

WPLMN/IWM Interim Progress Report

Watershed Pollutant Load Monitoring Network (WPLMN)

Intensive Watershed Monitoring (IWM)

Doc Type: Contracts Interim Report

Instructions on page 6.
Due February 1, annuallySubmittal date: 1/16/2025
(mm/dd/yyyy)Approval date: 3/28/2025
(mm/dd/yyyy)WPLMN Project Manager approver: Diana Macziewski

For joint WPLMN/

IWM projects: Approval date: _____ IWM Project Manager approver: _____
(mm/dd/yyyy)

I. Project information

Project title: Redwood-Cottonwood Watershed Pollutant Load Monitoring Network ProjectTEMPO Agency Interest ID: 191308 TEMPO Activity ID: PRO20240005SWIFT number: 252967

Local partner information:

Organization name: Redwood-Cottonwood Rivers Control Area (RCRCA)Primary contact name: Kerry Netzke Phone: 507-532-1325 Email address: kerry.netzke@rcrca.com

Reporting period:

Start date: 8/2/2024 End date: 12/31/2026
(mm/dd/yyyy) (mm/dd/yyyy)

Additional Details:

Name of eligible laboratory: Minnesota Valley Testing Laboratories, Inc.How many full-time equivalents (FTEs) worked on this project in the report period (hours/2,088 hours): 0.035

II. Activities completed

1. **Please list activities completed during the report period under the current contract.** Include task level detail as appropriate. Refer to the instructions on the last page for an example. (Insert more rows as needed by hitting the tab key in the last row/column.)

Objective/task	Description
Project Oversight: Task D	Primary sampler attended 5 of the 6 conference calls held since 8/2/2024 (contract start date).
Stream Monitoring: Task B	Calibrated DO, pH and Conductivity probes per SOP. Calibrations and maintenance were documented. Field Meter calibration log was submitted on 1/7/2025.
Stream Monitoring: Task C	Collected 9 samples from the Tier 3 subwatershed sites from 8/2/2024 through 12/31/2024. Collected 14 samples from the Tier 3 major watershed and basin sites from 8/2/2024 through 12/31/2024. No field replicates or equipment blanks were collected during this time. Chain of Custody forms completed for all samples collected. TKN analysis was suspended after 8/27/2024 per Change Order No. 1.
Stream Monitoring: Task D	Collected field meter measurements, transparency data, and photos from each site. Recorded data logger readings, error range, control conditions and water level information.

Data Management: Task A	Submitted field meter measurements, transparency data, photos, visual observations via GoCanvas usually by the 1 st and 15 th of each month. Some late submissions due to sampling schedules.
Data Management: Task B	Reviewed laboratory results from MVTL for accuracy and tracked EDD submittals.
Data Management: Task C	Obtained FLUX 32 input files for 2022 RR1 and calculated loads. Submitted pollutant load data to MPCA Project Manager and participated in the FLUX verification meeting.

2. If SWAG monitoring was included in this contract, describe any missed sampling details and any noteworthy site conditions that would be helpful when assessing the data. Refer to the instructions on the last page for an example. (Insert more rows as needed by hitting the tab key in the last row/column.)

EquIS ID	Sampling requirements fulfilled? Type Yes or No below:	Comments

3. Please answer the following questions relating to the deliverables for the project. If deadlines were missed, please provide comments. Dates should be entered in the mm/dd/yyyy format.

- a. Quality Assurance Project Plan (only applies to state university labs)

Approval date: _____

Was the QAPP revised during this reporting period? ☐ Yes ☐ No

Revised date: _____ Reason for revision(s): _____

- b. Was the WPLMN field meter calibration log submitted by January 1? ☐ Yes ☒ No

If no, submittal date: 1/7/2025 Comments: Out of the office from 12/19/24 to 1/7/25

- c. Were WPLMN GoCanvas submissions completed by the 1st and 15th of each month (check one)?

☐ Rarely (9+ missed deadlines) ☒ Sometimes (3-8 missed deadlines)

☐ Almost always (1-2 missed deadlines) ☐ Always

Comments: 12 samples collected on 4/29 & 4/30 were not input by 5/1/24. Some similar situations during the year.

Please list the submittal dates (in the reporting year) for the WPLMN field sheets, field books, and extra pictures. Put

- d. 'NA' in Comments if there are no records or pictures to submit.

Deadline January 1: Submittal date (mm/dd/yyyy): 1/7/2025 Comments: Out of office from 12/19/24 to 1/7/25

Deadline May 1: Submittal date (mm/dd/yyyy): 5/1/24 Comments: _____

Deadline August 1: Submittal date (mm/dd/yyyy): 7/31/24 Comments: _____

Deadline November 1: Submittal date (mm/dd/yyyy): _____ Comments: No record of submittal. Submitted 1/7/25

- e. Were pollutant loads submitted by deadline (within 60 days of receiving the .xml)?

☐ Rarely ☐ Sometimes ☐ Almost Always ☒ Always ☐ Not Applicable

Comments: Completed 1 site for 2022 since the 8/2/2024 contract start.

- f. Were project staff able to attend the check in telephone conferences during the reporting period?

☐ Rarely (9+ missed meetings) ☐ Sometimes (3-8 missed meetings)

☒ Almost always (1-2 missed meetings) ☐ Never missed a meeting

Comments: Staff attended 5 of 6 teleconferences since the 8/2/2024 contract start.

g. Please list the submittal dates (*in the reporting year*) for the SWAG deliverables.

Field data	Submittal date (mm/dd/yyyy): _____	Comments: _____
Laboratory data	Submittal date (mm/dd/yyyy): _____	Comments: _____
Photos	Submittal date (mm/dd/yyyy): _____	Comments: _____
Calibration log	Submittal date (mm/dd/yyyy): _____	Comments: _____

4. Was a backup sampler used to collect any of the samples? ☒ Yes ☐ No

If yes, please describe when, who, if they were trained, and any other details:

Eileen Campbell (MPCA) collected samples on 7/9/2024 at the three outlet sites Kelli Nerem (MPCA) collected samples on 7/8/2024 and 7/9/2024 at the subwatershed sites to cover the period of July when RCRCA was without a contract.

5. Were you comfortable with your level of training and current ability to complete the obligations of your workplan?

Yes

6. Describe in detail any problems, delays, or difficulties that occurred in fulfilling the requirements of the workplan. How did you resolve these problems?

Due to not using GoCanvas in the field, some issues were encountered submitting data by the due date. Multiple days of sampling as the deadline approached did not allow the office time to submit by the due date.

7. Were there any change orders and/or amendments to the contract and workplan? ☒ Yes ☐ No

If yes, copy the change order or amendment language here:

9/12/2024 Change Order No.1 -- A verbal change order was issued on August 27, 2024 to suspend future collection of total Kjeldal nitrogen (TKN) analysis at MVTL. Earlier in the season suspect TKN concentrations were identified, and it was determined there is interference between inorganic nitrogen and TKN. The MPCA and MVTL worked towards resolving the issue but there are still concerns of suspect data. The MPCA is actively working with MVTL to determine solutions and until there is resolution, TKN analysis will be on hold.

If TKN analysis is needed to assist with paired sampling to troubleshoot the issue, the MPCA will provide written documentation authorizing approval for the analysis. Lastly, a change order will be issued when TKN analysis can fully resume.

8. Please provide any constructive feedback regarding the WPLMN (training, deliverables, deadlines, program directives):

Flexibility with the submittal deadlines is appreciated, especially with the due dates fall within a busy sampling period. Other sampling programs (SWAG, MDA, Discovery Farms) take priority over data submittals when samples need to be collected. RCRCA attempts to meet these deadlines as much as possible given the current sampling workload.

III. Budget Information

Please copy the information on the Invoice tab from the Microsoft Excel Invoice workbook and paste into this Interim Progress Report template. See Instructions for details. If budget information does not encompass all expenditures through December 31, please provide the date in the Comments. The documented amounts should be within 30 days of December 31.

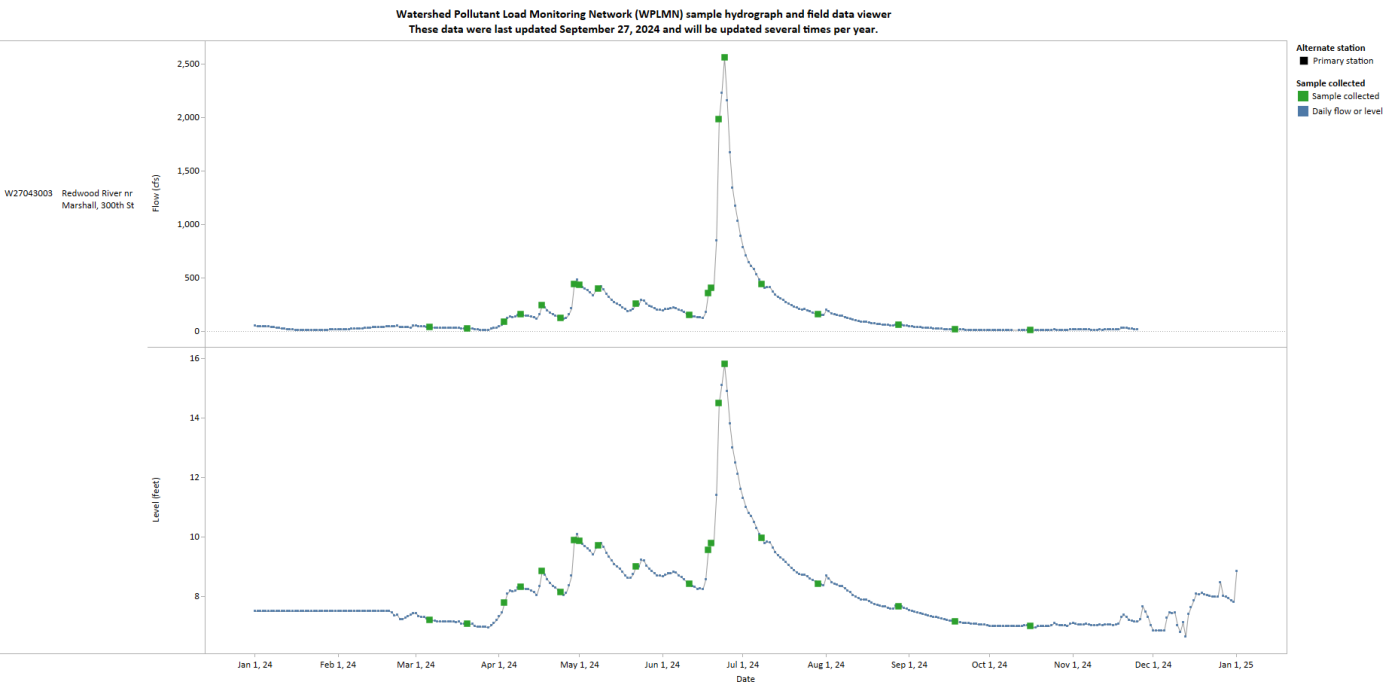
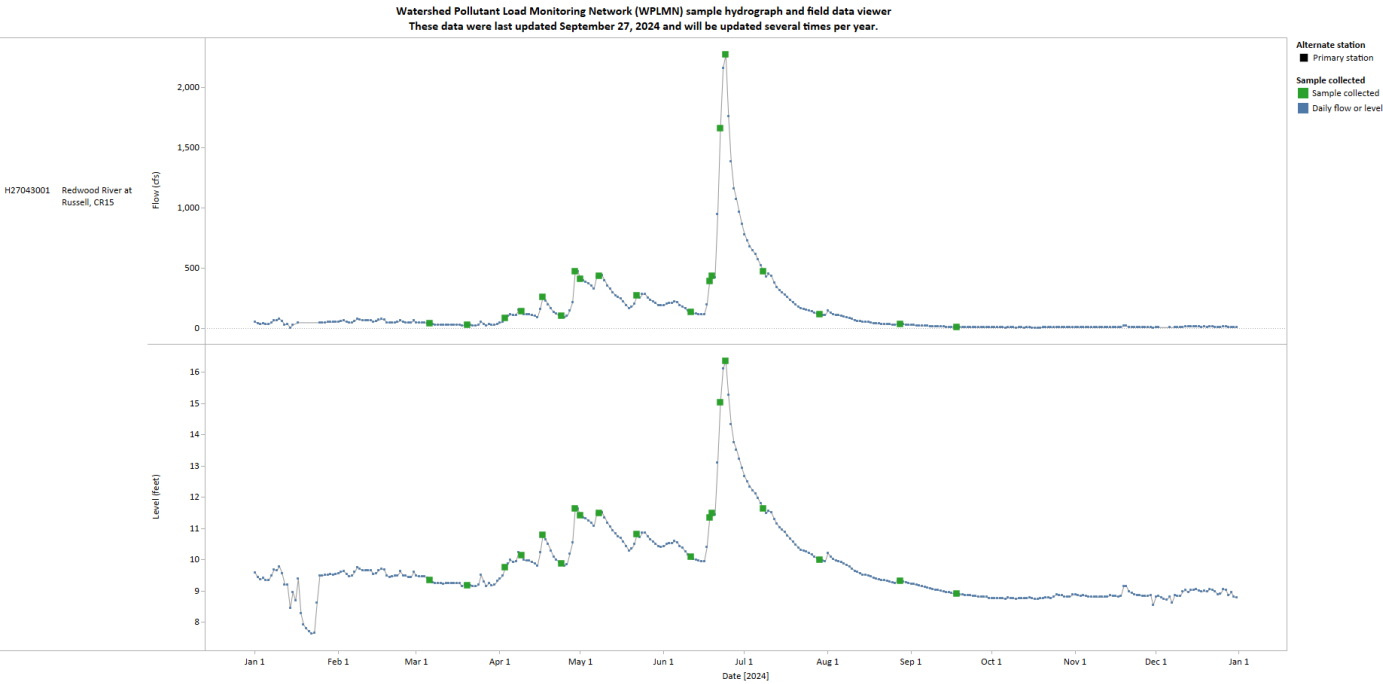
Line item	MPCA funds awarded	MPCA funds expended prior to this invoice	MPCA funds expended this invoice	MPCA funds expended	Balance	Budget expended (%)
Personnel	\$62,741.88	\$2,221.05	\$1,666.70	\$3,887.75	\$58,854.13	6%
Laboratory, Equipment/Supplies, Shipping	\$41,703.12	\$838.58	\$660.00	\$1,498.58	\$40,204.54	4%
Travel (Mileage, Lodging & Meals)	\$10,072.00	\$391.95	\$235.84	\$627.79	\$9,444.21	6%
Total:	\$114,517.00	\$3,451.58	\$2,562.54	\$6,014.12	\$108,502.88	5%

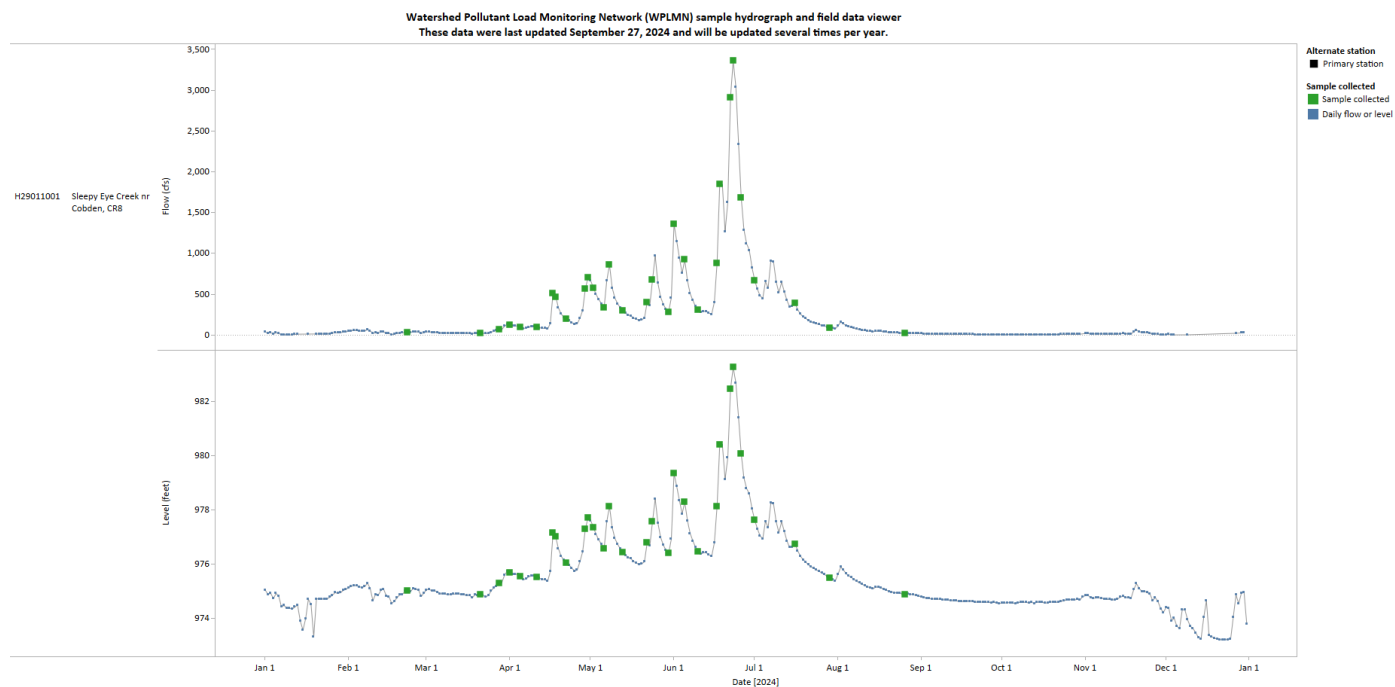
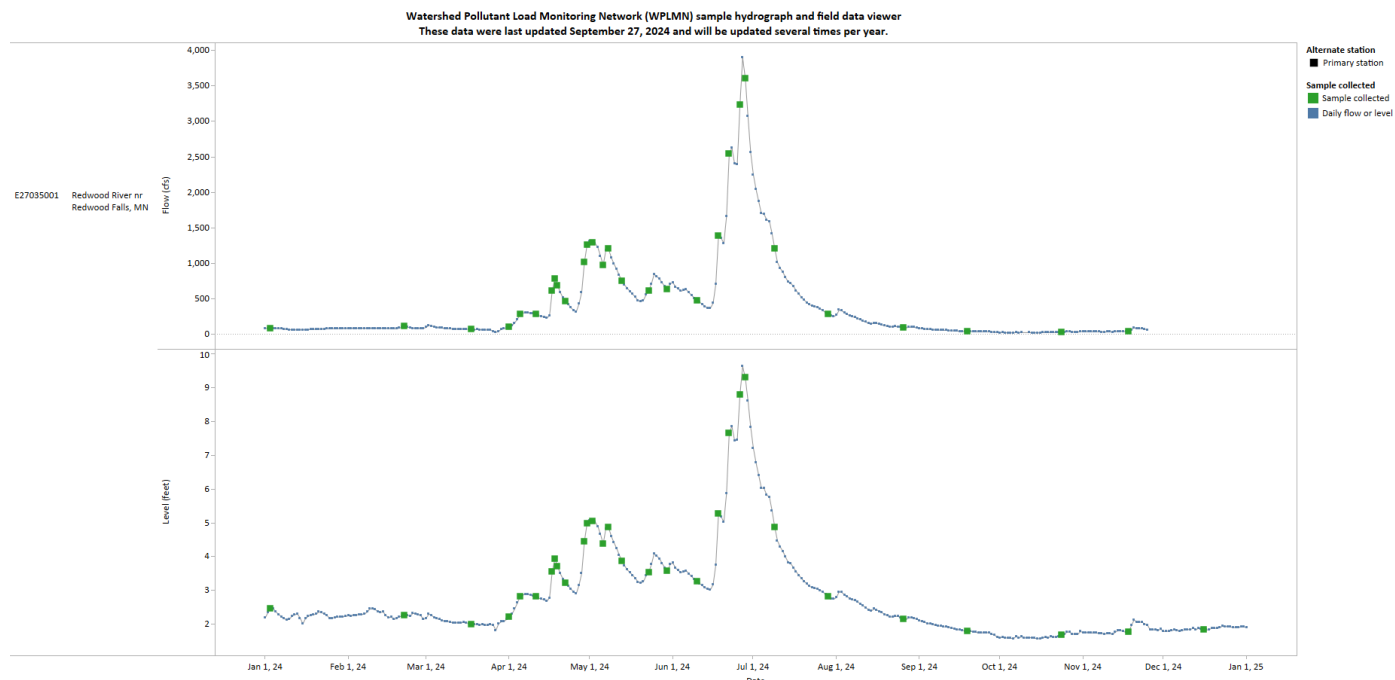
Comments:

IV. Hydrographs

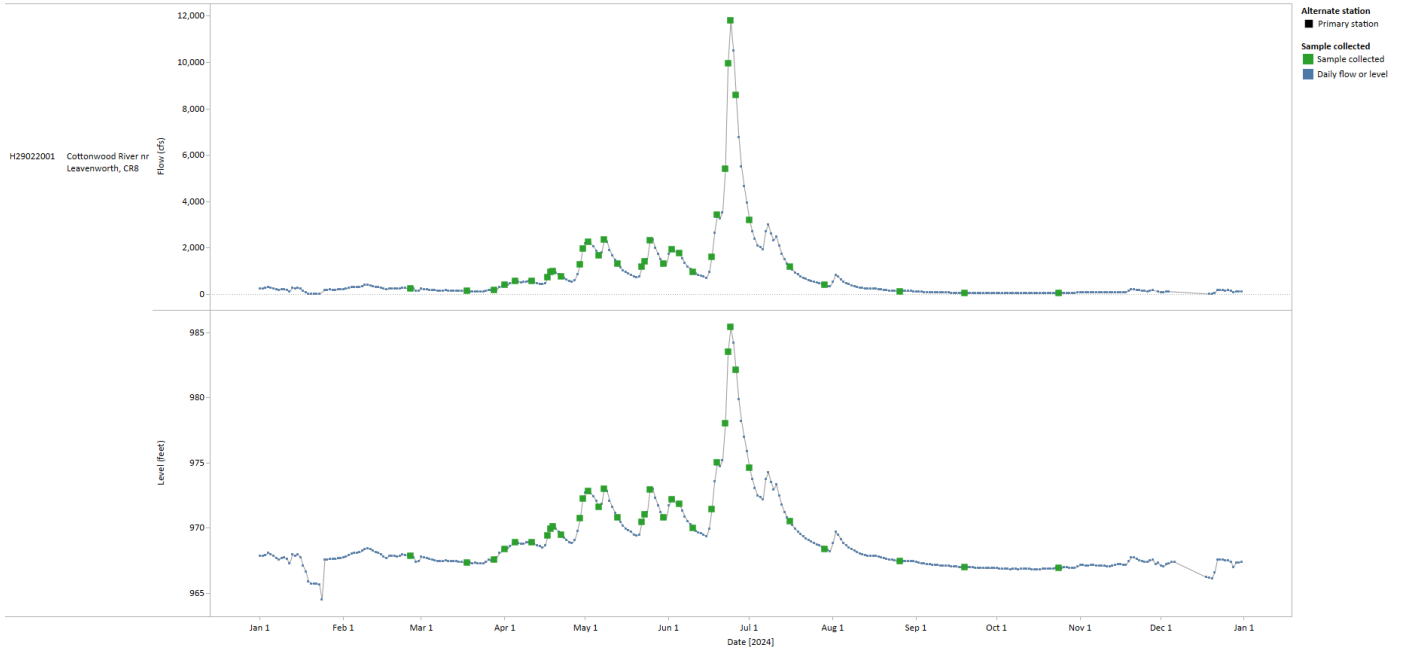
Please note hydrographs are provisional.

Comments:

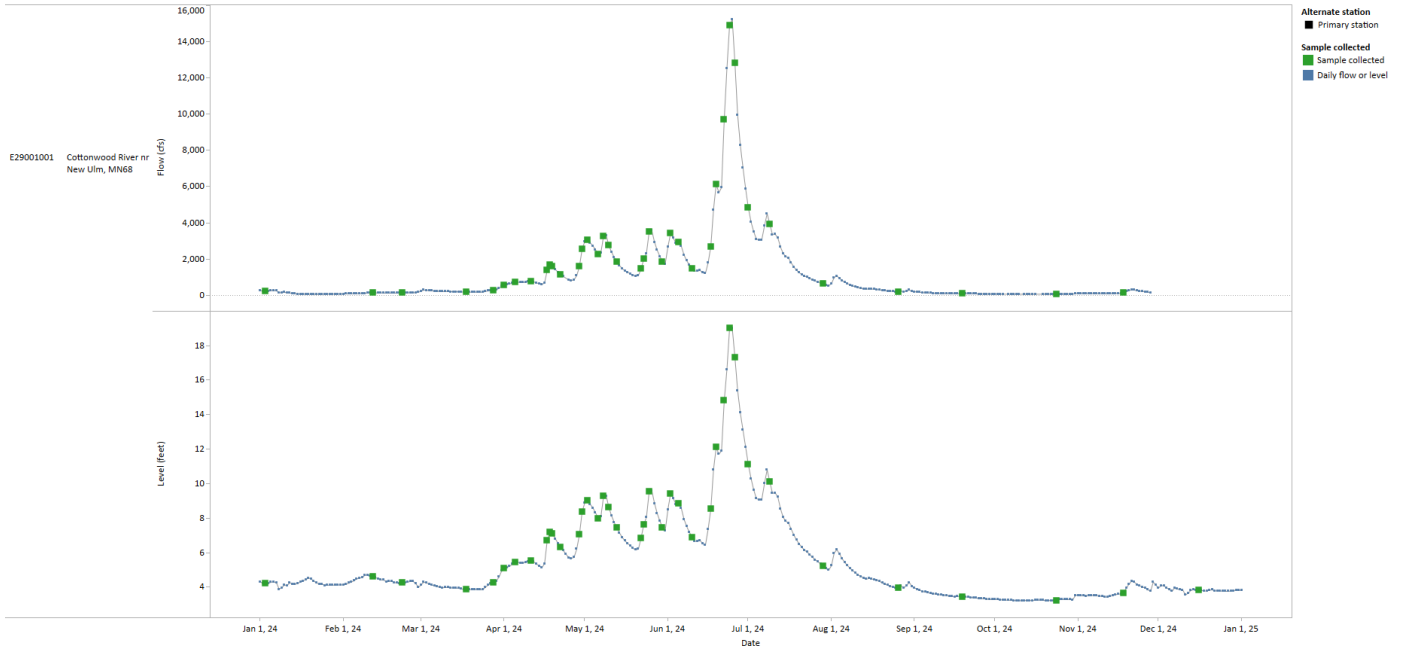




Watershed Pollutant Load Monitoring Network (WPLMN) sample hydrograph and field data viewer
 These data were last updated September 27, 2024 and will be updated several times per year.



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