

# Crow Wing Soil and Water Conservation District 2013 Annual Plan



## **Crow Wing Soil and Water Conservation District Mission**

**Statement:** To work cooperatively with the public, nonprofit organizations, and governmental entities in protecting our water and land resources through the use of conservation practices; providing local leadership for the prudent use and conservation of water, soil, and associated resources while serving as a local natural resource information center.

### Crow Wing Soil and Water Conservation District Supervisors

District 1: Leonard Koering.....Treasurer  
District 2: Diane Jacobson.....Secretary  
District 3: Roger Waytashek.....Reporter  
District 4: Robert Becker.....Chair  
District 5: Robert Albrecht.....Vice Chair

### Crow Wing Soil and Water Conservation District Staff

Melissa Barrick	District Manager
Beth Hippert	District Technician
Darren Mayers	District Technician
Robert Bauer	Assistant Technician

The Crow Wing SWCD office is located in Crow Wing County Land Services Building Suite 13. Regular board meetings are held on the third Tuesday of the Month at 9:00 a.m. in the Crow Wing County Land Services Conference Room. 322 Laurel St. Brainerd MN 56401

## I. INTRODUCTION

The Crow Wing Soil and Water Conservation District (SWCD) Supervisors and Staff with the aid of the U.S. Department of Agriculture are developing this plan to serve as a tool in measuring and reviewing district soil and water conservation performance. The Annual Plan provides identification of actions performed from January 1, 2013 to December 31, 2013. It will guide the use of time and funds to be used in reaching desired goals. The SWCD was established on June 14, 1956.

## II. ANNUAL OBJECTIVES

- A. Objective: Provide for adequate administration of the SWCD programs.
1. Implement conservation practices and programs to benefit the water and soil resources of Crow Wing County (CWC).
  2. Improve communication among all persons associated with the district.
  3. Improve relations with other governmental entities.
  4. Improve overall district operating efficiency while actively pursuing existing and new sources of revenue to increase staff capability and continue District solvency.
  5. Maintain accurate records of all financial transactions.
  6. Maintain updated technical and computer capability.
  7. Have adequate staffing.
  8. Maintain an equipment replacement fund.
  9. Participate in the MASWCD Area VIII meetings and annual tour.
  10. Pursue training as needed for district duties.
  11. Complete strategic planning and year end evaluation.

Staff Needs: Approximately 75 staff days

- B. Objective: Create awareness about the SWCD and available conservation programs.
1. Utilize the County Fair to inform and educate public about best management practices for soil and water.
  2. Formulate informational news releases 4/year.
  3. Invite Legislators, County Administrator, and County Commissioners to SWCD monthly board meetings.
  4. Update the CWC Commissioners on SWCD projects.
  5. Provide schools Area VIII Envirothon information and participate in the Area VIII Envirothon.
  6. Promote DNR Invasive Species prevention practices.
  7. Maintain the SWCD web site.
  8. Develop Youtube videos related to SWCD programs.
  9. Maintain and develop school education programs.

Staff Needs: Approximately 20 staff days

- C. Objective: Resource Inventory, Planning & Management.

Description: Provide assistance to landowners/land-users including non-industrial private forest landowners, commercial businesses, agricultural producers, and Federal/State/Local government units to effectively manage their resources.

The SWCD will continue partner with the NRCS, MN DNR, FSA, BWSR, ACOE, MPCA, Thirty Lakes Watershed District, U of MN Extension, Central Lakes College, and other federal, state and non profits, local organizations to assist its clientele in local land management to protection of the soil and water quality of CWC.

**Forest Management:** encourage better use of the small privately owned forestland within the county.

1. Train SWCD staff to become certified forest stewardship plan writer.
2. Support and implement Tulibee Forestry DNR Project.
3. Assist landowners in Forestry Sustainable Incentive Act and County Tax 2c incentives programs.
4. Work with MNDOT and other road authorities to place living snow fences in areas that have a high amount of drifting along public roads.
5. Support the MN SWCD Forestry Committee and MN Forestry Association.

**Annual Tree Sale:**

1. Coordinate administer the District's annual Conservation Tree Sale Program.
2. Host Tree Sale Annual Open House.
3. Provide native trees, shrubs, plants, and seeds to the public for conservation and wildlife purposes.

Staff Needs: Approximately 40 Staff Days

**Farm Bill Programs:**

1. Partner with USDA-Natural Resource Conservation Service to provide access to farm bill following programs: EQUIP, WHIP, CSP, and other programs.
2. Convene a local work group and set local priority resource concerns.
3. Participate in workshop and in training opportunities.

Staff Needs: Approximately 5 Staff Days

**Resource planning and target sub-watersheds:**

1. Prioritize sub-watershed to work in based off impervious surface, threat, current water quality data, and citizen and community interest.
2. Identify sub-watershed to complete stormwater analysis or rural sub-watershed analysis. Utilize GIS to help with this process.
3. Prioritize sub-watershed catchments to complete best management practices (BMPs) on based off pollutant loads to catchments.
4. Create specified BMPs list and location.
5. Complete sub-watershed analysis on the Whiskey Creek.

**Surface Water Assessment Grants:**

1. Assist Lake Associations in water quality monitoring.
2. Partner with the MPCA and citizen volunteers to complete surface water quality monitoring in target watersheds.
3. Provide training to SWCD staff and citizens to enable them to continue water quality monitoring.

Staff Needs: Approximately 50 Staff Days

**Clean Water Legacy Grants:**

1. Serve as the fiscal agent.
2. Cost-Share with commercial and private landowners on high priority targeted watersheds projects to include: shoreline buffers, raingardens, shoreline stabilization, and other BMPs.

3. Create and implement a mini grant program targeted towards nonprofit groups to reduce stormwater runoff.

Staff Needs: Approximately

**Clean Water Partnership Grant:**

1. Partner with City of Deerwood, City of Crosby, and Serpent Lake Association to develop an implementation plan to address stormwater runoff.
2. Partner with the MPCA and Emmons Olivier and Resources for modeling of the Serpent Lake.
3. Apply for additional Clean Water Partnership Grants as needed.

Staff Needs: Approximately 20 days

**DNR Shoreline Habitat Grants:**

1. Host workshops for landscaper and contractors
2. Provide contractors and landscapers hands-on training.
3. Complete youtube videos on shoreline BMPs.
4. Cost-share with landowners to complete shoreline buffers.

**State Cost Share:**

1. Administer the State Cost-Share funds including 2012 Flood Relief and Tulibee Forestry Funds.
2. Cost-share on high priority water quality and soil erosion problems.
3. Cost-Share on agricultural waste management system.
4. Use North Central Minnesota Technical Service Area (TSA) engineer and technician to design plans for water quality projects.
5. Assist with wellhead protection activities.
6. Complete technical approval authority for NRCS practices.

**HIGH PRIORITY EROSION PROBLEMS:**

The SWCD received requests for technical assistance on erosion sites on Crosslake in the City of Crosslake.

**HIGH PRIORITY WATER QUALITY PROBLEMS:**

Stormwater runoff is the number one water quality problems. SWCD prioritize raingardens and other stormwater management practices. The district is also prioritizing tree planting and other forestry practices within Tulibee Lakesheds.

Staff Needs: Approximately 20 Days

**Fee for Services:**

1. Assist the zoning authorities to revise their ordinances as needed.
2. Conduct on-site inspections and provide technical reports as required by the ordinances.
3. Review and approve stormwater management plans for new developments when required.
4. Provide technical assistance for streambank, bioretention, and shoreline projects.
5. Review and approve stormwater management plans for new developments.
6. Promote rain gardens (bioretention), buffer strips, native plants and pervious pavement for stormwater management.
7. Educate landowners and resort owners on BMPs.
8. Provide information to the county, municipalities, and individuals on vegetation management.
9. Complete lot development plan reviews on new plats or as requested by

zoning authorities.

10. Develop a Memorandum of Understanding (MOU) with LGUS in CWC.
11. Keep Fee Schedule up to date.
12. Utilize the TSA, Engineer, and Technician for engineering assistance.
13. Maintain MOU with Thirty Lakes Watershed District.

Staff Needs: Approximately 140 Days

**MPCA Watershed Projects:**

1. Assist the MPCA in watershed projects.
2. Help lead the civic engagement activities including: community conservation, partnership, and leadership development.
3. Provide information to key partners and host community conservation events.
4. Assist with Harvest Dinner and watershed tours.

Staff Needs: Approximately 20 Days

**Wild Rice Lessard-Sams Outdoor Heritage Grant:**

1. Assist DNR, Ducks Unlimited, and BWSR to find willing landowners to complete conservation easements.
2. Work with landowners and BWSR to complete required easement documents.
3. Host an open house about the program.

Staff Needs: Approximately 30 Days

**Army Compatible Use Buffer Program Camp Ripley:**

1. Cooperate with Camp Ripley, Cass SWCD, Morrison SWCD and BWSR to implement the Army Compatible Use Buffer Program.
2. Encourage landowners to enroll in other easement programs.

Staff Needs: Approximately 5 Days

- F. Objective: Administer the Wetland Conservation Act (WCA) for Municipalities in CWC.
1. Follow rules of WCA as determined by the BWSR and enter information into eLINK4web.
  2. Be involved in the mitigation process.
  3. Assist other zoning entities as requested.
  4. Assist county, city, and township road authorities to comply with the WCA.
  5. Establish a wetland bank in CWC.
  6. Conduct informational meetings and compile an informational sheet for landowners, realtors, and contractors about the WCA.
  7. Complete inspections of wetland projects to ensure compliance.
  8. Draft restoration orders and inspect for compliance.
  9. Update and adopt resolutions with LGUS.

Staff Needs: Approximately 30 Days

- I. Objective: CWC Water Plan: Assist CWC in the implementations of the Local Water Management Plan to meet the following objectives and updated 2013 CWC Water Plan priorities:

Priority Concern 1: Establish and maintain an organized countywide surface water quality monitoring program.

Priority Concern 2: Address and minimize the effects of stormwater runoff.  
Priority Concern 3: Protect Ground Water Quality  
Priority Concern 4: Address Wastewater needs throughout the County.  
Priority Concern 5: Minimize the adverse effects of development on water quality countywide.

Staff Needs: Approximately 5 Staff Days

J. Objective: Update the CWC Soil Survey.

1. Assist NRCS when requested

K. Objective: Implement EEO and Civil Rights responsibilities resulting in strong working relationships with agencies, units of government, and organizations.

1. Quarterly review data by race and sex for deficiencies.
2. Document corrections of disparities in the Civil Rights case file.
3. Review MOU with SWCD Board and employees including Civil Rights, EEO, and Drug Free Workplace.
4. Include non-discrimination statements on all public information.
5. Review policies and encourage equal representation.
6. Maintain Civil Rights Case File.
7. Review handicapped accessibility of buildings and parking lot.