

WADENA COUNTY
SOIL & WATER
CONSERVATION DISTRICT

FY 2011

ANNUAL WORK PLAN

PREPARED BY:

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MISSION STATEMENT

“The Wadena County Soil and Water Conservation District seeks to achieve and maintain the highest quality and quantity of natural resources possible through wise stewardship for now and the future within the limits of human and financial means available.”

PURPOSE OF THE DISTRICT:

The purpose of the Wadena Soil and Water Conservation District is to develop and promote long range programs that satisfy the conservation needs of the people of the District. With rapidly expanding interests in resource development, it is essential that proper resource management be carried out in the District.

The programs will include, but not be limited to, proper treatment of each acre of land in Wadena County in accordance with its needs. Emphasis will be placed on wind and water erosion and water quality protection practices. Implementation of the Local Water Plan will be administrated by the District as well as the 1991 Wetland Conservation Act, County Feedlot Program and Ag Inspector Program.

INTRODUCTION:

In order to better serve the landowners and user in Wadena County this Annual Work Plan is developed to establish a strategy under which the Wadena Soil and Water Conservation District will operate during the next year in cooperation with its NRCS partners.

OBJECTIVE #1

ADMINISTRATIVE AND BOARD OF SUPERVISORS RESPONSIBILITIES

- Continue memberships in the Minnesota Association of Soil & Water Conservation Districts (MASWCD), Area 8 MASWCD, National Association of Conservation Districts, the Minnesota Association of County Ag Inspectors, the Minnesota Association of County Feedlot Officers, the Minnesota SWCD Forestry Association, the WesMin RC&D and Wadena Chamber of Commerce.
- Prepare and present District annual budget to the Wadena County Commissioners.
- Prepare and submit year-end financial reports to appropriate agencies.
- Enter all required data into the eLink reporting system.
- Prepare District Annual Plan and place on web page.
- Prepare and distribute District Annual Report and place on web page.
- Select a Wadena County Conservationist of the Year and recognize them at the MASWCD State Conference in December.
- Attend the MASWCD State Conference in Bloomington in December.
- Keep the Wadena County Commissioners informed of District activities and needs through presentations and one Commissioner attends monthly meetings regularly.
- Represent the Wadena SWCD on the local Wadena County Service Center FAC Committee.

OBJECTIVE #1 continued

- Work with the 2011 AgBMP Loan Program funds to provide low interest loans to landowners for the purpose of upgrading failing SSTS systems, purchase of reduced tillage equipment, erosion control measures, and ag waste systems and equipment.
- Prepare and submit the Natural Resources Block Grant for Wadena County.
- Serve as Secretary to the North Central Joint Powers Board Executive Committee.
- Administer the Wadena County Local Water Management Plan.
- Administer the Wadena County Feedlot program.
- Administer the Wetland Conservation Act. of 1991.
- Work with the MN CEP youth program to provide work experience for local youth.
- Work with the Conservation Corp of MN to provide work experience for a summer intern through the Conservation Academy Program.

OBJECTIVE #2:

REDUCE WIND AND WATER EROSION AND SEDIMENTATION WITHIN CRITICAL AREAS OF WADENA COUNTY

- Provide assistance to NRCS in the implementation of Federal programs such as the Conservation Reserve Program (CRP), conservation compliance, Wildlife Habitat Incentive Program (WHIP), Environmental Quality Incentive Program (EQIP), Conservation Stewardship Program (CSP) and the implementation of the 2008 farm bill.
- Assist in development of CRP plans, application of CRP practices, and assist with compliance checks and future signups.
- Establish 500 acres of no-till seeding through the District's no-till drill rental program.
- Reduce wind erosion through the installation of shelterbelts and field windbreaks.
- Carryout the District's tree program and provide technical assistance to Wadena County residents to carrying out their tree planting needs.
- Provide state cost share funds to landowners planting field windbreaks, shelterbelts and windbreak renovating.

OBJECTIVE #3:

PROTECT WADENA COUNTY'S SURFACE WATER RESOURCES THROUGH EXISTING REGULATIONS, USE OF EXISTING PROGRAMS, DEVELOPMENT OF NEW PROGRAMS AND THE WETLAND CONSERVATION ACT.

- Carryout all administrative and technical responsibilities of the Minnesota Wetland Conservation Act by serving as the Local Government Unit for Wadena County, including all cities within.
- Allow personnel to attend Wetland Conservation Act training as it becomes available.
- Hold Technical Evaluation Meetings as necessary for wetland projects, with BWSR, DNR and District Technician.
- Comment on DNR Public Water Permit applications when applicable.
- Carryout the Comprehensive Local Water Plan to protect surface water quality.

OBJECTIVE #3 continued:

- Continue to administer the Comprehensive Local Water Plan.
- Continue to participate in the rainfall monitoring program in cooperation with the Minnesota State Climatologist Office. Provide supervisors with a report of the county rainfall at the end of the season and post in the local papers.
- Carryout the MPCA Red Eye SWAG grant, to monitor streams and work with RMB Laboratories. Volunteers will help with water sample collections.
- Educate residents on restoring and preserving natural shoreline and other sensitive areas.
- Work with interested landowners and lake shore owners on installing rain gardens and berms to treat runoff and reduce sediment and nutrient loading into surface water bodies.

OBJECTIVE #4

PROTECT AND PRESERVE THE GROUND WATER QUALITY IN WADENA COUNTY THROUGH THE COMPREHENSIVE LOCAL WATER PLAN

- Administer the Comprehensive Local Water Plan, providing technical staff.
- Carryout an abandoned well sealing cost-share program with State Cost-share funds.
- Conduct a nitrate water testing clinic in 2011 during the Tri County Health Fair in February and Wadena County Fair in July.
- Monitor 19 wells in the County for static water levels and provide the information to the Minnesota DNR Division of Waters.
- Continue to work with the City's within Wadena County on their Wellhead Protection Plans.
- Assist landowners in the proper closure of unused animal waste facilities and inform them of funding assistance that may be available through the Federal EQIP program or the State Cost Share program.
- Manage the Central Sands Private Well Monitoring Network project for MDA. Wadena SWCD will be the fiscal agent for the 14 county project areas.
- Manage the MPCA Redeye MWRAPP SWAG project for 2011 – 2012. Act as fiscal agent for the project between Ottertail and Wadena Counties.

OBJECTIVE #5:

PROMOTE WILDLIFE HABITAT DEVELOPMENT IN WADENA COUNTY

- Promote wildlife habitat development practices through the Conservation Reserve Program and the Wildlife Habitat Incentive Program (WHIP)
- Prepare WHIP contracts and plans as funds become available. (NRCS)
- Identify wildlife habitat needs through conservation planning.
- Assist landowners with Wetland Conservation Act requirements to install wildlife dugouts or wetland restorations.
- Assist with the administration of the RIM/WRP program as needed

OBJECTIVE #6:

CARRYOUT A BALANCED EDUCATIONAL AND PROMOTIONAL OUTREACH PROGRAM THAT MEETS THE NEEDS OF THE PEOPLE OF THE DISTRICT

- Continue to upgrade the contents of the SWCD web page to keep the public informed of District programs and activities.
- Continue the Conservation Corner newsletter with 2 issues per year mailed to all landowners in the county.
- Sponsor and organize conservation field days for all area school 5th and 6th graders in cooperation with other resources agencies and private volunteers.
- Have an SWCD booth at the Wadena County Fair.
- Appear regularly on the KWAD and K-105 Radio Program to keep the public informed of District and NRCS activities and programs.
- Provide local media with timely articles on District activities.
- Contact area schools and encourage them to take part in the Envirothon program.
- Serve on the area Envirothon planning committee and State Planning committee when the state event is held in our area.
- Work with the schools to give presentations to the 5th and 6th grade students for the Poster & Essay Contest. Collect posters from the schools and judge them for County and Area Winners.

OBJECTIVE #7:

ADMINISTER AND CARRYOUT THE RESPONSIBILITIES OF THE WADENA COUNTY AGRICULTURAL INSPECTOR PROGRAM

- Hold the Annual Township/County Weed Inspectors meeting and publish the General Weed Notice by May 15th.
- Conduct 12 seed dealer inspections and collect seed samples along with MDA request.
- Attend bi-monthly District Ag Inspectors meetings.
- Attend the Annual Summer Ag Inspectors Conference when feasible.
- Conduct testing for commercial and non-commercial pesticide applicators as requested.
- Continue to monitor existing biological sites in Wadena County for the control of leafy spurge and spotted knapweed.
- Keep Wadena County Commissioners and SWCD Supervisors informed of the Ag Inspector Program projects, grants and activity reports.
- Continue to work with the Cooperative Weed Management Area (CWMA) Grant and local landowners to purchase chemicals as needed to control noxious weeds on their property throughout the county.
- As new funds become available, apply for more funds to continue the CWMA program.
- Carryout weed inspections and follow-up in cooperation with township officials.
- Update Noxious Weed List for Wadena County with the new state list and County changes.
- Inspect gravel pits in Wadena County to prevent the spread of noxious & invasive plants.
- Write a Pulling Together Initiative Grant for a new project or to continue the CWMA project.

OBJECTIVE #8:

PROMOTE, DEVELOP AND MANAGE OUR FOREST RESOURCES

- As funding allows provide administration for the Wadena County Forestry Land Use
- Inform landowners about the Forest Stewardship Program (FSP) which is available to residents of Wadena County with more than 20 acres of forestland.
- Target private landowners by providing technical assistance for developing and implementing comprehensive land-use plans and practices through the EQIP program.
- Assist State, Federal and County agencies with private landowners in soil evaluation interpretation for correct tree and shrub species selection and weed control.
- To promote the importance of trees.
- Provide a certified Conservation Plan Writer to complete the Rural Preserves Property Tax Program.

OBJECTIVE #9:

ADMINISTER THE COUNTY FEEDLOT PROGRAM

- As funding allows provide administration of the Wadena County Feedlot Program to be carried out by the District Technician.
- Eliminate pollution problems associated with feedlot runoff.
- Register every feedlot in Wadena County.
- Assist NRCS with the installation or closure of animal waste control systems.
- Hold a Feedlot Producers meeting yearly.
- Work with non-compliant landowners to become compliant.

OBJECTIVE #10:

STATE COST SHARE PROGRAM REQUIREMENTS

- High Priority Erosion Problems – Areas where erosion from wind or water is occurring on Class I-IV soils equal to or in excess of 2 x T tons per acre per year, or any within 300 feet of a water course or within 1,000 feet of a water basin, wetland, or water course.
- High Priority Sedimentation – Areas within 300 feet of a water course or within 1,000 feet of a water basin or wetland where the water erosion rate exceeds three tons per acre per year or areas where the District can show that sediment delivery occurs from a watershed or direct conveyance structure such as a storm sewer or paved outlet channel discharging to these waters.
- State cost-share funds will be used to install a variety of conservation measures, such as but not limited to grassed waterways, erosion and sediment control basins, field windbreaks, shelterbelts, wildlife habitat, buffer strips, critical area stabilization, and shore land and roadside protection.
- Conduct state cost-share site inspections on all state cost-share contracts completed in 2010 and conduct the second site visit for projects completed in 2006.
- Promote the State Cost-share Program through the use of newspaper articles and radio announcements.

OBJECTIVE #10 continued:

- Update the TAA job approval authority for SWCD staff in cooperation with NRCS as needed.

OBJECTIVE #11:

OTHER SWCD AND PARTNER PROGRAM RESPONSIBILITIES

- Work with producers, through the NRCS grazing specialist, to improve pasture management.
- Print out maps at landowners request.
- The Wadena Replant Project will provide and plant trees for tornado victims in the city and surrounding area that lost their yard trees. Money has been donated by the public to purchase trees for the City of Wadena homeowners. Boy scouts from around the state and other organizations will be on hand April 30th to replant Wadena. The District has held many meetings and has many hours of work organizing this effort.
- Annually review compliance on existing RIM easements and file with BWSR
- Make soils information available to landowners, operators, realtors, appraisers as requested.
- Forestry – Work with area foresters on CRP and other tree planting programs.
- Work with other Local, State, and Federal agencies to meet other plan objectives that may arise.

Wadena SWCD Staffing Needs Workload Analysis

	<u>Staff Years</u>		
<u>District Staff</u>	<u>Clerical</u>	<u>Administrative</u>	<u>Technical</u>
Malinda Dexter	.05	.65	.30
Molly Costin	.05	.15	.80
Kari Tomperi	.05	.15	.80
Anne Oldakowski	.10	.10	.80
<u>NRCS Staff</u>			
Stephen Lutes		.70	.30
Ivan Reinke		.20	.80
Totals	.25	1.95	3.80

These 6 staff years include four full time SWCD staff, two full time NRCS employees

WADENA SOIL AND WATER CONSERVATION DISTRICT

PROPOSED BUDGET FOR FISCAL YEAR 2011

REVENUES:	Actual 2010	Budgeted 2011
Intergovernmental		
State	\$ 89,436	\$ 41,900
County	35,000	35,000
Water Plan Funds	73,492	206,080
Wetland Consv. Act Funds	23,575	23,570
Feedlot Program	12,499	12,500
ISTS Program	1,000	800
Forest Stewardship Program	9,518	15,000
Federal	0	1,800
Charges for Services	44,818	53,925
Conservation & Wildlife Expo	950	0
Interest & Miscellaneous	7,986	3,425
TOTAL INCOME	\$ 298,274	\$ 394,000

EXPENDITURES:	Actual 2010	Budgeted 2011
District Operations		
Personal Services	\$159,336	\$ 177,000
Other Services & Charges	41,828	34,925
Supplies	3,897	3,975
Capitol Outlay	0	0
State Project Expenses	40,685	15,000
Project Expenses District	22,052	28,100
Forest Stewardship Expenses	500	0
Conservation & Wildlife Expo Exp.	0	0
Water Plan Projects	22,529	135,000
TOTAL EXPENDITURES	\$ 290,828	\$ 394,000

Income over Expenses	\$ 7,446	\$ 0
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