2010

ANNUAL PLAN

OF

MURRAY SOIL AND WATER CONSERVATION DISTRICT

Slayton, MN

January 1, 2010- December 31, 2010

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2010 ANNUAL PLAN OF WORK

MURRAY SOIL AND WATER CONSERVATION DISTRICT

I. INTRODUCTION

The purpose of this Annual Plan is a guide to effectively provide maximum conservation to all land in the District. Murray SWCD is the local unit of government that Murray County landowners work directly with to get conservation practices on the land. This plan includes guidelines for employees and supervisors for the achievement of the districtôs objectives. It will be used as a tool for guiding and directing the decision making of the District programs as to what direction the District will take. High priority soil and water erosion problems are the chief concern.

II. OBJECTIVES

A. ANNUAL OBJECTIVES: PROVIDE FOR AN EFFICIENT DISTRICT OPERATION.

Plan of Action:

1. Regular meetings will be held the second Thursday of each month. County Commissioners are invited to each meeting.
2. The District staff will consist of a District Manager, District Technician, District Secretary and any seasonal personnel that may be needed to help carry out the District's program.
3. District staff will continue to utilize and develop their computer expertise including Arc Map & GPS.
4. Duties and performance evaluation of the District staff will be reviewed by the Board of Supervisors in December.
5. Training will be provided for all personnel in order to carry out the District programs.
6. Annual Plan, Comprehensive Plan and budgets will be reviewed semi-annually by the supervisors to determine if goals are being achieved.
7. The District Board will annually review the various Memorandums of Understanding they have with other organizations.

8. Representatives will be present at all Area Five meetings and the annual MASWCD State Convention. All supervisors, District employees and NRCS employees will be encouraged to attend these meetings.
9. Membership and support will continue in the Area Five Association, MASWCD, NACD, SWMACDE, RCRCA, MACDE, and S.W. Prairie Technical Service Area.
10. The District Board and staff will maintain a working relationship with other political bodies and state and local agencies in developing conservation programs for the District.
11. An Annual Report will be prepared and published in one of the county's local newspapers.
12. Maintain an efficient rain gauge monitoring network within the county.
13. Review and comment on all DNR water permits in identifying environmental problems.
14. An approved Comprehensive Plan is on file at the District office and amendments to this plan will be submitted by August 15 of every even-numbered year.
15. The District will assist the Lake Shetek Area Improvement Association, Heron Lake Watershed, Cottonwood Watershed, Des Moines River Watershed and Beaver Creek Watershed in implementation of Best Management Practices.,
16. Administer the Minnesota CREP Program.
17. Assist with the Coteau Des Prairies RC&D.
18. The District supervisors were appointed as the LGU to administer the Wetland Conservation Act of 1991 for the Murray County Commissioners.
19. The District will appoint a supervisor to the S.W. Prairie TSA board. The District will be represented on the local committee involving the State Revolving Fund Program. Murray SWCD is the Host District and fiscal agent for the 11-county area for housing and administering the S.W. Prairie TSA technical staff. In order to accomplish the additional workload from the loan program, an engineering team was hired.

20. The District is implementing e-Link, the computerized Local Government Annual Reporting System, to enter data and generate reports for BWSR's four major programs, Land and Water Treatment (cost-share), Comprehensive Local Water Planning (CLWP), Reinvest in Minnesota (RIM), and the Wetland Conservation Act (WCA).
21. The District will participate in the Tillage Transect Survey.
22. The District will develop an annual Newsletter.
23. Promote EQIP and WRP/RIM Programs.
24. Promote Special Projects
25. District will share a staff person to work on grasslands
26. District will assist in the RIM Energy Program
27. District will assist Landowners in obtaining a Conservation Management Plan for the Rural Preserves Property Tax Program.

B. ACTIONS: CONSERVATION PLANNING AND APPLICATION

OBJECTIVE #1: ASSIST LANDOWNERS BY HELPING TO SOLVE SOIL AND WATER EROSION AND WATER QUALITY PROBLEMS.

Plan of Action:

1. Provide technical assistance for requests from landowners, Lake Association, private and governmental agencies who are in High Priority areas that are interested in protecting their natural resources.
2. Technical staff will assist in developing high quality conservation plans. Assistance will be directed toward helping landowners implement their conservation plans for CRP, CREP, and WLI contracts, Sodbuster and HEL fields and reviewing past state cost-share contracts to see that the practices are maintained for the effective life of the contract.
3. Technical staff will provide assistance in application of Best Management Practices (BMP's) and follow-up on applied practices to meet standards and specifications of the USDA Field Office Technical Guide.
4. A goal to install the following conservation practices: 10 waterways, 500 feet terraces, 6 water and sediment control basins, and 1 ag waste system. Control wind and water erosion on 2,500 acres of land by using BMP's and promoting the districts native grass drill program
5. Encourage landowners to participate in CRP, RIM/PWP, CREP, WLI and Buffer programs in order to establish long-term cover on highly erodible land and critical areas.

6. Promote and encourage landowners to use the District's no-till native grass drill service on their Highly Erodible Land.
7. Promote Agricultural Best Management loan program practices.
8. Provide input for BMPs for Heron Lake, Cottonwood and Beaver Creek, Des Moines River, and Lake Shetek Watersheds.
9. Evaluate 2 to 3 feedlots for the Agricultural BMP's loan program and make requests to the S.W. Prairie TSA engineering team for engineering assistance
10. Continue a District-funded cost-share program for field wind-breaks and Living Snow Fence tree plantings.
11. Initiate a program to encourage landowners to construct needed erosion control structures in the summer months when crops are growing, by paying partial crop losses with county and/or District funds.
12. Be proactive in creating special projects within the District.
13. Provide assistance in Open Feedlot Program.
14. The District will provide the FSA Office with a form to be handed out to Landowners informing them of the need to check with the SWCD for potential WCA violation before they do any tiling.

OBJECTIVE #2: CONTROL EROSION AND SEDIMENTATION FROM AGRICULTURAL LAND, TO IMPROVE OUR WATER QUALITY.

Plan of Action:

1. Increase public awareness by developing news articles and radio ads on water quality and best management practices.
2. Work with Water Plan advisory committee on the implementation of the county's Comprehensive Local Water Plan according to its Annual Work Plan.
3. Goal to provide technical assistance by establishing permanent cover on 100 acres to protect and improve water quality through RIM, PWP, CRP, CREP, WLI, Buffer, or any available program.
4. Encourage landowners in Murray County to implement and install Best Management Practices to reduce sedimentation and hillside erosion along the lakes and streams in the county.

OBJECTIVE #3: CONTROL POLLUTION FROM ANIMAL WASTE THAT ARE TRANSPORTED OR DISCHARGES INTO LAKES, RIVERS AND STREAMS THAT MAY CAUSE DETERIORATION OF OUR GROUND AND SURFACE WATER QUALITY.

Plan of Action:

1. Provide technical assistance to install at least one animal waste control system per year within the county.
2. Encourage landowners to enter into Long Term Agreements that address feedlot pollution abatement and waste utilization under the

EQIP program administered by NRCS.

3. Initiate and coordinate a Level III Feedlot Inventory for the Des Des Moines River, Redwood and Missouri Watersheds.
4. Encourage people with open feedlots to come into the office

OBJECTIVE #4: ADMINISTER FOR THE COUNTY COMMISSIONERS THE PERMANENT RULES OF THE WETLAND CONSERVATION ACT OF 1991

Plan of Action:

1. The District will be the local government unit (LGU) in administering the Wetland Conservation Act of 1991 in achieving no net loss of wetlands, restore or enhance diminishing or lost wetland, avoid direct or indirect impacts to wetlands and replace wetland values where avoidance of activity is not feasible and prudent.
2. The District will be responsible for making exemptions and no-loss determinations and approving replacement plans according to the WCA 1991 rules.
3. The District will assist landowners with wetland replacement plans if the filling, draining, or excavating of the existing wetland cannot be avoided.
4. The District will assist with technical determination of non-exempt wetlands as defined according to the Federal manual.
5. Review net loss or net gain of wetlands within the County.

OBJECTIVE #5: PROVIDE ASSISTANCE IN IMPLEMENTING THE CROSS COMPLIANCE, SODBUSTER AND SWAMPBUSTER PROVISIONS OF THE FARM BILL.

Plan of Action:

1. Assist NRCS with processing 1026 forms.
2. Assist NRCS with the CRP program.
3. Assist NRCS with EQIP program.
4. Assist NRCS with CSP program.
5. Assist FSA by providing forms for notifying the SWCD of potential WCA issues.

TREE PROGRAM

OBJECTIVE: ENCOURAGE INDIVIDUALS TO PLANT TREES FOR WILDLIFE HABITAT, EROSION CONTROL. ENERGY CONSERVATION AND SNOW DEPOSITION.

Plan of Action:

1. Provide information to the public on the value of trees through the

use of news items and other forms of media.

2. Insure that all plantings are established with good quality nursery stock and a follow-up contact made for needed replacements.
3. Plant 7 acres of six or eight row farmstead windbreaks.
4. Plant 5 acres wildlife planting.
5. Plant 1 mile field windbreaks or living snow fence.
6. Provide assistance in renovating existing groves.
7. Encourage better weed control in tree programs.
    a. Weed Badger
    b. Tree mats

NATIVE GRASS DRILL PROGRAM

OBJECTIVE: THE DISTRICT WILL OFFER
A NO-TILL NATIVE GRASS DRILL PROGRAM TO LANDOWNERS.

Plan of Action:

1. Provide information to the public on the value of using the no-till drill in maintaining residue cover, through the use of news articles and demonstration projects.
2. Encourage the use of the drill on Highly Erodible Lands
3. Plant 1,500 acres of new grass seeding through privately owned and District owned drills.
4. Promote and advertise the District's Vicon native grass spreader, packer, land roller, and great plains drill that is available for landowners to rent for seeding their CRP, RIM,CREP, WLI, and BUFFER acres.

EDUCATION AND INFORMATION PROGRAM

OBJECTIVE: TO INCREASE PUBLIC AWARENESS OF THE SOIL AND WATER CONSERVATION ACTIVITIES IN MURRAY COUNTY.

Plan of Action:

1. The District plans to expand and improve the present educational and informational programs.
    a. The District plans to publish their Annual Report in the local newspaper.
    b. Maintain a booth at the County Fair and other farm shows and use displays to promote and explain water quality and conservation tillage.
    c. Continue to sponsor rain gauge program.

d. Promote the state programs throughout the year by use of local news media and radio spots.
e. Sponsor youths to Long Lake Conservation Camp.
f. Sponsor a Poster Contest for fifth and sixth grade students.
g. Elementary age children in the schools, 4-H clubs and other youth groups will be given materials and presentations on various topics such as water quality, wildlife and other subjects pertaining to the District objectives.
h. Promote Soil Stewardship week to local churches
i. Distribute Activity Guides to fifth and sixth grade students, along with a demonstration for the Poster Contest.
j. Give presentations of conservation programs upon request to local groups.
k. Serve on the Environmental Fair Committee.
l. Expand publicity and education to include articles for the local newspapers. .
m. Help with Envirothon, along with the other Districts in Area Five.
n. Help coordinate Womenôs Day for female landowners
o. Do demonstration of District-owned equipment.
p. Promote CREP through radio and newspapers.
q. Develop annual Newsletter and send out to county producers to keep them informed as to what programs the District can offer them and changes in laws that affect them.
r. Assist with promoting District activities and programs at the annual Farmfest.
s. Provide assistance to the community garden project

2. District plans to assist local units of government and organizations in making sound land use decisions.

a. Assist in S. W. Prairie TSA, RCRCA and Area II River Basin Project, Inc.
b. Assist County Commissioners and other agencies in the implementation of the Comprehensive Local Water Management Plan
c. Assist in input as required by the Heron Lake Watershed District.
d. Assist in the Heron Lake Watershed Project.
e. Assist Lake Shetek Improvement Association.
f. Assist in Ag. Best Management Practice loan program.
g. Assist in input on Cottonwood River Clean Water Partnership.
h. Assist in the Coteau Des Prairie RC&D.
i. Assist the County with road retention.

3. Provide equal service to all cooperators in county, which includes minority groups within Murray County.
   a. Special efforts will be made to encourage women land-owners and operators to use the District services.
   b. Expand this to include age, handicapped and religious beliefs.
   c. Maintain handicap access.
   d. Promote Womenôs Day for landowners & operators

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call 800-795-3272 (Voice) or 202-720-6382 (TDD). USDA is an equal employment provider and employer.

C. STAFFING NEEDS

Our staffing needs to achieve an effective program are based on three full-time technical people (two NRCS and one District), one District Manager, one part-time Office Assistant, and one part- time Farm Bill Assistance Technician.

Staff Years		
Objectives	**Administrative**	**Technical**
District Operation To provide an overall efficient district operation.	**1.25**	**.30**
Conservation Planning and applications To provide assistance to land users in the high priority areas of the County by reducing soil and water erosion on 2500 acres.	**.60**	**2.00**
Tree Program Provide trees to individuals for erosion Control, energy conservation and wildlife habitat.	**.15**	**.75**
Drill Program To provide a Vicon grass spreader and a No-Till native grass drill to land users for seeding down 1,500 acres of highly erodible land in the high priority areas of the county.	**.10**	**.25**
Education & Information To increase public awareness of Soil & water conservation activities in Murray County	**.50**	**.25**
Total Staff Time needed Equals 6.15 Staff years for 2010	**2.60**	**3.55**

STAFFING NEEDS AVAILABILITY WORKSHEET

PERSONNEL AVAILABLE	Administrative	Technical
DISTRICT STAFF		
DISTRICT MANAGER	.90	.10
DISTRICT OFFICE ASSISTANCE	.80	.00
DISTRICT TECHNICIAN	.10	.90
FARM BILL ASSISTANCE	.00	.50
NRCS STAFF		
DISTRICT CONSERVATIONIST	.50	.50
SOIL CONSERVATIONIST TECHNICIAN	.00	1.00
Total Time Available Equals 5.30 Staff Years for 2010	2.30	3.00

III. COST-SHARE PROGRAM REQUIREMENT

A. HIGH PRIORITY EROSION AND WATER QUALITY PROBLEMS

High priority erosion problems means areas where erosion from wind or water is occurring equal to, or

1. In excess of 2 X T tons per acre per year
2. Is occurring on any area that exhibits active gully erosion
3. Is identified as high priority in the comprehensive local water plan or the conservation district's comprehensive plan.

High priority water quality problems means areas where sediment, 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.

B. SPECIAL PROJECTS

The District will assist Lake Shetek, Beaver Creek, and Des Moines River watersheds with technical assistance in implementing their Clean Water Partnership grant. In cooperation with RCRCA, begin Cottonwood River projects and Heron Lake Restoration projects.

IV. **COST-SHARE NEEDS**

A. SOIL AND WATER CONSERVATION NEEDS

1. Soil erosion due to wind and water
   a. 55% of the cropland has potential water erosion problems that affect the area's water quality.

2. Sedimentation
   a. The District's critical sedimentation problem exists through-out the county.
   b. There are approximately 8,400 potential acres in the District that exceed the 3T soil loss limit.

3. Ag waste
   a. Within the county there are approximately 400 farmsteads that operates some kind of livestock operation.

B. BUDGET PRACTICES

Murray SWCD received $10,432.00 for cost-share work in 2010. Of this amount, 20% ($2,086.40) will be used for administration and the remaining ($8,345.60) for high priority cost-share practices.

a.	Cost-Share T/A	$ 2,086.40
b.	High Priority Erosion and Sedimentation	8,345.60
		$10,432.00

Additional programs for potential funding opportunities:
EQIP: $197,000.00
Conservation Reserve Program
RIM/WRP
RIM Buffer Easements
Working Land Initiative (WLI) FY10- $174,993.00
Clean Water Funding
Feedlot Water Quality Cost-Share

V. IMPLEMENTATION

The District hopes to achieve all goals and objectives listed by 12/31/10.

1. Hold additional meetings on water quality, state cost-sharing, wetland regulations and other programs when necessary.

VI. BUDGET FORECAST

	Projected for 1/1/10 - 12/31/10
Revenues	
Intergovernmental Revenues	
State Grants (includes General Services, Cost-Share work, RIM, Observation Wells, Federal)	$39,511.00
County	$160,285.00
Charges for Services	40,000.00
Miscellaneous	
Interest	2,500.00
Other (SWPJPO Admin)	5,500.00
Total Revenues	$267,041.00
Expenditures	
District Operations	
Personal Services	$189,331.00
Other Services & Charges	25,000.00
Supplies	2,000.00
Capital Outlay	5,000.00
Project Expense - State Cost-Share	8,345.60
Project Expense - District	
Trees and mats	10,000.00
Drill program	3,000.00
Total Expenditures	$247,600.00

CALENDAR FOR 2010

JANUARY	Election of officers for SWCD Oath of Office (if election year) Review State Convention Pay National, State and Area dues Complete Annual Report and Annual Plan Designate bank depository in board minutes TSA pays District $2,750.00 for Administration (second half) Contact all 4 schools about Poster Contest & set up appointments Murray SWCD pays 25% local share which is equal to $1,000.00 for SWPJPO Budget TSA pays office rent, lan/wan, and office storage shed rent
FEBRUARY	NACD Convention Order Soil Stewardship material Area Five Meeting Distribute material for Poster Contest and give presentations in Each 5th and 6th grade class in each school Legislative Day @ Capitol
MARCH	Publish Annual Report in newspaper
APRIL	Tree Day Judge Poster Contest Send letters to pastors offering them Soil Stewardship material Distribute Soil Stewardship material Pay 1/2 Grant to County, including JPO Observe Soil Stewardship Week TSA pays office rent, lan/wan, and office storage shed rent
MAY	Promote Long Lake Conservation Camp Tree planting time Envirothon
JUNE	Area Five Meeting Submit resolutions for State Convention Review State Cost-Share Program

Review Comprehensive Plan

JULY	Plan for Fair Booth Review Annual Plan Prepare budget for year 2011 for County Commissioners Supervisors file for election TSA pays District $2,750.00 for Administration (first half) TSA pays office rent, lan/wan, and offce storage rent
AUGUST	Murray County Fair Booth Tree and Drill Reports Farmfest booth
SEPTEMBER	Review Memorandums of Understanding at Board Area Five Meeting Office rent due 1st quarter TSA office rent & lan/wan Environmental Fair Review Conflict of Interest rules Weed Badger Report Seeder/Packer Report Womenôs Day
OCTOBER	Deadline for tree replacement Order educational cartoon booklets Pay 1/2 Grant to County, including JPO rent TSA pays office rent, lan/wan, and office storage rent
NOVEMBER	Election of Supervisors (if election year) Area Five Annual Meeting Purchase Rain Gauge monitor's Christmas gifts
DECEMBER	State Convention Develop Annual Plan
EVERY MONTH	District Conservationist's Report, approve payment of employees salaries and supervisors vouchers, committee reports