

**Instructions on page 5  
Due February 1, annually**

 Submittal date: 1/27/2023  
 (mm/dd/yyyy)

 Approval date: \_\_\_\_\_ Minnesota Pollution Control Agency (MPCA) approver: \_\_\_\_\_  
 (mm/dd/yyyy)

### I. Project information

 Project title: 2020 Rum River Load Monitoring

 TEMPO Agency Interest ID: 191713 TEMPO Activity ID: PRO20200002

 SWIFT number: 183616 Purchase order number: 3000027241

#### Local partner information:

 Organization name: Mille Lacs Soil and Water Conservation District

 Primary contact name: Susan Shaw Phone: 320-983-2160 Email address: susan.shaw@millelacs.mn.gov

#### Reporting period:

 Start date: 1/1/2022 End date: 12/31/2022  
 (mm/dd/yyyy) (mm/dd/yyyy)

#### Project location:

##### Basin (check all that apply):

 Red River  Rainy River  Lake Superior  Minnesota  Lower Mississippi  St. Croix  Upper Mississippi

 Major watershed(s): Rum River Hydrologic unit code(s): 07010207

 Name of eligible laboratory: Minnesota Valley Testing Laboratories (MVTL)

 How many full-time equivalents (FTEs) worked on this project in the report period (hours/2,088 hours): .045

### II. Activities completed

**Table 1: Workplan activities**

- Please list activities completed during the report period under the current contract. Include task level detail as appropriate. Refer to the instructions on the last page for an example. (Insert more rows as needed by hitting the tab key in the last row/column.)**

Objective/task	Description
Task A	NA
Task B	Two invoices submitted during the reporting period to the MPCA Project Manager tracked expenditures, compiled and submitted invoice from beginning of the year through June 2022.
Task C	Interim Progress Report submitted on January 5 <sup>th</sup> , 2022 approved on _____.
Task C	The 2021 Interim Progress Report was posted on Mille Lacs SWCD's website.
Task D	Participated in all one hour calls between January 1 <sup>st</sup> and June 8 <sup>th</sup> , 2022.
Task D	Participated in Mid-Project meeting June 8th, 2022.
Task E	Ice and distilled water were purchased throughout the season as needed.

Task E	Contacted MVTL to request sample bottles, maintained current copy of Permit to Appropriate and Transport Water for Water Quality Sampling.
Task F	Checked weather and forecasting sites in addition to the Cooperative Stream Gaging Websites routinely to determine when sampling should occur.
Task F	Reviewed all sampling results from MVTL.
Task F	MPCA completed Hydrograph analysis and submitted on _____, reviewed and finalized_____.
Task G	Calibration of YSI weekly in sampling months, and now in storage over the winter or until a decision is made to replace before next sampling season or in next contract. Calibration logs scanned and sent to project manager.
Task G	No replacement of probes were needed for YSI in Spring of 2022 in preparation for the sampling season.
Task G	Conducted Temperature sensor checks with NIST thermometer two times before June 7, 2022 and submitted meter calibration logs to project manager. (dates highlighted on calibration sheets)
Task H	Collected 12 water samples and field measurements at Rum River and collected 16 samples at West Branch.
Task H	All samples shipped via SpeedDee to MVTL.
Task I	All submitted to GoCanvas by due dates. Also scanned and submitted field sheets by due date to project manager.
Task J	Flux32 work for Rum River and submitted zip files to project manager on through June 10, 2022.

**2. Please answer the following questions relating to the deliverables for the project. If deadlines were missed, please provide comments. Dates should be entered in the mm/dd/yy format.**

- a. Quality Assurance Project Plan (QAPP) approval date: 9/30/20
- b. Was the QAPP revised during this reporting period?  Yes  No  
 Revised date: \_\_\_\_\_ Reason for revision(s): \_\_\_\_\_
- c. Was the field meter calibration log submitted by January 1?  Yes  No  
 If no, submittal date: \_\_\_\_\_ Comments: calibration log and storage calibration sent in June 2022
- d. Were GoCanvas submissions completed by the 1st and 15th of each month (check one)?  
 Rarely (9+ missed deadlines)  Sometimes (3-8 missed deadlines)  
 Almost always (1-2 missed deadlines)  Always  
 Comments: \_\_\_\_\_
- e. Please list the submittal dates for the field sheets, field books, and extra pictures.  
 Deadline January 1. Submittal date: \_\_\_\_\_ Comments: submitted on time  
 Deadline May 1. Submittal date: \_\_\_\_\_ Comments: submitted on time  
 Deadline August 1. Submittal date: \_\_\_\_\_ Comments: submitted in June  
 Deadline November 1. Submittal date: \_\_\_\_\_ Comments: NA
- f. If applicable, were pollutant loads submitted by deadline (within 60 days of receiving the .xml)?  
 Rarely  Sometimes  Almost Always  Always  
 Comments: \_\_\_\_\_
- g. Were project staff able to attend the check in telephone conferences during the reporting period?  
 Rarely (9+ missed meetings)  Sometimes (3-8 missed meetings)  
 Almost always (1-2 missed meetings)  Never missed a meeting  
 Comments: \_\_\_\_\_

**3. Was a backup sampler used to collect any of the samples?  Yes  No**

If yes, please describe when, who, if they were trained, and any other details:

**4. Were you comfortable with your level of training and current ability to complete the obligations of your workplan?**

*Yes, very comfortable, Anthony Dingmann and Kelli Nerem are extremely knowledgeable and helpful.*

**5. Describe in detail any problems, delays, or difficulties that occurred in fulfilling the requirements of the workplan. How did you resolve these problems?**

*Have ongoing issues with my older YSI model DO probe readings being inconsistent, even when calibrating and have troubleshot many times, replacing probes last season did not solve the problem.*

**6. Were there any change orders and/or amendments to the contract and workplan?  Yes  No**

If yes, summarize the changes:

*An amendment was made to extend the work into 2022 and replace the YSI but then we lost staff and MPCA took over after June 7, 2022. YSI was not purchased.*

**7. Please provide any constructive feedback regarding the WPLMN (training, deliverables, deadlines, program directives):**

*NA*

### III. Budget Information

Please copy the information on the Invoice tab from the Microsoft Excel Invoice workbook and paste into this Interim Progress Report template. See Instructions for details. If budget information does not encompass all expenditures through December 31, please provide the date in the Comments. The documented amounts should be within 30 days of December 31.

Line item	MPCA funds awarded	MPCA funds expended prior to this invoice	MPCA funds expended this invoice	MPCA funds expended	Balance	Budget expended (%)
Personnel	\$12,344.80	\$6,112.93	\$644.88	\$6,757.81	\$5,586.99	55%
Laboratory	\$3,040.00	\$2,128.00	\$243.20	\$2,371.20	\$668.80	78%
Mileage	\$951.05	\$444.96	\$53.76	\$498.72	\$452.33	52%
Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%
Meals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%
Shipping	\$650.00	\$260.18	\$34.16	\$294.34	\$355.66	45%
Equipment and supplies	\$929.80	\$34.14	\$0.00	\$34.14	\$895.66	4%
<b>Total:</b>	<b>\$17,915.65</b>	<b>\$8,980.21</b>	<b>\$976.00</b>	<b>\$9,956.21</b>	<b>\$7,959.44</b>	<b>56%</b>

Comments:

## IV. Hydrographs

Please note hydrographs are provisional.

### Comments:

Watershed Pollutant Load Monitoring Network (WPLMN) sample hydrograph and field data viewer - Data for previous 12 months

WISKI exported data at: All and Tableau loaded it at 1/5/2023 1:07:54 PM.

