

# Grant SWCD

# 2016 Annual Plan of

# Work

## INTRODUCTION

### *“Our Vision of the Future”*

The function of the Grant Soil and Water Conservation District is to provide the general population of Grant County with the knowledge and ability needed to protect and enhance the natural resources of the County.

The Soil and Water Conservation District will accomplish this function by providing the public with educational opportunities, technical expertise, and economic incentives. These opportunities provide the public with an awareness of natural resource issues and assist them with the technical and financial ability to install conservation practices and adopt land management practices that protect and enhance the natural resources of Grant County.

The following Annual Plan outlines the specific goals and initiatives the District will implement in 2016 in the priority areas of wind and water erosion control, water quality protection, and wildlife habitat development.



**ANNUAL PLAN OF WORK**  
**FISCAL YEAR 2016**  
**January 1, 2016 - December 31, 2016**

**I. RESOURCES AVAILABLE:**

- A. DISTRICT - One full-time Manager  
- One part-time Coordinator/Secretary  
- One full-time Technician  
- Two pickups, tree planter, ATV and office equipment
- B. COUNTY - \$87,350 - General Funds Allocation  
- \$18,062 – Comprehensive Local Water Plan (includes levy)  
- \$10,189 - Wetland Conservation Act
- C. STATE - \$11,332 – BWSR Cost-Share Grant  
- \$19,026 - BWSR Conservation Delivery Grant  
- \$ 1,889 – BWSR Easement Delivery Grant  
- \$45,000 – BWSR Farm Bill Assistance  
- \$32,000 – BWSR Clean Water Funds – Pomme de Terre.  
- \$ 6,000 – BWSR MN Ag Water Quality Grant  
- \$25,000 – Buffer Initiative  
- \$100,000 – BWSR Local Capacity Grant
- D. NRCS - One full-time District Conservationist  
- One full-time Soil Conservation Technician  
- One full-time Area Civil Engineering Technician  
- Three pickups and 2 ATVs  
- Technical assistance and training  
- Computer and software  
- Wetland Reserve Program (WRP), Wildlife Habitat Improvement Program (WHIP), Environmental Quality Incentive Program (EQIP) and the Conservation Stewardship Program (CSP).
- E. FSA - Conservation Reserve Program (CRP) and the Continuous Conservation Reserve Program (CCRP).
- F. DNR Wildlife - Cost-share assistance on education and wildlife habitat establishment
- G. USF&WS & DNR - Cooperative effort toward wetland habitat improvement  
- Working Lands Initiative Agreement

## **II. Goals to be accomplished by the District by December 31<sup>st</sup>, 2016**

### **1. Conservation on the land:**

- 2,000 acres of critical area seeding.
- 10,000 acres of Soil Health Cover Crops.
- 125,000 acres of conservation tillage.
- 30 storm water control structures (water & sediment control basins).
- 3,000 acres of wildlife upland habitat management.
- 800 acres of wildlife wetland habitat management.
- 25 water control structures for wildlife.
- 2,000 acres of conservation buffer strips.
- 200,000 acres of Nutrient Management systems implemented.
- 200,000 acres of Pest Management systems implemented.
- 2.0 miles of field windbreaks.
- 0.0 acres of farmstead windbreaks.
- 0.0 acres of wildlife tree plantings.
- 8 Rain Gardens installed through the Clean Water Funds Grant & State Cost-Share.
- 1 Shoreland Restoration Project installed through the Clean Water Funds Grant.

### **2. Develop and implement an effective education and information program:**

- Provide local churches with web site information for Soil Stewardship Week.
- Review conservation practices and concerns with County Commissioners, FSA County Committee and Lake Associations through a county-wide tour.
- Education information available on the Grant SWCD web site.
- Sponsor and participate in the Sr. Envirothon and Jr. Envirothon.
- Promote attendance at conservation camps and provide scholarships along with area groups.
- Promote rain gardens and native buffers with lake associations and cities.
- Collect e-mail addresses from landowners to be used for informational purposes.
- Soil Health Demonstrations & Education.

### **3. Maintain permit review program:**

- Review and make comments on all DNR permit applications received.
- Review and make comments on all county conditional use permit applications received.
- Review and make comments on all Bois de Sioux permits received.

### **4. Prepare E-Link Reports for distribution by January 31<sup>st</sup>, 2016:**

- State Cost-Share Base Grant, mapping and T/A report.
- Easement Delivery and Conservation Delivery reports.
- Comprehensive Local Water Annual Workplan and Budget.
- Wetland Conservation Act (included in the CLWP Workplan).
- Assist Office of Land Management with SSTS and DNR Shoreland Management reports.

### **5. Prepare Reports for distribution by March 15<sup>th</sup> 2017:**

- Financial report and notes to the financial statements.
- Breakdown of County Revenue and Deferred Revenue report.
- Management Discussion and Analysis (MD&A) report.
- Website Reporting Requirements.
- Annual Plan of Work for 2016.
- Annual Report (Optional).

## **II. Goals to be accomplished by the District by December 31<sup>st</sup>, 2016 (continued)**

### **6. Review and maintain priorities for District by October 2016:**

1. Surface and ground water quality and quantity.
2. Soil health.
3. Erosion control.
4. Fish & Wildlife habitat development.

### **7. Promote the Resource Priorities addressed in #6 above:**

- Newspaper articles to all the county newspapers and on the website and via e-mail.
- Work with sportsmen's groups, County School Districts, County Planning & Zoning, Lake Associations, Individual Land Owners, DNR & USF&WS.
- Pomme de Terre River Association.
- Mustinka River Partnership.
- Soil Health Demonstrations & Education.

### **8. Maintain a comprehensive Soil Health Management program:**

- Promotion and education on reduced tillage.
- Promotion and education on intensive nutrient & pest management.
- Promotion and education on cover crops.
- Education of soil health principles.

### **9. Assist County Commissioners in Comprehensive Local Water Management Planning:**

- Administer water plan implementation.
- Serve on advisory council.
- Provide available data.
- Provide District plans as necessary.
- Implementation of Comprehensive Local Water Management Plan:

NOTE: Copies of the Grant County Comprehensive Local Water Workplan Budget and Report are available at the Grant SWCD office or on our website @ [www.grantswcd.org](http://www.grantswcd.org).

### **10. Keep abreast of State and Federal legislation concerning the District:**

- Review legislative updates and other correspondence regarding issues involving SWCD's.
- Make contact with local, state and/or federal legislators on pertinent issues.
- Supervisors attending Legislate Day at the Capital and participation in MASWCD.

### **11. Wetland Conservation Act of 1991:**

- Provide information to landowners.
- Approve replacement plans.
- Serve on technical evaluation panel.
- Coordinate with other units of government and agencies to insure compliance with the Wetland Conservation Act rules.
- Prepare restoration orders.

## **II. Goals to be accomplished by the District by December 31<sup>st</sup>, 2016 (continued)**

### **12. Buffer Implementation**

- Host meeting/s with Shoreland and drainage authority (county/and or watershed district) to discuss implementation roles and responsibilities.
- Landowner outreach and information.
- Provide technical assistance to landowners.
- Adopt buffer recommendations for waters not mapped by DNR for inclusion in local water management plans.

### **13. MN Ag Water Quality Certification Program (MAWQCP)**

- Promote the MASWQCP through general contracts, SWCD newsletter, local newspaper articles and radio spots provided by MAWQCP and tailored for the county.
- MAWQCP Program and Assessment Tool Training.
- 10 MAWQCP producer applications.

### **14. Provide equal access and opportunity to all SWCD programs and services to all individuals.**

## **JANUARY**

1. Notify public of District regular meetings.
2. Hold monthly Board meeting.
3. Newspaper article for county papers and update web site.
4. Re-organization of the Board and committee appointments.
5. Review employee personnel evaluations and salaries.
6. Designate depository for District funds.
7. Set mileage and compensation rates.
8. Prepare E-Link reports by the February 1<sup>st</sup> due date.
9. Review and approve Annual Plan of Work.
10. Review and set annual budget.
11. Hold monthly staff meeting.

## **FEBRUARY**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Order Soil Stewardship materials.
4. Tree sales and planning.
5. Review bank reconciliations and compare with General Ledger Cash Account.
6. Legislative Day at the Capital
7. Hold monthly staff meeting.

## **MARCH**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Complete tree sales and planning.
4. Review the EQIP program.
5. Attend Area I spring meeting.
6. Hold monthly staff meeting.
7. Financial Report due to the State Office by March 15<sup>th</sup>.
8. Annual Plan of Work due by March 15<sup>th</sup>.
9. Annual Website Reporting due by March 15<sup>th</sup>.
10. Hold Rain Garden Workshop.

## **APRIL**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Begin tree planting and hold annual tree pickup day.
4. Review Memorandum of Understanding & FOIA Agreement with NRCS.
5. Contact churches with website information regarding Soil Stewardship Week.
6. Hold monthly staff meeting.

## **MAY**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Complete tree planting.
4. BBR – needs to be submitted between May 15 – June 29.
5. Attend and assist with the Sr. Envirothon.
6. Hold monthly staff meeting.

## **JUNE**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Review workload analysis (District Conservationist/District Manager).
4. Review progress on state cost-share program.
5. Sponsor scholarship to Long Lake Conservation Center.
6. Attend Area I Summer meeting.
7. Hold monthly staff meeting.

## **JULY**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Review budget requirements for County Commissioners.
4. Review implementation of Comprehensive Local Water Management Plan.
5. Advertise filing openings for Soil & Water Supervisor (on even years).
6. Hold monthly staff meeting.

## **AUGUST**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Meet with County Commissioners for budget allotment.
4. RIM/CREP Screening Committee meeting to set priority areas of overview of program (DNR, FSA, NRCS, USF&WS and the District).
5. Review Conservation Reserve programs.
6. Review election procedures.
7. Hold monthly staff meeting.

## **SEPTEMBER**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Review Annual Plan of Work.
4. Review conservation practices with County Commissioners and FSA.
5. County tour with FSA County Committee, County Commissioners, Supervisors and staff.
6. Attend & Assist with the Junior Envirothon.
7. Hold monthly staff meeting.

## **OCTOBER**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Set tree program prices.
4. Assist with Conservation Reserve Program sign up.
5. Attend and assist with the Junior Envirothon.
6. Attend BWSR Academy.
7. Hold monthly staff meeting.

## **NOVEMBER**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Begin tree sales.
4. Review summer work accomplishments.
5. Attend Area I Fall meeting.
6. Review Wetland Reserve Program.
7. Review bank reconciliations and compare with General Ledger Cash Account.
8. Hold monthly staff meeting.

## **DECEMBER**

1. Hold monthly Board meeting.
2. Newspaper article for county papers and update web site.
3. Review tree sales progress.
4. Hold Comprehensive Local Water Planning meeting (if needed).
5. EQIP review and local work group meeting.
6. Attend MASWCD Annual Convention.
7. Hold monthly staff meeting.



# ***STATE COST-SHARE PROGRAM REQUIREMENTS***

## **I. Nature and Extent of High priority Problems**

### **A. High priority Erosion Area**

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 area within 300 feet of a water course or within 1,000 feet of a water basin or wetland eroding by water in excess of T tons per acre per year. The water basin, wetland, or water course must be classified by the Department of Natural Resources as a protected water.

All cropland in Grant County can be considered high priority erosion due to wind erosion, water erosion or the combination of the two. Refer to the map on page 18 (see Attachment A) of the Comprehensive Plan. Also, of the total cropland acres in Grant County, 29,000 have been determined to be highly erodible lands under NRCS guidelines for the Food Security Act of 1990.

### **B. High Priority Sedimentation**

Areas within 300 feet of a water course or 1,000 feet of a water basin or wetland where the water erosion rate exceed three tons per acre per year or areas where the Districts 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. The water basin, wetland, or water course must be classified by the Department of Natural Resources as a protected water.

Priority sedimentation occurs along all lakes, streams and wetlands where cropland is being intensively farmed within 1,000 feet of these water bodies and where critical lakeshore and stream bank erosion is taking place. Refer to the map on page 18 (see Attachment A) of the Comprehensive Plan for these locations.

### **C. High Priority Surface Water Quality**

Feedlots where the pollution potential rating from the feedlot model is greater than or equal to one and which are discharging pollutants to Department of Natural Resources designated protected waters or to a sinkhole or shallow soils overlying fractured or cavernous bedrock or within 100 feet of a water well.

Grant County has many lakes, streams and wetlands where the water quality has been adversely affected by feedlot runoff, chemical runoff (fertilizer and herbicides) and sediment runoff from cropland. Refer to the map on page 19 (see Attachment B) of the Comprehensive Plan for the location of high priority feedlots.

### **D. High Priority Ground Water Quality**

Grant County has the potential to have ground water problems, especially along the sandy outwash areas of Pomme de Terre, and Chippewa Rivers and where abandoned wells exist.

### **E. High Priority Wildlife Habitat**

Many acres of wildlife habitat have been destroyed in Grant County due to intensive cropping procedures. The remaining acres will need to be protected and marginal cropland returned to wildlife habitat if wildlife is to provide economic and aesthetic opportunities in the future.

## 2016 Grant SWCD Budget

### EXPENDITURES

District Operations	
Personal Services	\$274,479.00
Other Services & Charges	30,000.00
Capital Outlay	35,000.00
Office Expense	1,500.00
Project Expense: State	
Cost-Share	11,332.00
Clean Water Fund	15,000.00
Contract for Services	5,000.00
MAWQCP Expense	1,500.00
Project Expense: District	
Tree Program	7,500.00
Training	3,000.00
Education	5,000.00

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**TOTAL EXPENDITURES** **\$ 389,311.00**

### REVENUES

Intergovernmental: State	
Easement Delivery	\$1,899.00
Conservation Delivery	19,026.00
Cost-Share Project Work	11,332.00
Buffer Initiative	25,000.00
MAWQCP	6,000.00
Local Capacity Services	100,000.00
Farm Bill Assistance	45,000.00
Pomme de Terre 2015 CWF	32,000.00
Intergovernmental: County	
County Allocation	87,350.00
Comp Local Water Plan	18,062.00
Wetland Cons Act	10,189.00
Charges for Services	
Tree Program	15,000.00
Miscellaneous	
Interest	800.00
BdSWD Buffer Program	18,000.00

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**TOTAL REVENUES** **\$389,658.00**