Local Work Group Meetings, 319 Meetings and providing technical assistance to watershed projects.

- Hawk Creek Watershed Project
- Chippewa River Watershed Project
- Shakopee Creek Watershed Project
- Crow River Watershed Project
- Middle Fork Crow River Watershed District
- Kandi-Wakanda Watershed Project

Staff days required: 55

7. Provide watershed research information to lake associations and others to address water quality and quantity issues.
 - a. Promote the use of watershed research information and lake assessment program (LAP) to assess and evaluate the impact of point and non-point sources of pollution and erosion to wetlands, lakes, and other public water courses located within the District. (Technical Staff)

b. Delineate watershed and write letters of support as requested. (Technical Staff)
Staff days required: 5

8. Support and cooperate in the implementation of the Comprehensive Local Water Management Plan (CLWMP).
- a. Serve on Task Forces where appropriate and necessary. (Supervisors & Staff)
 - b. Serve on land use and technical work committees where appropriate. (Reimer)
 - c. Participate in meetings and provide information on updating CLWMP. (Reimer)
 - d. Provide data and information for implementation of plan. (Staff)
 - e. Inform SWCD Board of Supervisors on development of plan. (Reimer)

Staff days required: 15

9. Wetland Conservation Act (WCA) of 1991
- a. Assist county in application process. (Staff)
 - b. Serve on Technical Panel. (Reimer)
 - c. Supply information to the public. (Staff)
 - d. Technical service to the public. (Reimer)
 - e. Assist LGU with violations. (Reimer)
 - f. Restoration of Replacement Plans as needed. (Reimer)
 - g. Assist in preparation of wetland banking plans. (Reimer)

Staff days required: 37

10. Assist Department of Agriculture with Water Testing Clinics.
Staff days required: 3

- J. Cooperate and assist with the County Well Sealing Cost Share Program at the local level.
1. Promote Cost Share Well Sealing Program with County. (Staff)
 2. Provide technical assistance for program. (Technical Staff)
- Staff days required: 2

- K. State Revolving Fund (SRF) Low Interest Loan Program.
1. Apply for low interest funding for ag waste systems, conservation tillage equipment and individual sewage treatment systems. (Reimer)
 2. Promote SRF Program in area newspapers, FSA newsletter and at local ag show. (Staff)
 3. Determine eligibility of applicants. (Reimer)
 4. Work cooperatively with Heritage Bank to secure low interest loans for landowners with eligible practices. (Reimer)
- Staff days required: 7

OBJECTIVE III: THE DISTRICT BELIEVES EDUCATION REGARDING ECONOMICS AND ENVIRONMENTAL ISSUES IS ESSENTIAL

ACTION:

- A. Utilize media within the District.
1. Write conservation column and submit to local newspapers. (Staff)
 2. Conservation Photo News to be submitted to local newspapers. (Staff)
 3. Obtain photographs to depict soil and water conservation practices.
 4. Broadcast radio programs annually (KWLM, Q102 and KDJS). (Supervisors & Staff)
 5. Provide information and assistance for FSA Newsletter regarding soil and water conservation issues. (Staff)
 6. Develop and maintain web site.
- Staff days required: 12
- B. Provide the following educational opportunities.
1. Speak to groups as requested. (Staff)
 2. Promote and assist with Area Envirothon. (Staff)
 3. Instructors for Prairie Woods Environmental Days. (Reimer & Taylor)
 4. Instructors for school presentations. (Staff)
 5. Instructor for Willmar Jr. High School Environmental Days. (Reimer)
 6. Willmar High School environmental classes as requested. (Reimer & Peterson)
 7. New London-Spicer environmental classes as requested. (Reimer & Peterson)

8. Instructors for Koronis-Rice Lake Environmental Days. (Reimer)
 9. Earth Day celebration. (Peterson & Staff)
Staff days required: 27
- C. Promote Soil Stewardship Day observance and distribute NACD soil stewardship materials. (Oslund)
Staff days required: 2
 - D. Participate in West Central Ag Show, Kandiyohi County Fair and Farm Fest.
Staff days required: 14
 - E. Maintain displays for district's use or rental. (Supervisors & Staff)
Staff days required: 3
 - F. Enter the District Capacity Award contest. (Supervisors & Staff)
Staff days required: 5
 - G. Select Outstanding Conservationist. (Supervisors, Staff & NRCS)
Staff days required: 1
 - H. Host a conservation tour for Board members in July (even years only). (Staff)
Staff days required: 5
 - I. Promote natural resource and conservation scholarship. (Oslund)
Staff days required: 2
 - J. Rain Garden Program to promote and set up local cost share for installation of rain gardens.
Staff days required: 8
 - K. Cooperative Weed Management Area (CWMA) State Cost Share Program with Stearns SWCD
Promote program and attend joint meetings with partners. (Staff)
 1. Serve as fiscal agent. (Oslund)
 2. Maintain cost share logs. (Oslund)
 3. Enter data into e-LINK. (Oslund)
 Staff days required: 10

OBJECTIVE IV: THE DISTRICT SHALL STRIVE TO MANAGE PERSONNEL, FUNDS, AND EQUIPMENT TO ATTAIN THE DISTRICT'S PROGRAMS AND OBJECTIVES.

ACTION:

- A. Assist the Board of Supervisors.
 1. Prepare and circulate agenda. (Chairman & Oslund)
 2. Attend monthly and special meetings. (Staff)
 3. Prepare reports and proposals as needed. (Staff)
 4. Record and circulate minutes. (Oslund)
 Staff days required: 30
- B. Prepare and present an annual budget request and work report for the County Commissioners and attend Truth-in-Taxation Hearing. (Oslund & Chairman)
Staff days required: 5
- C. Maintain necessary bookkeeping and records. (Oslund)
Staff days required: 40
- D. Conduct Personnel reviews/appraisals. (Personnel Committee)
Staff days required: 3
- E. Staff to attend training sessions and seminars. (Staff)
Staff days required: 36
- F. Conduct SWCD/NRCS staff meetings as needed.
Staff days required: 4

- G. Manage and maintain equipment inventory. (Reimer & Peterson)
Staff days required: 8
- H. General correspondence and office operations. (Staff)
Staff days required: 40
- I. Annual leave and sick leave.
Staff days required: 65
- J. Holidays
Staff days required: 30

OBJECTIVE V: THE DISTRICT WILL EMPHASIZE THE IMPORTANCE OF THE COUNTY'S WILDLIFE HABITAT.

ACTION:

- A. Encourage the planting of trees for wildlife.
 - 1. Provide technical assistance regarding design and maintenance. (Reimer & Staff)
 - 2. Seek additional alternative cost sharing funds. (Reimer & Staff)
 - 3. Provide tree stock and planting services. (Reimer)
 Staff days required: 16
- B. Promote restoration of native vegetation. Provide native grass seed and planting services for conservation programs. (Staff)
Staff days required: 20
- C. Provide technical assistance for the restoration of wetlands and installation of water impoundment structures for conservation programs. (Technical Staff)
Staff days required: 35
- D. Distribution center for Pheasants Forever food plot seed. (Staff)
Staff days required: 4
- E. Promote and provide education on control of invasive species. (Staff)
Staff days required: 4

OBJECTIVE VI: THE DISTRICT WILL CONTINUE TO STRENGTHEN OUR RELATIONSHIP WITH OTHER AGENCIES AND PRIVATE ORGANIZATIONS.

ACTION:

- A. Review memorandums of understanding with agencies. (Supervisors)
- B. RC&D
 - 1. Offer engineering assistance and supervise construction for needed structures including critical area seedings. (Staff)
 - 2. Attend meetings.
 - 3. Provide assistance with Council bookkeeping and financial management for watershed projects. (Oslund)
 Staff days required: 10
- C. West Central Area 2 Association, MN Association of Soil and Water Conservation Districts and National Association of Conservation Districts.
 - 1. Attend Area 2 Meetings. (Supervisors & Staff)
 - 2. Attend MASWCD Annual Convention. (Supervisors & Staff)
 - 3. Invite Outstanding Conservationist to state convention.
 - 4. Minnesota Association of Conservation District Employees (MACDE). (Staff)
 Staff days required: 28

- D. Assist County Officials.
 - 1. State Land Sales and Tax Forfeit Sales.
 - a. View parcels, make determinations and draft conservation easements where needed. (Reimer)
 - b. Assist the county auditor's office in making marginal land and wetland determinations for tax forfeit sales in our county. (Reimer)
 - 2. Update County Assessor on information regarding RIM easements. (Peterson)

Staff days required: 3

- E. Invite the following persons to board meeting during the year:
 - BWSR Board Conservationist – Tom Fischer
 - NRCS Area Conservationist – Kasey Reed
 - FSA – Wes Nelson
 - Prairie Country RC&D Coordinator – Randy Nelson
 - DNR Division of Wildlife – LeRoy Dahlke/Jeff Miller
 - USF&WS Representative – Steve Erickson
 - DNR Division of Water – Ethan Jenzen
 - Elected Officials
 - Middle Fork Crow Watershed District - Coordinator

Obtain assistance from the above in planning and implementing annual work plan.

- F. District will utilize civic leaders and organizations.

TOTAL STAFF DAYS REQUIRED FOR PLAN:	956 days
TOTAL STAFF DAYS AVAILABLE:	839 days
District Manager	260 days
Program Coordinator	260 days
RIM Coordinator	260 days
Part-time Seed Program Assistant(s)	8 days
Part-time Tree Program Assistant(s)	15 days
Supervisors	36 days

COST SHARE PROGRAM REQUIREMENTS

Cost-share funds received from the state are targeted to high priority water, sedimentation and feedlot pollution control practices. The District will also assist NRCS with EQIP. The District's priority will be to cost share water erosion control practices which may not adequately be funded by other programs.

FY 2009 Cost Share Allocation	\$24,759	
TOTAL STATE GRANT FUNDS		\$24,759
SWCD Local Program for Windbreak Maintenance (filter fabric)	\$ 6,252	
SWCD Local Program for Living Snow Fence, Corn Rows	\$ 1,238	
SWCD Local Program for Rain Gardens	\$ 1,448	
TOTAL LOCAL FUNDS ALLOCATED FOR COST SHARE		\$ 8,938

During fiscal year 2009 cost share funds were allocated for the following practices:

PRACTICE	% C-S	\$ AMOUNT
Regular Cost-Share Grant:		
Water Quality	50-75%	\$ 3,662
Erosion Control	75%	\$ 4,935
Energy Conservation	75%	\$ 8,924
20% Administrative thru 12/31/09 (Regular Cost Share)	20%	\$ 4,376
Unencumbered		\$ 2,862
TOTAL STATE GRANT FUNDS		\$ 24,759
TOTAL SWCD Local Programs		\$ 8,938

ANTICIPATED USE OF 2010 FUNDS

HIGH PRIORITY EROSION PROBLEMS

"High priority erosion problems" means areas where erosion from wind or water is occurring equal to, or in excess of 2 x T tons per acre per year or is occurring on any area that exhibits active gully erosion or is identified as high priority in the comprehensive local water plan or the conservation district's comprehensive land. (Note: Maps can be found in the Comprehensive Plan)

FUNDS NEEDED: \$ 3,500

HIGH PRIORITY WATER QUALITY PROBLEMS

"High priority water quality problems" means areas where sedimentation, nutrients, chemicals, or other pollutants discharge to Department of Natural Resources designated protected waters or to any high priority waters as identified in a comprehensive local water plan or the conservation district's comprehensive plan, or discharge to a sinkhole or groundwater. The pollutant delivery rate to the water source is in amounts that will impair the quality or usefulness of the water resource. (Note: Maps can be found in the Comprehensive Plan)

FUNDS NEEDED: \$10,201

HIGH PRIORITY FEEDLOTS

The district anticipates constructing animal waste control systems. High priority feedlots are usually found in the general areas previously identified in the high priority water erosion and sediment erosion areas.

FUNDS NEEDED: \$ 0

WINDBREAK MAINTENANCE (LOCAL PROGRAM)

Windbreak maintenance is necessary to promote good forest management on non-industrial woodlands, which result in increased production of forest products and protection of the environment. Technical assistance is provided by the SWCD, with cost sharing available to eligible landowners at 50 percent of the total project cost, to a maximum of \$1,600. Note: We have designated funding for our local windbreak maintenance (filter fabric) cost share program with money earned from interest and tree program profits.)

FUNDS NEEDED FOR LOCAL FILTER FABRIC PROGRAM (50%) \$ 5,000

LOCAL PROGRAM FOR RAIN GARDENS (LOCAL PROGRAM)

\$ 4,000

GRANTS APPLIED FOR TO FUND PROJECTS IN 2010:

The Board of Water and Soil Resources has competitive grants available for conservation projects.
The following grants have been applied for to fund cost share projects in 2010:

Clean Water Legacy Grant

\$45,000

Emerald Ash Borer Preparedness Grant

\$50,000

Cooperative Weed Management Area Continuation Grant (w/Stearns SWCD)

\$15,000

Low interest State Revolving Funds

\$75,000

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