

County Name: Mower

2012 Year-End Review Worksheet

Date of Review:		2/8/2013	
County Feedlot Officer (CFO):	(print name) Awaie Knish	(signature) <i>Awaie Knish</i>	
MPCA Reviewer:	(print name) Steve Schmidt	(signature) <i>Steve Schmidt</i>	
MPR INSPECTION RATE	Agency-approved number of feedlots required to be registered:	361	
	Number of inspections conducted at feedlots required to be registered:	27	
	Inspection rate:	7.5%	
MPR NON-INSPECTION RATE	Number of applicable non-inspection MPRs:	26	
	Number of non-inspection MPRs completed:	23.5	
	Non-Inspection MPR rate:	90.3%	

Registration

MPR No.	Question	NO	YES
1	Did the County use either the MPCA standard registration form or an alternative agency-approved registration form?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Did the county maintain updated registration for all feedlots required to be registered?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Did the county meet the 30-day registration receipt requirement? File review required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Files reviewed for this section:
~~Thomas~~ Marilyn Fay → Standard Reg.
 Josh Hauke →

Comments: Updates Reg. annually as part of County Fee process
 out of Delta
 [Sends letter from Delta along with copy updated Registration form]

Inspections

4	Were all inspections documented on agency-approved forms? File review required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Were all inspections entered into Delta in accordance with required parameters?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Did the county follow their work plan inspection strategy? See Footnote #1	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Files reviewed for this section:
 Thomas Kuhl - Level II NE - ~~State clearly non-compliance~~
 Kevin Lee - Level I NE - State clearly non-compliance

Comments: State clearly non-compliance

Compliance

7	Was the producer notified, in writing, of non-compliance? <input type="checkbox"/> NA, File review required. #2	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Did the county follow their work plan compliance strategy? <input type="checkbox"/> NA #1	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Files reviewed for this section:
 Joe Gehring - Compliance Level II - did not fill out checklist level II questions had Records in File completed
 level II worksheet - sent compliance letter
 John Tax - found compliant however - transfer manure - no transfer Records; outdated soil samples, Records. Appendix to Combine Tax 1 & Tax 2 - 2 barns 2000hd should be non-compliant

Comments: State clearly non-compliance

*1 Awaie Attempted to complete Level II on all sites over 300 vast majority Failed Level II so level II could not be completed - Following work plan strategy to the best of ability.
 December 1, 2012

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*2 Need to clearly state non-compliance in letter (ex. on X date Records Review indicated non-compliance)

Permitting (NA)

A permit file review, as applicable, is required for this part of the evaluation.

9	Did the county date stamp all permit application, MMP, and Plans & Specs documents? <i>0</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	<i>Y2</i>
	Did incomplete letter(s) sent by the county meet the 15-day requirement? (<input type="checkbox"/> NA) <i>via email letter</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	
10	Did the county review all permit applications for applicable EAW mandatory threshold & phased action requirements?	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	
11	Did the county review all permit applications for applicable NPDES Permit requirements? <i>Use Checklist - verify EAW thresholds</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	
12	Did the county complete an agency approved checklist for each application? <i>Completed</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	
13	Were public notification requirements met? (500+ AU) (<input type="checkbox"/> NA) <i>Mailing (Cert. Free)</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	
14	Were government notifications met? <i>As indicated by Permit App.</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	
15	Were permits issued no sooner than 20 business days after public notice?	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	<i>Y2</i>
16	Did the county complete an agency approved checklist to ensure that submitted MMPs requirements were met?	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	
17	Did the county complete an agency approved checklist to ensure that submitted LSMA requirements were met? (<input type="checkbox"/> NA)	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	
18	Did the county review all permit applications to see that site location restrictions were met? (Shoreland, floodplain, well setbacks, etc.)	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES	
19	Did the county conduct an inspection at all sites to insure that the proper permit was issued? (CSF vs. INT)	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES	<i>1</i>
Files reviewed for this section: <i>A1 Mandt - CSF - Expansions processed w/ 20 business days - no Insp. Todd Hobbins - Int - No Insp. Lee Grant - CSF / Permit Reissue and Hold - CSF</i>		Comments: <i>} Missing some date stamps throughout</i>	

Complaint Response

20	Did the county review, inspect and respond to all complaints? (<input type="checkbox"/> NA)	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
21	Did the county maintain a complaint log? (<input type="checkbox"/> NA)	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
Comments: <i>- Complaintant Info in log - ewlesk - will be placed in locked file</i>		

Owner Assistance

22	Did the county complete work plan owner assistance goals?	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
Comments: <i>works jointly with 6 counties to hold 3 producer meetings/year also holds joint CAWT meetings</i>		

Staffing Levels/Budget/Air Quality Exemption/Web Site Posting Requirement

23	Did the county earn the required 18 continuing education units (CEUs) of training?	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
24	Did the county maintain a record of resources used to match grant dollars?	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
25	Did the county maintain an air quality exemption log? (<input type="checkbox"/> NA)	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
26	Did the county post feedlot annual report and grant information on their web site?	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
Comments:		

Summary Review Notes/Comments

2013

Delegation Agreement Work Plan Amendment and Approval Document

A. **County Requests:** Please state any specific resources that you are requesting the MPCA to provide in administering the county feedlot program in your county in 2013:

Print and provide: Transfer of Manure Ownership record keeping documents in triplicate to provide to feedlot operators.

Make improvements to Delta Database – ie connect the field inspection form to the report to decrease redundancy (time is money and for counties with personnel doing multiple job duties -it wastes time).

Continue DELTA training; expand the service to include permitting.

Update information on the website – the site needs to be more user-friendly ie: the average person using it would go to size-specific information ie: NPDES sites, 300-999, less than 300 – so they could migrate to one subject heading.

Provide training that is RELEVANT to duties; stop the “fluff stuff” that is nice to know – but not specific to duties. Offer breakout sessions at training events to allow for the CFO to pick/choose their areas of educational needs.

B. **Agency Response:** - Website CFO Toolbox - Needs - to be updated. Note & will pass to FMT & MACFO
Training notes - MACFO Conference, needs improvement. [back to base's training] → FMT
MACFO
Training
Team

Transfer of Manure - Triplicate - will pass Request to FMT/MACFO

Delta Database - Field Insp Form - cut back into Delta Checklist - Request Aborted.

Delta Training - Some of the Delta Screens will be trained on through website. Permitting will not be happen soon.

C. **Confirmation of Agreement by the County to the Following Work Plan Amendments:**

- 1.) Maintain on file a copy of the Non-NPDES inspection checklist for any compliance inspection conducted. YES
- 2.) Provide written notification of inspection results to a feedlot owner when a compliance inspection is conducted. YES

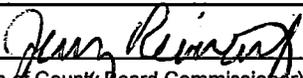
D. **Other Work Plan Revisions and/or Alternate Methods for Meeting MPRs.** Any work plan revisions including alternate methods for meeting MPRs (not already agreed to in the 2011 year-end review) must be documented in this space and must be confirmed by signature of both parties.

No changes _____

E. Delegation Agreement and Work Plan Approval

The 2012-13 delegation agreement and work plan has been reviewed and, along with any provisions that may be noted on this form, is approved for the period January 1 - December 31, 2013.	<u>County Feedlot Officer: Angela M. Knish</u>	
		<u>2/8/2013</u>
	(Signature County Feedlot Officer)	(Date)
	<u>MPCA Representative: Steve Schmidt</u>	
		<u>2/8/2013</u>
	(Signature MPCA Representative)	(Date)

**Minnesota Pollution Control Agency Feedlot Program
2012 Annual County Feedlot Officer and Performance Credit Report
(Data for the Period January 1, 2012 - December 31, 2012)**

Name of County:	Mower County		
Contact Person:	Angela M. Knish		
Phone No.:	507-437-9560		
E-mail Address:	angiek@co.mower.mn.us		
Signature:		<u>2-5-13</u>	
	<small>(Signature of County Board Commissioner)</small>	<small>(Date)</small>	

*COPY
w/Revisions*

All data must be entered in accordance with the Annual CFO Report Guidance Document. Except where identified all questions in this report address those sites required to be registered.

		No.	*PC	PC Total	
Registration	1 - Feedlots in shoreland with 10 - 299 AU:	14			
	2 - Feedlots outside shoreland with 50-299 AU:	233			
	3 - Non-NPDES sites ≥300 AU:	87			
	4 - Feedlots with NPDES permits:	23			
	5 - Total:	357			
	6 - Feedlots with 10 AU or more in shoreland:	14			
	7 - Feedlots with 10 AU or more that are both in shoreland and in a Drinking Water Supply Management Area (DWSMA):	0			
	8 - Feedlots with 50 AU or more that are in a DWSMA and are not in shoreland:	0			
	No. of Sites Inspected	9 - Feedlots inspected with 10 - 99 AU:	0	0.75	0
		10 - Feedlots inspected with 100 - 299 AU:	4	1.25	3.75
	11 - Non-NPDES sites ≥300 AU inspected:	23	1.5	34.5	
	12 - NPDES sites inspected:	0	1	0	
	13 - Total feedlots inspected required to be registered:	27	26		
	14 - Feedlots that were inspected and found not in compliance with water quality discharge standards:	2	12		
	15 - Feedlots not required to be registered that were inspected as the result of a complaint or referral:	0	1	0	
	16 - Feedlots required to be registered that were inspected as the result of a complaint:	3	4		
Land Application Inspections	17 - Non-NPDES sites ≥300 AU (or >100 AU located in a DWSMA) where a Level I land application was conducted and the determination was **NC:	14			
	18 - Non-NPDES sites ≥300 AU (or > 100 AU located in a DWSMA) with land application records where a Level II review was conducted and the determination was compliance:	7	2	14	
	19 - Non-NPDES sites ≥300 AU (or > 100 AU located in a DWSMA) with land application records where a Level II review was conducted and the determination was **NC:	2	2	48	
	20 - Feedlots where a Level III land application inspection was conducted and the determination was compliance:	0	1	0	
	21 - Feedlots where a Level III land application inspection was conducted and the determination was **NC:	0	1	0	
Specialty Inspections	22 - Feedlots constructing (new or modifications) where 2 or more on-site producer contacts and/or inspections were done:	0	1	0	
	23 - Feedlots with OLAs where 2 or more on-site producer contacts and/or inspections were done:	0	1	0	
	24 - Feedlots with an interim permit where 2 or more on-site producer contacts and/or inspections were done:	0	1	0	
	25 - Feedlots inspected with 10 AU or more in shoreland:	0	0.25	0	
	26 - Feedlots inspected with 10 AU or more that are both in shoreland and in a DWSMA:	0	0.25	0	
	27 - Feedlots inspected with 50 AU or more that are in a DWSMA and are not in shoreland:	0	0.25	0	

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*PC = performance credits **NC = non-compliance ***RTC = return to compliance

All data must be entered in accordance with the Annual CFO Report Guidance Document.

		No.	*PC	PC Total
Permitting	28 - 30-day construction/expansion notifications received: →	0		
	29 - Interim permits issued for feedlots with < 300 AU: 4	1	40	20
	30 - Interim permits issued for Non-NPDES sites ≥300 AU: 3	3	1	2
	31 - Short-Form permits issued for Non-NPDES sites ≥300 AU: 4	5	4	1
	32 - Short Form (≥300 AU) or interim permit revisions conducted: 0	5	1	5
	33 - Public meetings held for construction/expansion to >500 AU: 2	0	2	0
Emergency Response	34 - Pollution events where an emergency response was conducted: 0	5	2	10
Production Site Scheduled Compliance	35 - Feedlots <300 AU in shoreland where a partial environmental upgrade was achieved in the current year:	0	2	0
	36 - Feedlots <300 AU in shoreland where a complete environmental upgrade was achieved in the current year:	0	2	0
	37 - Feedlots <300 AU not in shoreland where a partial environmental upgrade was achieved in the current year:	0	2	0
	38 - Feedlots <300 AU not in shoreland where a complete environmental upgrade was achieved in the current year:	0	2	0
	39 - Non-NPDES feedlots ≥300 AU where a complete environmental upgrade was achieved in the current year:	1	2	2
Land Application Scheduled Compliance	40 - Non-NPDES sites ≥100 AU where Level 1 land application **NC was found and ***RTC was documented:	0	1	0
	41 - Non-NPDES sites ≥300 AU (or > 100 AU located in a DWSMA) where Level II land application **NC was found and ***RTC was documented:	3	5	10
	42 - Feedlots ≥100 AU where Level III land application **NC was found and ***RTC was documented:	151	2	302
Owner Assistance Goals	43 - Workshops or trainings hosted and/or co-sponsored by the CFO (Maximum PC credits = 10; please describe on Supplemental Form):	5	0	2
	44 - Feedlot owners attending feedlot producer workshops, training events or information meetings:	151	0	
	45 - Mailings to feedlot owners: (Please describe newsletters/mailings on provided on Supplemental Form.)	0	0.5	
	46 - Feedlot articles placed in local newspapers: (Please list article title(s) on the Supplemental Form.)	0	0.1	
Staffing Level and Training	47 - FTEs (Full Time Equivalents) supplied by the CFO: 5	0		
	48 - FTEs supplied by other county staff, including administrative and support, assigned by the county to the feedlot program: 1	0		
Please use whole numbers and decimals (such as 1 or .25 or 1.25) to record FTE values.	49 - FTEs supplied through contract to other LGUs:	0		
	50 - Total No. of FTEs positions that supported county program:	0.6		
	51 - CFO-training hours: (Enter total training hours earned; the Excel formula will deduct 18 hours required training; PCs earned will be zero for total hours earned ≤ 18.)	54.5	0.25	9.125
	52 - New CFO in-office mentoring units provided (List location & dates on Supplemental Form):	0	3	0
	53 - New CFO on-site mentoring events provided (List location & dates on Supplemental Form):	0	2	0
EAW	54 - EAW (environmental assessment worksheets) petitions received:	0		
	55 - EAWs prepared by the county:	0	4	0
Air Quality Notifications	56 - Notifications received from feedlot owners claiming air quality exemptions:	37		
Enforcement Actions Taken	57 - Letters of warning issued:	14		
	58 - Notices of violation issued:	1		
	59 - Court actions commenced:	0		
Other Program Activities	60 - Feedlots where a FLEval/MinnFARM was conducted:	0	1	0
	61 - Meetings with other local government and producer groups: (Please provide meeting details on Supplemental Form.)	0		
	62 - Feedlot Ordinance Revisions: (Please describe ordinance revision and/or adoption proceedings on Supplemental Form.)	0		
Total Credits				456.375

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