

# 2023 County Feedlot Officer (CFO) Annual Report

(Data for the Period: January 1, 2023 - December 31, 2023)


Revised: 11/21/23

County: Pope

Contact Person: Ariel Hughes

Phone: 320-634-7793

E-Mail Address: ariel.hughes@popecountymn.gov

Signature: 

(Signature of County Board Commissioner)

5/7/2024  
(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):					0.12	
2	FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:					0.08	
3	FTEs supplied through contract with other local government units:					-	
4	Total Number of FTE positions that supported county program:					0.2	
REGISTRATION (Report your current numbers - base grant numbers are displayed for reference)						Base	Current
5	Feedlots in shoreland with 10 - 49 AU:				7	14	
6	Feedlots with 50 - 299 AU:				81	122	
7	Non-CAFO/NPDES/SDS ≥ 300 AU:				19	30	
8	CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")				0	0	
9	Feedlots with NPDES or SDS permits:				11	11	
10	<b>Total - Feedlots required to be registered:</b>				<b>118</b>	<b>177</b>	
11	<b>Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)</b>					<b>119</b>	
Feedlot Sites Inspected						Minimum number of FEEDLOT SITES required to register that must be inspected (7%):	
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)					11	
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	0	8	2			
	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	1			
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	1	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 or a DWSMA.					5	
21	Number of feedlots inspected within the County's priority areas as designated in the work plan.					9	
22	Number of sites inspected found to be non-compliant with water quality discharge standards.					1	
23	Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements.					4	
INSPECTION Performance Credits (Summarized from entries above)							
NOTE: Inspections assumed to satisfy the 7% minimum are not PC eligible		Total	Not PC eligible	PC eligible	PC	PC Total	
24	Compliance inspections <i>min. # of compliance inspections: 5</i>	10	8.5	1.5	1.5	2.25	
25	Construction inspections	2	0	2	1	2	
26	Desktop N&P records inspections	0	0	0	1.5	0	
27	In-field land application inspections	1	0	1	0.5	0.5	
28	Compliance inspections that include optional P review			0	0.5	0	
29	Number of facilities that received 2 or more construction inspections.			1	0.5	0.5	
30	CAFO/NPDES/SDS sites inspected at the MPCA's request			0	0.5	0	
31	Complaint initiated inspections (any non-CAFO/NPDES/SDS) (only count 1 per feedlot):			1	0.5	0.5	
32	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.

I inspected sites without compliance inspections in files over 100 a.u., furnished record sheets and provided assistance. I provided the feedlot owners with testing information and record sheets before and after the inspection and identified how long they need to be retained. One feedlot re-registered and fell below the threshold, two (2) were brought back into compliance after submitting paperwork, and one was inspected but was unsuccessful in oral communication. I conducted two (2) inspections at sites over 300 A.U. with one (1) rescheduled for 2024. I received land application records for one (1) and helped fill out and update records for the other. All sites that were inspected are within the Chippewa River watershed; 3 inspected on the west side, with one inspected on the east side.

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

OWNER ASSISTANCE AND OUTREACH		Number	PC	PC Total
48	Sites visited to provide assistance	0	---	---
49	Workshops/trainings hosted/sponsored by the CFO:	0	2	0
	49.1) Total number of feedlot owners attending these events	0	---	---
50	CFO presentations at informational or producer group events: (per event)	2	1	2
51	Number of mailings to feedlot owners:	35	---	---
52	Feedlot articles placed in newspapers and/or social media:	1	---	---
Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities.				
Date	Description			
8-Aug	AVL lakes association meeting. Presentation on the overview of the feedlot program, feedlots in shoreland			
1/10/2023	informational presentation on manure digesters			
CFO TRAINING AND MENTORING		Number	PC	PC Total
53	CFO - training CEUs: (Enter total training hours earned - list events below)	43.5	---	---
54	Hours mentoring New CFOs in another county (describe on a separate sheet):	0	0.25	0
List the training events attended.				
Date	Description	Hours		
1/18/2023	Webex Data Practices	1.5		
1/31/2023	Nitrogen College - Day 1	3		
1-Feb	Nitrogen College - Day 2	3		
13-Feb	Manure Monday - managing weed seeds	1		
27-Feb	Manure Mondays - Closing the loop	1		
3/13/2023	Manure Mondays - Biosecurity	1		
2/15/2023	CFO Webex	1.25		
3/22/2023	MACFO - Day 1	8		
3/23/2023	MACFO - Day 2	4		
4/19/2023	Webex - fish kill	1		
6/8/2023	MinnFARM - Annandale	5.5		
6/14/2023	Spring Regional Meeting	4		
7/19/2023	Webex - MMP online	1.25		
9/20/2023	Webex - Multi AI	1.5		
10/31/2023	Regional Meeting	4		
11/21/2023	Webex - annual reporting	1.5		
12/20/2023	Webex	1		
OTHER PROGRAM ACTIVITIES		Number	PC	PC Total
55	Feedlots where a MinnFARM was conducted (list sites below):	1	1	1
56	Notifications received claiming air quality exemptions:	5	---	---
57	Meetings with other local government and producer groups:	0	---	---
58	Feedlot ordinance revisions likely, in progress, or completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes describe below		
MinnFARM completed by CFO		Describe other county program activities not identified elsewhere.		
registration no.	Site Name			
121-62952	Ron Reichmann Farm West			
TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review		Max Eligible PC	PC Earned	
59	Reviewed registration files have ALL documentation uploaded to TEMPO. (if applicable)	1		
60	All four inspection files have ALL documentation uploaded to TEMPO	1		
61	Both permit files have ALL documentation uploaded to TEMPO	2		
62	90% of inspection data entered within 60 days of inspection	2		
TOTAL PERFORMANCE CREDITS				9.75

CY2023 MPCA County Feedlot Financial Report			
The county may show all county expenditures beyond the required match.			
		Revised 01/16/2024	
<b>County</b>	Pope		
<b>County Feedlot Officer</b>	Ariel Hughes	<b>320-634-7793</b>	
	NAME	PHONE	
	<b>Budgeted</b>	<b>Spent</b>	<b>Balance Remaining</b>
2022 Funds Leftover			0
2023 Grant Award Amount	\$ 14,460.88	\$ 14,460.88	0
2023 Required Match Amount	\$ 10,028.13	\$ 10,028.13	0
<b>TOTAL</b>	<b>\$ 24,489.01</b>	<b>\$ 24,489.01</b>	<b>0</b>
PC NUMBER earned (per MPCA) in 2023 for 2022 work	7.5		
PC DOLLAR amount rec'd in 2023 for 2022 work	\$ 1,500.00		
<b>Activity</b>	<b>Spent</b>		
Complaint Response	\$ 480.00		
Inspections & Compliance	\$ 2,000.00		
Owner Assistance	\$ 880.00		
Permitting	\$ 1,400.00		
Registration/Inventories	\$ 1,785.00		
Training/Conferences	\$ 1,741.00		
Administration	\$ 8,468.00		
Other (explain)	\$ 880.00	Ag Practices	
<b>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 -&gt; and do not enter Overhead costs.</b>	<i>Example: Overhead is figured into salary. Program activities include overhead.</i>		
<b>Overhead Lump Sum</b> (If you do not break down overhead expenses but track them in a lump sum or in addition to salary, enter that amount.)	<b>Spent</b>		
<b>Overhead Broken Down</b> (If you break down overhead expenses please enter amount spent for each.)	<b>Spent</b>		
Office (lease, utilities, furniture, insurance, etc.)	\$ 9,600.00		
Vehicle (lease, fuel, mtnc., etc.)	\$ 5,793.39	Lease and Fuel	
Supplies (computer, internet, phone, copier, fax, paper, postage, etc.)	\$ 57.82	Printing and Publishing (outside vendor)	
Other (explain)	\$ 860.49	Annual Memberships_Training Courses_Conferences_Cell Phone	
Research fees			
<b>TOTAL</b>	<b>\$33,945.70</b>		
<b>Employee Name</b>	<b>FTE</b>	<b>Grant Salary Expense</b> (includes insurance/benefits)	
Ariel Hughes	0.12	\$ 9,641.00	
Jessica Hill	0.04	\$ 3,036.00	
David Green	0.04	\$ 4,957.00	
<b>TOTAL</b>	<b>0.2</b>	<b>\$ 17,634.00</b>	

FTE = Full Time Equivalent; the percentage of employee's time dedicated to the feedlot program in 2023.