

# **Isanti Soil & Water Conservation District**

## **2011 Annual Plan**

### **I. Introduction**

**The Isanti Soil and Water Conservation District was organized by landowners in 1963 to provide technical assistance and local guidance for the conservation of natural resources. The District provides technical expertise in controlling erosion, proper land use, improving water quality, wetlands management, and related resources.**

**The annual plan, based on the Comprehensive Local Water Management Plan, was developed to give the Board of Supervisors and staff direction in carrying out their programs while addressing the resource concerns of the Isanti Soil and Water Conservation District.**

**The purpose of this annual plan is to identify opportunities for conservation and development of natural resources in the Isanti Soil and Water Conservation District. It will serve as a guide for planning and implementation of work by the District, its cooperators, units of government and associated agencies.**

**The Districts goal to remain an active voice in natural resource management and to provide for the county and its landowners the resources necessary to resolve crucial environmental and land management issues.**

**This plan reflects the changing role of the District in the community. The District once assisted primarily the agricultural sector, now services are provided to a wide range of clientele, ranging from individuals managing wildlife areas to municipalities with erosion problems. The staff and Board of Isanti Soil and Water Conservation District recognize their growing responsibility in managing our natural resources; we also recognize the unique role and services provided by the District in the community. It is our goal to improve these services.**

**The mission statement of the Isanti Soil and Water Conservation District is to provide technical, financial and educational resources to land occupiers in order to implement practices and projects that preserve, protect and enhance the soil, water quality and other natural resources.**

**Isanti Soil and Water Conservation District  
Plan of Work  
Fiscal Year 2011**

**OBJECTIVE #1**

**ADDRESS NATURAL RESOURCE CONCERNS IN ISANTI COUNTY**

<u>Goals and Actions</u>	<u>People Responsible</u>
1. Promote and increase the application of conservation practices.	
a. Maintain district no-till planting program at a level of 1000 acres.	DeMuth
b. Maintain district tree sales program at a level of 50,000.	DeMuth Swanson
c. Maintain district native grass planting program at a level of 250 acres.	DeMuth Part-time
d. Develop and maintain a follow-up program to review 100% applied conservation practices annually.	DeMuth Bork
e. Review and research new programs and practices to address natural resource concerns.	DeMuth Bork
f. Provide technical assistance to the Wetland Conservation Act.	DeMuth
g. Serve on Isanti County Water Plan Technical Committee.	Bork DeMuth Supervisor
h. Implement and promote the State Revolving Fund (SRF).	DeMuth
i. Complete conservation system plans on 2,500 acres.	Bork
j. Promote RC&D by completing 2 projects.	DeMuth Bork
k. Conduct WC and HELC determinations as requested for USDA participants.	Bork
l. Provide technical assistance to 4 engineering commitments.	DeMuth Bork
M. Serve on 4 corners committee	DeMuth
N. Serve on East Central Bio-Fuel Committee	DeMuth Commissioner
O. Work with the City of Cambridge with the Metro Landscape Restoration Program	DeMuth
P. Develop Conservation Management Plans for the Rural Preserves Program	DeMuth

**Isanti Soil and Water Conservation District**

**Annual Plan of Work**

**Fiscal Year - 2011**

**(January 1, 2011 - December 31, 2011)**

**I. RESOURCES AVAILABLE FOR ACCOMPLISHING THE PRIORITY CONSERVATION MEASURES IN THE DISTRICT.**

**A. District Resources.**

**1. Personnel.**

- a. 5 Elected Supervisors
- b. Resource Conservationist - full time.
- c. Administrative Assistant – full time
- d. Field Assistant - seasonal, part time.
- e. Office Assistant - seasonal, part time.

**2. Equipment owned by the District.**

- a. Truax No-Till Drill
- b. 1560 John Deere No-Till 10' Drill
- c. Detco 303 Tree Planter
- d. Dell Precision 330 1.7 GHz, Pentium 4
- e. HP LaserJet 4 plus printer
- f. 15 acres Land
- g. John Deere 7230 tractor
- h. 2002 Chevy Pick-up 4X4
- i. 40 x 80 Pole Shed

**3. Financing**

**(See IV. Budget Requirements).**

**B. U. S. Department of Agriculture  
Natural Resources Conservation Service**

- 1. Personnel.**
  - a. District Conservationist - full time.**
  - b. Soil Conservation Technician-full time.**
- 2. Office Space and Equipment.**
  - a. 66% of office space and storage provided by NRCS for staff and Board.**
  - b. Desks, chairs, tables and file cabinets.**
  - c. Telephone.**
  - d. Utilities**
  - e. Vehicle available to district employee while servicing district cooperators.**

**C. Farm Service Agency**

- 1. Cooperate with and assist the Farm Service Agency on the Natural Resource Conservation Programs. A supervisor will serve on the Local Work Group.**

**D. Governmental Units.**

- 1. Board of Water and Soil Resources.**
  - a. Comprehensive Local Water Planning.**
  - b. Streambank, Lakeshore and Roadside Erosion Control Program.**
  - c. Erosion, Sediment Control or Water Quality Improvement Work (Cost Share Program).**
  - d. Technical, Education and Demonstration Program.**
  - e. RIM (Reinvest in Minnesota) Program.**
  - f. Rainfall Monitoring Program.**
  - g. Assistance from the State Board Representative for implementing these programs as his time and monies permit.**
  - h. Wetland Conservation Act.**
  - i. State Revolving Fund (SRF).**
- 2. Department of Natural Resources.**
  - a. Comment and evaluate water permit applications and cooperate with the review of state protected waters.**
  - b. Cooperate with DNR Wildlife on habitat improvement programs.**
  - c. Assist DNR Forestry tree planting**
  - d. Well monitoring program**

3. **University of Minnesota.**
  - a. **Receive assistance from and cooperate with the County Extension Director on education programs.**
4. **Zoning Office.**
  - a. **Assist the Zoning Office on planning commission items. (Examples: grading, filling, permits, Wetland Conservation Act, flood plain survey.)**
5. **Other Agencies and Organizations.**
  - a. **Pheasants Forever**
  - b. **Isanti County Sportsman Club**

2. **Improve the quality of conservation practices installed.**
  - a. **Perform status reviews on cost shared practices on the first, fifth and ninth year after installation.** **Bork  
DeMuth**
  - b. **Spot-check 5% RIM and CRP seedings.** **DeMuth  
Bork**
  - c. **Review completed conservation plans with supervisor for their approval.** **Supervisors**
  - d. **Perform reviews in the field for Wetland Conservation Act and USDA Wetland Conservation requests.** **DeMuth**
  - e. **Specific tracts will be selected and appropriate contacts made for Conservation compliance plan status reviews.** **Bork**
  - f. **Job approval authorities are current and reviewed annually by November 1. Recommendations are made in writing to area staff for assistance in updating JAA's. Assistance is provided in accordance with current job approval authority.** **Bork  
DeMuth**
  - g. **Operation & Maintenance information is reviewed and provided to landowner.** **DeMuth  
Bork**
  
3. **Promote Natural Resource Conservation Programs**
  - a. **Clean Water Legacy Grants** **DeMuth**
  - b. **EQIP** **DeMuth**
  - c. **CRP (Continuous sign-up for high priority practices)** **DeMuth-Bork**
  - d. **Pheasants Forever Program** **DeMuth-Bork**
  - e. **Conservation cost-share program (Isanti County Water Plan)** **DeMuth-Bork**
  - f. **State Cost-Share Program** **DeMuth-Bork**
  - g. **Other Local Cost-Share Programs** **DeMuth-Bork**
  - h. **Resource Conservation and Development** **DeMuth-Bork**
  - i. **WHIP (Wildlife Habitat Incentive Program)** **DeMuth-Bork**
  - k. **North Branch of Sunrise River Watershed** **DeMuth-Bork**
  - L. **Rum River Monitoring Program** **DeMuth**

**OBJECTIVE #2**

**ASSIST GOVERNMENT AGENCIES, ORGANIZATIONS AND LANDOWNERS WITH PLANNING AND PROGRAM EFFORTS.**

<b>Goals and Actions</b>	<b>People Responsible</b>
1. Comprehensive Local Water Management Plan.	
a. Participate on the Task Force/Technical Committee.	DeMuth Bork
2. Inventory groundwater resources.	
a. Work with DNR and USGS in the well monitoring program.	DeMuth
3. Address non-point pollution sources.	
a. Supply technical assistance to Zoning Administrator, Planning Commission and DNR Division of Waters as requested. (site plans; water permit applications).	DeMuth
4. Assist landowners with conservation efforts.	
a. Work with BWSR, DNR and Zoning Office to assist Isanti county landowners with the permit rules of the Wetland Conservation Act.	DeMuth Supervisors
b. Assist USFWS and private landowners with survey, design and/or installation of conservation practices for improving wildlife wetland habitat.	DeMuth Bork
5. Assist Isanti County Pheasants Forever	
a. Continue to serve as Pheasants Forever Habitat Chairman.	DeMuth
b. Service approximately 30 Pheasants Forever Habitat Project Agreements.	DeMuth
6. North Branch of Sunrise River Watershed	
a. Work with Chisago County.	DeMuth Bork
7. Rum River Monitoring Program	
a. Work with Isanti County Water Planner	DeMuth
8. Metropolitan Landscape Restoration Program	
a. Work with Metro districts and City of Cambridge	DeMuth

**OBJECTIVE #3**

**DEVELOP AND MAINTAIN PUBLIC RELATIONS AND CONSERVATION INFORMATION/EDUCATION PROGRAMS.**

<u>Goals and Actions</u>	<u>People Responsible</u>
1. Information/Education Program.	
a. Attend 11 regular SWCD Board Meetings and provide written reports of NRCS activities to SWCD.	Bork
2. Conservation Education.	
a. An informational education campaign approach is used to achieve priority conservation objectives and includes 10 presentations, programs or news releases.	DeMuth Bork Supervisors



**OBJECTIVE #4**

**IMPROVE DISTRICT MANAGEMENT PROCEDURES FOR EFFICIENT USE OF FINANCIAL AND PERSONNEL RESOURCES.**

<b>Goals and Actions</b>	<b>People Responsible</b>
<b>1. Improve Personnel Management.</b>	
a. Continue to evaluate and update job descriptions.	Personnel Comm.
b. Conduct performance appraisals annually.	Personnel Comm. Swanson DeMuth
c. Attend Training sessions/conferences.	DeMuth Swanson Supervisors
<b>2. Staffing plan related to work load.</b>	DeMuth
<b>3. Financial Management.</b>	
a. In-depth financial review of district programs and expenses.	Treasurer DeMuth Swanson
b. Continue to consider revenue generating programs within the district to increase operating capital. (Refer to Objective #1 Goal if for new program developments.)	DeMuth Supervisors Swanson
<b>4. Team Meetings</b>	
a. Regular team meetings are held to discuss schedules and job assignments, share information and resolve any conflicts.	DeMuth Swanson Bork Supervisors
<b>5. Safety Activities</b>	
a. Carry out safety activities according to established policy and guidelines.	DeMuth Swanson Bork Supervisors

**OBJECTIVE #5**

**WORK WITH THE COORDINATOR OF THE 'ONANEGOZIE RESOURCE CONSERVATION AND DEVELOPMENT' OFFICE TO LOCATE AND SECURE POSSIBLE PROJECTS IN THE COUNTY**

<b>Goals and Action</b>	<b>People Responsible</b>
1. Attend monthly meetings.	Supervisor DeMuth Bork
2. Active and potential RC&D measures are reviewed and status updated with local RC&D committee as well as SWCD supervisors annually. Make recommendations to committee for potential project measures to propose to council.	DeMuth Supervisors Bork

**OBJECT #6**

**SUPPORT AND PARTICIPATE IN EQUAL EMPLOYMENT OPPORTUNITY AND CIVIL RIGHTS PROGRAM COMPLIANCE ACTIVITIES**

<b>Goals and Action</b>	<b>People Responsible</b>
1. Civil Rights issues will be discussed in at least 2 team meetings during the year and documented in the minutes.	DeMuth Swanson Bork
2. 3 articles (newspaper, magazine, etc.) are routed to staff for reading.	Bork
3. Review and discuss the civil rights policy as outlined in the Mutual Agreement Between the United States Department of Agriculture and the State of Minnesota And Isanti Soil and Water Conservation District.	Bork
4. Participate in a special emphasis activity.	Bork
5. Refrains from using gender-bias or any type of offensive language.	All
6. Encourage involvement of minorities, women and persons with disabilities in decision and policymaking process.	All

### III. Cost Share Program Requirements.

- A. **High Priority Erosion Problems:** “High priority erosion problems: means areas where erosion from wind or water is occurring on Class I-V soils equal to or in excess of 2 X T per acre per year/or any area within 300 feet of a water course or within 1,000 feet of a water basin or wetland eroding by water in excess of T tons per acre per year. The water basin, wetland, or watercourse must be classified by the Department of natural Resources as protected water. Erosion problems occurring on non-shoreland areas in excess of T but less than 2 X T tons per acre per year are classified as secondary priority.

The fund amount needed to install practices to control high priority erosion problems has decreased to \$15,000 due to the fact that the RIM and CRP programs will take some this land out of production. The high priority areas where the practices will be installed is mainly the sand plain of Isanti County although other areas of the county are certainly considered.

- B. **High Priority Sedimentation Problems:** “High priority sedimentation problems” means areas within 300 feet of a water course or 100 feet of a water basin or wetland where the water erosion rate exceeds 3 tons per acre per year or areas where the District can show that sediment delivery occurs from a watershed or direct conveyance structure such as a storm sewer or paved outlet channel discharging to these waters.

The fund amount needed to install practices to control high priority sedimentation problems is \$10,000. This figure has decreased because of the high cost of installing erosion control structures and also willing landowners. The high priority areas where the practices would be installed is mainly the Dalbo township, Maple Ridge township, North Branch township, Stanford Township and Stanchfield township although the other parts of the county will be reviewed and also the Valley of the Rum River Watershed.

- C. **High Priority Feedlot Problems:** “High Priority Feedlots” means feedlots where the pollution potential rating from the feedlot model is greater than or equal to one and which are discharging pollutants to DNR protected waters or to a sinkhole or shallow soils overlaying fractured or cavernous bedrock or within 100 feet of a water well.

- D. **High Priority Water Quality Problems:** “High Priority Water Quality” means areas where sediment, nutrients, chemicals, or other pollutants discharge to protected waters or to a sinkhole or ground water so as to impair their quality or usefulness. These include high priority feedlots and sedimentation problems.

- E. **Special Projects:**

1. Bioengineering project
2. Native Buffer Cost-Share Program-Received grant of \$55,000 to establish and or maintain restored native prairie and restored prairie using seeds of local ecotype.
3. Clean Water Legacy Grant-Native prairie seedings

- F. Familiarize ourselves with the Streambank, Lakeshore and Roadside Program.

**IV. BUDGET REQUIREMENTS.**

**Budget Summary**

**January 1, 2011 - December 31, 2011**

**PROPOSED**

**Expenditures:**

District Operation	173,207
Project Expense - State	5,798
Project Expense - District	72,141
Project Expense - Sportsman's Club	10,000
Wetland	5,000
Capital Outlay	<u>-0</u>
<b>Total All Expenditures</b>	<b><u>266,146</u></b>

**Revenues:**

Intergovernmental Revenue - State	35,084
Intergovernmental Revenue - County	60,000
Miscellaneous Revenue - Interest	1,600
Sportsman's Club Cost Share	10,000
Charges for Services	<u>152,337</u>
<b>Total All Revenues</b>	<b><u>259,021</u></b>

V. District Organization.

A. Board of Supervisors

<u>Title</u>	<u>Name and Address</u>	<u>District</u>	<u>Term Expires</u>
Member	Ryan Carpenter 2591 – 261 <sup>st</sup> Ave. NW Isanti, MN 55040	3	2012
Chairman	Wayne Calander 4019 311 <sup>th</sup> Ave. NE Cambridge, MN 55008	5	2014
Secretary	Barb Kilpatrick 26214 Monroe St. NE Isanti, MN 55040	2	2014
Treasurer	Al Koczur 1255 S. Adams St. Cambridge, MN 55008	4	2012
Vice Chairman	Brian Devries 5693 – 399 <sup>th</sup> Trail NW Dalbo, MN 55017	1	2012

B. District Employees

Mark DeMuth-Resource Conservationist  
Annette A. Swanson-Administrative Assistant

C. Natural Resources Conservation Service

Josh Bork, District Conservationist  
Herman Bartsch, Soil Conservation Technician

D. State Board Representative

Jason Weirnerman  
BWSR, Board Conservationist  
1601 Minnesota Drive  
Brainerd, MN 56401

E. Standing Committees and Members

Comprehensive Water Plan - Mark DeMuth

Metro Conservation District-Ryan Carpenter

Personnel & Budget – Al Koczur

R C & D – Al Koczur

State Revolving Fund - Mark DeMuth and Wayne Calander