

Goodhue Co. SWCD

NARRATIVE PLAN OF OPERATIONS

Fiscal Year: 2009

Plan of Operations

OBJECTIVE: 1: Provide technical assistance to Goodhue County landusers on planning and application of conservation practices that address natural resource problems in Goodhue County.

GOAL: 1 Promote, administer and provide technical assistance to landowners on **state cost-share programs** available through the District.

ACTION ITEM #1. Inform county landowners about practices eligible for state cost-share funding through District information activities and one-on-one contacts.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff

ACTION ITEM #2. Provide technical planning assistance to landowners interested in state cost-share funding.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff, NRCS Staff

ACTION ITEM #3. Adopt practice priorities for state cost-share program based on soil erosion and water quality impacts.

RESPONSIBLE PERSON: Roberson, Steger, Hyllengren, Fritz, SWCD Board

ACTION ITEM #4. Request cost-share special project funds when available for projects on the work commitment list.

RESPONSIBLE PERSON: Roberson, Fritz, Hyllengren

GOAL: 2. Provide **technical assistance** to landusers in the planning, surveying, designing and construction of conservation practices being applied through **CRP, EQIP, and other appropriate federal cost-share programs**.

ACTION ITEM #1. Complete needs on CRP, and EQIP referrals for conservation practices.

RESPONSIBLE PERSON: Fritz, Steger, Hyllengren, SWCD Staff, NRCS Staff

ACTION ITEM #2. Provide technical assistance on site for surveying and design of conservation practices being installed under cost-share programs.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff, NRCS Staff

ACTION ITEM #3. Provide technical assistance on site during construction of conservation practices being applied under cost-share programs.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff, NRCS Staff

ACTION ITEM #4. Make landowner contacts, both one on one and group meetings, in targeted watersheds to inform and assist landowners on available programs.

RESPONSIBLE PERSON: Fritz, Hyllengren, Kennedy, SWCD Staff, NRCS Staff

GOAL: 3. Promote and provide technical landowner assistance on **long-term land retirement programs** available to landusers through State and Federal programs.

ACTION ITEM #1. Process CREP/ RIM Reserve signups. Develop conservation plans for new RIM Reserve participants and complete work associated with easements.

RESPONSIBLE PERSON: Fritz, Kennedy, Hyllengren, Roberson, SWCD Board

ACTION ITEM #2. Develop methods for enhancing certain RIM and CREP easements by promoting diversity in the planted cover.

RESPONSIBLE PERSON: Fritz, Kennedy, Hyllengren, SWCD Staff.

ACTION ITEM #3. Assist NRCS in servicing landowners interested in USDA programs such as WHIP and Wetland Reserve Program as workload and time permits.

RESPONSIBLE PERSON: Hyllengren, Kennedy, Fritz,

ACTION ITEM #4. Promote the continuation of the CRP program. Assist landowners with CRP Continuous and Regular signup and expiring CRP contracts.

RESPONSIBLE PERSON: Hyllengren, Fritz, SWCD Staff

ACTION ITEM #5. Process applications for Conservation Reserve Program and assist landowners with plan development and application on approved contracts.

RESPONSIBLE PERSON: Steger, Fritz, Hyllengren

GOAL: 4. Promote and provide technical assistance to landowners applying **forestry practices** on private lands through available programs and agency partnerships.

ACTION ITEM #1. Administer the District Tree Program that includes planning and designing of windbreaks, and tree sales.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Staff

ACTION ITEM #2. Augment the District Tree Program by providing services including tree mats, tree fertilizer packs.

RESPONSIBLE PERSON: Roberson, Wagner

ACTION ITEM #3. Provide assistance and financial support for the Forestry Stewardship Program to implement project grant work plan in cooperation with DNR Forester.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Staff, DNR Forestry

ACTION ITEM #4. Promote the Stewardship Incentive Program and other available forestry programs.

RESPONSIBLE PERSON: SWCD Staff, NRCS Staff, DNR Forestry

ACTION ITEM #5. Assist with applications for the Forestry Incentive Program and similar programs to assist landowners with plan development and implementation on accepted contracts.

RESPONSIBLE PERSON: SWCD Staff, Steger, DNR Forestry

GOAL: 5. Administer the State **Wetland Conservation Act** and County Wetland Program in coordination with Goodhue County.

ACTION ITEM #1. Meet jointly with the County Board of Commissioners to review WCA implementation and review WCA activities from the previous year.

RESPONSIBLE PERSON: SWCD Board, Kennedy, Roberson

ACTION ITEM #2. Coordinate WCA implementation procedures with appropriate County and State Departments.

RESPONSIBLE PERSON: Kennedy, Roberson

ACTION ITEM #3. Coordinate the Technical Evaluation Panel to review replacement plans and provide recommendations to the planning advisory board.

RESPONSIBLE PERSON: Kennedy, SWCD Staff

ACTION ITEM #4. Provide assistance to Ag producers, county residents, and units of government in working with various wetland protection programs as well as implementing the Wetland Conservation Act.

RESPONSIBLE PERSON: Kennedy, SWCD Staff, SWCD Board, Steger

GOAL: 6. Provide one-on-one technical assistance to landowners in planning and **applying Best Management Practices.**

ACTION ITEM #1. Provide conservation planning and plan revision assistance to landowners.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff, NRCS Staff

ACTION ITEM #2. Provide assistance to landowners in planning and applying priority conservation practices on non-highly erodible acres.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff, NRCS Staff

GOAL: 7. Promote the application of Agricultural Best Management Practices through participation in the State Revolving Fund program.

ACTION ITEM #1. Participate as a member of the Southeast Soil and Water Conservation Districts Technical Support Joint Powers Board.

RESPONSIBLE PERSON: SWCD Board, Roberson, Wagner

ACTION ITEM #2. Administer the duties of Host and Fiscal District for the Southeast SWCD Technical Support Joint Powers Board; which provides technical engineering staff for the Non-Point Engineering Assistance Program (NPEA).

RESPONSIBLE PERSON: SWCD Board, Roberson, Wagner

ACTION ITEM #3. Administer the Ag BMP and Individual Sewage Treatment System (ISTS) loan programs for Goodhue County.

RESPONSIBLE PERSON: Wagner, Roberson, SWCD Board

ACTION ITEM #4. Provide technical assistance for the implementation of NPEA Best Management Practices.

RESPONSIBLE PERSON: Hyllengren, Ciula, Fritz, SWCD Staff, NRCS Staff

ACTION ITEM #5. Promote cooperation with NRCS, FSA, Goodhue County, and others to enhance the NPEA Program.

RESPONSIBLE PERSON: Wagner, Roberson, SWCD Board, SWCD Staff

GOAL: 8. Promote and provide technical assistance to landowners on **streambank stabilization** using bioengineering techniques such as tree revetments.

ACTION ITEM #1. Inform landowners on streambank stabilization using tree revetment.

RESPONSIBLE PERSON: Kennedy, Hyllengren, Fritz.

ACTION ITEM #2. Promote the use of alternative streambank stabilization practices for demonstration purposes.

RESPONSIBLE PERSON: Kennedy, Hyllengren, Fritz, SWCD Staff

ACTION ITEM #3. Evaluate effectiveness of established streambank stabilization projects.

RESPONSIBLE PERSON: Kennedy, Hyllengren, Fritz, NRCS Staff

GOAL: 9. Promote soil conservation on construction practices through the use of **No-Till seeding, mulching, hydro seeding** and other conservation practices.

ACTION ITEM #1. Provide an equipment program designed to establish seedings for use in conjunction with construction practices where this equipment is not readily available to the land user.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff, NRCS Staff

ACTION ITEM #2. Promote benefits of mulching, anchored residue, and no-till in reducing erosion on construction sites through demonstrations, newsletter, and other methods.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff, NRCS Staff

GOAL: 10. Promote Native plant establishment and maintenance.

ACTION ITEM #1. Encourage the use of controlled burning of vegetation to maintain native plant communities.

RESPONSIBLE PERSON: Fritz, Kennedy, Hyllengren, SWCD Staff, SWCD Board.

ACTION ITEM #2. Promote the establishment of native grass and forbes by coordinating a seed and drill program specifically for this specialty type of seeding in CRP, RIM, and other appropriate areas.

RESPONSIBLE PERSON: Fritz, Hyllengren, Kennedy, SWCD Staff, SWCD Board.

ACTION ITEM #3. Promote and demonstrate to landowners the benefits of planting native species vs. non-native species.

RESPONSIBLE PERSON: Fritz, Roberson, Kennedy, NRCS

OBJECTIVE: 2. Accelerate the adoption of residue management practices by crop producers so that residue management practices are recognized as the conventional farming methods in Goodhue County.

GOAL: 1. Promote hands-on experience with no-till planting.

ACTION ITEM #1. Act as a referral agent for potential no-tillers to the owners of no-till planters and drills in respective locals.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff

ACTION ITEM #2. Promote the "River Friendly Farmer" program within the County.

RESPONSIBLE PERSON: SWCD Board, SWCD Staff, NRCS

GOAL: 2. Sponsor information and education activities that provide up-to-date technology on residue management options and techniques.

ACTION ITEM #1. Communicate with local agri-businesses involved with crop pesticide application and farm equipment sales to both inform and to be informed on the subject of residue management.

RESPONSIBLE PERSON: Fritz, Hyllengren

ACTION ITEM #2. Develop timely news articles for publication exemplifying no-till farming in relation to land and water stewardship and economics.

RESPONSIBLE PERSON: Hyllengren, Fritz, SWCD Staff, NRCS

GOAL: 3. Coordinate informational group tours to demonstration sites for Goodhue county producers as opportunities arise to compliment District activities.

ACTION ITEM #1. Arrange to visit areas where the effects of long-term no-till crop production can be witnessed by Goodhue county producers and technical staff.

RESPONSIBLE PERSON: Hyllengren, Fritz, SWCD Staff, NRCS

ACTION ITEM #2. Arrange accommodations to local and national seminars as producer interest dictates and workload permits.

RESPONSIBLE PERSON: Hyllengren, Fritz, SWCD Staff

OBJECTIVE: 3. Accelerate the adoption of Ag nutrient management practices that maximize profitable crop production and minimize negative environmental impacts.

GOAL: 1. Provide one-to-one technical assistance to Goodhue County Ag producers requesting assistance on nutrient management and manure management practices.

ACTION ITEM #1. Assist livestock producers in establishing manure management demonstrations to show cost-effective methods of manure utilization.

RESPONSIBLE PERSON: Finnesgard, Ciula, Hyllengren, Steger, Extension

ACTION ITEM #2. Work directly with ag producers in developing an on-farm nutrient management plan for their operation.

RESPONSIBLE PERSON: Ciula, Finnesgard, Hyllengren, Steger, Staff

ACTION ITEM #3. Provide necessary technical training to personnel assigned to nutrient management projects.

RESPONSIBLE PERSON: SWCD Board, NRCS

ACTION ITEM #4. Keep up-to-date on new technologies and management alternatives for nutrient and manure management.

RESPONSIBLE PERSON: Finnesgard, Ciula, Hyllengren, NRCS

ACTION ITEM #5. Coordinate and promote manure spreader calibrations for producers in Goodhue County.

RESPONSIBLE PERSON: Ciula, Finnesgard, Hyllengren, SWCD Staff

ACTION ITEM #6. Conduct informational meetings on nutrient management issues.

RESPONSIBLE PERSON: Ciula, Finnesgard, Hyllengren, NRCS

ACTION ITEM #7. Promote incentive programs for nutrient management implementation.

RESPONSIBLE PERSON: Ciula, Finnesgard, Kennedy, SWCD Staff, NRCS

GOAL: 2. Inform livestock producers on benefits of manure collection, storage and handling systems and assist them in planning a system that will work for their operations.

ACTION ITEM #1. Make initial landowner contact by referral and work commitment list to assess interest.

RESPONSIBLE PERSON: Ciula, Finnesgard, Hyllengren, NRCS

ACTION ITEM #2. Make follow-up visit to livestock operations that express interest in manure management systems.

RESPONSIBLE PERSON: Ciula, Finnesgard, Hyllengren, NRCS

ACTION ITEM #3. Develop nutrient management plans with interested landowners that include a survey and review of existing livestock buildings, feedlot area and handling systems to determine potential pollution for cost-share eligibility. Coordinate efforts with Feedlot Program (Objective 8)

RESPONSIBLE PERSON: Ciula, Finnesgard, Hyllengren, NRCS

ACTION ITEM #4. Assist landowners through the paperwork necessary for implementing a nutrient management system for their operation.

RESPONSIBLE PERSON: Ciula, Finnesgard, Hyllengren, NRCS

ACTION ITEM #5. Follow-up and review nutrient management systems developed and installed.

RESPONSIBLE PERSON: Ciula, Finnesgard, Hyllengren, NRCS

GOAL: 3. Develop and conduct an accelerated information campaign that features local demonstrations and transfers nutrient management technologies to ag producers.

ACTION ITEM #1. Publish news articles announcing program and promoting on-farm resource management practices.

RESPONSIBLE PERSON: Ciula, Finnesgard, Hyllengren, Kennedy, NRCS, Extension

ACTION ITEM #2. Plan and conduct a summer field day, with local groups such as the Corn Growers Association that incorporates a manure management field demonstration.

RESPONSIBLE PERSON: Finnesgard, Hyllengren, Ciula, NRCS

ACTION ITEM #3. Transfer technologies/experiences of the manure management demonstration results through news releases, fact sheets and one-on-one landowner assistance.

RESPONSIBLE PERSON: Hyllengren, Ciula, Kennedy, NRCS

ACTION ITEM #4. Distribute manure-sampling kits to Goodhue County livestock producers.

RESPONSIBLE PERSON: Finnesgard, Ciula, SWCD Staff

GOAL: 4. Promote "precision farming" practices of placing nutrients at the best location and rate for best use by the crop and least adverse impact on the environment.

ACTION ITEM #1. Provide training and information to District Staff on Precision Farming technology.

RESPONSIBLE PERSON: SWCD Board, SWCD Staff, NRCS

ACTION ITEM #2. Coordinate efforts with the County and State to make data available to Ag producers that are necessary for Precision Farming, such as digitized soil maps and field maps; and maps of environmentally sensitive areas.

RESPONSIBLE PERSON: SWCD Staff, SWCD Board, NRCS

ACTION ITEM #3. Work with area businesses and others that offer precision farming services to ag producers to gain countywide adoption of this type of best management practice and ensure its success.

RESPONSIBLE PERSON: SWCD Staff, SWCD Board, NRCS

OBJECTIVE: 4. Foster and strengthen productive working relationships with local, state and federal units of government and organizations to implement an integrated natural resource management program in Goodhue County.

GOAL: 1. Inform and educate County Commissioners on how SWCD programs serve Goodhue County residents and county government.

ACTION ITEM #1. Send commissioners current information on SWCD programs and activities and provide them copies of the annual report and annual plan.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Board

ACTION ITEM #2. Update county commissioners on program activity by presenting information at commissioners meeting semi-annually.

RESPONSIBLE PERSON: Roberson, SWCD Board

GOAL: 2. Coordinate and administer all required water plan revisions and implementation actions of the Comprehensive Local Water Plan to meet the needs of Goodhue county residents.

ACTION ITEM #1. Coordinate and provide representation at regular Technical Water Plan Committee Meetings.

RESPONSIBLE PERSON: Kennedy, Roberson, SWCD Staff

ACTION ITEM #2. Distribute well water testing kits to Goodhue landusers.

RESPONSIBLE PERSON: Wagner, Kennedy, SWCD Staff

ACTION ITEM #3. Provide technical assistance to County Commissioners in implementing the soil survey update for Goodhue County.

RESPONSIBLE PERSON: NRCS, Roberson, SWCD

ACTION ITEM #4. Serve as Goodhue County's representative to the Southeast Minnesota Water Resources Board technical committee.

RESPONSIBLE PERSON: Kennedy, Roberson

ACTION ITEM #5. Work with cooperating agencies to ensure goals and actions items are current and water plan goals are completed based on workload and funding.

RESPONSIBLE PERSON: Kennedy, Roberson, SWCD Staff

ACTION ITEM #7. Coordinate the Water Plan Policy Committee during implementation of the revised Goodhue County Comprehensive Local Water Plan.

RESPONSIBLE PERSON: Kennedy, Banks, Roberson

ACTION ITEM #8. Develop annual Water Plan Implementation Budget and apply for grants to fund its implementation.

RESPONSIBLE PERSON: Kennedy, Roberson, SWCD Staff

ACTION ITEM #9. Complete and submit annual Comprehensive Local Water Plan report as required.

RESPONSIBLE PERSON: Kennedy, Roberson, SWCD Staff

ACTION ITEM #10. Coordinate Comprehensive Local Water Plan Revision (5 Year Plan).

RESPONSIBLE PERSON: Kennedy, Roberson, SWCD Staff

GOAL: 3. Work with local, state and federal units of government in addressing soil and water resource concerns in Goodhue County.

ACTION ITEM #1. Promote on-going local, state and federal conservation programs which could benefit local landowners or operators.

RESPONSIBLE PERSON: Roberson, SWCD Board, SWCD Staff

ACTION ITEM #2. Invite cooperating agencies to the District's annual planning meeting to share ideas and provide input to program goals and objectives.

RESPONSIBLE PERSON: Roberson, SWCD Board

ACTION ITEM #3. Review memorandums of understanding with agencies and revise when needed to effectively implement District Programs.

RESPONSIBLE PERSON: Roberson, SWCD Board

ACTION ITEM #4. Work with cooperating agencies on educational activities when they jointly address District goals and objectives.

RESPONSIBLE PERSON: Roberson, Kennedy, SWCD Staff, NRCS

ACTION ITEM #5. Review DNR water permits and carry out necessary site inspections to ensure soil erosion is addressed at permitting sites.

RESPONSIBLE PERSON: Kennedy, SWCD Staff

ACTION ITEM #6. Assist MN Climatology Office in precipitation records by administrating the county rain gauge monitoring program.

RESPONSIBLE PERSON: Wagner, Roberson

ACTION ITEM #7. Provide technical assistance to Goodhue County landowners on request for compliance with the Soil Loss Ordinance.

RESPONSIBLE PERSON: Hyllengren, Kennedy, Fritz, SWCD Staff

GOAL: 4. Provide input and assistance to organizations who have common objectives and when activities complement SWCD program implementation.

ACTION ITEM #1. Provide SWCD Board representation at regular Cannon and Zumbro River Watershed Partnership Meetings.

RESPONSIBLE PERSON: SWCD Board, Kennedy, Roberson

ACTION ITEM #2. Promote the MN Association of Soil and Water Conservation Districts and the National Association of Conservation Districts through paid membership and involvement in policy and issues.

RESPONSIBLE PERSON: SWCD Board, SWCD Staff

ACTION ITEM #3. Provide technical assistance to organizations in the area of soil and water resource management when requested and workload permits.

RESPONSIBLE PERSON: SWCD Staff, NRCS

ACTION ITEM #4. Provide assistance to watershed groups/alliances in planning and implementing a watershed based approach to natural resource management. (Wells Creek, Cannon River Watershed, Zumbro River Watershed, BALMM, Vermilion River Watershed)

RESPONSIBLE PERSON: Kennedy, Roberson, SWCD Staff, NRCS

ACTION ITEM #5. Serve on Committees whose objectives are consistent with the Goodhue Co. SWCD's mission; and as requested by such groups as Goodhue County, FSA, NRCS, MASWCD, and SE Water Resources Joint Powers Board.

RESPONSIBLE PERSON: Roberson, Kennedy, SWCD Staff, SWCD Board

ACTION ITEM #6. Emphasize conservation planning and implementation in the targeted sub-watersheds of the Cannon River, Zumbro River, and Wells Creek.

RESPONSIBLE PERSON: Kennedy, Fritz, Hyllengren, NRCS

OBJECTIVE: 5. Accelerate the awareness and understanding among farm and non-farm residents and Legislature of how our daily activities impact natural resources in the county.

GOAL: 1. Utilize news media when opportunity arises to promote District programs and confirm our position on resource management issues.

ACTION ITEM #1. Develop and send monthly news release to county papers to inform residents about District programs and activities.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Staff

ACTION ITEM #2. Develop feature news articles on landowners that have implemented best management practices and/or nutrient management plans on their land.

RESPONSIBLE PERSON: Hyllengren, Finnesgard, Ciula, Fritz, SWCD Staff

ACTION ITEM #3. Assist news media on reporting accurate information on SWCD's programs and recommendations.

RESPONSIBLE PERSON: Roberson, SWCD Staff, SWCD Board

ACTION ITEM #4. Promote the Goodhue Co. SWCD through increased advertising and use of the Goodhue Co. SWCD Internet Web Site.

RESPONSIBLE PERSON: Roberson, Kennedy, SWCD Board

GOAL: 2. Cooperate with Goodhue County Departments in publishing newsletters sent out to producers and residents in the county.

ACTION ITEM #1. Plan and write new articles for SWCD newsletter.

RESPONSIBLE PERSON: SWCD Staff, NRCS

ACTION ITEM #2. Develop and update mailing list of key community leaders and organizations.

RESPONSIBLE PERSON: Wagner, SWCD Staff

ACTION ITEM #3. Submit articles to Watershed newsletters when requested and/or opportunity arise.

RESPONSIBLE PERSON: SWCD Staff, NRCS

ACTION ITEM #4. Develop contacts with local radio stations for airing public service messages and promotional items for district programs.

RESPONSIBLE PERSON: SWCD Staff, SWCD Board, NRCS

GOAL: 3. Recognize local residents who practice land and water stewardship and report on accomplishments of the District.

ACTION ITEM #1. Select the Goodhue County Conservation Farmer of the Year and present award at recognition event and Host them at the annual MASWCD Convention.

RESPONSIBLE PERSON: SWCD Board, SWCD Staff

ACTION ITEM #2. Co-sponsor the Outstanding Woodland Manager of the Year in cooperation with DNR and present award at recognition event.

RESPONSIBLE PERSON: SWCD Board, DNR Forestry

ACTION ITEM #3. Publish feature article on award winners in the local newspapers.

RESPONSIBLE PERSON: SWCD Staff, NRCS

GOAL: 4. Provide staff time and resources for promoting SWCD activities and programs during community functions when time and workload permits.

ACTION ITEM #1. Explore opportunities for displaying information on current resource issues at business locations and/or at community functions.

RESPONSIBLE PERSON: SWCD Board, Kennedy, SWCD Staff

ACTION ITEM #2. Provide staff time to make presentations to civic organizations when requested and workload permits.

RESPONSIBLE PERSON: SWCD Staff, NRCS

ACTION ITEM #3. Attend Legislative SWCD Day At The Capital.

RESPONSIBLE PERSON: Roberson, SWCD Board

GOAL: 5. Promote and encourage county churches to actively observe Soil and Water Stewardship Week during May.

ACTION ITEM #1. Facilitate ordering of materials for observing Soil and Water Stewardship Week for County Churches.

RESPONSIBLE PERSON: SWCD Board, SWCD Staff

GOAL: 6. Provide meaningful reports on District Assistance to the County and its residents.

ACTION ITEM #1. Work with NRCS to organize progress reports on activities on a regular basis.

RESPONSIBLE PERSON: Roberson, Wagner, NRCS

ACTION ITEM #2. Utilize the BWSR sponsored reporting system (e-Links) for reporting and tracking District activities.

RESPONSIBLE PERSON: Roberson, Kennedy, Hyllengren, Finnesgard

OBJECTIVE: 6. Strengthen working relationships with county school districts to encourage them to integrate environmental education materials and resources into their curriculum.

GOAL: 1. Sponsor and conduct the annual 6th grade conservation field day for Goodhue County School Districts.

ACTION ITEM #1. Organize agencies involved in co-sponsoring the field day and provide staff time to begin making plans.

RESPONSIBLE PERSON: Wagner, Roberson, SWCD Staff

ACTION ITEM #2. Develop learning stations for the field day, assign responsibility, and line up presenters.

RESPONSIBLE PERSON: Wagner, Fritz, Roberson, SWCD Staff

ACTION ITEM #3. Contact schools for participation and schedule times.

RESPONSIBLE PERSON: Wagner, Kennedy, SWCD Staff

ACTION ITEM #4. Provide staff and supervisor time during the field day in September.

RESPONSIBLE PERSON: SWCD Staff, SWCD Board, NRCS

GOAL: 2. Sponsor a poster contest for 5th and 6th graders in Goodhue County in cooperation with the MN Association of Soil and Water Conservation Districts.

ACTION ITEM #1. Give presentations to all 6th grade students in all county schools wishing to participate in the poster contest.

RESPONSIBLE PERSON: Kennedy, Roberson, SWCD Staff

ACTION ITEM #2. Select winners and recognize student's achievement and participation by county schools.

RESPONSIBLE PERSON: SWCD Board, SWCD Staff

ACTION ITEM #3. Publicize winners of Poster Contest. Forward award-winning entries to area and state competition.

RESPONSIBLE PERSON: Wagner, SWCD Staff

GOAL: 3. Assist with FFA Contour Line and Soil Judging Practice session for county FFA Chapters.

ACTION ITEM #1. Assist in finding a site for both soil pits for judging and suitable for practicing layout of contour line.

RESPONSIBLE PERSON: Hyllengren, Fritz, SWCD Staff

ACTION ITEM #2. Provide adequate staff for practice session.

RESPONSIBLE PERSON: Fritz, Hyllengren, SWCD Staff, NRCS

GOAL: 4. Co-sponsor and assist Area VII SWCDs in developing and implementing an area Envirothon Contest in May for Grades 9-12.

ACTION ITEM #1. Provide representation on the area planning committee for the Area VII Envirothon Contest.

RESPONSIBLE PERSON: Wagner, SWCD Staff

ACTION ITEM #2. Provide annual dues contribution to co-sponsor the Area VII Envirothon Contest.

RESPONSIBLE PERSON: SWCD Board

ACTION ITEM #3. Contact county schools to encourage participation by entering a team of 9-12 graders into the contest.

RESPONSIBLE PERSON: Wagner, SWCD Staff

ACTION ITEM #4. Provide staff person to develop and present materials for a learning station.

RESPONSIBLE PERSON: Kennedy, Wagner, SWCD Staff

ACTION ITEM #5. Provide up to three staff days for helping to conduct the Envirothon Contest on the scheduled day.

RESPONSIBLE PERSON: Wagner, Kennedy, SWCD Staff

GOAL: 5. Explore opportunities to work with K-12 instructors and students to promote the use of environmental education curriculum.

ACTION ITEM #1. Develop contacts within the county schools with instructors and curriculum directors.

RESPONSIBLE PERSON: Kennedy, Wagner, SWCD Staff

ACTION ITEM #2. Organize and update library and curriculum resource materials for easy access for schools and requests for educational materials.

RESPONSIBLE PERSON: Wagner, SWCD Staff, NRCS

OBJECTIVE: 7. Effectively and efficiently administer allocated funds and program responsibilities to ensure fiscal responsibility and service to the public.

GOAL: 1. Develop and utilize updated resource management tools to plan and address priority concerns and current needs.

ACTION ITEM #1. Utilize progress reporting of District programs to determine status of land treatment and program implementation.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Staff

ACTION ITEM #2. Track staff time spent on District objectives and resource concerns to determine analyze and prioritize staff workload.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Staff

ACTION ITEM #3. Develop an annual plan with input from cooperating agencies to augment the District's comprehensive plan objectives and reflect current programs and needs.

RESPONSIBLE PERSON: Roberson, SWCD Staff, SWCD Board

GOAL: 2. Implement District programs based on sound financial planning and budgeting to ensure efficient use of public generated funds.

ACTION ITEM #1. Reorganize Board of Supervisors and assign members to committees.

RESPONSIBLE PERSON: SWCD Board, Roberson

ACTION ITEM #2. The District Board of Supervisors will conduct monthly board meetings to plan, monitor, administer and set policy for District programs and schedule special board meeting as needed.

RESPONSIBLE PERSON: Roberson, SWCD Board, SWCD Staff

ACTION ITEM #3. Record, report, and document District financial activities on a modified accrual accounting basis with checks and balances to ensure financial accountability.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Board

ACTION ITEM #4. Develop annual report of District accomplishments and financial statements and submit to necessary entities as outlined in District Operating Handbook.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Board

ACTION ITEM #5. Contract with an independent auditing firm to audit the district's financial records to stay in compliance with generally accepted accounting procedures as required.

RESPONSIBLE PERSON: SWCD Board, Roberson, Wagner

GOAL: 3. Increase technical and managerial capability of District staff and supervisors.

ACTION ITEM #1. Evaluate training needs for all employees and supervisors.

RESPONSIBLE PERSON: Roberson, SWCD Board, NRCS

ACTION ITEM #2. Prioritize requests for on-the-job training and formal training through NRCS, BWSR and outside sources, and inform effected agencies.

RESPONSIBLE PERSON: Roberson, SWCD Board, NRCS

ACTION ITEM #3. Conduct employee performance reviews and annually review with personnel committee.

RESPONSIBLE PERSON: Roberson, SWCD Board

ACTION ITEM #4. Update personnel policy as needed to ensure that it reflects current conditions and includes state and federal required employee policy.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Board

GOAL: 4. Implement appropriate programs to ensure compliance with state and federal laws.

ACTION ITEM #1. Use Non-Discrimination policies and statements as appropriate.

RESPONSIBLE PERSON: Roberson, Wagner, SWCD Board, SWCD Staff

ACTION ITEM #2. Train Supervisors and staff on appropriate codes of conduct to ensure elimination of harassment of personnel and clients.

RESPONSIBLE PERSON: Roberson, BWSR, SWCD Board

GOAL: 5. Promote the use of volunteers to assist with the District's activities.

ACTION ITEM #1. Recruit volunteers to assist with District Projects.

RESPONSIBLE PERSON: Roberson, SWCD Board, NRCS

ACTION ITEM #2. Develop and maintain a list of activities that volunteers can do with minimal supervision.

RESPONSIBLE PERSON: Roberson, Steger, Wagner

OBJECTIVE: 8. Provide technical and administrative assistance to ensure compliance with State and County Feedlot rules.

GOAL: 1. Coordinate the County Feedlot Program.

ACTION ITEM #1. Coordinate feedlot registration program within Goodhue County.

RESPONSIBLE PERSON: Finnesgard, Ciula, Roberson

ACTION ITEM #2. Inspect feedlots, respond to complaints, and coordinate all other items according to Feedlot Delegation Agreement.

RESPONSIBLE PERSON: Finnesgard, Ciula, SWCD Staff

ACTION ITEM #3. Coordinate all feedlot related permitting activities with Goodhue County.

RESPONSIBLE PERSON: Finnesgard, SWCD Staff

ACTION ITEM #4. Provide recommendations and assistance to Goodhue County related to Feedlot issues, including Land Use Ordinance revisions necessary due to the new State Feedlot rules.

RESPONSIBLE PERSON: Finnesgard, Ciula, SWCD Staff

GOAL: 2. Provide technical assistance to livestock operations designed to achieve State and Local feedlot compliance.

ACTION ITEM #1. Provide site visits to assess resource concerns.

RESPONSIBLE PERSON: Finnesgard, Ciula, Fritz, Hyllengren, NRCS

ACTION ITEM #2. Assist feedlot operations by providing survey, advice on compliance options, design, and installation of feedlot Best Management Practices.

RESPONSIBLE PERSON: Finnesgard, Ciula, Fritz, Hyllengren, SWCD Staff

ACTION ITEM #3. Work cooperatively with the County and State in the Feedlot permitting process; including Feedlot Registration.

RESPONSIBLE PERSON: Finnesgard, Ciula, SWCD Staff, NRCS

ACTION ITEM #4. Maintain a list of engineering resources that provide service in Goodhue County.

RESPONSIBLE PERSON: Finnesgard, Ciula, Wagner, NRCS

ACTION ITEM #5. Stay informed of current Feedlot issues.

RESPONSIBLE PERSON: Finnesgard, Ciula, Hyllengren, SWCD Staff, NRCS