

# 2024 County Feedlot Officer (CFO) Annual Report

(Data for the Period: January 1, 2024 - December 31, 2024)

Revised: 1/13/25

County: Lake of the Woods  
Phone: 218-634-1842 ext# 4

Contact Person: Mike Hirst  
E-Mail Address: mike.hirst@mn.nacdn.net

Signature: \_\_\_\_\_

(Signature of County Board Commissioner)

4/8/25  
(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):	0.11				
2	FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:	0.02				
3	FTEs supplied through contract with other local government units:	0				
4	Total Number of FTE positions that supported county program:	0.13				
REGISTRATION (Report your current numbers - base grant numbers are displayed for reference)		Base	Current			
5	Feedlots in shoreland with 10 - 49 AU:	4	4			
6	Feedlots with 50 - 299 AU:	15	14			
7	Non-CAFO/NPDES/SDS ≥ 300 AU:	1	1			
8	CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")	0	0			
9	Feedlots with NPDES or SDS permits:	0	0			
10	Total - Feedlots required to be registered:	20	19			
11	Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)			20		
Feedlot Sites Inspected		Minimum number of FEEDLOT SITES required to register that must be inspected (7%):				1.5
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)	4				
INSPECTION REPORTING						
Types of Inspections (at sites required to be registered) Only count first instance of each type of inspection per feedlot		10 - 49 AU (In shoreland)	50 - 299 AU (except where noted)	300 or more AU (Non-CAFO/NPDES/SDS)		
13	Compliance inspections	1	2	1		
	13.1) How many included a 3 or 6-yr P records inspection (see guidance)			0		
14	Construction inspections	0	0			
	14.1) How many received a 2nd construction inspection	0	0	0		
15	Desktop N & 3 or 6-yr P records inspection (see guidance) (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	0	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	2				
21	Number of feedlots inspected within the County's priority areas as designated in the work plan	4				
22	Number of sites inspected found to be non-compliant with water quality discharge standards	0				
23	Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements	2				
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						
24	Compliance inspections min. # of compliance inspections: 1	4	1.5	2.5	3	7.5
25	Construction inspections	0	0	0	2	0
26	Desktop N & 3 or 6-yr P records inspections (see guidance)	0	0	0	3	0
27	In-field land application inspections	0	0	0	1	0
28	Compliance inspections that include optional P review			0	1	0
29	Number of facilities that received 2 or more construction inspections			0	1	0
30	CAFO/NPDES/SDS sites inspected at the MPCA's request			0	1	0
31	Complaint initiated inspections (any non-CAFO/NPDES/SDS) (only count 1 per feedlot)			0	1	0
32	Routine or follow-up stockpile only inspection. (only count 1 per feedlot)			0	0.5	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.

See Delegation Agreement Work Plan for details. The CFO completed four inspections in 2024. The goal for inspections was between two and six inspections. Four inspection strategies are identified in the DAWP, which are:

- All inspections were within a One Watershed, One Plan priority area.
- All sites inspected have open lots.
- None of the sites inspected was their first time being inspected.
- None of the sites inspected were constructing manure storage areas and open lot runoff controls.

Data was entered into TEMPO within 120 days.

PERMITTING		Number	PC	PC Total
33	30-day construction or expansion notifications received:	0	---	---
34	Interim Permits Issued or Modified:	0	6	0
35	Construction Short-Form Permits Issued or Modified at Sites $\geq 300$ AU:	0	4	0
36	Public meetings held for construction or expansion to $\geq 500$ AU:	0	---	---
ENVIRONMENTAL REVIEW (EAW)		Number	PC	PC Total
37	EAW petitions received:	0	---	---
38	EAWs prepared by county:	0	8	0
EMERGENCY RESPONSE		Number	PC	PC Total
39	Events where emergency response was conducted: (on-site visit)	0	4	0
ENFORCEMENT ACTIONS		Number	PC	PC Total
40	Letters of Warning (LOW) issued:	0	---	---
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	12	0
LAND APPLICATION SCHEDULED COMPLIANCE (Achieved in current reporting year)		Number	PC	PC Total
45	Land application <u>record keeping</u> returned to compliance at Feedlots <b>100 - 299 AU</b> :	0	1	0
46	Land application <u>record keeping</u> returned to compliance at Feedlots <b>300+ AU</b> (or 100+ DWSMA):	0	2	0
47	Nitrogen application <u>rate</u> returned to compliance (any size facility):	0	1	0
LMSA CLOSURE (Achieved in current reporting year)		Number	PC	PC Total
48	Sites where a LMSA was closed (verified by field inspection or producer notification):	0	6	0

OWNER ASSISTANCE AND OUTREACH		Number	PC	PC Total
49	Sites visited to provide assistance	1	---	---
50	Workshops/trainings hosted/sponsored by the CFO:	2	6	12
	50.1) Total number of feedlot owners attending these events	0	---	---
51	CFO presentations at informational or producer group events: (per event)	2	3	6
52	Number of mailings to feedlot owners:	2	---	---
53	Feedlot articles placed in newspapers and/or social media:	2	---	---
Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities.				
Date	Description			
15-Feb	Livestock Producer Workshop: Vet, Sustainable Farming Associations, NRCS Grazing Specialist, UMN Extension			
7/17/2024	Sustainable Farming Association workshop on soil health soil testing and field tour on ag fields including a cover crop that is grazed in the fall.			
CFO TRAINING AND MENTORING		Number	PC	PC Total
54	CFO - training CEUs: (Enter total training hours earned & list events below - see guidance for more than 18 hr)	19.5	0.5	0.75
55	Hours mentoring New CFOs in another county (describe on a separate sheet):	0	0.5	0
List the training events attended.				
Date	Description	Hours		
1/17/2024	Engineer assistance, Data Practices	1.5		
2/21/2024	Continuous Improvement (CI) project update, New permit discussion	1.5		
17-Apr	2025 Funding QA, Inspection prep, Data entry and land application review	1.5		
15-May	Construction Stormwater presentation	1		
12-Jun	Spring - CFO Regional Meeting - Detroit Lakes	4		
7/17/2024	MDA Biosecurity & H5N1, Update DAWP, and Feedlot Registration numbers	1.5		
9/18/2024	Nitrogen/Lysimeter presentation, overview of manure nitrogen in the field, 2025 Tempo WAL changes	1.5		
10/23/2024	County Feedlot Program enforcement process	1.5		
11/5/2024	Fall - CFO Regional Meeting - Thief River Falls	4		
12/18/2024	CFO Annual Reporting process	1.5		
OTHER PROGRAM ACTIVITIES		Number	PC	PC Total
56	Feedlots where a MinnFARM was conducted (list sites below):	0	2	0
57	Notifications received claiming air quality exemptions:	0	---	---
58	Meetings with other local government and producer groups:	1	---	---
59	Feedlot ordinance revisions likely, in progress, or completed? <input checked="" 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	Lake of the Woods County updated their Zoning Ordinance in 2024. County Commissioners requested that there were protections for the county's tourism industry. The county adopted new animal feedlot and manure storage structure setbacks and separations within their zoning ordinance.		
TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review		Max Eligible PC	PC Earned	
60	Reviewed registration files have ALL documentation uploaded to TEMPO (if applicable)	2	0	
61	All four inspection files have ALL documentation uploaded to TEMPO	2	2	
62	Both permit files have ALL documentation uploaded to TEMPO	4	0	
63	90% of inspection data entered within 60 days of inspection	4	4	
64	All applicable inspection files for sites >100 AU contain land application records	4	0	
TOTAL PERFORMANCE CREDITS				32.25

	CY2024 MPCA	County Feedlot Financial Report	
	The county may show all county expenditures beyond the required match.		
		Revised 11/15/2024	
County	Lake of the Woods County		
County Feedlot Officer	Mike Hirst	218-634-1842	
	NAME	PHONE	
	Budgeted	Spent	Balance Remaining
2023 Funds Leftover			\$ -
2024 Grant Award Amount	\$ 7,500.00	\$ 7,500.00	\$ -
2024 Required Match Amount	\$ 7,500.00	\$ 9,654.32	\$ (2,154.32)
<b>TOTAL</b>	<b>\$ 15,000.00</b>	<b>\$ 17,154.32</b>	<b>\$ (2,154.32)</b>
PC NUMBER earned (per MPCA) in 2024 for 2023 work	7.75		
PC DOLLAR amount rec'd in 2024 for 2023 work	\$ 1,536.64		
Activity	Spent		
Complaint Response	\$ 500.00		
Inspections & Compliance	\$ 5,000.00		
Owner Assistance	\$ 4,500.00		
Permitting	\$ 500.00		
Registration/Inventories	\$ 750.00		
Training/Conferences	\$ 1,500.00		
Administration	\$ 3,412.62		
Other (explain) 15715.31			
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		
MACFO Dues	\$ 125.00		
Livestock Workshop Expenses	\$ 621.43		
Producer Manure / Soil Testing Assistance	\$ 74.90		
Employee Expenses and Trainings	\$ 170.37		
<b>TOTAL</b>	<b>\$17,154.32</b>		
Employee Name	FTE	Grant Salary Expense (includes insurance/benefits)	
Mike Hirst	0.11	\$ 14,076.15	
Joe Vrtacnik	0	\$ 415.20	
Becky Buegler	\$ 0.02	\$ 1,671.27	
<b>TOTAL</b>	<b>0.13</b>	<b>\$ 16,162.62</b>	
FTE = Full Time Equivalent; the percentage of employee's time dedicated to the feedlot program in 2024.			