

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: March 2, 2021

9:01 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

*Virtual meeting held due to Peacetime Emergency Declaration in response to COVID-19 Pandemic.

Members Present via Computer:

Dewey Severson, Eric Johnson, Robert Burns, Teresa Walter, and Greg Myhre

Others Present via Computer/Phone:

Auditor/Treasurer Donna Trehus, Reporter Craig Moorhead, Reporter Charlene Selbee, Finance Director Carol Lapham, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pugleasa, Engineer Brian Pogodzinski, Environmental Services Director Aaron Lacher, Chief Deputy Recorder Mary Betz, Attorney Jay Squires, Board Clerk Allison Wagner

Presiding: Chairperson Burns

Call to order.

Pledge of Allegiance.

Motion was made by Commissioner Walter, seconded by Commissioner Severson, motion unanimously carried to approve the agenda.

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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Motion was made by Commissioner Johnson, seconded by Commissioner Walter, motion unanimously carried to approve the board meeting minutes from February 23, 2021.

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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Public Comment: No public comments were made.

Public Health and Human Services Director Pugleasa provided an update on the COVID-19 pandemic and response from Public Health and Human Services. He shared with the board that 68% of Houston County's population who are 65 and older had received at least their first dose of vaccine. Statewide 53% of individuals 65 and older had received the vaccine. Pugleasa said 25% of Houston County's overall population had been vaccinated with at least one dose of vaccine. He said he anticipated Houston County receiving the new Johnson & Johnson vaccine soon. Houston County would be starting to vaccinate the next category of eligible residents in the near future.

Commissioners watched a video about La Crosse County's Solid Waste Facility. The facility focuses on reuse, resource recovery, recycling, and disposal. The facility is a regional solid waste management system. Residents and businesses in La Crosse County and surrounding counties, including Houston County, are served by the facility.

At 10:00 a.m., Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to go into closed session pursuant to Minn. Stat. 13D.05 Subd. 3 (b) attorney/client privilege regarding Schultz Quarry MCIT File No. 18PC0852. All Commissioners, Auditor/Treasurer Donna Trehus, Environmental Services Director Aaron Lacher, and Attorney Jay Squires attended the closed session.

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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At 10:16 a.m., Commissioner Myhre moved, Commissioner Walter seconded, motion unanimously carried to return to the regular board session. Attorney Squires summarized that in the closed session, they had discussed a settlement regarding Schultz Quarry MCIT File No. 18PC0852.

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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CONSENT AGENDA

Board members discussed removing consent item No. 4 from the consent agenda and moving item No. 3 from the consent agenda to a discussion item. Commissioners thanked Deborah Hartley for her many years of service to Houston County. Commissioner Johnson moved, Commissioner Severson seconded, motion unanimously carried to approve the revised consent agenda as listed below.

- 1) Approve 2021-2023 Xcel MN CFL Recycling Contracts with Houston County. (Lacher)
- 2) Reassign Kelly Petersen from Assessor's Office Tech Clerk I, to probationary Appraiser Trainee, B22, Step 5, effective March 3, 2021. (Kruger)
- 5) Accept the retirement of Deborah Hartley, PHHS Collections Officer, effective the end of the working day April 30, 2021. Thank Deb for her nearly 17 years of service to the residents of Houston County. (Kruger)
- 6) Approve initiating a competitive search for a Collections Officer, B23. (Kruger)
- 7) Change the employment status of Helen Olson, Case Aide, from probationary to regular, effective March 9, 2021. (Kruger)
- 8) Change the employment status of Patricia Goetzing Krall, Jailer/Dispatcher, from probationary to regular, effective March 16, 2021. (Kruger)

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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Commissioners discussed Item No. 3 (originally on the consent agenda) initiating a competitive search for a Tech Clerk I. Commissioners asked Human Resources Director Theresa Arrick-Kruger to look into the possibility of having the new position serve more than one department. Kruger said she would meet with the department heads to discuss the possibility and report back to the Commissioners at the next board meeting.

ACTION ITEMS

File No. 1 – Commissioner Johnson moved, Commissioner Severson seconded, motion unanimously carried to award the low bid for SAP 028-030-007 to Dunn Blacktop Company in the amount of \$2,212,728.10. This project included the paving for CSAH 8, CSAH 11, and CSAH 33.

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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File No. 2 - Commissioner Severson moved, Commissioner Johnson seconded, motion unanimously carried to approve Resolution 21-20 stating that Houston County opposes MPCA's attempt to adopt California's Low-Emission Vehicle (LEV) and Zero-Emission Vehicle (ZEV) mandates without consulting the legislature. The resolution is provided below.

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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RESOLUTION NO. 21-20

Houston County opposes MPCA's attempt to adopt California's Low-Emission Vehicle (LEV) and Zero-Emission Vehicle (ZEV) mandates without consulting the Legislature

March 2, 2021

WHEREAS, Houston County is responsible for providing essential government services such as transportation infrastructure and solid waste management that promote a vibrant community;

WHEREAS Houston County works tirelessly to be good stewards of our tax dollars and provide these programs in a cost-effective and efficient manner;

WHEREAS, the Minnesota Pollution Control Agency (MPCA) is in the process of adopting California's Low-Emission Vehicle (LEV) and Zero-Emission Vehicle (ZEV) mandates, which are expected to phase-out the sale of fuel-powered passenger vehicles by 2035;

WHEREAS, the adoption of these rules is being conducted by rulemaking, which limits the scope of the discussion to a narrow set of issues, precluding a broader policy debate on the economic development, transportation, energy, and waste disposal impacts of the policy. The proposed rule and process for adopting it also fail to address many of the Minnesota-specific concerns related to our county's demographics and climate.

WHEREAS, the MPCA's own documents show that the plan to mandate California's LEV and ZEV standards is likely to increase the cost of all light-and medium-duty vehicles sold in Minnesota by an average of \$1,139;

WHEREAS, the MPCA estimates the rule will displace 674 million gallons of fuel by 2034, before the phasing out of fuel-powered vehicles, but the MPCA's documents do not address the

long-term consequences on our county's transportation revenues [or the impacts on our local ethanol plant/biofuels industry];

WHEREAS, batteries in electric vehicles weigh ten-times as much as batteries in vehicles with internal combustion engines and include more toxic elements, exposing our county to increased disposal costs and liabilities;

THEREFORE BE IT RESOLVED that Houston County opposes the MPCA's attempt to adopt California's mandates through rulemaking without consulting the Legislature; and

BE IT FURTHER RESOLVED that Houston County encourages the Walz administration to withdraw its proposed rulemaking and bring a proposal to the Legislature where a more comprehensive policy can be considered; and

BE IT FURTHER RESOLVED that Houston County stands ready to advise the Governor, his administration, and our regional Legislators on proactive methods to achieve the goals raised by Governor Walz without adversely impacting our ability to provide public services; and

BE IT FINALLY RESOLVED that Houston County will advocate against this rulemaking to ensure that our concerns about increased costs, lost transportation revenues, and battery waste are contemplated and mitigated.

File No. 3 – Commissioner Severson moved, Commissioner Myhre seconded, motion unanimously carried to approve a Conditional Use Permit with all planning commission recommendations to construct a 400-square-foot, primitive cabin on parcel No. 70232000.

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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File No. 4 - Commissioner Myhre moved, Commissioner Walter seconded, motion unanimously carried to approve settlement agreement for Schultz Quarry MCIT File No. 18PC0852.

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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DISCUSSION ITEMS

Commissioners discussed recent meetings they had attended.

There being no further business at 10:44 a.m., a motion was made by Commissioner Myhre, seconded by Commissioner Walter, unanimously carried to adjourn the meeting. The next meeting would be a regular board meeting on March 9, 2021.

Dist. 1:	Yes	Dist. 2:	Yes	Dist. 3:	Yes	Dist. 4:	Yes	Dist. 5:	Yes
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BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Robert Burns, Chairperson

Attest: _____
Donna Trehus, Auditor/Treasurer

**HOUSTON COUNTY
AGENDA REQUEST FORM
March 9, 2021**

Date Submitted: 03.04.2021

By: Tess Kruger, HRD/Facilities Mgr.

APPOINTMENT REQUEST

ACTION ITEM

HR CONSENT AGENDA REQUEST

Assessor's Office

- Approve initiating a competitive search for a Tech Clerk I

Public Health & Human Services

- Change the employment status of Kimberly Rommes, Case Aide from probationary to regular, effective March 22, 2021

<u>Reviewed by:</u>	<input checked="" type="checkbox"/> HR Director	<input checked="" type="checkbox"/> County Sheriff	_____
	<input checked="" type="checkbox"/> Finance Director	_____ County Engineer	_____
	_____ IS Director	<input checked="" type="checkbox"/> PHHS	_____
	_____ County Attorney	<input checked="" type="checkbox"/> Other (indicate dept)	Assessor _____
	<input checked="" type="checkbox"/> Environmental Svcs		
<u>Recommendation:</u>			
<u>Decision:</u>			

ENVIRONMENTAL SERVICES OFFICE

TECHNICAL CLERK I

JOB DESCRIPTION

Position Purpose

Reporting to the Environmental Services Director, the E.S. Tech Clerk I is responsible for providing general clerical support for the department.

Distinguishing Characteristics

This is a part-time position and the work is predominately clerical and is performed independently within well-defined office procedures. This position supports and supplements the work of the E.S. Clerk. Some evening work

Essential Duties

Estimated % Time

1. Office Reception/Clerical <ul style="list-style-type: none">• Provide general reception duties• Respond to general questions from the public and distributes permit forms directs individuals to the appropriate E.S. staff• Processes Office Mail	80%
2. Planning Commission and Board of Adjustment Support <ul style="list-style-type: none">• Draft and distribute notice of public meetings• Prepare and distribute meeting packets including agendas, prior minutes, and attached materials for consideration• Attend meetings and take minutes• Schedule appointments with Board of Commissioners• Maintain records of meetings	20%
3. Bookkeeping <ul style="list-style-type: none">• Prepares claim forms for submission for payment• Assists the E. S. Clerk with maintaining the E.S. financial records for both Solid Waste and Planning and Zoning Assist with the preparation of financial and grant reports as needed	20%

This description describes the general list of responsibilities is not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of this position and classification and are intended only as an illustration of the various types of work performed. The position description is subject to change as the needs of the employer and requirements of the position change.

Employment Standards

Education and experience

- Certificate in Office Management or related field from a college or technical school
- One year office management experience

-OR-

- An equivalent combination of related education, training and experience demonstrating the ability to perform the essential job functions

Preferred Criteria/Experience

- N/A

Knowledge, Skills and Abilities

- Working knowledge of Office Suite and Quickbooks; accurate typing, data entry, and 10 key
- Strong customer service and reception skills
- Strong organization and office management skills
- Ability to foster effective working relationships among office members and the public
- Strong oral and written communication skills. Demonstrated ability to effectively present information and respond to questions from members of public
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form
- Ability to work independently, and to accept responsibility and account for his/her actions, skilled in organizing and working as a team member

Persons with Disabilities

The above is a general listing of job duties. Essential and non-essential functions may vary by individual position. Reasonable accommodations may be available for both essential and non-essential job duties.

In compliance w/ the Americans with Disabilities Act, the following represents the Physical/Environmental Demands

FUNCTION	N/A	<25%	25% - 49%	50% - 74%	>74%
Office Environment					X
Sitting				X	
Standing, Walking			X		
Simultaneous/Repetitive Hand Movements				X	
Typing/Data Entry				X	
Close Vision (Near Acuity)				X	
Distance Vision (Far Acuity)	X				
Color Vision (ability to identify and distinguish colors)	X				
Accommodation (ability to adjust the eye to bring an object into sharp focus)				X	
Hearing/Speech					X
Sedentary (Exert up to 10 pounds of force)					X

Light (Exert up to 20 pounds of force)		X			
Lifting, carrying or pushing of objects up to twenty-five (25) pounds		X			
Lifting, carrying or pushing of objects up to fifty (50) pounds	X				
Lifting or pushing of objects over fifty (50) pounds	X				
Adverse movements such as overhead, bending, reaching		X			

NOTICE

A County employee in this position will encounter non-public data as defined by Minnesota or federal law in the course of their position. Any access to not public data should be strictly limited to accessing the data that is necessary to fulfill the defined job duties. While data is being accessed, the employee shall take reasonable measures to ensure unauthorized individuals do not access the not public data. Once the work purpose to access the data is reasonably finished, the employee must properly store and secure the not public data in accordance with applicable County policies as well as Minnesota and federal law. All employees are expected to become familiar with and comply with the requirements of the County's Data Practices and Data Security Policies. A breach of these policies may lead to disciplinary action against the employee.

Status: Non- Exempt
Job Category: Clerical
Labor Group: AFSCME
Band: B21
Last Reviewed: 01.2020

Houston County Agenda Request Form

Date Submitted: March 2, 2021 Board Date: March 9, 2021

Person requesting appointment with County Board: Brian Pogodzinski

Issue:

Cooperative Purchasing Venture (CPV) for Road Salt. To be included in the State CPV for 2021-2022 road salt, Houston County must place their order by March 21, 2021.

Attachments/Documentation for the Board's Review:

Recommendation is to place an order for 2,600 ton which is a 200 ton reduction from last year.

Justification:

Action Requested:

Approval to order salt through the CPV.

For County Use Only			
<u>Reviewed by:</u>	<u> </u> County Auditor	<u> </u> County Attorney	<u> </u> Zoning Administrator
	<u> </u> Finance Director	<u> </u> County Engineer	<u> </u> Environmental Services
	<u> </u> IS Director	<u> </u> Other (indicate dept)	<u> </u>
<u>Recommendation:</u>			
<u>Decision:</u>			

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all requests and determine if the request will be heard at a County Board meeting.

Houston County Agenda Request Form

Date Submitted: February 24, 2021 Board Date: March 9, 2021

Person requesting appointment with County Board: Brian Pogodzinski

Issue:

Board approval needed to award the low bid for FAA AIP No 3-27-0016-09-21, SP A2803-33 for the Airport Runway 13/31 Culvert Lining Project. The low bid was Subsurface, Inc for \$55,001.00. Please make this approval contingent on FAA grant funding.

Attachments/Documentation for the Board's Review:

Abstract for FAA AIP No 3-27-0016-09-21, SP A2803-33 is attached.

Reminder: Unit prices are not public until after the award.

Justification:

Action Requested:

Board approval to accept lowest responsible Bidder contingent on FAA grant funding.

For County Use Only			
<u>Reviewed by:</u>	<input type="checkbox"/> County Auditor	<input type="checkbox"/> County Attorney	<input type="checkbox"/> Zoning Administrator
	<input type="checkbox"/> Finance Director	<input type="checkbox"/> County Engineer	<input type="checkbox"/> Environmental Services
	<input type="checkbox"/> IS Director	<input type="checkbox"/> Other (Indicate dept)	
<u>Recommendation:</u>			
<u>Decision:</u>			

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all requests and determine if the request will be heard at a County Board meeting.

Houston County Agenda Request Form

This form is not intended for the general public. It is intended for use by county department heads, representatives of other governmental units or vendors/agencies who contract with Houston County. Members of the public may address the Board during the Public Comment Period. (See Policy for Public Comment Period).

Date Submitted: March 4, 2021 for the March 9, 2021 Board Meeting

Person requesting appointment with County Board: Amelia Meiners

Issue:

Seeking approval on the 2020 Feedlot Program Annual Report and Financial Report.

Attachments/Documentation for the Board's Review:

Houston County 2020 Financial Report & Annual Report

Justification:

This has been approved by the MPCA and now requires approval by the Board.

Action Requested:

Seeking Board approval; will require a signature if approved.

For County Use Only			
Reviewed by:	<input type="checkbox"/> County Auditor	<input type="checkbox"/> County Attorney	<input type="checkbox"/> Zoning Administrator
	<input type="checkbox"/> Finance Director	<input type="checkbox"/> County Engineer	<input type="checkbox"/> Environmental Services
	<input type="checkbox"/> IS Director	<input type="checkbox"/> Other (indicate dept)	
<u>Recommendation:</u>			
<u>Decision:</u>			

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all reequests and determine if the request will be heard at a County Board meeting.

CY2020 MPCA County Feedlot Financial Report				
The county may show all county expenditures beyond the required match.				
		Revised 10/12/20		
County	Houston			
County Feedlot Officer	Amelia Meiners	507-725-5800		
	NAME	PHONE		
	Budgeted	Spent	Balance Remaining	
2019 Carryover	36725	36725	0	
Grant Award Amount	\$ 39,184.00	\$ 22,587.00	16597	
Required Match Amount	\$ 27,229.00	\$ 27,229.00	0	
2019 Performance Credits (Rec'd in 2020)	\$ 3,411.50	\$ -	3411.5	
TOTAL	\$ 106,549.50	\$ 86,541.00	20008.5	
Activity	Spent			
Complaint Response	\$ 2,754.88			
Inspections & Compliance	\$ 17,111.25			
Owner Assistance	\$ 1,301.15			
Permitting	\$ 5,982.49			
Registration/Inventories	\$ 13,133.75			
Training/Conferences	\$ 6,228.76			
Administration	\$ 35,440.07			
Other (explain)	\$ 4,588.68			
Choose either "overhead lump sum" or "overhead broken down" below. If Overhead is figured into CFO's salary which is in turn figured into program activity costs above, state that here -> and do not enter Overhead costs.	Example: Overhead is figured into salary. Program activities include overhead.			
Overhead Lump Sum (If you do not break down overhead expenses but track them in a lump some or in addition to salary, enter that amount.)	Spent			
Overhead Broken Down (If you break down overhead expenses please enter amount spent for each.)	Spent			
Office (lease, utilities, furniture, insurance, etc.)				
Vehicle (lease, fuel, mtnc., etc.)				
Supplies (computer, internet, phone, copier, fax, paper, postage, etc.)				
Other (explain)				
Reasearch fees				
TOTAL	\$86,541.03			
Employee Name	FTE	Grant Salary Expense (includes insurance/benefits)		
Amelia Meiners	0.7	\$	63,452.48	
Holly Felten	0.2	\$	18,457.92	
Aaron Lacher	0.15	\$	18,255.12	
Jim Gardner	0.1	\$	6,932.64	
TOTAL	1.15	\$	107,098.16	
FTE = Full Time Equivalent; the percentage of employee's time dedicated to the feedlot program in 2019.				

2020 County Feedlot Officer (CFO) Annual Report

(Data for the Period: January 1, 2020 - December 31, 2020)

Revised November 2020

County: Houston

Contact Person: Amelia Meiners

Phone: 507-725-5800

E-Mail Address: amelia.meiners@co.houston.mn.us

Signature: _____

(Signature of County Board Commissioner)

(Date)

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

Except where identified, this report only addresses **non-CAFO/NPDES/SDS** sites required by 7020 to be registered.

STAFFING LEVEL						
1	FTEs - (Full Time Equivalents) supplied by the CFO(s):	0.7				
2	FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:	0.45				
3	FTEs supplied through contract with other local government units:	0				
4	Total Number of FTE positions that supported county program:	1.15				
REGISTRATION (Report your current numbers - base grant numbers are displayed for reference)		Base	Current			
5	Feedlots in shoreland with 10 - 49 AU:	34	33			
6	Feedlots with 50 - 299 AU:	256	257			
7	Non-CAFO/NPDES/SDS ≥ 300 AU:	37	37			
8	CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")	0	0			
9	Feedlots with NPDES or SDS permits:	2	2			
10	Total - Feedlots required to be registered:	329	329			
11	Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)		354			
Feedlot Sites Inspected		Minimum number of FEEDLOT SITES required to register that must be inspected (7%): 25				
12	Number of FEEDLOT SITES that received a compliance, construction, desktop N&P, or in-field land app inspection (count in-field land app inspections as 1/2 of an inspection)	27				
INSPECTION REPORTING						
Types of Inspections (at sites required to be registered)		10 - 49 AU (in shoreland)	50 - 299 AU (except where noted)	300 or more AU (Non-CAFO/NPDES/SDS)		
Only count first instance of each type of inspection per feedlot						
13	Compliance inspections	1	19	5		
	13.1) How many included the optional P review			0		
14	Construction inspections	0	0	2		
	14.1) How many received a 2nd construction inspection	0	0	2		
15	Desktop N&P records inspection (P review as part of a compliance inspection should be reported in 13.1)		0	100+ AU & in DWSMA	0	
16	In-field land application inspection	0	0	0		
17	Complaint initiated inspections (any non-CAFO/NPDES/SDS)	0	1	0		
18	Routine or follow-up stockpile only inspection	0	0	0		
Other Inspection Related Info						
19	CAFO/NPDES/SDS sites inspected at the MPCA's request	0				
20	Number of feedlots inspected within shoreland, a DWSMA, or a TMDL area.	13				
21	Number of sites inspected found to be non-compliant with water quality discharge standards.	2				
22	Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements.	11				
INSPECTION Performance Credits (Summarized from entries above)		Total	Not PC eligible	PC eligible	PC	PC Total
NOTE: Inspections assumed to satisfy the 7% minimum are not PC eligible						
23	Compliance inspections <i>min. # of compliance inspections: 13</i>	25	25	0	1.5	0
24	Construction inspections	2	0	2	1	2
25	Desktop N&P records inspections	0	0	0	1.5	0
26	In-field land application inspections	0	0	0	0.5	0
27	Compliance inspections that include optional P review			0	0.5	0
28	Number of facilities that received 2 or more construction inspections.			2	0.5	1
29	CAFO/NPDES/SDS sites inspected at the MPCA's request			0	0.5	0
30	Complaint initiated inspections (any non-CAFO/NPDES/SDS) (only count 1 per feedlot):			1	0.5	0.5
31	Routine or follow-up stockpile only inspection. (only count 1 per feedlot)			0	0.25	0

Additional Performance Credit Calculations and Supplemental Information

Describe below the progress made in meeting your program year work plan inspection goals. You must provide quantitative results for each compliance inspection and land application goal listed in your work plan.

The following were identified as inspection strategies for 2020: conduct inspections at existing sites that have submitted permit applications proposing construction or expansion (goal 2, actual 0); sites with an interim or CSF permit with more than 300 AU and sites that received feedlot cost-share (goal 5, actual 3); sites required to be registered that have never been inspected, including those with open lot areas without runoff controls and in the Root River 1W1P (goal 6, actual 17); sites within Root River 1W1P and other priority watersheds (goal 10, actual 17); sites constructing manure storage areas and open lot runoff controls (goal 1, actual 3); and sites that have not been maintaining adequate land application records (goal 1, actual 2). This year Houston County issued three interim permits: Tom Hoscheit, Brad Olinger and Bob Koch. Two of these were for projects that were started in previous years and just waiting to get funding figured out; because they had been inspected in prior years and no projects had been implemented since, they were not inspected again in 2020. No new projects were brought to the CFO's attention in 2020. The third interim permit was issued in response to an emergency LMSA situation and was never officially "inspected", but a great deal of staff time was invested at this site. There were two LMSA construction projects taking place in 2020, Tom Hoscheit and Clair Olson, and multiple construction inspections took place during that time (Olson's received an interim permit in 2019). Christine Koch's site was inspected upon the expiration of the interim permit issued in 2018. Art Doering received feedlot cost-share through the Section 319 Feedlot Program with technical assistance provided by Root River SWCD. He reconstructed an open lot as well as add a clean water diversion with filtration area. At the end of the year, Brad Olinger started a barn project with cost-share, which will close an open lot. There are a number of sites that have never been inspected in Houston County and 17 of the 27 inspected had not had compliance inspections done previously. All are within the Root River 1W1P. At least two sites that were inspected previously and cited for not keeping land application records were inspected again and are still non-compliant. The complaint initiated inspection noted above was for a complaint regarding a stockpile site near a well.

PERMITTING		Number	PC	PC Total
32	30-day construction or expansion notifications received:	0	---	---
33	Interim Permits Issued or Modified:	3	2	6
34	Construction Short-Form Permits Issued or Modified at Sites ≥ 300 AU:	0	1	0
35	Public meetings held for construction or expansion to ≥ 500 AU:	0	---	---
ENVIRONMENTAL REVIEW (EAW)		Number	PC	PC Total
36	EAW petitions received:	0	---	---
37	EAWs prepared by county:	0	4	0
EMERGENCY RESPONSE		Number	PC	PC Total
38	Events where emergency response was conducted: (on-site visit)	1	2	2
ENFORCEMENT ACTIONS		Number	PC	PC Total
39	Letters of Warning (LOW) issued:	0	---	---
40	Notices of Violation (NOV) issued:	0	---	---
41	Court actions commenced:	0	---	---
FEEDLOT SITE SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
42	Feedlots where a partial environmental upgrade was achieved:	2	---	---
43	Feedlots where a complete environmental upgrade was achieved:	2	6	12
LAND APPLICATION SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
44	Feedlots 100+ AU where N records requirements were returned to compliance:	0	---	---
45	Feedlots 300+ AU (or 100+ DWSMA) where N&P requirements were returned to compliance:	0	---	---
46	Feedlots 100+ AU where in-field inspection non-compliance was resolved:	0	---	---

OWNER ASSISTANCE AND OUTREACH		Number	PC	PC Total
47	Sites visited to provide assistance	0	---	---
48	Workshops/trainings hosted/sponsored by the CFO:	1	2	2
	48.1) Total number of feedlot owners attending these events	35	---	---
49	CFO presentations at informational or producer group events: (per event)	0	1	0
50	Number of mailings to feedlot owners:	2	---	---
51	Feedlot articles placed in newspapers:	0	---	---
Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities.				
Date	Description			
Winter 2020	Feedlot Newsletter - Land app on frozen ground, emergency response, registration updates, MMPs and land app records			
11-Mar	Feedlot Operators Workshop - Climate Trends, Conservation Planning, 319 Grant, DNR Water Appropriations			
CFO TRAINING AND MENTORING		Number	PC	PC Total
52	CFO - training CEUs: (Enter total training hours earned - list events below)	39.25	---	---
53	Hours mentoring New CFOs (describe on a separate sheet):	0	0.25	0
List the training events attended.				
Date	Description		Hours	
1/15/2020	Webex		0.5	
2/24/2020	Nitrogen Smart - Plainview		3	
24-Feb	Nitrogen Smart - Plainview		3	
12-Feb	Webex		1.25	
22-Apr	Webex		1.5	
5/6/2020	Regional Meeting		2	
5/20/2020	Webex		2.5	
6/17/2020	Webex		1.5	
Multiple	Online Science Behind Manure Management		15	
7/15/2020	Webex		1.5	
8/19/2020	Webex		1.5	
9/23/2020	Regional Meeting		2	
21-Oct	Webex		1	
11/18/2020	Webex		1.5	
12/16/2020	Webex		1.5	
OTHER PROGRAM ACTIVITIES		Number	PC	PC Total
54	Feedlots where a MinnFARM was conducted (list sites below):	5	1	5
55	Notifications received claiming air quality exemptions:	0	---	---
56	Meetings with other local government and producer groups:	0	---	---
57	Feedlot ordinance revisions likely, in progress, or completed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
MinnFARM completed by CFO		Describe other county program activities not identified elsewhere.		
registration no.	Site Name			
055-91757	Dan Schroeder - Sec 13			
055-91659	Tom Heberlein - Sec 17			
055-91924	Art Doering - Sec 10			
055-114158	Bill Sheehan - Sec 21			
055-91799	Belva Kruse - Sec 30			
TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review		Max Eligible PC	PC Earned	
58	Both registration files have ALL documentation uploaded to TEMPO	2	2	
59	All four inspection files have ALL documentation uploaded to TEMPO	2	2	
60	Both permit files have ALL documentation uploaded to TEMPO	4	2	
TOTAL PERFORMANCE CREDITS				36.50