



I. Project information

Project title: FY16 RCRCA Watershed Pollutant Load Monitoring Network Project

Contract number: 8467 SWIFT number: 98167 Purchase order number: 3000014985

Local partner information:

Organization name: Redwood - Cottonwood Rivers Control Area (RCRCA)

Street address: 1424 East College Drive, Suite 300

City: Marshall State: MN Zip code: 56258

Primary contact name: Kerry Netzke Phone: 507-532-1325

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Fiscal contact name: Kerry Netzke Phone: 507-532-1325

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Field contact name: Shawn Wohnoutka Phone: 507-532-1325

Email address: shawn.wohnoutka@rcrca.com Fax: _____

Reporting period:

Start date: 1/1/2018 End date: 12/31/2018
(mm/dd/yyyy) (mm/dd/yyyy)

Project location:

Basin (check all that apply):

Red River Rainy River Lake Superior Minnesota Lower Mississippi St. Croix Upper Mississippi

Major watershed(s): Redwood, Cottonwood, MN River - Mankato Hydrologic unit code(s): 0702(0006,0007,0008)

Project details:

Amendment execution date: 6/14/2018

Name of eligible laboratory: Minnesota Valley Testing Laboratories (MVTL), Inc. - New Ulm, MN

How many full-time equivalents (FTEs) worked on this project in 2018 (total project hours/2,088 hours): 0.23

Were there any staff changes on the project? Yes No

If yes, please describe: _____

II. Activities completed

Table 1: Workplan activities

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

Objective and task	Description
1. Stream Monitoring – Task A	Replacement conductivity and DO probes were purchased in July 2018. Supplies were purchased as needed throughout 2018.
1. Stream Monitoring – Task C	<p>Collected 209 samples from the 7 monitoring sites and delivered to MVTL. Field data collected at each site. Ice leaving upstream subwatershed sites by mid to late-March. All 7 sites were sampled by 3/26/2018.</p> <p>Redwood River (N Marshall) was open by 3/13/2018. Redwood River (Russell) was 100% ice covered on 3/13/2018, and fully open on 3/21/2018. Redwood River near Redwood Falls was 100% ice covered on 3/19/2018, 90% ice covered on 3/22/2018 except at the riffle, and open by 3/25/2018 with a large ice jam up and downstream of the site, except at the riffle. This site was out of bank with ice jams on 3/26/2018; and back in bank and free of ice (lots of ice blocks on the shore) by 3/29/2018.</p> <p>Cottonwood subwatershed sites were 100% ice covered on 3/15/2018. Sleepy Eye Creek had 75% ice cover (some anchor ice) on 3/19/2018 and was open water (with ice chunks jamming up the channel and floating by) by 3/22/2018. Cottonwood River near Leavenworth was at 85% ice cover on 3/22/2018 and fully open by 3/26/2018. Cottonwood River at New Ulm was 10% open by mid-February, down to 25% shore-ice on 3/19/2018, and completely open (ice chunks float by) by 3/22/2018.</p> <p>Minnesota River at Morton was 100% ice covered on 3/19/2018, 85% ice covered on 3/25/2018 with ice thinning and breaking up, and completely open by 3/29/2018.</p> <p>Subwatershed sites were sampled 22 to 31 times each. Major watershed sites were sampled 31 to 37 times each. One duplicate sample was taken at each site during the 2018 season. The equipment blank was completed in October 2018.</p>
1. Stream Monitoring – Task D	Collected field meter measurements, stream transparency, stream conditions and data logger/water level information at each site during the 2018 season. Information was reported using the GoCanvas application.
1. Stream Monitoring – Task E	Field meter was calibrated weekly before sampling, monthly during the winter months, and recorded into the calibration log book. Conductivity and DO probes were replaced in July 2018.
2. Data Management – Task A	Reviewed lab results submitted to EQuls for accuracy.
2. Data Management – Task B	Submitted visual observations, collected field meter measurements and water level data from each site via GoCanvas throughout the season.
2. Data Management – Task C	Photos and field data were submitted via GoCanvas throughout the season. Field meter calibration logs and field notes were submitted via thumb drive (in person) on 11/6/2018.
2. Data Management – Task D	Completed load calculations for the 2016 calendar year using Flux32 model and verified data with MPCA personnel. Loads were calculated for all sampled sites.
2. Data Management – Task E	Staff participated in the WebEx trainings on 3/27/2018 and 4/4/2018. Staff will attend the state-wide training on 2/13/2019 in Brainerd.
3. Project Oversight – Task A	Checked all MVTL invoices for accuracy. Tracked 2018 project expenditures and submitted quarterly invoices to MPCA for reimbursement. When WPLMN and SWAG samples were collected at the same site, savings (testing, mileage and staff time) were extended to the WPLMN program. The grant amendment was executed 6/14/2018 extending WPLMN work through 6/30/2020. No change orders were necessary during this period.
3. Project Oversight – Task B	2017 Interim Report was submitted on 1/26/2018.
3. Project Oversight – Task C	A mid-project review will take place sometime this year.
3. Project Oversight – Task D	Primary sampler participated in weekly teleconferences with the project manager, other staff and local partners.
3. Project Oversight – Task E	Staff participated in the WebEx trainings on 3/27/2018 and 4/4/2018. Staff will attend the state-wide training on 2/13/2019 in Brainerd.

2. Please answer the following questions relating to the deliverables for the project.

- a. Was the Quality Assurance Project Plan (QAPP) revised in 2018?
 Yes No If yes, approval date (mm/dd/yyyy): _____
- b. Were the field meter calibration logs, Canvas entries, and field notes submitted by February 1, 2018 (if applicable) and November 1, 2018?
 Yes No If no, please comment: _____
- c. Were pollutant loads computed in a timely manner (within 60 days of receiving the .xml)?
 Yes No If no, please comment: _____
- d. Were you able to attend a majority of the weekly check in telephone conferences during the reporting period?
 Yes No If no, please comment: _____
- e. 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:

Kerry Netzke, the trained backup sampler, collected samples on: 5/27/2018, 6/15/2018, 6/19/2018, 6/25/2018, 7/5/2018, 7/6/2018, 7/7/2018, and 9/21/2018. Diana Macziewski, MPCA, sampled on the July 4th holiday as the historical flood event spurred mandatory sampling.

3. Please answer the following questions and provide comments.

Were you comfortable with your level of training and current ability to:

- a. Collect stream samples over the entire range of the hydrograph? Yes No
Comments:
- b. Calibrate and use the field meter and equipment? Yes No
Comments:
- c. Enter information into the GoCanvas application and submit the calibration log, field notes and additional photos?
 Yes No
Comments:
- d. Use the FLUX32 model accurately and submit pollutant loads? Yes No
Comments:
- e. Complete and submit invoices? Yes No
Comments:

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

5. Were there any change orders and/or amendments to the contract and work plan? If yes, summarize the changes.

Yes No

Comments:

Amendment executed on 6/14/2018 to extend the grant through 6/30/2020 and added \$68,483.99 to the total grant amount.

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

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.

Line Item	MPCA Funds Awarded	MPCA Funds Expended prior to this Invoice	MPCA Funds Expended this Invoice	MPCA Funds Expended	Balance	Budget Expended (%)
Water Quality Technician	\$93,436.50	\$46,948.23	\$3,538.10	\$50,486.33	\$42,950.17	54%
Office Manager	\$10,874.62	\$9,634.56	\$297.12	\$9,931.68	\$942.94	91%
Executive Director	\$22,755.00	\$14,120.35	\$717.64	\$14,837.99	\$7,917.01	65%
Ob 1 (Stream Monitoring) Laboratory	\$58,351.40	\$42,890.40	\$1,666.50	\$44,556.90	\$13,794.50	76%
Ob 1 (Stream Monitoring) Mileage	\$15,719.71	\$9,775.26	\$414.75	\$10,190.01	\$5,529.70	65%
Ob 1 (Stream Monitoring) Shipping	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0%
Ob 1 (Stream Monitoring) Training	\$220.00	\$0.00	\$0.00	\$0.00	\$220.00	0%
Ob 1 (Stream Monitoring) Equipment & supplies	\$9,015.92	\$6,340.81	\$3.74	\$6,344.55	\$2,671.37	70%
Ob 1 (Stream Monitoring) Per Diem	\$88.00	\$10.00	\$0.00	\$10.00	\$78.00	11%
Ob 2 (Data Management) Mileage	\$160.50	\$160.50	\$0.00	\$160.50	\$0.00	100%
Ob 3 (Project Oversight) Per diem	\$20.00	\$10.00	\$0.00	\$10.00	\$10.00	50%
Total:	\$210,741.65	\$129,890.11	\$6,637.85	\$136,527.96	\$74,213.69	65%

Comments:

IV. Hydrographs

Comments:







