

**Polk COUNTY****Beginning of 2012 Natural Resources Block Grant - Polk (COUNTY) Section****FUND INFORMATION BY PROGRAM**

PROGRAM	STATE FUND ALLOCATED	STATE FUND SPENT	MATCH FUNDS SPENT
Feedlot	\$7,500.00	\$7,500.00	\$5,250.00
LWM	\$13,468.00	\$13,468.00	\$9,073.00
SSTS	\$18,941.00	\$18,941.00	\$0.00
Shoreland	\$3,457.00	\$3,457.00	\$3,581.00
WCA	\$21,641.00	\$21,641.00	\$0.00
	<b>\$65,007.00</b>	<b>\$65,007.00</b>	<b>17,904.00</b>

**REQUIRED LOCAL LEVY**

Required Local Water Management Levy for 2012 Natural Resources Block Grant - Polk (COUNTY) = **\$9,073.00**

**LIST OF MATCH FUNDS**

FUND NAME	FUND YEAR	FUND TYPE	BUDGETED	APPROVED	SPENT
2012 Feedlot County Match	2012	Local Cash	\$2,625.00	\$2,625.00	\$2,625.00
2012 Polk County DNR Shoreland Program Match (PCE	2012	Local Inkind	\$3,581.00	\$3,581.00	\$3,581.00
2012 Comp. Local Water Plan - NRGB - Salaries - In-kir	2012	Local Inkind	\$4,536.50	\$4,536.50	\$4,536.50
2012 MPCA Feedlot Program - Salaries - In-kind	2012	Local Inkind	\$2,625.00	\$2,625.00	\$2,625.00
2012 CLWP County Levy	2012	Local Cash	\$4,536.50	\$4,536.50	\$4,536.50
			<b>\$17,904.00</b>	<b>\$17,904.00</b>	<b>\$17,904.00</b>

**FUNDS NOT COUNTED AS MATCHING**

Funds may not be counted as match toward the grant listed in this print out. If there are projects/initiatives with more than one NRBG fund attached and the year assigned to the match fund is not the same as the year of the NRBG grant summarized by this print out, the dollars used from the match fund will not be counted towards the overall match for this Grant. Match funds not counted towards this NRBG, may be counted as match for an NRBG grant of a different year.

FUND NAME	FUND YEAR	FUND TYPE	SPENT
None			

*NRBG Program:*

**Feedlot Program**

1. **Project Name:** FY12 Feedlot Owner Assistance

*Module:* Initiative

*Reported By:* Polk, East SWCD

*Initiative Type:* FL:Owner Assistance Goals

*Initiative Year:* FY12

Polk COUNTY - Feedlot

<i>Description:</i>		<i>Actual Results:</i>				
Assist landowners with feedlot concerns		1/8/0213 Assist landowners with questions pertaining to the feedlot program such as financial assistance, BMP's rules and regulatios.				
<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Feedlot County Match	99.34	99.34	99.34	0.00	1/8/13	1/8/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	1,000.00	1,000.00	1,000.00	0.00	1/8/13	1/8/13
<b>Totals:</b>	<b>1,099.34</b>	<b>1,099.34</b>	<b>1,099.34</b>	<b>0.00</b>		

**2. Project Name: FY12 Feedlot Inspections** *Module:* Initiative *Reported By:* Polk, East SWCD

*Initiative Type:* FL:Inspection & Compliance P *Initiative Year:* FY12

<i>Description:</i>		<i>Actual Results:</i>				
carry out the goals and objectives listed in the Polk County Feedlot Annual Plan.		1/8/13 Completed the 3 feedlot inspections required by the Annual Plan, West Polk completed the other 4. They were for winger Livestock, Douglas Fjerstad and Timothy Hanson, (new owner Cris Klinkhammer).				
<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Feedlot County Match	1,489.96	1,489.96	1,489.96	0.00	1/8/13	1/8/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	2,000.00	2,000.00	2,000.00	0.00	1/8/13	1/8/13
<b>Totals:</b>	<b>3,489.96</b>	<b>3,489.96</b>	<b>3,489.96</b>	<b>0.00</b>		

**3. Project Name: FY12 Feedlot Permitting** *Module:* Initiative *Reported By:* Polk, East SWCD

*Initiative Type:* FL:Permitting *Initiative Year:* FY12

<i>Description:</i>		<i>Actual Results:</i>				
Will work with landowners through the permitting process as outlined in the Polk County Feedlot Work Plan		1/8/13 Worked with one landowner on questions regarding the permitting process.				
<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Feedlot County Match	64.88	64.88	64.88	0.00	1/8/13	1/8/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	100.00	100.00	100.00	0.00	1/8/13	1/8/13
<b>Totals:</b>	<b>164.88</b>	<b>164.88</b>	<b>164.88</b>	<b>0.00</b>		

**4. Project Name: FY12 Feedlot Complaints** *Module:* Initiative *Reported By:* Polk, East SWCD

*Initiative Type:* FL:Complaint response *Initiative Year:* FY12

<i>Description:</i>		<i>Actual Results:</i>				
Will review all complaints as identified in polk County's work plan		1/8/13 The CFO reviewed 2 complaints that were called into the SWCD. District talked with the 2 landowners and resolved the issues. Complaints were addresses as identified in Polk County's Feedlot annual Plan				

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	200.00	200.00	200.00	0.00	1/8/13	1/8/13
2. 2012 Feedlot County Match	267.16	267.16	267.16	0.00	1/8/13	1/8/13
<b>Totals:</b>	<b>467.16</b>	<b>467.16</b>	<b>467.16</b>	<b>0.00</b>		

**5. Project Name: FY12 Feedlot Registration and Inventory** Module: Initiative Reported By: Polk, East SWCD

Initiative Type: FL:Registration & Inventories Initiative Year: FY12

*Description:* Will complete updated registration and complete new registrations according to the Polk County Feedlot Annual Plan.

*Actual Results:* 1/8/13 No new registration were done. Registration list was reviewed and in the winter of 2013 new registration updates will be completed with deseased and sites without livestock will be removed from the list.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Feedlot County Match	74.30	74.30	74.30	0.00	1/8/13	1/8/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	200.00	200.00	200.00	0.00	1/8/13	1/8/13
<b>Totals:</b>	<b>274.30</b>	<b>274.30</b>	<b>274.30</b>	<b>0.00</b>		

**6. Project Name: FY12 Staff Level and Training** Module: Initiative Reported By: Polk, East SWCD

Initiative Type: FL:Staffing Level and Training Initiative Year: FY12

*Description:* Staff will complete the required traing either by attending meetings or WEBX training. Training will not only be done by MPCA but other Agencies.

*Actual Results:* 1/8/13 District staff completed the training on the following dates:  
February 29, 2012  
May 10, 2012  
June 27, 2012  
August 29, 2012  
September 20, 2012  
December 18, 2012  
December 19, 2012

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	250.00	250.00	250.00	0.00	1/8/13	1/8/13
2. 2012 Feedlot County Match	629.36	629.36	629.36	0.00	1/8/13	1/8/13
<b>Totals:</b>	<b>879.36</b>	<b>879.36</b>	<b>879.36</b>	<b>0.00</b>		

**7. Project Name: WP Feedlot Owner Assistance** Module: Initiative Reported By: Polk, West SWCD

Initiative Type: FL:Owner Assistance Goals Initiative Year: 2012

*Description:*

*Actual Results:*

The MPCA requests that delegated counties set specific land application of manure requirement owner assistance plans and goals.

- 1.Information at the Polk County Fair Booth
  - 2.Information available at the offices
  - 3.Submit an annual newsletter.
  - 4.Submit articles in the local papers.
  - 5.Have information available on the SWCD web site, accessible to landowners.
  - 6.Informational meetings with cooperation of other Conservation Partners (example, MN Extension Service, NRCS, etc.), for producers that require Manure Management Plans, Land Application Records and spreading set-backs of manure.
- Polk county intends to assist ALL Feedlot Owners within Polk County. Please refer to item #1 as also the goals that Polk County seeks to assist

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 MPCA Feedlot Program - Salaries - In-kind	800.00	800.00	800.00	0.00	1/23/13	1/23/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	2,000.00	2,000.00	2,000.00	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>0.00</b>		

**8. Project Name: WP Feedlot Inspections & Compliance**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: FL:Inspection & Compliance P

Initiative Year: 2012

Description:

Actual Results:

Delegated county rules require counties to set inspection plans and goals for the purpose of identifying pollution hazards and determining compliance with discharge standards and schedules at sites with OLAs. Mn Rules 7020.1600 Subp. 3a. B.1 a. & 1b.

Polk county will conduct the following in order;

- 1.The county will inspect all sites that have never been inspected.
- 2.The county will place an emphasis on inspections at sites within a defined jurisdiction such as feedlots in a TMDL watershed, a township, or some other formally designated area.
- 3.The county goal is to inspect sites within shoreland and/or a DWSMA.\*
- 4.The county will place an emphasis on inspections at sites that, according to previous inspections, have not been maintaining manure management records.
- 5.The county inspects all feedlots in the county on a 4 year or less rotating basis. Seven inspections will be conducted.

Polk County will continue to focus on feedlots, if any, that have yet to be inspected with consent of the landowner.

Polk County will continue use the inspection strategy that has been set forth from the previous County Feedlot Workplan.

COMPLAINCE

Polk County's methods -

- 1.Communication and or correspondence informing the landowner/producer if non-compliance.
- 2.Issue a Letter of Warning (LOW) or a Notice of Violation (NOV) that will include corrective actions and deadlines.
- 3.Issue an Interim Permit that includes timelines for corrective actions.
- 4.Document in a letter to the owner that indicates another agency (NRCS or SWCD) is working to correct identified pollution hazards
- 5.Follow-up contact/communication to evaluate landowner/producers progress.
- 6.Decision to escalate compliance action where progress on corrective action is not forthcoming

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 MPCA Feedlot Program - Salaries - In-kind	700.00	700.00	700.00	0.00	1/23/13	1/23/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	1,000.00	1,000.00	1,000.00	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>1,700.00</b>	<b>1,700.00</b>	<b>1,700.00</b>	<b>0.00</b>		

**9. Project Name: WP Feedlot Permitting**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: FL:Permitting

Initiative Year: 2012

Description:

The county will issue permits within the 60/120 day time period according to Minn. Stat. 15.99. (7020.0505, Subp. 5.B.)

Actual Results:

1. Files reviews indicate that the county
2. Date stamps applications and all its components
3. Send 15 Day Incomplete Letters

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	100.00	100.00	100.00	0.00	1/23/13	1/23/13
2. 2012 MPCA Feedlot Program - Salaries - In-kind	137.50	137.50	137.50	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>237.50</b>	<b>237.50</b>	<b>237.50</b>	<b>0.00</b>		

**10. Project Name: WP Feedlot Complaints**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: FL:Complaint response

Initiative Year: 2012

*Description:*

Various the method(s) and practice(s) that the county will use in response to feedlots in non-compliance.

*Actual Results:*

- 1.Communication and or correspondence informing the landowner/producer if non-compliance.
- 2.Issue a Letter of Warning (LOW) or a Notice of Violation (NOV) that will include corrective actions and deadlines.
- 3.Issue an Interim Permit that includes timelines for corrective actions.
- 4.Document in a letter to the owner that indicates another agency (NRCS or SWCD) is working to correct identified pollution hazards
- 5.Follow-up contact/communication to evaluate landowner/producers progress.
- 6.Decision to escalate compliance action where progress on corrective action is not forthcoming
- 1.Communication and or correspondence informing the landowner/producer of non-compliance. - Immediately
- 2.Issue a Letter of Warning (LOW) or a Notice of Violation (NOV) that will include corrective actions and deadlines. – Within 10 working days
- 3.Issue an Interim Permit that includes timelines for corrective actions – Polk County will issue permits within the 60/120 day time period according to Minn. Stat. 15.99. (7020.0505, Subp. 5.B.) Date stamps applications and all its components
- 4.Send 15 Day Incomplete Letters
- 5.Document in a letter to the owner that indicates another agency (NRCS or SWCD) is working to correct identified pollution hazards – Attached with the Interim Permit
- 6.Follow-up contact/communication to evaluate landowner/producers progress – Periodically throughout the life of Interim Permit (standard 2 years)
- 7.Decision to escalate compliance action where progress on corrective action is not forthcoming.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 MPCA Feedlot Program - Salaries - In-kind	137.50	137.50	137.50	0.00	1/23/13	1/23/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	100.00	100.00	100.00	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>237.50</b>	<b>237.50</b>	<b>237.50</b>	<b>0.00</b>		

**11. Project Name: WP Feedlot Registration and Inventory**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: FL:Registration & Inventories

Initiative Year: 2012

*Description:*

Strategy and timeline that the county intends to follow to re-register feedlots in accordance with the January 1, 2012 deadline.

*Actual Results:*

The landowners that came into the offices of the Polk County CFO's, were registered at the time and given a receipt. For Re-registration through the mail, a receipt was sent to landowners. Re-registration that was done during an inspection, the re-registration process was noted within the inspection letter with an enclosed receipt.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 MPCA Feedlot Program - Salaries - In-kind	250.00	250.00	250.00	0.00	1/23/13	1/23/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	300.00	300.00	300.00	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>550.00</b>	<b>550.00</b>	<b>550.00</b>	<b>0.00</b>		

**12. Project Name: WP Feedlot Staff Level and Training**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: FL:Staffing Level and Training

Initiative Year: 2012

*Description:*

The County Feedlot Office (and other feedlot staff) attends training necessary to perform the duties of the feedlot program and is consistent with the agency training recommendations. (7020.1600, Subp. 2.K.)

*Actual Results:*

The county completed a minimum of 18 continuing education units (CEU); each unit consisting of one hour of training related to Minnesota Rules Chapter 7020 competency areas: Regulating new construction; conducting inspections and evaluating compliance; handling complaints and reported spills; responding to air quality complaints, resolving identified pollution problems, communicating with farmers and the agricultural community.  
(See Annual CFO Report Form Guidance document for more information about Training Performance credits.) All training sessions attended by the county must be submitted with the Supplementary Report Form.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 MPCA Feedlot Program - Salaries - In-kind	600.00	600.00	600.00	0.00	1/23/13	1/23/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	250.00	250.00	250.00	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>850.00</b>	<b>850.00</b>	<b>850.00</b>	<b>0.00</b>		

End of Feedlot program

*NRBG Program:*

**LWM Program**

**13. Project Name: 2012 CLWP Administration**

Module: Initiative

Reported By: Polk, East SWCD

Initiative Type: Admin/Coordination

Initiative Year: 2012

*Description:*

Administer Polk County's Water Plan by reporting accomplishments and financial expenditures. Holding public meetings and work group meetings as needed to prepare the Update of the 10 year plan. Follow BWSR guidelines in the Updating process and work with the BC to make sure that the planning phase is on schedule and complete. Attend BWSR training academy and other training provided by partners as it relates to Polk County's Plan. Write grants that will help carry out the goals and objectives of Polk County's Water Plan. Continue to work on previous grants.

*Actual Results:*

1/7/13 All administrative duties and financial requirements that are required to meet Polk County's goal and objectives of the water plan. This included meeting the requirements of updating the 10 year County Water Plan which took a lot of time. Also included are expenses associated with administering the water plan such as office rent, supplies, salaries and vehicle expense. other expensese included trains session put on by BWSR and parner agencies.

**2012 Natural Resources Block Grant - Polk (COUNTY)**

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>
1. 2012 CLWP County Levy	4,536.50	4,536.50	4,536.50	0.00	1/7/13      1/7/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	1,722.24	1,722.24	1,722.24	0.00	1/7/13      1/7/13
<b>Totals:</b>	<b>6,258.74</b>	<b>6,258.74</b>	<b>6,258.74</b>	<b>0.00</b>	

**14. Project Name: 2012 CLWP Monitoring**

Module: Initiative

Reported By: Polk, East SWCD

Initiative Type: Monitoring/Data Collection

Initiative Year: 2012

*Description:*

The SWCD through Polk County's Water Plan will monitor 5 rivers through MPCA's Citizen Stream Monitoring Program. The SWCD will monitor 1 MDNR well through the Ground Water Level Monitoring Program. The SWCD also has 11 volunteer rainfall monitors and the SWCD monitors 11 MDNR lakes for water elevations.

*Actual Results:*

1/7/13 The SWCD monitored 5 rivers, Sand Hill, Lost, Clearwater, Poplar and the Sand Hill during the months of May, June, July, August, September and October. The MDNR well was checked the months of March, May, June, July, August, September, October, November, and December. Lake level readings were completed on the following lakes Badger, Cable, Cameron, Cross, Hill River, Maple, poplar, Sarah, aSpring, Turtle, Union and Whitefish for the months of May, June, July, August, September and October.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	2,339.28	2,339.28	2,339.28	0.00	1/7/13      1/7/13
<b>Totals:</b>	<b>2,339.28</b>	<b>2,339.28</b>	<b>2,339.28</b>	<b>0.00</b>	

**15. Project Name: 2012 CLWP Information/Education**

Module: Initiative

Reported By: Polk, East SWCD

Initiative Type: Education/Information

Initiative Year: 2012

*Description:*

The SWCD will conduct information and educational activities that are needed to successfully carry out the goals and objective of the County Water plan. This may include school and public educational activities, news releases and newsletters. Field demonstrations and tours as well as participating in public meetings and forums.

*Actual Results:*

1/7/13 The District participated in the education recap of the River Watch forum held at Rydells where River Watch School participants explained their monitoring throughout the year. The SWCD gave a land use update along with conservation grants and programs that are being implemented within the area. The SWCD assisted in the delivery of the local Envirothon which had students from surrounding high schools participate in April. The SWCD participated in the 4th grade water festivals held in Fertile, MN and Warren, MN in September. The SWCD assisted with the Sand Hill River Watershed public meetings associated with the TMDL study and explain the SWCD conservation grant projects within the area. The SWCD sent out a newsletter to lakeshore homeowners, attended Public NRCS EQIP workgroup planning meetings, Sand Hill River Watershed Project team meetings and had a display at the Polk County Fair.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	2,672.48	2,672.48	2,672.48	0.00	1/7/13      1/7/13
<b>Totals:</b>	<b>2,672.48</b>	<b>2,672.48</b>	<b>2,672.48</b>	<b>0.00</b>	



**16. Project Name: WP LWM Education & Info**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: Education/Information

Initiative Year: 2012

*Description:*

The West Polk Soil and Water Conservation District will initiate, participate and promote educational opportunities as they relate to the goals and objectives of the Polk County Comprehensive Local Water Management Plan. Some of these activities and methods used to accomplish this will be, but are not limited to;  
 \*West Polk SWCD Arbor Day Presentations and Celebrations  
 \*Rydell Area and Minnesota State Envirothons  
 \*Northwest Minnesota Water Festival  
 \*Classroom and Organization presentation/activities as requested

*Actual Results:*

The West Polk Soil and Water Conservation District initiated, participated and promoted educational opportunities as the related to the goals and objectives of the Polk County Comprehensive Local Water Management Plan. Some of the methods and activities used to accomplish these goals and activities were;  
 Arbor Day presentations/activities  
 Rydell Area Envirothon - staff assisted in the planning of the Rydell Area Envirothon  
 West Polk SWCD provided financial assistance to the Rydell Area Envirothon.  
 Northwest Minnesota Water Festival - Provided financial assistance to the overall expense of the the Northwest Minnesota Water Festival

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	700.00	700.00	700.00	0.00	1/23/13	1/23/13
2. 2012 Comp. Local Water Plan - NRGB - Salaries - In-kin	600.00	600.00	600.00	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>1,300.00</b>	<b>1,300.00</b>	<b>1,300.00</b>	<b>0.00</b>		

**17. Project Name: WP LWM Newsletter & Website**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: Education/Information

Initiative Year: 2012

*Description:*

The West Polk Soil and Water Conservation District will publish one newsletter. This newsletter will be received by approximately 1200 households/organizations/businesses in West Polk County and the surrounding area. The newsletter will also be made available in other formats, ie the District's website. The West Polk SWCD newsletter will contain at least one article/information per issue related to the current Polk County Comprehensive Local Water Management Plan and/or Local Water Management Plan and/or Local Water Management Program and/or current water-related issues.

*Actual Results:*

One newsletter was published and mailed out to approximately 1200 households/businesses/organizations in the West Polk County area. The newsletter was also available on the District's website.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	500.00	500.00	500.00	0.00	1/23/13	1/23/13
2. 2012 Comp. Local Water Plan - NRGB - Salaries - In-kin	300.00	300.00	300.00	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>800.00</b>	<b>800.00</b>	<b>800.00</b>	<b>0.00</b>		

**18. Project Name: WP LWM Training Activities**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: Technical and Engineering

Initiative Year: 2012

*Description:*

*Actual Results:*

The West Polk Soil and Water Conservation District's Local Water Management Coordinator will attend training, meetings and workshops that enhance, inform and contribute to the implementation of the Local Water Management Program as needed.

West Polk Local Water Management staff attended trainings and meetings throughout the reporting year, including, but not limited to, Minnesota Board of Water and Soil Resources North Region Academy, RIM Program trainings, Clean Water Initiative trainings and meetings, Clean Water Legacy Amendment training and meetings, Working Lands Initiative meetings, township meetings, Polk County Meetings, member of the Project Team for the Red Lake River Watershed District, Middle-Snake-Tamarac Watershed District and the Sand Hill Watershed District.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Comp. Local Water Plan - NRGB - Salaries - In-kin	100.00	100.00	100.00	0.00	1/23/13	1/23/13
2. 2012 Natural Resources Block Grant - Polk (COUNTY)	150.00	150.00	150.00	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>250.00</b>	<b>250.00</b>	<b>250.00</b>	<b>0.00</b>		

**19. Project Name: WP LWM Administration**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: Admin/Coordination

Initiative Year: 2012

*Description:*

Funds will be used to employ a Local Water Management Coordinator for West Polk County. This person shall implement the Polk County Comprehensive Local Water Management Plan and other programs that enhance and contribute to the goals for the implementation of the current plan, administering the Agricultural Best Management Practices Loan Program for West Polk County, and initiating the update of the Polk County CLWMP.

*Actual Results:*

The West Polk SWCD employed a fulltime staff person to administer the activities and directives laid out by the Local Water Management Program and the Polk County Comprehensive Local Water Management Plan. Implementation of the Agricultural Best Management Practices Loan Program for West Polk County. Staff continues to work with the City of Climax on the Sand Hill River Fish Passage project within the municipalities' limits. Staff assisted the City finding grants & grant agencies that would be applicable to the restoration & improvement of the City's trail system that is associated with the crossings. Participate in the updating of the Comprehensive Local Water Plan. This was done by researching assessments, implementing information, meeting with East Polk SWCD and BWSR.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	5,384.00	5,384.00	5,384.00	0.00	1/23/13	1/23/13
2. 2012 Comp. Local Water Plan - NRGB - Salaries - In-kin	3,536.50	3,536.50	3,536.50	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>8,920.50</b>	<b>8,920.50</b>	<b>8,920.50</b>	<b>0.00</b>		

End of LWM program

*NRGB Program:*

**Shoreland Program**

**20. Project Name: Polk County DNR Shoreland Administration**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: Admin/Coordination

Initiative Year: 2012

*Description:*

*Actual Results:*

**2012 Natural Resources Block Grant - Polk (COUNTY)**

Polk County will employ a full-time permanent Planning and Zoning Administrator as well as a full-time Technician to administer the Minnesota Department of Natural Resources Shoreland Program within Polk County.

Polk County employed one Full-time Planning and Zoning Administrator, as well as two full-time technician. Staff worked on permitting and monitoring within the shoreland zones; building and land alteration violations, attended appropriate trainings. Staff is also a member of the Polk County Technical Evaluation Panel/Technical Assistance Committee.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	2,500.00	2,500.00	2,500.00	0.00	1/25/13	1/25/13
2. 2012 Polk County DNR Shoreland Program Match (PCES	2,500.00	2,500.00	2,500.00	0.00	1/25/13	1/25/13
<b>Totals:</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>		

**21. Project Name: Polk County DNR Shoreland Education & Out**

*Module:* Initiative

*Reported By:* Polk, West SWCD

*Initiative Type:* Education/Information

*Initiative Year:* 2012

*Description:*

Polk County Planning and Zoning office, which administers the Shoreland Program in Polk County, will participate in the Polk County Fair by providing an interactive, as well as informational display during the fair. Polk County will continue to provide operation and maintenance documents to shoreland owners in Polk County.

*Actual Results:*

Polk County Planning and Zoning Department developed a booth for the Polk County Fair containing important information for shoreland owners including informational handouts and brochures. Staff continued to provide important information and answer question regarding shoreland during meetings with the Lake Improvement Districts within Polk County.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	300.00	300.00	300.00	0.00	1/25/13	1/25/13
2. 2012 Polk County DNR Shoreland Program Match (PCES	300.00	300.00	300.00	0.00	1/25/13	1/25/13
<b>Totals:</b>	<b>600.00</b>	<b>600.00</b>	<b>600.00</b>	<b>0.00</b>		

**22. Project Name: Polk County DNR Shoreland Equipment and**

*Module:* Initiative

*Reported By:* Polk, West SWCD

*Initiative Type:* Supplies/Equipment

*Initiative Year:* 2012

*Description:*

Polk County Planning and Zoning Department will purchase supplies as needed to administer and implement the MN DNR Shoreland Program in Polk County.

*Actual Results:*

Polk County Planning and Zoning Department purchased and maintained equipment and supplies necessary to administer the MN DNR Shoreland Program. Equipment and supplies included such items as; GPS, GIS, electronic measuring wheel, digital camera, lath, flagging, and marking paint.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	350.00	350.00	350.00	0.00	1/25/13	1/25/13
2. 2012 Polk County DNR Shoreland Program Match (PCES	500.00	500.00	500.00	0.00	1/25/13	1/25/13
<b>Totals:</b>	<b>850.00</b>	<b>850.00</b>	<b>850.00</b>	<b>0.00</b>		

**23. Project Name: Polk County DNR Shoreland Information**

*Module:* Initiative

*Reported By:* Polk, West SWCD

*Initiative Type:* Education/Information

*Initiative Year:* 2012

<i>Description:</i>		<i>Actual Results:</i>				
Polk County Planning and Zoning staff will maintain and update/upgrade information on the Polk County Planning and Zoning website. As well as provide information for publication to the Polk County newsletters needed.		Staff has maintained and updated information on the Polk County Planning and Zoning website. The Polk County Ordinances' are posted on the website, as well as many of the permit documents that landowners would need.				
<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	307.00	307.00	307.00	0.00	1/25/13	1/25/13
2. 2012 Polk County DNR Shoreland Program Match (PCES	281.00	281.00	281.00	0.00	1/25/13	1/25/13
<b>Totals:</b>	<b>588.00</b>	<b>588.00</b>	<b>588.00</b>	<b>0.00</b>		

End of Shoreland program

*NRBG Program:*

**SSTS Program**

<b>24. Project Name: <u>Polk County SSTS Program Administration</u></b>		<i>Module:</i> Initiative		<i>Reported By:</i> Polk, West SWCD		
<i>Initiative Type:</i> Admin/Coordination		<i>Initiative Year:</i> 2012				
<i>Description:</i>		<i>Actual Results:</i>				
Polk County Planning and Zoning will employ a full-time Administrator as well as a full-time technician to administer and implement the Minnesota Pollution Control Agency SSTS Program		Polk County Planning and Zoning office employed a full-time administrator as well as two full-time technicians to administer the MPCA SSTS Program throughout Polk County. Staff maintained SSTS inspector's certifications, attended appropriate meetings/trainings, reviewed septic designs, and inspected system installations to ensure that codes were met.				
<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	9,500.00	9,500.00	9,500.00	0.00	1/25/13	1/25/13
<b>Totals:</b>	<b>9,500.00</b>	<b>9,500.00</b>	<b>9,500.00</b>	<b>0.00</b>		

<b>25. Project Name: <u>Polk County SSTS Program Equipment</u></b>		<i>Module:</i> Initiative		<i>Reported By:</i> Polk, West SWCD		
<i>Initiative Type:</i> Supplies/Equipment		<i>Initiative Year:</i> 2012				
<i>Description:</i>		<i>Actual Results:</i>				
Polk County Planning and Zoning Department will purchase supplies as needed to administer and implement the MPCA SSTS Program in Polk County.		Polk County Planning and Zoning Department purchased supplies to adequately administer the MPCA SSTS Program in Polk County. Supplies included, but were not limited to, postage, vehicle use, computer-related supplies/programs				
<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	7,000.00	7,000.00	7,000.00	0.00	1/25/13	1/25/13
<b>Totals:</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>7,000.00</b>	<b>0.00</b>		

<b>26. Project Name: <u>Polk County SSTS Program Outreach &amp; Educ</u></b>		<i>Module:</i> Initiative		<i>Reported By:</i> Polk, West SWCD		
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Initiative Type: Education/Information

Initiative Year: 2012

Description:

Polk County Planning and Zoning office, which administers the MPCA SSTS Program in Polk County, will participate in the Polk County Fair by providing an interactive, as well as informational display during the fair. Polk County will continue to provide operation and maintenance documents to landowners in Polk County.

Actual Results:

Polk County Planning and Zoning participated in the Polk County Fair by having a display booth which included SSTS regulation and information. Planning and Zoning staff continued to provide informational materials to land owners regarding SSTS regulations.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	1,500.00	1,500.00	1,500.00	0.00	1/25/13	1/25/13
<b>Totals:</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>		

**27. Project Name: Polk County SSTS Program Technology**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: Supplies/Equipment

Initiative Year: 2012

Description:

Polk County Planning and Zoning staff will maintain and update/upgrade information on the Polk County Planning and Zoning website. As well as provide information for publication to the Polk County newsletters needed.

Actual Results:

Staff has maintained and updated information on the Polk County Planning and Zoning website. The Polk County Ordinances' are posted on the website, as well as many of the permit documents that landowners would need.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	941.00	941.00	941.00	0.00	1/25/13	1/25/13
<b>Totals:</b>	<b>941.00</b>	<b>941.00</b>	<b>941.00</b>	<b>0.00</b>		

End of SSTS program

NRBG Program:

**WCA Program**

**28. Project Name: FY12 WCA Administration**

Module: Initiative

Reported By: Polk, East SWCD

Initiative Type: Admin/Coordination

Initiative Year: FY12

Description:

The East Polk SWCD is the LGU for East Polk County to administer and coordinate the duties of the Wetland Conservation Act for Polk County. All duties will be related to implementing WCA in accordance with Minnesota Rule 8420. Administrative duties will include but not limited to maintaining a positive relationship with federal, state and local agencies as well as township and public working with the WCA process, respond to WCA inquiries, requests and applications in accordance with the timelines set - up within WCA rule, maintain accurate records, do needed reports and participate in meetings and trainings.

Actual Results:

The East Polk SWCD staffs a full time coordinator for WCA. The coordinator administered and coordinated the activities require to fully implement the WCA within East Polk County.

**2012 Natural Resources Block Grant - Polk (COUNTY)**

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	10,820.50	10,820.50	10,820.50	0.00	1/10/13	1/10/13
<b>Totals:</b>	<b>10,820.50</b>	<b>10,820.50</b>	<b>10,820.50</b>	<b>0.00</b>		

**29. Project Name: WP WCA Administration**

Module: Initiative

Reported By: Polk, West SWCD

Initiative Type: Admin/Coordination

Initiative Year: 2012

*Description:*

The West Polk SWCD is the LGU for the Wetland Conservation Act in West Polk County. As the LGU, West Polk SWCD wills employee a person to administer and provide technical assistance related to implementing the Wetland Conservation Act in accordance to Minnesota Rule 8420, as amended. Administrative activities will include, but are not limited to: maintaining a positive relationship with federal, state & county agencies, as well as townships, businesses, the general public and any other entity working with the WCA process; respond to WCA inquiries, requests and applications in accordance with the timelines set-up within the WCA rules; maintain accurate records; participate in Project Teams as needed or requested as well as be an active participant of other groups who's focus is the preservation, conservation and restoration of wetlands and other natural resource concerns in West Polk County.

*Actual Results:*

The West Polk SWCD employed one full-time employee to administer the Minnesota Wetland Conservation Act as accorded by statute for the reporting year. This staff administered the program by participating in relevant Project Teams (Red Lake Watershed, Middle-Snake-Tamarac Watershed, and Sand Hill Watershed); responding to WCA program inquiries as well as general wetland questions from both public and agency personnel. The staff also submitted articles for publication in the District Newsletter and District website. Staff also maintained accurate and current data records and worked within the timelines set by MN 15.99.

<u>FUND(s)</u>	<u>Budgeted</u>	<u>Approved</u>	<u>Spent</u>	<u>Remaining</u>	<u>Spending Window</u>	
1. 2012 Natural Resources Block Grant - Polk (COUNTY)	10,820.50	10,820.50	10,820.50	0.00	1/23/13	1/23/13
<b>Totals:</b>	<b>10,820.50</b>	<b>10,820.50</b>	<b>10,820.50</b>	<b>0.00</b>		

End of WCA program

----- End of 2012 Natural Resources Block Grant - Polk (COUNTY) Section -----