

MOWER SOIL AND WATER
CONSERVATION DISTRICT
&
Natural Resource Conservation Service
ANNUAL PLAN OF WORK
2009



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All programs and assistance of the Mower Soil and Water Conservation District are available without regard to race, color, religion, age, marital status, handicap or national origin.

INTRODUCTION

The District Supervisors of the Mower Soil and Water Conservation District have prepared an Annual Plan of Work setting forth the problems and critical areas in Mower County requiring conservation planning and treatment. Goals to be obtained and methods of obtaining these goals are set forth in the following plan of work.

Our overall priority is to provide the best service possible to the landowners, operators, and people of Mower County. Our services will be provided on controlling soil erosion on farmland and improving the water quality of Mower County's lakes and streams.

PERSONNEL RESOURCES

BOARD OF SUPERVISORS

**Jon
Erichson**

**Rick
Gehling**

**Jim
Gebhardt**

**Bill
Lonergan
Jr.**

**John
Grass, Jr.**

Udolpho	Waltham	Sargeant	Pleasant Valley	Racine
Lansing	Red Rock	Dexter	Grand Meadow	Frankford
Austin	Windom	Marshall	Clayton	Bennington
Lyle	Nevada	Adams	Lodi	Le Roy

SWCD/NRCS STAFF



(L to R): **Rick Morrison**-SWCD Engineering Technician,
Jackie Byam-NRCS Soil Conservationist Technician,
Jeanne Crump-SWCD Administrative Assistant,
Justin Hanson-SWCD Resource Specialist,
Bev Nordby-SWCD District Manager,
Mike Muzzy-NRCS District Conservationist, and
Matt Taylor-SWCD Watershed Technician.

COOPERATION WITH OTHER AGENCIES

NATURAL RESOURCES CONSERVATION SERVICE – The District will work closely with the NRCS. Most of the surveying and designing of conservation practices will be done on the field office level, with NRCS and District personnel. Provisions of the 2002 Farm Bill, including Federal CRP, Sodbuster/Swampbuster and the Environmental Quality Incentive Program (EQIP) will also place a workload on the District office.

FARM SERVICE AGENCY – The District will cooperate with the FSA County Committee on conservation provisions of the 2002 Farm Bill and the impact on Mower County producers who participate in USDA programs.

BOARD OF WATER & SOIL RESOURCES – The District will administer the State Cost Share Program to its fullest advantages in 2009. The state program along with the federal EQIP can increase the amount of conservation practices applied to the land during this program year. Some of the practices that qualify for high priority state cost share funds include: waterways, terraces, side inlet pipes and ag-waste management systems. The District will also cooperate with the RIM Reserve Coordinator to administer the RIM Reserve and CREP. Finally, the District will be the LGU (Local Government Unit) for Mower County concerning the Wetland Conservation Act of 1991.

DEPARTMENT OF NATURAL RESOURCES – The District will work with the DNR Foresters on CRP, and RIM and CREP. We will also assist the Area Wildlife Manager with selected wildlife projects and continue our support to the Regional Hydrologist with Water Permit Applications and the State Climatology Office with rain gauge reports. The District will also work with the Division of Waters, administering the Protected Waters Permit Program.

MN DEPARTMENT OF AGRICULTURE - The District will be working with MDA on two different projects, the Agriculture Best Management Practice Loan Program and the Controlled Drainage Project. The loan program's is a low interest (3% - with a ½% origination fee) loan for practices that will mitigate or prevent non-point source pollution. Eligible practices include ag waste systems, conservation tillage equipment and individual sewage treatment systems. The Controlled Drainage Project is a demonstration site for controlling water flow in different designed tile systems.

MOWER COUNTY - The District needs the continued support of the Mower County Commissioners, as they have in the past, to carry out the Comprehensive Plan and Annual Plan of Work for Mower County. Without their support District programs could not be carried out properly. The District will continue to take on the responsibilities for the County Ditch Inspector and also assist the County Highway Engineer with erosion problems along county roads. The District will also continue to administer the Soil Erosion Ordinance and provide technical assistance in implementation of the Local Water Plan. The District is also assisting Mower County as the Local Government Unit (LGU) for the State Wetland Conservation Act.

MN POLLUTION CONTROL – The District will continue to cooperate with the MPCA through Basin Alliance for the Lower Mississippi (BALMM) and also work towards lowering the TMDL s for the Basin.

MISSION STATEMENT

The Mower County SWCD is a grassroots organization governed by locally elected officials. Its mission is to protect and enhance the county's natural resources while maintaining a viable economy

VISION STATEMENT

Our SWCD's vision is for a Mower County where our natural resources contribute significantly to our quality of life and to a viable, diverse economy. The county takes pride in its soil protection programs, improved water quality, wildlife habitat and improved recreational opportunities.

This has been achieved through cost effective, efficient county, state, federal and private partnerships. Because it represents local citizens through its elected board, the SWCD is recognized and visible for its unique leadership role.

This leadership role includes identifying and addressing natural resource needs and opportunities, long range planning, and program evaluation. The SWCD continues to be a trusted source of educational, technical and financial assistance for citizens and local governments.

2009 Annual Plan Objectives

I. Objective - Water Quality and Quantity

Preserve and improve the water quality and quantity of Mower County lakes and streams with the use of proper upland control measures. Focus efforts on the impaired waters watersheds. State Cost Share dollars will be utilized in high priority areas. There are 2 sites in the Cedar River Watershed for feedlot improvements and with the Cedar listed for exceeding turbidity state standards, erosion control practices are needed throughout the watershed.

II. Objective – Water Erosion

To control sheet, rill and gully erosion on Mower County cropland to tolerable levels determined by the revised universal soil loss equation

III. Objective - Wind Erosion

To reduce wind erosion and promote shelterbelts for safety on roadways as well as energy conservation

IV. Objective – Drainage & Ag Inspector

Provide assistance to landowners to improve tile drainage systems and adequate outlets for conservation measures while integrating all wetland regulation into assistance. Educate townships and landowners in regards to the noxious weed law and to administer the law when a violation has occurred.

V. Objective - Wildlife

To protect and enhance wildlife habitat in Mower County.

VI. Objective - Public Relations/Education

Promote soil and water conservation through an effective information and education program to Mower County residents and elected officials

VII. Objective - Planning & Finance

Provide district services to the public through the most efficient use of public funds.

ANNUAL OBJECTIVES

Mower Soil and Water Conservation District and Natural Resource Conservation Service 2009 Annual Plan of Work

I. Objective - Water Quality and Quantity

Preserve and improve the water quality and quantity of Mower County lakes and streams with the use of proper upland control measures. Focus efforts on the impaired waters watersheds. State Cost Share dollars will be utilized in high priority areas. There are 2 sites in the Cedar River Watershed for feedlot improvements and with the Cedar listed for exceeding turbidity state standards, erosion control practices are needed throughout the watershed.

Goal 1:

Establish buffer strips, along riparian areas including ditches, rivers, lakes and wetlands through our Buffer Initiative Program.

Action Items:

Action Items:	Measurable Result	Timetable/ Completion Date	Responsibility
<p>A. Complete easement & restoration work for the Conservation Reserve Enhancement Program (CREP)</p> <ul style="list-style-type: none"> - Prepare restoration plan - Prepare conservation easement - Complete Practice - Follow-up 	<p>0 plans 5 easements 8 projects 25 reviews</p>	<p>Ongoing throughout 2009</p>	<p>Matt & Justin Jackie, Justin & Matt Matt Justin & Matt</p>
<p>B. Assist landowners in signing up for the Continuous Conservation Reserve Program</p> <ul style="list-style-type: none"> - Windbreaks - Riparian buffers & Filterstrips, - Wetland Restorations - Prepare Conservation Plans - Completed Practices - Follow-up 	<p>7 contracts 15 contracts 5 contracts</p>	<p>Ongoing throughout 2009</p>	<p>Rick, Matt Matt, Jackie, Justin Jackie, Matt and Rick Mike & Jackie Rick, Matt, Mike Jackie</p>

<p>C. For the RIM/WRP Partnership</p> <ul style="list-style-type: none"> - Phase I-Complete existing contracts - Phase II-Promote signup & process new applications 	<p>3 current 3 new</p>	<p>Ongoing throughout 2009</p>	<p>Justin, Jackie & Mike Justin, Jackie & Mike</p>
<p>D. Continue to administer the Reinvest in Minnesota Program.</p> <ul style="list-style-type: none"> - Easement status reviews - Provide landowners with information on WHIP & DNR cost share for management practices on RIM easements 	<p>35 reviews</p>	<p>August 2009</p>	<p>Justin & Matt Mike & Jackie</p>
<p>E. Work with BWSR to obtain funding to assist in implementing the Farm Program with an emphasis on Continuous CRP.</p> <ul style="list-style-type: none"> - Work to secure funding for 2010 - Provide monthly status reports - Plan for staff levels first six months of year and last six months. 		<p>June 2009 Ongoing throughout 2009</p>	<p>Bev Justin</p>

Goal 2:

Increase Mower County's wetlands by protecting existing wetlands and working with landowners to create or restore new wetlands.

Action Items:

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
<p>A. Serve as the Local Government Unit responsible for the State Wetland Conservation Act.</p> <ul style="list-style-type: none"> - Construction Reviews - Investigate potential violations - Work with DNR conservation officer to cease and desist offenders - Wetland Project review - Assist landowners in completing restoration plans, replacement plans, and banking plans - Assist with compliance reviews 	<p>1 reviews 10 2 7 2 15</p>	<p>Ongoing throughout 2009</p>	<p>Justin</p>
<p>B. Assist NRCS with the swampbuster provision of the 2002 Farm program by processing 1026's and 038's</p>	<p>Combination of 250 for 1026s and 38s</p>	<p>Ongoing throughout 2009</p>	<p>Justin & Mike Jeanne</p>

Goal 3:

To reduce upland flooding and encourage proper landuse to minimize flood damage.

Action Items:**Measurable Results****Timetable/ Completion Date****Responsibility**

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Assist local government units in working with state and federal agencies on flood reduction.		Ongoing throughout 2009	Bev
B. Coordinate the Flood Reduction Multi County Effort.		Ongoing throughout 2009	Bev
C. Promote RIM/WRP and enroll priority wetland restoration and water retention sites.	3 Easements	Ongoing throughout 2009	Justin, Matt and Mike
D. Research possible enhancement for above Austin along with funding for the enhancements.		2009	Bev
E. Work with the Hiawatha Valley RC & D regarding flooding concerns for the Cedar.		2009	Mike

Goal 4:

Assist Mower County, Watershed Districts, other government agencies and special interest groups with watershed projects.

Action Items:**Measurable Results****Timetable/ Completion Date****Responsibility**

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Assist Mower County in implementing the comprehensive water plan.		Ongoing throughout 2009	
- Represent the District at the Water advisory meeting by staff and supervisor.			Bev
- Implementation of the Soil Erosion Ordinance.	2		Rick and Matt
- Provide drainage technical assistance to landowners & Mower County and the Highway department	5		Rick
- Promote resource planning in watersheds in Mower County			Bev & Matt

B. Provide Cedar River Watershed for administration and technical services. <ul style="list-style-type: none"> - Serve as administrator. - Coordinate monitoring program - Coordination of stream survey projects - See funding opportunities - Maintains Financial Records - Develop and update web site 		Ongoing 2009 Ongoing 2009 Ongoing 2009 Ongoing 2009 Ongoing 2009 Ongoing 2009	Bev Matt Justin Bev, Matt & Justin Jeanne & Bev Jeanne
C. Assist Turtle Creek Watershed District in implementing their 10 year watershed plan. <ul style="list-style-type: none"> - Attend their monthly meetings. - Seek funding for their projects <ul style="list-style-type: none"> - provide administrative services - Develop and update web site 	12 meetings	Ongoing throughout 2009	Bev Bev Jeanne & Bev
D. Assist the South Branch of the Root River committee to improve and protect the stream. Supervisors or staff to attend.	6 meetings	Ongoing throughout 2009	Rick and Matt
E. Participate in the Basin Alliance for the Lower Mississippi in Minnesota (BALMM). Supervisors or staff to attend Meetings.		Ongoing throughout 2009	Bev
F. Do TMDL testing for CRWD	6 sites – 20 times	April to October	Matt
G. Assist on water sampling on Cedar River Watershed CWL Grant	11 sites – 20 times	April to October	Matt

Goal 5:

Assist Mower County landowner to stay in compliance with the MPCA 7020 Rules.

Action Items:

Action Items:	Measurable Results	Timetable Completion Date	Responsibility
A. Assist landowners in correcting the pollution problems on their feedlots. <ul style="list-style-type: none"> - Assist landowners in signing up for the State Feedlot Water Quality Management Grant - Complete a Flevel evaluation for farmers that request assistance - Assist southeast joint powers board engineer with survey - Work closely with Feedlot Officer 	3 landowner	Ongoing throughout 2009 Grant application due May 15, 2009 Ongoing throughout 2009	Rick, Mike & Bev Bev Rick & Mike Rick, Bev and Mike

B. Promote the Ag Best Management Loan Program, Environmental Quality Incentives Program and State Cost Share Programs	6 landowners	Ongoing throughout 2009	Bev, Mike, Rick & Jackie
C. Work with producers under 300 AU to implement manure management plans.	3 producers	Ongoing throughout 2009	Joint Powers Board Manure Management Specialist

Goal 6:

Work on the Impaired Waters Program.

Action Items:

Measurable Results

Timetable/ Completion Date

Responsibility

A. Coordinate the TMDL for Turbidity for the Cedar River Basin.		Ongoing throughout 2009 & 2010	Bev
B. Work with State agencies and neighboring Counties for the Root River Initiative.		Ongoing throughout 2009	Matt
C. Work with Iowa on the Upper Iowa Watershed.		Ongoing throughout 2009	Matt
D. Assist MPCA with monitoring site on the Cedar River.		Ongoing throughout 2009	Matt
E. Apply for Clean Water legacy funds for monitoring as well as restoration.		Ongoing throughout 2009	Bev
F. TMDL Sampling		In Previous Section	Matt

II. Objective - Water Erosion

To control sheet, rill and gully erosion on Mower County cropland to tolerable levels determined by the revised universal soil loss equation

Goal 1:

Establish erosion control practices such as grass waterways, terraces, side inlets and other practices.

Action Items:

Measurable Results

Timetable/ Completion Date

Responsibility

A. Assist landowners in signing up for the Environmental Quality Incentives Program.			Mike, Jackie, Rick
- Complete needs determinations on the properties of landowners signed up for the program.	20 applications	Ongoing throughout 2009	Jackie & Rick
- Survey and design needed conservation practices			Mike, Jackie and Rick

<p>B. Assist landowners in signing up for grassed waterways through the Conservation Reserve Program.</p> <ul style="list-style-type: none"> - Plan writing, needs determinations on properties of landowners signed up for the program. - Survey and design needed conservation practices 	<p>30 Contracts</p>	<p>Ongoing throughout 2009</p> <p>Spring through Fall 2009</p>	<p>Mike, Rick & Jackie</p> <p>Mike, Rick & Jackie</p>
<p>C. Administer and assist landowners in signing up for the State Cost Share Program at 50% Cost Share</p> <ul style="list-style-type: none"> - Complete needs determinations - Survey and design conservation Practices 	<p>7 practices</p>	<p>Ongoing throughout 2009</p> <p>Spring through Fall 2009</p>	<p>Jeanne Rick</p> <p>Rick & Jackie</p>
<p>D. Administer the Rural Soil Erosion Ordinance.</p> <ul style="list-style-type: none"> - Education and promote public awareness - Service complaints as written in complaint process - Work with landowners that are not in compliance, but no compliant has been filed. - Formulate erosion control plans for landowners under the compliant process or on a voluntary basis. 	<p>One On One</p> <p>3 Complaints</p> <p>2 landowners 3 Plans</p>	<p>Ongoing throughout 2009</p> <p>Ongoing throughout 2009</p>	<p>Rick & Matt</p>
<p>E. Conservation Security/Stewardship Program.</p> <ul style="list-style-type: none"> - Make payments annually to participants - Promote new CSP when signup announced. - Assist landowners with application process. 	<p>10 Contracts</p>	<p>Ongoing throughout 2009</p>	<p>Mike</p> <p>Jackie & Mike</p>

Goal 2:

Promote the adoption of conservation tillage and no-till on Mower County cropland.

Action Items:

Measurable Results

Timetable/ Completion Date

Responsibility

<p>A. Assist landowners in signing up for the Ag Best Management Loan Program.</p> <ul style="list-style-type: none"> - Administer applications 	<p>15 applicants</p>	<p>Ongoing throughout 2009</p>	<p>Bev</p>
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Goal 3:

Work with Mower County on coordinating the Drainage Program for the County Drainage Systems. Implement conservation practices where systems are eroding.

Action Items:

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Provide technical assistance to Drainage systems for suitable erosion control practices.	4 systems	Ongoing throughout 2009	Rick

Goal 4:

Promote programs that address areas with severe erosion problems by retiring land from agricultural production.

Action Items:

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Assist landowners with the Reinvest in Minnesota Program. Easement status reviews	In previous section	In previous section	In previous section
B. Finish easements/Practice applications for the CREP Program. <ul style="list-style-type: none"> - Prepare conservation easement information - Prepare conservation plan - Easement status reviews 	In previous section	In previous section	In previous section
C. Assist landowners in signing up for the Continuous Conservation Reserve Program. <ul style="list-style-type: none"> - Coordinate and implement a buffer initiative by including program in newsletters, individual letters to landowners and media sources. 	In previous section	In previous section	In previous section
D. Sell native grass and offer planting Services for conservation practices.	50 customers	Ongoing throughout 2009	Justin & Matt

III. Objective - Wind Erosion

To reduce wind erosion and promote shelterbelts for safety on roadways as well as energy conservation

Goal 1

Promote windbreaks to reduce wind erosion and encourages energy conservation.

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Assist landowners in planning and designing farmstead and field windbreaks.	10 Windbreaks	Ongoing throughout 2009	Rick & Matt
B. Trees sold and for windbreaks and wildlife plantings.	25,000 trees	May 2009	Jeanne, Matt & Rick
C. Do individual mailing residents with new building permits	100 contacts	February 2009	Jeanne, Matt & Rick

IV. Objective – Drainage & Ag Inspector

Provide assistance to landowners to improve tile drainage systems and adequate outlets for conservation measures while integrating all wetland regulation into assistance. Educate townships and landowners in regards to the noxious weed law and to administer the law when a violation has occurred.

Goal 1:

Provide assistance to County with the County drainage systems.

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Provide technical assistance to the County Drainage Program.	10 Systems	Ongoing 2009	Rick
B. Provide a drainage budget to the County Finance Committee for 2010.		October 2009	Rick
C. Provide an annual report of work completed and plan for 2009 to the SWCD board and County Board for the County Drainage Systems.	1 report	February 2009	Rick

D. Continue to scan in all tile maps into computer for long term retention and use as layer on GIS.		Ongoing throughout 2009	Jeanne
E. Work with JD 4 system and it's landowners to repair tile.		Ongoing throughout 2009	Rick
F. Input Ditch info into GIS – History, maps, ownership and narrative		Ongoing throughout 2009	Rick

Goal 2:

Provide landowners with technical assistance for improved drainage.

Action Items:

Measurable Results

Timetable/ Completion Date

Responsibility

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Assist Department of Agricultural with the Control Drainage Project in the Root River Watershed. - Field day demonstration - Monitoring for flow, sedimentation and nitrates. - News releases to media		Ongoing throughout 2009	Rick & Matt
B. Provide information to County Board, County Departments, viewers and contractors as needed.		Ongoing throughout 2009	Rick
C. Assist the County Highway Department as needed to install tile road crossing as it relates to private drainage.		Ongoing throughout 2009	Rick
D. Assist Department of Ag with Surge Ponds		Ongoing throughout 2009	Matt & Rick
E. Work with MPCA and U of MN on development of a 2 stage ditch system		Ongoing throughout 2009	Rick

Goal 3:

Educate townships and landowners in regards to the noxious weed law and to administer the law when a violation has occurred.

Action Items:

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Publish a “Weed Notice” before May 15 each year in the county’s designated legal newspaper	1	Ongoing throughout 2009	Rick
B. Meet with township officials, who are the local weed inspectors, for any update information, etc.		Ongoing throughout 2009	Rick
C. Conduct annual routine inspections or an inspection in response to a complaint	12	Ongoing throughout 2009	Rick
D. Process notifications of a violation through 3 different stages if needed.	12	Ongoing throughout 2009	Rick
E. Submit an annual report to the county commissioners	1	Ongoing throughout 2009	Rick
F. Administer testing for both private and commercial pesticide licenses.	10	Ongoing throughout 2009	Rick

V. Objective - Wildlife

To protect and enhance wildlife habitat in Mower County

Goal 1:

Establish buffer strips, along riparian areas including ditches, rivers, lakes and wetlands through our Buffer Initiative Program.

Action Items:

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Work with BWSR to obtain funding to assist in implementing the Farm Program with an emphasis on Continuous CRP.	As stated above in CRP	July 2009	Bev

<p>B. Assist landowners in signing up for the Continuous Conservation Reserve Program.</p> <ul style="list-style-type: none"> - write plans for riparian buffer strips, filter strips, field windbreaks, shelterbelts and living snow fences - Assist landowners with required habitat management practices (mid contract management) on CRP 	<p>In previous section</p> <p>80 contracts</p>		
<p>C. Assist landowners in signing up for other conservation programs like the state Reinvest in Minnesota (RIM) Program and Conservation Reserve Enhancement Program (CREP) and Wildlife Habitat Incentives Program (WHIP)</p> <ul style="list-style-type: none"> - write conservation plans 	<p>In previous section</p> <p>1 WHIP plan</p>		

VI. Objective - Public Relations/Education

Promote soil and water conservation through an effective information and education program to Mower County residents and elected officials

Goal 1:

Use the different forms of media and promotional tools to promote soil and water conservation Mower County.

Action Items:

Measurable Results

Timetable/ Completion Date

Responsibility

<p>A. Continue to update the District Web page.</p> <ul style="list-style-type: none"> - Add useful links - Add pages showing completed conservation projects 		<p>Ongoing throughout 2009</p>	<p>Jeanne</p>
<p>B. Present conservation stewardship materials to area churches.</p>	<p>10 Churches</p>	<p>May 2009</p>	<p>Jeanne</p>
<p>C. Promote programs & activities using the building bulletin board in entryway.</p> <ul style="list-style-type: none"> - Conservation Farmer - Buffer Program - Tree Program - SWCD Promotion - EQIP - AgBMP Loan Program - Controlled Drainage Project 		<p>Ongoing throughout 2009</p>	<p>Jeanne</p>

D. Prepare news articles for the Austin Daily Herald, Rochester Post Bulletin, LeRoy Independent.	10 articles	Ongoing throughout 2009	Bev
E. Publish newsletters to Mower County Landowners. Research avenues sharing newsletters with Cedar River WD along with FSA.	4 newsletters	Ongoing throughout 2009	Jeanne

Goal 2:

Educate Mower County residents by giving public presentations about soil and water conservation

Action Items:

Measurable Results

Timetable/ Completion Date

Responsibility

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Continue meeting with groups educating the public on the importance of conservation when requested. <ul style="list-style-type: none"> - Contact Townships Association - Continue to work with Civic Groups - High Schools in County - Riverland College 		Ongoing throughout 2009	Bev, Matt & Justin Jackie
B. Have a fair booth display at the county fair on various soil and water conservation subjects or programs.		August 2009	Jeanne
C. Promote district Tree program and educate county residents on the importance of trees for Windbreaks, wildlife plantings, etc. by distributing flyers, bulletin boards and newsletters.		January – March and December 2009	Matt & Jeanne
D. Recognize outstanding landowners for practicing soil and water conservation <ul style="list-style-type: none"> - Outstanding Conservationist 		July 2009	Rick & Jeanne
E. Promote Web page through-Newsletter, all correspondence, and media		Ongoing throughout 2009	Jeanne

Goal 3:

Educate and promote conservation programs with local, state and Federal elected officials.

Action Items:

	Measurable Results	Timetable/ Completion Date	Responsibility
A. Attend Day at the Capitol sponsored by MASWCD.		February 2009	Bev & Board
B. Invite elected officials to board meeting and attend Town meetings with elected officials.		Ongoing in 2009	Bev & Board
C. Keep County Commissioners and staff informed by mailing our monthly staff report and board agenda to them.		Ongoing throughout 2009	Bev

Goal 4:

Educate urban residents about the importance of soil and water conservation.

Action Items:

	Measurable Results	Timetable/ Completion Date	Responsibility
A. Look for opportunities to be more involved in soil and water conservation activities in our urban communities. <ul style="list-style-type: none"> - include in public relations activities - Continue to work with city of Austin on Spruce up Committee 		Ongoing throughout 2009	Bev Justin & Matt Matt

Goal 5:

Provide information and presentations to area schools.

Action Items:

	Measurable Results	Timetable/ Completion Date	Responsibility
A. Promote the Envirothon to area high schools.		November – December 2009	Jeanne
B. Provide staff to provide assistance to the Area 7 Envirothon if local school is participating.		May 2009	Jeanne & Matt
C. Provide staff to present at area schools when requested.		Ongoing throughout 2009	Matt
D. Mower/Freeborn Middle School Career Fair		March 2009	Jackie

VII. Objective - Planning & Finance

Provide district services to the public through the most efficient use of public funds.

Goal 1:

Develop a Comprehensive and Annual Plan of Work, which effectively directs district activities.

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Have annual plan drafted for board		January 2009	Board & Staff
B. Develop 2010 District budget.		June 2009	Bev
C. Research and keep up with latest funding resources for projects.		Ongoing throughout 2009	Bev

Goal 2:

Keep a detailed record of NRCS and District activities and accomplishments.

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Write 2008 Annual Report listing District activities and accomplishments.		February 2009	Bev
B. The District Manager completes annual employee reviews.		March 2009	Bev
C. Report Wetland Conservation Act and State Cost Share Activities in the BWSR reporting system.		January 2009	Jeanne, Rick and Justin

<p>D. NRCS Performance Results System (PRS)</p> <p>Progress Goals</p> <ul style="list-style-type: none"> - Comprehensive Nutrient Management Plans (Animal Waste Mgmt. Systems) <ul style="list-style-type: none"> - Plans Written - Plans Applied - Conservation Plans written for Cropland - Cropland with practices to improve soil quality - Land with practices to improve water quality - Grazing and forest land with conservation applied - Land with practices to improve wildlife habitat - Wetlands restored or enhanced 	<p>2 systems</p> <p>2 system</p> <p>7000 acres</p> <p>9000 acres</p> <p>9000 acres</p> <p>160 acres</p> <p>3600 acres</p> <p>90 acres</p>	<p>Ongoing throughout 2009</p>	<p>Mike and Jackie</p>
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Goal 3:

Provide necessary training for staff and supervisors to improve program delivery and office automation.

Action Items:

Action Items:	Measurable Results	Timetable/ Completion Date	Responsibility
A. Update employee training work plans and database.		March 2009	Jeanne
B. Staff and supervisors to attend necessary training.		Ongoing throughout 2009	
C. Review and update engineering and ecological science job approval authority		March 2009	Mike, Justin, Jackie, Rick, Matt

2009 CALENDER OF ACTIVITIES

JANUARY

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Elect Officers
- ❖ Close out 2008 Books
- ❖ EQIP Sign-up
- ❖ Finalize 2009 Budget
- ❖ E Link Complete to Board Conservationist

FEBRUARY

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ National Convention
- ❖ Order Stewardship Materials
- ❖ Cancel Extra Trees
- ❖ Annual Plan Sent out to Commissioners & Legislators
- ❖ Day at the Capitol

MARCH

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Review Memos of Understanding
- ❖ District Employee Annual Meeting
- ❖ Mail Rain Gauge Program Forms
- ❖ 2008-Year End Reports due to BWSR on the 15th.
- ❖ Reports Due in State Office
- ❖ Employee Reviews Complete

APRIL

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Distribute Trees
- ❖ State Feedlot Water Quality Management Grant Sign-up
- ❖ Present conservation stewardship materials to area churches
- ❖ Soil Stewardship Week

MAY

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Review State Cost-Share Program
- ❖ Envirothon 2008
- ❖ Select Conservation Farmer
- ❖ Order 2010 Trees

JUNE

- ❖ Board meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Develop District budget
- ❖ Resolutions Meeting
- ❖ Summer Training Session

JULY

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Prepare Fair Booth
- ❖ Set Annual Policy for State Cost Share
- ❖ SWCD Budget to Mower County
- ❖ Ditch Budget to Mower County

AUGUST

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Sign Grant Agreements
- ❖ County Fair
- ❖ RIM Status Reviews Complete

SEPTEMBER

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Area VII Meeting

OCTOBER

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Vote on Resolutions

NOVEMBER

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ Start to draft 2010 Annual Plan of Work
- ❖ Promote the Envirothon to area high schools

DECEMBER

- ❖ Board Meeting
- ❖ TCWD & Cedar River Board Meetings
- ❖ MASWCD Annual Convention
- ❖ County Drainage Report to SWCD and County Board