

**SHERBURNE SOIL & WATER
CONSERVATION DISTRICT**

2010

ANNUAL PLAN OF WORK

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Acronyms and Phrases

- BMP..... Best Management Practice
- BWSR..... Board of Soil and Water Resources
- County Sherburne County
- CRP Conservation Reserve Program
- CSP.....Conservation Stewardship Program
- CWP Clean Water Partnership
- DNR..... Minnesota Department of Natural Resources
- EAW Environmental Assessment Worksheet
- ERWS..... Elk River Watershed
- ERWA..... Elk River Watershed Association Joint Powers Board
- EPA U.S. Environmental Protection Agency
- EQIP NRCS' Environmental Quality Incentive Program
- FEMA..... Federal Emergency Management Agency
- FSA..... Farm Service Agency of the U.S. Department of Agriculture
- IBI Index of Biotic Integrity
- LAP Lake Assessment Program
- LCMR..... Legislative Commission on Minnesota Resources
- LID..... Low Impact Development. LID is a site design strategy with a goal of maintaining or replicating the predevelopment hydrologic regime through the use of design techniques to create a functionally equivalent hydrologic landscape.
- LGU Local Government Unit
- MASWCD Minnesota Association of Soil & Water Conservation Districts
- MDA..... Minnesota Department of Agriculture
- MDH Minnesota Department of Health
- MGS Minnesota Geological Survey
- mg/L..... Milligrams per liter (equals parts per million)
- MNDOT..... Minnesota Department of Transportation
- MPCA Minnesota Pollution Control Agency
- MS4 Municipal Separate Storm Sewer System
- NALMS North American Lake management Society
- NPEAP..... Non-Point Engineering Assistance Program

NPDES National Pollution Discharge Elimination System
 NRCS Natural Resources Conservation Service of the U.S. Department of
 Agriculture
 NWR National Wildlife Refuge
 OBWELL..... Observation Well
 OHWM..... Ordinary High Water Mark
 PPB Parts per billion (equals ug/L)
 PPM..... Parts per million (equals mg/L)
 PUD Planned Unit Development
 RAL's Recommended Allowable Limits
 RC&D Resource Conservation & Development Council
 RIM Reinvest in Minnesota
 SNA Scientific and Natural Area
 SRF State Revolving Fund
 STORET The EPA's water quality data base (maintained in Minnesota by the MPCA)
 SWCD..... Soil and Water Conservation District
 SWPPP..... Stormwater Pollution Prevention Plan
 TEP..... Technical Evaluation Panel
 TMDL..... Total Maximum Daily Load
 ug/L..... micrograms per liter (equals parts per billion)
 USDA..... U.S. Department of Agriculture
 USFWS..... U.S. Fish and Wildlife Service
 USGS U.S. Geological Survey
 VOC..... Volatile Organic Compounds
 WCA Wetland Conservation Act
 WHIP NRCS' Wildlife Habitat Incentive Program
 WMA..... Wildlife Management Area
 WRP Wetland Reserve Program

ANNUAL PLAN
SHERBURNE SOIL & WATER CONSERVATION DISTRICT
NATURAL RESOURCES CONSERVATION SERVICE
ELK RIVER FIELD OFFICE
January 1, through December 31, 2010

I. Introduction

The purpose of this Annual Plan is to set realistic goals that can be accomplished by the District, and to specify those objectives that the District will work toward during 2010.

II. Annual Objectives

A. Protect and/or Improve Water Quality and Quantity

1. Continue well monitoring for the DNR
2. Promote Wetland Reserve Program
3. Cooperate with, and take part in the Plant Materials Learning Center Board
4. Participate in the Metro Conservation Districts Joint Powers Board – Non-point Engineering Assistance Program (NPEAP) etc.
5. Review Irrigation permit applications and prepare Conservation Plans
6. Administer MDA's AgBMP low interest loan program.
7. Review work in DNR protected waters permit applications
8. Coordinate implementation of the Local Water Management Plan
9. Participate on, and administer the Elk River Watershed Joint Powers Board
10. Administer Elk River Watershed cost-share program
11. Participate in Elk River 319 Grant for ERWA
12. Conduct TMDL projects and pursue additional TMDL contracts
13. Monitor identified stream & lake water quality problems
14. Assist public water suppliers with their Well Head & Source Water Protection plans
15. Maintain rain gauge reader network to at least one per township
16. Serve on the WCA Technical Evaluation Panels for Elk River, Zimmerman, Big Lake, and Sherburne County
17. Conduct/review wetland delineations for County implementation of WCA
18. Assist landowners with plans towards compliance of County manure ordinance
19. Maintain Crescent Lake Weather Station – (SCAN Station)
20. Promote EQIP and CRP Filter Strips, and Riparian Buffers
21. Conduct local work group meetings for EQIP
22. Install Storm Water treatment projects
23. Implement Irrigation Water Management Program through the use of weather station information, including the weekly crop water use reports
24. Conduct Pasture Management Program
25. Assist Lake Associations to develop monitoring programs, with emphasis on training volunteers, and students to conduct monitoring; SWCD will coordinate data management
26. Develop seeding plans for sediment basins
27. Promote citizen stream & lake monitoring programs
28. Assist Sherburne County with ditch monitoring

29. Assist Lake Associations with management plans
30. Submit local water quality data to MPCA's STORET database
31. Participate in MPCA Intensive Watershed Monitoring Process (IWM)

B. Reduce soil loss from wind erosion by:

1. Planning/Planting 5,000 feet of field windbreaks
2. Expand District tree sales
3. Promote the tree program by way of a newsletter, news releases, educational handouts, landowner contacts, and through the web site, city newsletters & websites, lake association newsletters & websites and the county website
4. Continue to cost share windbreaks through State and Federal cost share programs
5. Implement tree planting and maintenance program through conservation planning
6. Promote windbreaks under center pivot irrigation through landowner contacts.
7. Promote/publicize and maintain Plant Material Evaluation site
8. Use continuous CRP and EQIP sign up to promote windbreak planting
9. Work with agricultural producers to implement residue management on cropland
10. Promote living snowfence and windbreaks on small acreage
11. Promote native vegetation plantings for upland habitat and erosion control.

C. Reduce soil loss from water erosion and sedimentation by:

1. Utilize local, state, and federal programs to reduce soil loss from water erosion and sedimentation
2. Assist with activities of the 2002 and 2008 farm bills, EQIP, CRP, and WHIP
3. Participate in Tillage Transect survey every third year.
4. Review erosion and storm water pollution control plans and compliance as requested
5. Assist landowners with shoreland and stream bank erosion problems
6. Cooperate with Township and County road authorities to design/install roadway bio-retention basins and filter strips

D. Native Vegetation Restoration

1. Promote Federal, State and Local Restoration Programs
2. Promote and Implement Native Pollinator Programs
3. Participate in North American Pollinator Protection Campaign
4. Promoting Native Habitat plantings
5. Assist landowners with shoreland buffer re-vegetation
6. Promote Wetland Restorations
7. Restore 40 acres of native habitat and 7 acres of oak savanna
8. Conduct native plant sale
9. Institute Native Buffer Grant program for prescribed burns and prairie enhancement

10. Work with local road authorities to establish several Roadside for Wildlife trial planting sites

E. Cooperation and coordination with other agencies and organizations

1. Sherburne County Water Plan Committee
2. Sherburne County Zoning Office
3. Elk River Watershed Joint Powers
4. EQIP local work groups
5. Lake Associations
6. Rural Living Task Force Committee
7. Sherburne County Pheasants Forever
8. Sherburne County History Center
9. Mid-Minnesota Mississippi RC&D Council
10. Work with Sherburne County Public Works
11. Lake Orono Water Quality Committee
12. Assist Clear Lake and Baldwin Park Committees
13. East Central Minnesota Irrigators Association
14. Work with Cities within the County on conservation projects
15. Sherburne County Parks Department
16. Recruit Earthteam volunteers and interns
17. Act as fiscal agent for the ERWS Coordinator Position
18. Seek opportunities to develop additional partnerships such as the Upper Mississippi River Source Water Protection Plan and other state, federal and regional agencies
19. City of Big Lake Park Advisory Committee
21. Work with County Weed Inspector to map noxious weed infestation sites.

F. Participate in educational programs and contests

1. Set up a booth at the Sherburne County Fair
2. Participate in the 2010 Kickoff to Pollinator Week in cooperation with the Big Lake Park Advisory Committee.
3. Offer materials for soil stewardship week
4. Conservation camp essay contest
5. Conduct low water use landscaping education with Project Conserve, City of Elk River.
6. Participate in Annual Environmental Education Days at Refuge
7. Conservation tour for County Commissioners, Sherburne county Water Plan Committee, and the SWCD Board of Supervisors
8. Provide lake education programs
9. Participate in MASWCD Conservation Cooperator Award contests
10. Coordinate Rural Living Task Force environmental programs
11. Educate landowners on Water Quality BMP's
12. Conduct well nitrate test clinics
13. Contribute quarterly to the Environmental Educator newsletter
14. Write articles for the regular column in the a local newspaper
15. Coordinate Elk River Watershed Cleanup Day
16. Provide update to conservation organizations, the County Board, the SWCD Board and others about Elk River Watershed activities

17. Co-host Nature Talks with bi-monthly meetings
18. Explore fund raising activities, i.e. "Run for Water"
19. Develop soil quality test comparison sites
20. Submit news releases on water erosion and sedimentation to newspapers.

G. Other Objectives

1. Develop and manage County Forestry Programs including implementation of Forest Resources Protection Campaign
2. Upgrade staff time tracking to a digital format that is tied to expenditures from specific funds
3. Maintain website per BWSR requirements
4. Update position plans: Water Resources Specialist
5. Assess office space needs for SWCD staffing
6. Update pay grade scale and conduct pay equity study
7. Attend MASWCD Area 4 association meetings
8. Attend MASWCD annual convention
9. Respond to EAW's
10. Attend training sessions
11. Reformat Annual Plan for 2011
12. Maintain District Employee Handbook and Supervisor Policy Handbook
13. Expand services to urban and small acreage landowners
14. Publish District highlights brochure for 2010 activities
15. Annual E-Link reporting
16. Complete Historic Photo Preservation Project
17. Develop and publish quarterly e-newsletter.
18. Work with County Assessor, Recorder, and landowners to develop conservation management systems for the Rural Preserves Property Tax Program.
19. Develop a 5 year District Plan

III. State Cost Share Program Requirements

A. High priority erosion problems: "High priority erosion problems" means 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 watercourse must be classified by the Department of Natural Resources as protected water. Erosion problems occurring on non-shoreland areas in excess of T but less than 2 X T tons per acre per year are classified as secondary priority.

1. Install 5,000 feet of windbreaks--Est. cost \$5,000
2. Install 5 acres of tree and shrub plantings--Est. cost \$3,000
3. Install 10 acres Critical Area Plantings—Est. cost \$8,000

B. High priority water quality problems. "High priority water quality problems" means areas where sediment, nutrients, chemicals, or other pollutants discharge to protected waters or to a sinkhole or ground water so as to impair their quality or usefulness. These include high priority feedlots and sedimentation problems.

Other high priority water quality concerns include establishing, and mapping resource information for the Elk River watershed and Sherburne County.

Install 4 bio retention basins—Est. cost \$42,000

Install 2 shoreline buffer projects – Est. cost \$3,000

- C. "High priority feedlots" means feedlots where the pollution potential rating from the feedlot model is greater than or equal to one and which are discharging pollutants to DNR protected waters or to a sinkhole or shallow soils overlying fractured or cavernous bedrock or within 100 feet of a water well.
- D. "High priority sedimentation problems" means areas within 300 feet of a water course or 1000 feet of a water basin or wetland where the water erosion rate exceeds 3 tons per acre per year or areas where the District 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.

- 1. Install 1,350 feet of stream bank and lakeshore protection - Est. cost \$75,000

E. Special projects

None planned

Projected Budget for 2010--following page

**SHERBURNE SOIL & WATER CONSERVATION DISTRICT
2010 BUDGET**

Revenues

Intergovernmental

County	\$327,168
Local	0
Federal	0
State grants	\$74,243

Total intergovernmental align="right">\$401,411

Charges for services align="right">\$103,143

Miscellaneous

Interest earnings	\$3,000
Other	\$3,900

Total miscellaneous align="right">\$6,900

Total Revenues align="right">\$511,454

Expenditures

District operations

Personal services	\$400,963
Membership Dues:	
***** MACDE	\$100
NACD	\$775
MASWCD	\$2,750
MASWCD Area4	\$225
Sam's Club	\$35
Pheasants Forever	\$60
Other services and charges	\$43,303
Supplies	\$3,000
Capital outlay	\$1,000

Total district operations align="right">\$452,211

Project expenditures

District	\$23,048
State	\$40,995
Federal	0

Total project expenditures align="right">\$64,043

Total Expenditures align="right">\$516,254