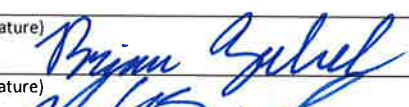



Minnesota Pollution Control Agency (MPCA) Feedlot Program 2018 Year-End Review Worksheet

Sites reviewed by MPCA staff will be chosen from work done by the County in 2018. The County can pull their 2018 information from the Tempo warehouse data dump and Tableau. The information the County prepares should include:

1. Sites that registered
2. Compliance inspections conducted
3. Sites returned to compliance
4. Sites receiving a permit

A total of 20 Non-Inspection Minimum Program Requirement (MPR) points are possible for the 2018 Year-End Review. **A County cannot receive a partial point two years in a row for the same MPR. Either the County earns a full point the second year or no point.** The MPCA reviewer should have the County's *MPCA County Feedlot Program Delegation Agreement Work Plan* available for reference during the review.

County:	Freeborn Waseca <small>NB</small>	
Date of Review:	4/9/2019	
County Feedlot Officer:	Brian Zabel	(signature) 
MPCA Reviewer:	Nathan Bird	(signature) 
INSPECTION MPRs	Agency-approved number of feedlots required to be registered (Attachment A):	234
	Number of inspections conducted that count towards the 7% inspection rate:	24
	Inspection rate achieved by the county (%):	NB 9.75 10.25
NON-INSPECTION MPRs	Number of applicable non-inspection MPRs:	NB 10 9.5
	Total non-inspection MPR points:	10
	Non-Inspection MPR rate (%):	NB 100% 95

Registration (NA) – Review two registration files. If there is only one file, review one file. If there are no registration files, mark “NA” for this section.

MPR No.	65503, 022214	
1. a.	Did the County use either the MPCA standard registration form or an alternative agency-approved registration form? <i>One half point - both files contain a standard/approved form</i> <i>One quarter point - one of the two files contain a standard/approved form</i> <i>No point - neither file contains a standard/approved form</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> ½ pt <input type="checkbox"/> 1/4pt
1. b.	Did the County update registration data in Tempo? <i>One half point - 90% or more of 2018 registrations are updated/in Tempo.</i> <i>One quarter point - 50% to 89% of 2018 registrations are updated/in Tempo.</i> <i>No point - 0% - 49% of 2018 registrations are updated/in Tempo.</i>	<input type="checkbox"/> NO <input checked="" type="checkbox"/> ½ pt <input type="checkbox"/> 1/4 pt

2.	<p>Did the County meet the 30-day registration receipt requirement?</p> <p><i>One point - both files contain an acceptable 30-day letter or meet other agency acceptable notification requirements.</i></p> <p><i>One half point - one of the two files contain agency acceptable documentation or both files contain a 30-day registration receipt but documentation is inadequate.</i></p> <p><i>No point - neither file reviewed contains a 30-day registration receipt nor agency acceptable documentation.</i></p>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt <input checked="" type="checkbox"/> ½ pt
<p>Files reviewed for this section:</p> <p>1. 65503 - Desay Kagan Farm 62820 - Desay Kagan Farm 60400 - Kagan Farm 52109 - Jason Witt Farm</p> <p>2. 222214 - Windy Hill Park LLC</p>		<p>Comments:</p> <p>241.5 AUS</p> <p>1. Reg. App Received 1/2/18 Reg. Receipt Letter 1/2/18 Complete. Reg. App. Received 8/15/18</p> <p>2. Reg. Receipt letter 8/21/18</p> <p>Finish in Tempo</p>	

Inspections and Compliance – Review four inspection files. If there are less than four files, review those that are available.

- For 3 and 6, review two compliance inspection files.
- For 8, review two inspection files. If there is only one file, review that file. If no files, mark “NA”.

3	<p>Were all inspections documented on the Non-NPDES checklist?</p> <p><i>One point - both files reviewed contain the correct checklist.</i></p> <p><i>One half point - one of the two files reviewed contain the correct checklist.</i></p> <p><i>No point - both files reviewed do not contain the correct checklist.</i></p>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
4.	<p>Were all conducted inspections entered into Tempo (see Tableau and discrepancy list)?</p> <p><i>One point – 90% or more of inspections are in Tempo.</i></p> <p><i>One half point – 50% to 89% of inspections are in Tempo.</i></p> <p><i>No point – 0% - 49% of inspections are in Tempo.</i></p>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> 1/2 pt
5	<p>Did the County follow their Delegation Agreement Work Plan Inspection Strategy?</p> <p><i>One point - County followed inspection strategy.</i></p> <p><i>No point - County did not follow inspection strategy.</i></p>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt
6	<p>Was the producer notified in writing of the results of the compliance inspection?</p> <p><i>One point - both files reviewed contain a letter that was sent when required.</i></p> <p><i>One half point - one of the two files reviewed contain a notification letter.</i></p> <p><i>No point - neither of the two files reviewed contain a notification letter.</i></p>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
7	<p>Did the County follow their Delegation Agreement Work Plan Compliance Strategy for inspections that resulted in non-compliance? (<input checked="" type="checkbox"/> NA)</p> <p><i>One point - County followed compliance strategy.</i></p> <p><i>No point - County did not follow compliance strategy.</i></p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt
8	<p>Did the County maintain documentation of corrective action for any site that was returned to compliance in the program year? (<input checked="" type="checkbox"/> NA)</p> <p><i>One point - documentation was maintained for each file reviewed.</i></p> <p><i>One half point - documentation was observed in, at least, one of the files reviewed.</i></p> <p><i>No point - no documentation was observed.</i></p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt

Files reviewed for this section:

- 65737 - Theil Reinecke Farm
- 65067 - Bryan Semisa Farm
- 84677 - Kevin Androli Farm
- 65715 - Steve Scheffert Farm

Comments:

- Not applicable "construction or expansion requirements are met" - paper checklist compliant
- Req. is "yes" LMSA + "no" manure stockpile, inspection checklist says "no" LMSA + "yes" manure stock pile
- Over 300+ AU - Record Keeping required inspection checklist marked "N/A." Compost on inspection map, listed on inspection checklist as process wastewater discharge "compliant"
- Registration signed 7/26, stamped received 8/26. Registration "No" stockpile, inspection "yes" construction or expansion req. "N/A" Records marked "N/A" but over

Permitting (NA) - Review two permit files. If there is only one file, review one file. If there are no permit files, mark "NA" for this section. 100 files

9	<p>Did the County issue permits within the 60/120 day time period?</p> <ul style="list-style-type: none"> Did the County clearly document a received date on all paperwork (permit applications, MMPs, and plans & spec documents)? <input type="checkbox"/> YES <input type="checkbox"/> MOST <input type="checkbox"/> NO If applicable, did the County send incomplete letters within 15 business days? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> NA <p><i>One point - all paperwork (applications, MMPs, and plans and specs) clearly document a received date and County met 15 business day requirement for applicable incomplete letters.</i> <i>One half point - most paperwork (applications, MMPs and plans and specs) clearly document a received date and County met 15 business day requirement.</i> <i>No point - a received date is not documented on paperwork or County did not meet 15 business day requirement.</i></p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
10	<p>Did the County complete an agency-approved checklist for each application?</p> <p><i>One point - both files contain a completed checklist.</i> <i>One half point - only one of two files contain a completed checklist.</i> <i>No point - neither file contains a completed checklist.</i></p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
11	<p>Were notification requirements met (public notice ≥500 AU <input type="checkbox"/> NA and government notice <input type="checkbox"/> NA)?</p> <p><i>One point - all notification requirements were met.</i> <i>One half point - half or more required notifications were met.</i> <i>No point - notification requirement was not met.</i></p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
12	<p>Were permits issued no sooner than 20 business days after public notice (>500 AU)? (<input type="checkbox"/> NA)</p> <p><i>One point - applicable permits were issued 20+ business days after public notice.</i> <i>No point - one or both applicable permit(s) were issued SOONER than 20 business days.</i></p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt
13	<p>Did the County complete an agency-approved checklist to ensure that submitted MMP requirements were met? (<input type="checkbox"/> NA)</p> <p><i>One point - all applicable files contain a completed checklist.</i> <i>One half point - one of the two files contain a completed checklist. (Does not apply if only one file requires a checklist.)</i> <i>No point - all applicable files do not contain a completed checklist.</i></p>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt

Compost on map not on checklist.

14	Did the County complete an agency-approved checklist to ensure that submitted LMSA requirements were met? (<input type="checkbox"/> NA) <i>One point – all applicable files contain a completed checklist.</i> <i>One half point – one of the two files contain a completed checklist. (Does not apply if only one file requires a checklist.)</i> <i>No point – all applicable files do not contain a completed checklist.</i>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
15	Did the County conduct an inspection at all sites to ensure that the proper permit was issued (CSF vs. INT)? <i>One point – both sites were inspected prior to permit issuance and correct permits were issued.</i> <i>One half point – one of the two sites was inspected prior to permit issuance and correct permit was issued.</i> <i>No point – neither site was inspected and correct permits were not issued at all or incorrect permits were issued.</i>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt

Files reviewed for this section: 1. 2.	Comments:
--	-----------

Complaint Response (NA) If the County received no complaints, mark "NA" for this section.

16	Did the County maintain a complaint log? <i>One point – complete complaint log is maintained.</i> <i>One half point - some complaint log information is maintained.</i> <i>No point - a complaint log is not maintained.</i>	<input type="checkbox"/> NO	<input type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
Comments:			

Owner Assistance

17	Did the County follow their Delegation Agreement Work Plan Owner Assistance Strategy? <i>One point – County followed owner assistance strategy.</i> <i>No point – County did not follow owner assistance strategy.</i>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt
Comments:			

Staffing Level/Air Quality Exemption/Web Site Posting Requirement

18	Did the County earn the required 18 continuing education units (CEUs) of training? <i>One point – 18 or more CEUs earned.</i> <i>One half point – 9-17 CEUs earned.</i> <i>No point – 0-8 CEUs earned.</i>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
----	---	-----------------------------	---

19	Did the County maintain an air quality exemption log? (<input type="checkbox"/> NA for no notifications received) <i>One point – complete air quality exemption log is maintained.</i> <i>One half point - some air quality exemption log information is maintained.</i> <i>No point - air quality exemption log is not maintained.</i>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt <input type="checkbox"/> ½ pt
20	Did the County post their 2017 Annual CFO Report and MPCA Financial Report on their website by July 1, 2018? <i>One point - information is posted.</i> <i>No point – information is not posted.</i>	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> 1 pt

Comments:

Financial Report (No points awarded for this section.)

Does the financial report show how much grant money the county received and spent? NO YES

Does the financial report show that the county spent the total match amount? NO YES

Summary Review Notes/Comments/Tempo Issues

ATTACHMENT A

County	Feedlots Eligible for Funding
Big Stone	40
Blue Earth	363
Brown	386
Carver	238
Clay	105
Cottonwood	257
Douglas	420
Faribault	362
Fillmore	737
Freeborn	285
Goodhue	685
Houston	414
Jackson	330
Kandiyohi	445
Kittson	18
Lac Qui Parle	194
Lake of the Woods	25
Le Sueur	172
Lincoln	414
Lyon	282
McLeod	329
Marshall	41
Martin	474
Meeker	253
Morrison	618
Mower	381
Murray	425
Nicollet	316
Nobles	432
Norman	45
Pennington	38
Pipestone	451
Polk	77
Pope	294
Red Lake	38
Renville	288
Rice	287
Rock	512
Stearns	1,491
Steele	251
Stevens	130
Swift	157
Todd	682
Traverse	34
Wadena	99
Waseca	234
Watonwan	184
Winona	555
Wright	263
Yellow Medicine	271