

**CLAY**

**SOIL & WATER**

**CONSERVATION  
DISTRICT**

**ANNUAL PLAN**

**2013 BUDGET**

**January 1, 2013 - December 31, 2013**



# **Clay Soil & Water Conservation District**

## **Annual Plan of Operations 2013**

The Clay Soil & Water Conservation District (Clay SWCD) Supervisors accept their responsibility of protecting the natural resources of Clay County. We have prioritized items of special concern and determined actions to accomplish our goals.

Included with this plan find our Activity Schedule, District Budget, Staffing Needs and our projections for the State Cost-Share Program.

The Clay SWCD Supervisors will continue to supervise District activities by providing the best employees possible and by sound financial direction.

Open meetings are held at 4:00 p.m. on the second Thursday of each month, at the District office.

Landowners are invited to contact the District office, in regard to time, if they wish to meet with the Board to voice concerns.

## **Clay SWCD Mission Statement**

**“To Promote Natural Resource Stewardship through Technical, Educational  
and Financial Assistance”**

**CLAY SOIL & WATER CONSERVATION DISTRICT**

**ANNUAL PLAN**

**January 1, 2013 - - December 31, 2013**

**DISTRICT SUPERVISORS**

District I	Steve Dalen	Kragnes, Felton, Georgetown Areas
District II	Carol Schoff	Hawley, Ulen, Hitterdal Areas
District III	Kenneth Schellack	Glyndon, Barnesville Areas
District IV	Paul Krabbenhoft	Moorhead, Comstock, Sabin Areas
District V	Joel Hildebrandt	Rollag, Barnesville, Hawley Areas

**District Staff**

Kevin Kassenborg  
District Manager

Craig Halverson  
District Technician/CFO

Karen Carlsrud  
District Secretary

Lynn Foss  
Water Resources Management Technician

**NRCS Staff**

Sharon Lean  
District Conservationist

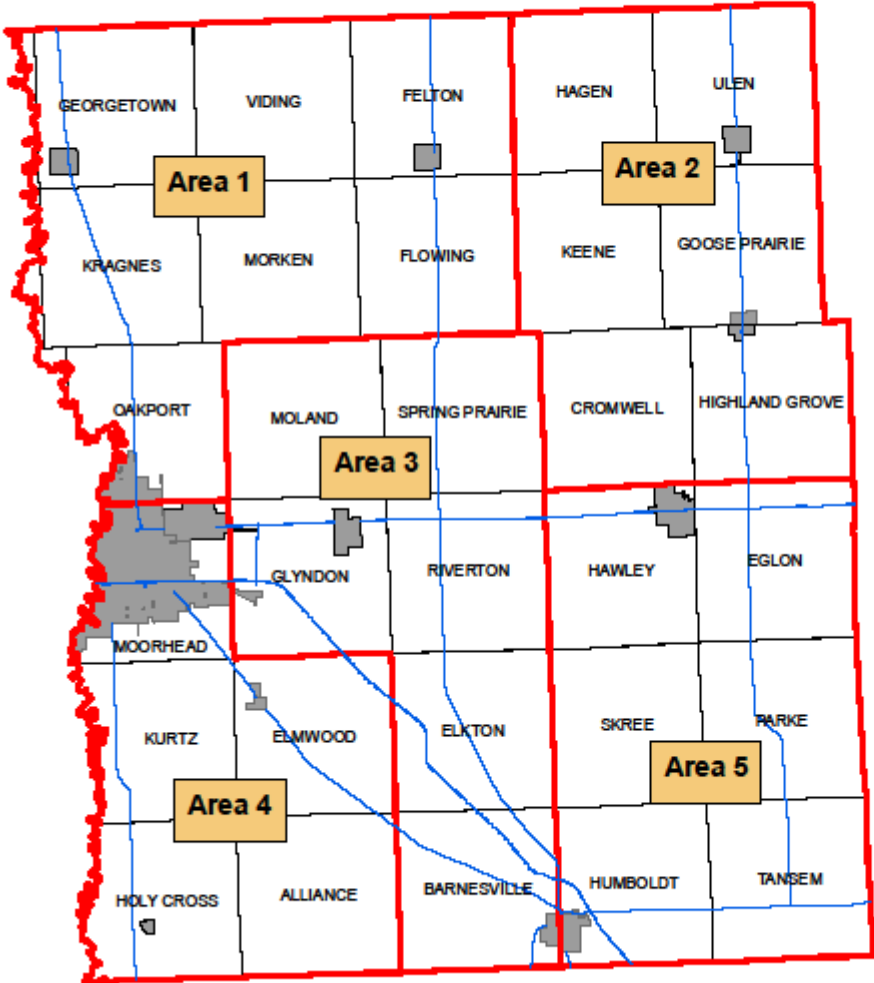
Nancy Alexander  
Soil Conservation Technician

Housed in Clay County  
Anthony Nelson  
Pheasants Forever Biologist

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All programs and services are available without regard to race, color, national origin, religion, sex, age, marital status, or handicap.

# Clay SWCD Supervisor Districts



Supervisors
Area 1 - Steve Dalen
Area 2 - Carol Schoff
Area 3 - Ken Schellack
Area 4 - Paul Krabbenhoft
Area 5 - Joel Hildebrandt

## ACRONYMS USED THROUGHOUT THE ANNUAL PLAN

Ag BMP	-	Agricultural Best Management Practice
AWEP	-	Agricultural Water Enhancement Program
BRRWD	-	Buffalo-Red River Watershed District
BWSR	-	Board of Water & Soil Resources
CAI	-	County Ag Inspector
CED	-	County Executive Director
CLWM	-	Comprehensive Local Water Management
CR	-	Civil Rights
CCRP	-	Continuous Conservation Reserve Program
CFO	-	County Feedlot Officer
CREP II	-	Conservation Reserve Enhancement Program
CRP	-	Conservation Reserve Program
CRP REX	-	Conservation Reserve Program Re-enrollments or Extensions
CSP	-	Conservation Stewardship Program
CWF	-	Clean Water Fund
CWL	-	Clean Water Legacy
EEO	-	Equal Employment Opportunity
EQIP	-	Environmental Quality Incentives Program
FOIA	-	Freedom of Information Act
FSA	-	Farm Service Agency
FSRI Act	-	Farm Security & Rural Investment Act of 2002
GIS	-	Geographic Information Systems
JPB	-	Joint Powers Board
LGU	-	Local Government Unit
LWG	-	Local Work Groups
MnDOT	-	Minnesota Department of Transportation
MACDE	-	Minnesota Association of Conservation District Employees
MACFO	-	Minnesota Association of County Feedlot Officers
MASWCD	-	Minnesota Association of Soil & Water Conservation Districts
MDA	-	Minnesota Department of Agriculture
MPCA	-	Minnesota Pollution Control Agency
NACDE	-	Northwestern MN Association of Conservation District Employees
NHEL	-	Non-Highly Erodible Land
NRBG	-	Natural Resources Block Grant
NRCS	-	Natural Resources Conservation Service
NWI	-	National Wetlands Inventory
PF	-	Pheasants Forever
PT	-	Project Team
PWP	-	Permanent Wetland Preserves
RIM	-	Reinvest-In-Minnesota
RIM/WRP	-	Reinvest-In-Minnesota/Wetland Reserve Program partnership
SCT	-	Soil Conservation Technician (with NRCS)
SWCD	-	Soil & Water Conservation District
TMDL	-	Total Maximum Daily Load
USFWS	-	U. S. Fish & Wildlife Service
WCA	-	Wetland Conservation Act
WHIP	-	Wildlife Habitat Incentives Program
WREP	-	Wetland Reserve Enhancement Program
WRP	-	Wetland Reserve Program
WRWD	-	Wild Rice Watershed District

# CLAY SWCD ANNUAL WORK PLAN SCHEDULE

## **January**

- District Board Meeting
- Prepare W2's/Reports -Annual Year-end Financial Statements
- eLINK reporting
- Pay Area, State and National Dues
- Review State Cost-Share Applications
- Set Tree Week Date
- Hold Board Elections
- Review Memorandum of Understanding with NRCS – FOIA
- Select CLWM Advisory Committee, Planning Commission, RRVSCA Representative/Alternate
- Announce the Area for the Outstanding Conservationist for coming year
- Publish Newsletter
- Ongoing inventory of County Feedlots
- Ongoing WCA projects/issues
- Oath of Office for newly elected Supervisors
- Attend BRRWD & WRWD PT meetings
- Proctor Pesticide Licensing Exams for commercial/non-commercial applicators
- Attend quarterly CAI meetings

## **February**

- District Board Meeting
- Prepare Annual Work Plan & Annual Report
- Review Equipment Needs
- Review Equipment Rental Rates
- Review State Cost-Share applications
- Host Tree Week to promote tree planting
- Work on Envirothon for Area I
- NACD National Convention
- Attend Capitol Day in St. Paul
- Supervisors discuss meeting with FSA County Committee
- Ongoing inventory of County Feedlots
- Ongoing WCA projects/issues
- Attend BRRWD & WRWD PT meetings
- Proctor Pesticide Licensing Exams for commercial/non-commercial applicators
- Attend NACDE Area 1 Employees training

## **March**

- District Board Meeting
- Plan tree planting program
- Review Annual and Long Range Work Plans – Discuss progress
- Review State Cost-share applications
- Select Outstanding Conservationist for the year
- Ongoing inventory of County Feedlots
- Ongoing WCA projects/issues
- Invite FSA CED to attend board meeting
- Supervisors discuss meeting with FSA County Committee
- Plan/work booth - Sugarbeet Institute/Fargo Dome
- Attend BRRWD & WRWD PT meetings
- Proctor Pesticide Licensing Exams for commercial/non-commercial applicators
- CCATO spring meeting presentation
- CAI Training for Township Officials

## **CLAY SWCD ANNUAL WORK PLAN SCHEDULE – Continued**

### **April**

- District Board Meeting
- Carry out District Tree Program
- Attend Area I meeting/JPB meeting/NACDE meeting
- Review State Cost-Share applications
- Ongoing inventory of County Feedlots and do compliance checks on livestock producers
- Ongoing WCA projects/issues
- Attend BRRWD & WRWD PT meetings
- Proctor Pesticide Licensing Exams for commercial/non-commercial applicators

### **May**

- District Board Meeting
- Prepare resolutions for Area I Meeting
- Carryout District Tree, Weedbadger, Matting & No-Till Drill Programs
- Attend Area I/South Envirothon
- Review State Cost-Share applications
- Contact Clay County Fair personnel for booth arrangements
- Select 4-H students to attend Long Lake Conservation Camp
- Ongoing inventory of County Feedlots and do compliance checks on livestock producers
- Ongoing WCA projects/issues
- Attend BRRWD & WRWD PT meetings
- Carryout CAI duties
- Publish notices of Supervisor elections when applicable

### **June**

- District Board Meeting
- Review Annual & Long Range Work Plans and discuss progress
- Prepare budget for Clay County grant
- Meet with County Commissioners on Budget needs for the coming year
- Plan/work booth – Breakfast on the Farm
- Attend Area I-II-III-VIII Administrative Session
- Attend Area I Meeting/JPB meeting
- Ongoing inventory of County Feedlots and do compliance checks on livestock producers
- Ongoing WCA projects/issues
- Publish notices of Supervisor elections when applicable
- Attend BRRWD & WRWD PT meetings
- Carryout CAI duties



## **CLAY SWCD ANNUAL WORK PLAN SCHEDULE – Continued**

### **July**

- District Board Meeting
- Update Long Range Plan when required
- Review State Cost-Share applications
- Review equipment storage needs
- Work Clay County Fair Booth
- Publish notices of Supervisor Elections when applicable
- Ongoing inventory of County Feedlots and do compliance checks on livestock producers
- Ongoing WCA projects/issues
- Attend BRRWD & WRWD PT meetings
- Carryout CAI duties
- Attend CAI Annual Conference

### **August**

- District Board Meeting
- Publish notices of Supervisor elections when applicable
- Participate in Farmer Magazine Contest
- Plan Fall Conservation Tour (odd numbered years)
- Contact 4-H students to report on Conservation Camp
- Ongoing inventory of County Feedlots and do compliance checks on livestock producers
- Ongoing WCA projects/issues
- Attend BRRWD & WRWD PT meetings
- Carryout CAI duties

### **September**

- District Board meeting
- Plan District Tree Program
- Review Annual & Long Range Work Plans – Discuss progress
- Review State Cost-Share applications
- Plan/Work booth at Big Iron
- Fall Conservation Tour (odd numbered years)
- Assist River Keepers with Water Festival
- Ongoing inventory of County Feedlots and do compliance checks on livestock producers
- Ongoing inventory WCA projects/issues
- Attend BRRWD & WRWD PT meetings
- Carryout CAI duties

## **CLAY SWCD ANNUAL WORK PLAN SCHEDULE – Continued**

### **October**

- District Board Meeting
- Review State Cost-Share applications
- Ongoing inventory of County Feedlots and do compliance checks on livestock producers
- Ongoing WCA projects/issues
- Attend Area I/South Junior Envirothon
- Attend MACFO Conference
- Attend MACDE/BWSR Academy training
- Attend BRRWD & WRWD PT meetings
- Carryout CAI duties

### **November**

- District Board Meeting
- Attend Area I Meeting/JPB meeting
- Review State Cost-Share applications
- Review insurance needs for upcoming year
- Discuss MASWCD State Convention attendance
- Ongoing inventory of County Feedlots and do compliance checks on livestock producers
- Ongoing WCA projects/issues
- Attend BRRWD & WRWD PT meetings
- Carryout CAI duties
- CCATO fall meeting presentation

### **December**

- District Board meeting
  - Attend MASWCD State Convention
  - Set Cost of Living Adjustment/Salaries for Staff
  - Review Annual & Long Range Work Plans and record progress
  - Evaluation of District Employees
  - Review State Cost-share applications
  - Present plaque to Outstanding Conservationist
  - Ongoing inventory of County Feedlots
  - Ongoing WCA projects/issues
  - Attend BRRWD & WRWD PT meetings
  - Carryout CAI duties
- 
- Attend necessary meetings that come up throughout the year

# ANNUAL PLAN

**District problems were discussed and prioritized. Goals were established for each priority with the action required to obtain these goals.**

## **Priority #1 - Prevent Wind Erosion**

**Objective:** To reduce soil erosion by wind.

**Goal:** To reduce erosion to acceptable levels on 60,000 acres.

Actions:

- Work directly with landowners throughout the county to plant 1000 acres of minimum till/no-till.
- Work directly with 25 landowners throughout the year promoting conservation tillage.
- Work directly with 10 landowners throughout the year promoting the planting of 2 miles of single row field windbreaks.
- Work directly with 15-20 landowners throughout the year to promote the planting of properly designed farmstead windbreaks.
- Promote CRP sign-ups on highly erodible land before and during sign-up periods. Provide follow-up to ensure high quality conservation cover.
- Release 2 news articles in local newspapers and/or District newsletter, promoting field windbreaks in January and March. Two articles promoting residue management in July and August.
- Promote sound conservation on HEL through FSA compliance. Assist with revising HEL plans as needed.
- Promote pertinent information on cost-share programs to 850 landowners through timely newsletters.
- Perform follow-up and spot check plans to ensure compliance with State Cost-Share guidelines.

## **Priority #2 – Prevent Water Erosion**

**Objective:** To reduce soil erosion by water.

**Goal:** To prevent soil erosion, overland flooding & scour erosion damages to cropland, roads and drainage systems.

Actions:

- Install 2 acres of grass waterways and/or diversion.
- Install 2 grade stabilization structures.
- Install 2 stream barb structures.
- Promote critical area seeding/filterstrips on 10 acres.
- Install 2-5 sediment control structures.
- Install 1,000 ft. of diversion to prevent erosion and control overland runoff.
- Promote education for urban residents through articles in local newspapers and District newsletter.
- Meet monthly with Buffalo-Red River and Wild Rice Watershed District Project Teams on programs of mutual interest on erosion control and overland flooding causing erosion problems.
- Work with landowners in flood prone areas on water management.
- Work with Watershed Districts to install floodwater retarding structures.
- Promote sound conservation on HEL through FSA compliance. Assist with revising HEL Plans as needed.
- Contact present CCRP buffer strip contract holders providing awareness of RIM funds available to convert to permanent easements.
- Work with landowners in Whiskey Creek sub-watershed project area to plant 5 acres of filter strips.

## Annual Plan – Continued

### Priority #3 – Improve Water Quality and Promote Water Conservation

**Objective:** To apply funded objectives in the CLWM Plan and improve water quality.

**Goal #1:** To prevent non-point pollution (sediments being deposited into water bodies) and promote wise use of the water resource.

**Actions:**

- Continue to implement parts of the CLWM Plan that are State funded.
- Promote critical area seeding/filterstrips along waterways in Clay Co.
- Install 1 sediment control structure.
- Release 2 news articles on water quality issues to County newspapers.
- Work with 10 landowners implementing filterstrip practice.
- Increase awareness of illegal dump sites adjacent to protected waters.
- Monitor Buffalo River Streambank project.
- Meet at least annually with CLWM Advisory Committee.
- Continue to cooperate with the DNR Division of Waters OB Well Program and State Climatological Office's rain gauge network.

**Goal #2:** To serve as Coordinator to implement the delegated County Feedlot Officer (CFO) program.

**Actions:**

- Work with Minnesota Pollution Control Agency (MPCA) to enforce feedlot regulations described under MN Statutes Chapter 7020.
- Continue inventorying livestock operations in Clay County.
- Conduct a minimum of 8 site inspections according to state rules and MPCA guidelines.
- Assist landowners with completion of feedlot permit applications.
- Respond to complaints in a timely manner.
- Maintain complete records of all permitting, inspection, complaints and training activities.
- Attend state and regional CFO training sessions pertaining to feedlot pollution and rule administration.
- Educate and inform officers from 30 Townships at Clay County Association of Township Officials (CCATO) semiannual meetings.

**Goal #3:** Reduce water pollution caused by animal waste and farm chemicals flowing into streams, lakes, rivers and wetlands.

**Actions:**

- Install Ag Waste Storage and/or Management Systems on 1 farm.
- Install 500 ft. of diversions to prevent pollution and divert animal wastes and/or sediments from flowing into water bodies.
- Work with Environmental Services and Extension Service to hold one waste pesticide/container collection.
- Encourage proper manure management.
- Include Ag-waste control practices on tours.
- Develop & release 1 news article to County newspapers on animal waste utilization.
- Work with 1 landowner to do a fencing project to exclude livestock along streams & rivers.
- Develop and release 2 articles in May & August on water conservation to County newspapers.

## **Annual Plan – Continued**

**Goal #4:** Promote water quality practices through continued implementation of the CLWM Plan.

**Actions:**

- Encourage Clay County Town Boards to inventory abandoned well sites for proper sealing.
- Promote and administer low interest loan program.
- Schedule periodic CLWM meetings and encourage Supervisors to participate and attend.
- Carryout an abandoned well sealing cost-share program with State Cost-Share and/or CLWM funds.

### **Priority #4 – Promote Conservation and Resource Programs**

**Objective:** To promote the enrollment of marginal cropland, wetlands & restored wetlands into PWP, RIM/WRP, CRP, CCRP, AWEP and EQIP.

**Goal:** To prevent soil erosion, improve water quality, hydrology and enhance wildlife habitat through the use of Federal and State programs.

**Actions:**

- Encourage landowners to sign-up for RIM/WRP, PWP, CRP, CCRP, AWEP and EQIP.
- Develop conservation plans for all RIM/WRP, CRP, CCRP & PWP acreages.
- Assist landowners in developing wetland replacement plans in accordance with WCA.
- Develop and release news articles before and during all sign-up periods.
- Promote tree planting and wetland restoration when developing plans.
- Provide effective follow-up & status reviews on RIM/WRP, PWP, CRP & CCRP and State Cost-Share contracts.
- Work with 50 landowners to avoid wetland impacts or assist with restoration/replacement plans according to WCA rules.
- Continue reviewing drainage maintenance, new drainage and tiling requests to keep landowners in compliance with USDA & WCA regulations.
- Continue work with one landowner participating in a controlled grazing pilot project on BWSR road mitigation site.
- House NWI maps and GIS wetland data.
- Work with PF Biologist to promote/market conservation programs to County landowners.

### **Priority #5 – Promote Energy Conservation**

**Objective:** To promote tree planting.

**Goal:** To provide technical assistance to landowners in the design of farmstead windbreaks to conserve energy, protect from snow, cool in summer and beautify the county.

**Actions:**

- Promote installation of new or improvement of existing farmstead windbreaks on 15-20 farms by the planting of 15,000 trees.
- Develop and release 2 news articles to county newspapers on windbreaks for energy conservation in February or March and again in September or October.
- Encourage tree maintenance with Weedbadger & Fabric Installation.
- Work with MnDOT, County Highway Dept., incorporated areas and concerned landowners to install one-half (1/2) mile of “Living Snowfences” along hazardous stretches of roads.
- Promote tree programs through District newsletter.
- Perform follow-up and spot check plans to ensure compliance with State Cost-Share guidelines.

## **Annual Plan – Continued**

### **Priority #6 – Administer and Carryout Responsibilities of the County Agricultural Inspector Program**

**Objective:** To carryout provisions of MDA’s noxious weed law.

**Goal:** Reduce/control the spread of noxious weeds.

**Actions:**

- Monitor testing for 20-30 commercial and non-commercial pesticide applicators.
- Attend District Ag Inspectors meetings.
- Attend the Annual Summer Ag Inspector Conference.
- Hold the Annual Township/Weed Inspector meeting in conjunction with CCATO spring meeting.
- Respond to complaints and carryout weed inspections.
- Publish General Weed Notice by May 15.
- Keep Clay County Commissioners and SWCD Supervisors informed of program.
- Work with County Highway Engineer’s road crew to identify areas of concern.

### **Priority #7 – Promote Ag BMP Loan Program**

**Objective:** Promote MDA’s Ag BMP low interest loan program.

**Goal:** Provide application and technical assistance to local landowners and agribusinesses to obtain low-interest rate loans.

**Actions:**

- Work with 3-5 landowners that qualify for water quality improvement projects.
- Promote program through District newsletter and by releasing 2 news articles to County newspapers throughout the year.

### **Priority #8 – Improve Wildlife Habitat**

**Objective:** To develop conditions for better wildlife production.

**Goal:** To develop additional wetland and upland habitat.

**Actions:**

- Develop conservation plans to include wildlife habitat (ponds, trees, shrubs, or grass cover) on 20 farms. Encourage native grass planting on land enrolled in RIM/WRP and CRP.
- Coordinate efforts in wildlife enhancement projects with wildlife agencies when applicable.
- Encourage landowner participation in the CRP, CCRP, PWP, and RIM/WRP programs. Assist in developing conservation plans to enhance wildlife.
- Encourage landowners, MnDOT, County Highway Department and incorporated areas to include wildlife benefiting trees and shrubs when planting “Living Snowfences”.
- Develop a news article in January to promote the establishment of additional wildlife habitat.
- Work with sports groups on projects that provide additional wildlife habitat.

## **Annual Plan – Continued**

### **Priority #9 – Improve Grassland Management**

**Objective:** To promote best uses of grassland.

**Goal:** To promote proper use of grass cover for pasture, hayland and erosion control purposes.

**Actions:**

- Work with 1 landowner on establishment of vegetative cover.
- Work with 1 livestock producer on improved grazing systems by including pasture rotation and the establishment of adapted grass mixtures with proper fertilization.
- Work with 1 landowner in Glacial Lake Agassiz Interbeach Area, along with assistance from DNR and The Nature Conservancy, to enhance rangeland management.
- Install 1 watering facility to improve grazing distribution.
- Develop and release one news article in spring to County newspapers on grassland management.

### **Priority #10 – Reclaim Mined Land**

**Objective:** To reduce visual and water pollution and to develop abandoned mined land areas for wildlife development.

**Goal:** To reclaim abandoned mined areas, through the use of County gravel tax funds and new permitting requirements, by reshaping and applying practices such as tree planting, establishment of grass cover and cleaning up areas that have been used as dump grounds.

**Actions:**

- Work with 1 gravel pit landowner to shape and seed abandoned pit site.
- Encourage rural residents to clean up old abandoned machinery and automobiles.

### **Priority #11 – Promote Special Projects.**

**Objective:** To solve unique erosion, sedimentation or water quality problems.

**Goal:** To provide technical assistance on problem areas, which may be used as demonstration projects.

**Action:**

- Encourage landowners in the Whiskey Creek watershed and targeted streams to sign up for CCRP buffer strips, riparian buffers, etc.
- Implement CWF Grant program funds for landowners in the Lower Wild Rice River Turbidity Project. Provide incentive payments to landowners installing CCRP buffer strips, sediment control basins and side inlet structures.
- Assist with implementing “Phase II” of the CWF Grant program in the Wolverton Creek watershed. Encourage landowners to enroll in CCRP buffer strip program, work with DNR for partial channel restoration, develop plans for further restoration efforts, promote the use of cover crops and conservation tillage.
- Provide 5-10 landowners with technical and/or financial assistance through MN Flood Recovery Program to restore property damaged from 2009 flood event.

## Annual Plan – Continued

### **Priority #12 – Implement EEO and Civil Rights Responsibilities Resulting In Strong Working Relationships With Agencies, Units of Government and Organizations.**

#### **Objective – Goal - Action:**

- Quarterly review status of data by race and sex with assistance from NRCS and check for any deficiencies.
- Document corrections of disparities in the civil rights case file.
- Review Memorandum of Understanding with the NRCS including CR, EEO and Drug Free Workplace provisions. Review will be documented.
- Include nondiscrimination statements in all information released to the public.
- Review policies and encourage equal representation of minorities, women, and handicapped on local program boards, councils, and committees.
- Maintain the civil rights case file.
- Review handicapped accessibility to office including parking space requirement. Discrepancies to be reported to the Area Conservationist and the SWCD Board.



## State Cost – Share Program

Since the State Cost-Share Program's inception, funds have always been allocated to landowners needing assistance. With wind erosion given highest priority by District Supervisors, most funding in recent years has gone to farmstead and field windbreak establishment. State Cost-Share funds are being exhausted earlier each year due to State cuts. Because of this, the Supervisors have also established maximum cost-share rates. A policy was set to allow 50% cost-share up to \$4,000/project.

Since the transfer of the CLWM program to the SWCD office in 1998, efforts have been made to establish filterstrips along and around rivers, streams and wetlands in the county. CLWM Advisory Committee members are aware that filterstrips provide an area between intensively farmed cropland and water bodies where sediment and chemicals will be trapped. The CLWM Advisory Committee and SWCD will continue to promote this priority item through the Continuous CRP and RIM program.

Cost sharing for sealing wells has been a high priority item partially funded, in previous years, through Clay County's Local Water Management Plan. Due to state reductions and decisions made by the SWCD Supervisors listed previously, funds for traditional CLWM projects (i.e. well sealing, water festival funding, Area Envirothon, etc.) will not be available. Instead, State Cost-Share funds will be used for sealing wells again this year.

### State Cost-Share Practice Summary

<u>PRACTICE</u>	<u>AMOUNT</u>	<u>COST</u>
Field Windbreaks	1 mile	\$ 1,000
Farmstead Windbreaks	10 sites	\$ 12,500
Unused Well Sealings	5 sites	\$ 1,500
Water Erosion Projects	1 site	\$ 2,000

### Staffing Needs

The objectives and goals established will require a cooperative effort with other agencies such as NRCS, PF, Extension Service, FSA, DNR, County and City Planners, Farm Management Instructors, Commissioners, the Agri - Business Community and the landowner / operator. These and other citizens concerned with our natural resources can help us achieve our goals and maintain a quality environment.

The working relationship between the Clay SWCD and County Board continues to grow. In 1998, the CLWM and WCA program responsibilities were transferred from the County to the SWCD. On December 1, 2007, Clay County opted to become an MPCA "delegated" County thus creating a County Feedlot Officer position. The SWCD agreed to accept the responsibilities associated with the new program. With this program, many new challenges and opportunities have surfaced. With these programs, the opportunity exists to promote and install many water quality practices which are needed in the county.

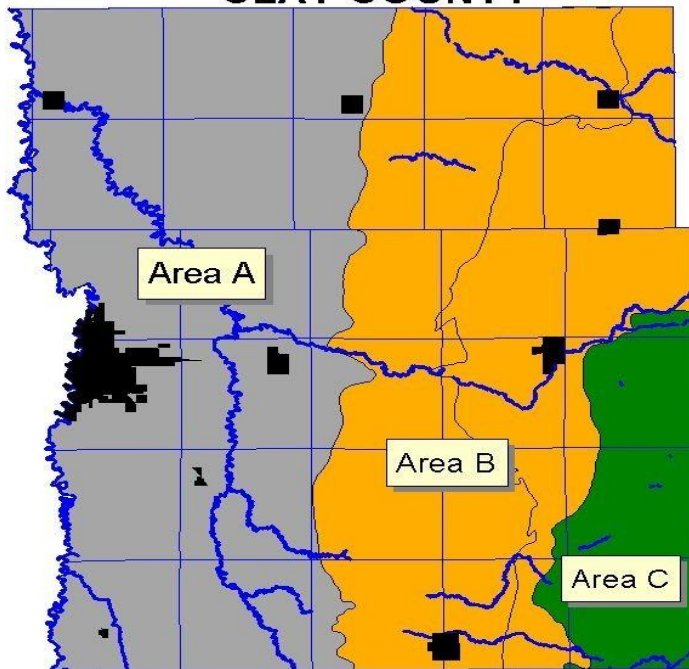
Effective January 2012, the County Agricultural Inspector (CAI) program duties were transferred to the SWCD. With this program, we enforce Minnesota's Noxious Weed Law, monitor tests for commercial and non-commercial pesticide licenses, respond to weed complaints and provide training to Township and City officials.

## Staffing Needs

<b>Staff Days Available</b>	<b>Administrative</b>	<b>Technical</b>	<b>Clerical</b>
District Manager	145	90	10
District Technician	50	190	5
District Secretary	80	10	155
Water Resources Management Technician	110	110	25
NRCS Staff	<u>120</u>	<u>555</u>	<u>60</u>
<b>TOTAL</b>	<b>505</b>	<b>955</b>	<b>255</b>
<b>Staff Days Needed</b>			
District Manager	185	120	10
District Technician	75	220	5
District Secretary	110	25	165
Water Resources Management Technician	115	135	50
District Conservationist (NRCS)	110	110	50
Soil Conservation Technician	20	230	20
Soil Conservationist	0	250	10
Area Office Assistance (NRCS)	<u>0</u>	<u>12</u>	<u>0</u>
<b>TOTAL</b>	<b>615</b>	<b>1102</b>	<b>310</b>
<b>Staff Days Available</b>	505	955	255
<b>Staff Days Needed</b>	615	1102	310
<b>Difference (Unfavorable)</b>	(110)	(147)	(55)

**Above computations exclude 3 weeks for employee's earned vacation and sick leave.  
(Work year = 245 days)**

## HIGH PRIORITY TOTAL EROSION AREAS (Combined wind & water erosion) CLAY COUNTY



Area A = High Erosion Potential (wind & water erosion combined)  
Area B = High Erosion Potential (wind & water erosion combined)  
Area C = High Erosion Potential (water erosion)

Areas A & B amount to 605,840 acres (90%)  
Area C amounts to 67,371 acres (10%)

### **NOTE: Area A – Low Priority and Area B & C – High Priority**

Clay County topography varies from very flat in the western 2/3 to very steep with some slopes greater than 18% in the eastern 1/3.

Nearly 80%, as indicated by the above map, has a very high potential for soil losses over “t” value. “t” value, assigned to each soil map unit, is the average annual erosion rate (tons/acre/year) that can occur and still permit a high level of crop productivity to be sustained economically and indefinitely. Wind erosion is the greatest concern in the west and water erosion in eastern Clay County. Although the above map indicates a low priority area along the Buffalo River (see Area A), very serious water erosion has taken place. Therefore, the Clay SWCD Supervisors have designated this a very high priority area.

Final determination by the Clay SWCD Supervisors is that Area A must be designated as high priority. The Clay SWCD Supervisors also have included Area B as a high priority area because serious wind and water erosion has also occurred in this area. Area C also has some serious water erosion problems, so this area will be looked at on an individual basis, the real serious problems treated as high priority and the remainder as low priority.



**Clay Soil & Water Conservation District - - - - 2013 - BUDGET**

<b>INCOME</b>	
<b>CHARGES FOR SERVICES:</b>	
No Till Drill Rental	\$ 9,000.00
OB Well Reading / Miscellaneous	3,000.00
Tree Revenue	30,000.00
Weed Matting/Installation & Weedbadger	11,400.00
WCA Fees	200.00
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 53,600.00</b>
<b>Interest – Savings/Checking</b>	<b>\$ 394.00</b>
<b>INTERGOVERNMENTAL REVENUE:</b>	
County Revenue (County Grant/LWM/WCA/CFO/CAI)	264,209.00
State Revenue (Conservation-Easement Delivery/Cost-Share)	44,553.00
State – Cost Share (rollover)	21,180.00
State-MN Recovery Grants	216,716.59
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$ 546,638.59</b>
<b>Miscellaneous Income</b>	<b>\$ 12,000.00</b>
<b>TOTAL</b>	<b>\$ 612,632.59</b>
<b>Deficit-Balance from Clay SWCD Fund Balance</b>	<b>15,000.00</b>
<b>TOTAL INCOME</b>	<b>\$ 627,632.59</b>
<b>EXPENSE</b>	
<b>DISTRICT OPERATIONS EXPENSE:</b>	
<b>Capital Outlay</b>	<b>\$ 5,000.00</b>
<b>Feedlot Officer Related Expenses</b>	<b>\$ 2,500.00</b>
<b>County Ag Inspector Expenses</b>	<b>\$ 5,000.00</b>
<b>Pheasants Forever Expense</b>	<b>\$ 3,000.00</b>
Other Services & Charges	
Fees & Dues	5,000.00
Insurance	6,448.00
Employee Expense (Meals/Lodging/Registration/Mileage)	2,500.00
Supervisor Expense (Meals/Lodging/Registration/Mileage)	4,000.00
Rent (Office/Tree Storage/Equipment Storage)	15,950.00
Vehicle & Equipment	7,500.00
<b>Total Other Services &amp; Charges</b>	<b>\$ 41,398.00</b>
<b>Supplies (Office/Field/Office Equipment/Phone/Cell/Postage)</b>	<b>\$ 9,000.00</b>
Personal Services	
Medical Insurance	24,456.00
Payroll Expense - Employee & FICA	252,506.00
Payroll Expense – Supervisor Compensation	7,000.00
<b>Total Payroll Expense</b>	<b>\$ 283,962.00</b>
<b>PERA (Company – Employee &amp; Supervisor)</b>	<b>\$ 17,006.00</b>
<b>TOTAL DISTRICT OPERATIONS EXPENSE</b>	<b>\$ 366,866.00</b>
<b>PROJECT EXPENDITURES:</b>	
<b>Advertising</b>	<b>\$ 750.00</b>
<b>MN Recovery Grant Program Expense</b>	<b>\$ 216,716.59</b>
Education & Information	
SWCD (Fair/Conservation Camp/Envirothon/Big Iron)	1,600.00
Newsletter	1,000.00
Education & Information – Other/Miscellaneous	600.00
<b>Total Education &amp; Information</b>	<b>\$ 3,200.00</b>
<b>LWM – Project Expenses / Miscellaneous</b>	<b>\$ 0</b>
<b>Miscellaneous Expense</b>	<b>\$ 1,600.00</b>
<b>Tree Sales Expense</b>	<b>\$ 12,000.00</b>
<b>Weed Matting Expense</b>	<b>\$ 2,820.00</b>
<b>Professional Fees/Audit</b>	<b>\$ 2,500.00</b>
<b>State Cost-Share Expense</b>	<b>\$ 21,180.00</b>
<b>TOTAL PROJECT EXPENDITURES</b>	<b>\$ 260,766.59</b>
<b>TOTAL EXPENSE</b>	<b>\$ 627,632.59</b>

