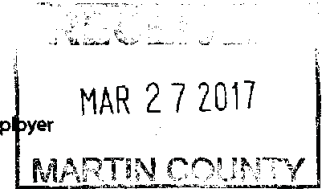




# Minnesota Pollution Control Agency

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March 23, 2017

Ms. Pam Flitter  
Martin County Feedlot Officer  
201 Lake Avenue, Room 104  
Fairmont, MN 56031

RE: 2016 Martin County Feedlot Program Year-End Review

Dear Ms. Flitter:

On March 14, 2017, the Minnesota Pollution Control Agency (MPCA) completed a year-end review of the Martin County (County) delegated feedlot program for the period of January 1, 2016, through December 31, 2016. Based upon the review, the MPCA has determined that the County satisfactorily met 18 out of an applicable 18, or 100 percent, of non-inspection minimum program requirements. The County also satisfactorily conducted 129 inspections of the 474 feedlots required to be registered, for an inspection rate of 27.22 percent.

The MPCA commends the County for its work in 2016. If you have any questions regarding the review, please do not hesitate to contact me at 507-344-5265 or [william.martens@state.mn.us](mailto:william.martens@state.mn.us).

Sincerely,

*William Martens*

*This document has been electronically signed.*

William Martens  
Environmental Specialist  
Feedlot Section  
Watershed Division

WM:cz

Enclosure: 2016 Year-End Review Evaluation Worksheet

cc: Michelle Oie, MPCA

## 2016 Year-End Review Evaluation Worksheet

### Review Session Requirements:

1. The County must have the following file information prepared and available as applicable\* for the review session:
  - i. A list of sites that were re-registered in 2016
  - ii. A list of sites where compliance inspections were conducted in 2016
  - iii. A list of sites where feedlots were returned-to-compliance in 2016
  - iv. A list of sites where a permit application was processed in 2016

\* As applicable means that a list must be prepared insofar as work was done in an identified area. For example, a list would not be applicable for a county that did not return any feedlots to compliance in 2016.

2. A total of 21 points are possible for the 2016 Year-End Review. Reviewers have the option to assign a credit of ½ point for Minimum Program Requirements (MPRs) 2, 6, 8, 9a, 11, 15, 16 and 18. But a county cannot receive a ½ point credit for two consecutive years for the same MPR; either the county earns a full-point in the second year or receives no credit.

<b>Date of Review:</b>	03/14/2017		
<b>County:</b>	Martin		
<b>County Feedlot Officer (CFO):</b>	<small>(print name)</small> Camela A Jutter	<small>(signature)</small> <i>Camela A Jutter</i>	
<b>MPCA Reviewer:</b>	<small>(print name)</small> Will Martens	<small>(signature)</small> <i>Will Martens</i>	
<b>MPR INSPECTION RATE</b>	Agency-approved number of feedlots required to be registered (see Attachment A):	474	
	Number of inspections conducted at feedlots required to be registered:	129	
	Inspection rate (%):	27.22%	
<b>MPR NON-INSPECTION RATE</b>	Number of applicable non-inspection MPRs:	18	
	Number of non-inspection MPRs completed (total all the points):	18	
	Non-Inspection MPR rate:	100%	

### Registration – Two county registration files must be reviewed to complete this section.

MPR No.	Description		
1	Did the County use either the MPCA standard registration form or an alternative agency-approved registration form? One point for using the correct form (alternative form must have had prior approval by MPCA). No point if it is not the correct form.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
2	Did the County meet the 30-day registration receipt requirement? One point if two files are reviewed and have the 30 day letter in them or meet other agency-acceptable notification requirements. One half point (½ pt) if one of the two files reviewed shows agency acceptable documentation. No points if it is not in there at all.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> ½ pt
Files reviewed for this section: 1. 091-11016		Comments: Used correct form ✓ met 30 day receipt requirement	

2. 091-117945	used correct form ✓ met 30 day requirement
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**Inspections and Compliance – Up to four feedlot files, as applicable, may need to be reviewed to complete this section:**

- Two compliance inspection files must be reviewed for MPR 3, 4 and 6.
- Two compliance inspection files, as applicable, must be reviewed for MPR 8.

3	Were all inspections documented on the Non-NPDES checklist or a pre-approved non-agency form? One point for using the correct form. No point if it is not the correct form.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
4	Were all inspections entered into Delta in accordance with required parameters? One point for putting the correct info into Delta. Where the County attempted data entry, they may still achieve one point. No point for not entering.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
5	Did the County follow their work plan inspection strategy? One point for following the work plan. No points for not following the work plan at all.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
6	Was the producer notified, in writing, of the results of compliance or non-compliance? ( <input type="checkbox"/> NA) One point if a letter was sent when required. One half point (½ pt) if one of the two files reviewed has a notification letter.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> ½ pt
7	Did the County follow their work plan compliance strategy? ( <input checked="" type="checkbox"/> NA) NO - non compliant sites. One point for following the work plan. No points for not following the work plan at all.	<input type="checkbox"/> NO	<input type="checkbox"/> YES
8	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) One point if documentation was maintained for each file observed. One half point (½ pt) if documentation was observed in, at least, one of the files observed.	<input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> ½ pt

Files reviewed for this section:	Comments:
1. 091-116603	1 ✓ 2 ✓ 3 ✓ 4 ✓
2. 091-95695	1 ✓ 2 ✓ 3 ✓ 4 ✓
3. 091-117945	1 ✓ 2 ✓ 3 ✓ 4 ✓
4. 091-111016	1 ✓ 2 ✓ 3 ✓ 4 ✓

**Permitting ( NA) Two County permitting files, as applicable, must be reviewed to complete this section.**

9a	Did the County date stamp all permit application, MMP, and Plans & Specs documents? One point for date stamping all applications, MMPs, and Plans and Specs. One half point (½ pt) for stamping most applications, MMPs and Plans and Specs. No point for not date stamping.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> ½ pt
9b	Did the incomplete letter(s) sent by the County meet the 15-day requirement? ( <input checked="" type="checkbox"/> NA) One point for meeting the 15 day req. No points if it did not meet the 15 day req.	<input type="checkbox"/> NO	<input type="checkbox"/> YES
10	Did the County complete an agency approved checklist for each application? One point for completing the entire checklist on the agency approved form. No points if not completed.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
11	Were public notification requirements met? (500+ AU) ( <input type="checkbox"/> NA) One point for "Good Neighbor" all notification requirements are met. One half point (½ pt) for most of the required notification met. No point if not met.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> ½ pt
12	Were permits issued no sooner than 20 business days after public notice?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES

	One point for permits issued 20+ days after public notice. No points if prior to 20 days.		
13	Did the County complete an agency approved checklist to ensure that submitted MMPs requirements were met? One point for completing the entire checklist. No points if there is no checklist.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
14	Did the County complete an agency approved checklist to ensure that submitted LSMA requirements were met? ( <input type="checkbox"/> NA) One point for completing the entire checklist. No points if there is no checklist.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
15	Did the County conduct an inspection at all sites to insure that the proper permit was issued? (CSF vs. INT) One point for site inspection prior to permit issuance and issuance of the correct permit. One half point (½ pt) for doing one of the two tasks. No points if not completed at all.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> ½ pt
Files reviewed for this section: 1. LBH Partners, LLP Galena 25 2. Bryan Nowicki Brothers, 091-125720		Comments: Used correct checklists ✓ Date stamped ✓ Issued after 20 days ✓	

### Complaint Response

16	Did the County maintain a complaint log? ( <input type="checkbox"/> NA) One point for keeping a log and the log content is completed. One half point (½ pt) for retaining some of the log information. No points for not keeping a log.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> ½ pt
Comments:			

### Owner Assistance

17	Did the County complete work plan owner assistance goals? One point for completing work plan owner assistance goals. No points for not meeting this.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
Comments:			

### Staffing Levels/Budget/Air Quality Exemption/Web Site Posting Requirement

18	Did the County earn the required 18 continuing education units (CEUs) of training? One point for earning 18+ CEU and ½ point for doing 9-18 CEU and no points for 0-9 CEU	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> ½ pt
19	Did the County maintain an air quality exemption log? ( <input type="checkbox"/> NA) One point for keeping a log. No points for not keeping a log.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
20	Did the County post feedlot annual report and grant information on their web site? One point for doing this. No points if they did not.	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
Comments:			

### Summary Review Notes/Comments

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## ATTACHMENT A

County	Feedlots Eligible for Funding
Big Stone	40
Blue Earth	363
Brown	366
Carver	238
Clay	105
Cottonwood	257
Dodge	237
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
Sibley	289
Stearns	1,491
Steele	251
Stevens	130
Swift	157
Todd	682
Traverse	34
Wadena	99
Waseca	234
Watsonwan	184
Winona	555
Wright	263
Yellow Medicine	271