

2025 County Feedlot Officer (CFO) Annual Report

Last revised: 12/22/25

Reporting period: January 1, 2025 - December 31, 2025

County: Houston

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Signature: 
(Signature of County Board Commissioner)

4/21/26
(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		FTE = Full Time Equivalent; the percentage (in decimal format) of employee(s) time dedicated to the feedlot program.				
1	FTEs - (Full Time Equivalents) supplied by the CFO(s):	0.7				
2	FTEs supplied by other county staff, including administrative and support staff assigned to the feedlot program:	0.45				
3	FTEs supplied through contract with other local government units:	0				
4	Total Number of FTE positions that supported county program:	1.15				
REGISTRATION (Report your current numbers - base grant numbers are displayed for reference)		Base	Current			
5	Feedlots in shoreland with 10 - 49 AU:	30	28			
6	Feedlots with 50 - 299 AU:	234	214			
7	Non-CAFO/NPDES/SDS ≥ 300 AU:	34	29			
8	CAFOs without NPDES or SDS permits 300-999 AU ("Gap Sites")	0	2			
9	Feedlots with NPDES or SDS permits:	2	2			
10	Total - Feedlots required to be registered:	300	275			
11	Total - Feedlots Eligible for Funding (FROM AGENCY BASE GRANT AWARD NUMBER)		300			
Feedlot Sites Inspected		Minimum number of FEEDLOT SITES required to register that must be inspected (7%):			21	
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)				22	
INSPECTION REPORTING						
Types of Inspections (at sites required to be registered)		10 - 49 AU	50 - 299 AU	300 or more AU		
Only count first instance of each type of inspection per feedlot		(in shoreland)	(except where noted)	(Non-CAFO/NPDES/SDS)		
13	Compliance inspections	1	19	2		
	13.1) How many with a 3 or 6-yr P records inspection (see guidance)			0		
14	Construction inspections	0	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	2		
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					4
21	Number of feedlots inspected within the County's priority areas as designated in the work plan					22
22	Number of sites inspected found to be non-compliant with water quality discharge standards					2
23	Number of sites inspected with 100+ AU found to be non-compliant with N and/or P requirements					6
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 <i>min. # of compliance inspections: 11</i>	22	21	1	3	3
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)			2	1	2
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.

The following were identified as inspection strategies for 2025: conduct inspections at existing sites that have submitted permit applications proposing construction or expansion (goal 2, actual 2); sites with an interim or CSF permit with more than 300 AU and sites that received cost-share (goal 2, actual 2); sites required to be registered that have never been inspected, including those with open lot areas without runoff controls and 1W1P (goal 6, actual 7); sites within the Root River and WinLac 1W1P and other priority watersheds (goal 10, actual 22); and sites that have not been maintaining adequate land application records (goal 1, actual 4)

PERMITTING		Number	PC	PC Total
33	30-day construction or expansion notifications received:	0	---	---
34	Interim Permits Issued or Modified:	1	6	6
35	Construction Short-Form Permits Issued or Modified at Sites \geq 300 AU:	1	4	4
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:	1	---	---
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:	1	---	---
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 100 - 299 AU :	2	1	2
46	Land application <u>record keeping</u> returned to compliance at Feedlots 300+ AU (or 100+ DWSMA):	1	2	2
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	0	---	---
50	Workshops/trainings hosted/sponsored by the CFO:	2	6	12
	50.1) Total number of feedlot owners attending these events	50	---	---
51	CFO presentations at informational or producer group events: (per event)	0	3	0
52	Number of mailings to feedlot owners:	0	---	---
53	Feedlot articles placed in newspapers and/or social media:	0	---	---

Describe your workshops, trainings, newsletters, mailings, articles, or other assistance and outreach activities.

Date	Description
8-Jan	Feedlot Workshop Chatfield. Record keeping, manue science and Manure management. 22 Producers attend.
2/12/2025	Feedlot Workshop Lewiston. EPA Petition, BMPS/Cover crops, Feedlot fixes/cost share. 28 Producers attend.
	Both workshops held jointly with Winona and Fillmore counties.

CFO TRAINING AND MENTORING		Number	PC	PC Total
54	CFO - training CEUs: (Enter total training hours earned & list events below - see guidance for > 18 hr)	51	0.5	6
55	Hours mentoring New CFOs in another county (describe on a separate sheet):	3.25	0.5	1.625

List the training events attended.

Date	Description	Hours
1/15/2025	CFO Webex	1.5
3/13/2025	Nitrogen Management Training-Rochester	7
3/19/2025	CFO Webex	1.5
3/25-3/27/25	MACFO-Detroit Lakes	13.5
4/16/2025	CFO Webex	1.5
5/21/2025	CFO Webex	1.5
6/4/2025	Regional Meeting-Owatonna	4
6/25/2025	Manure 101-St Cloud	7
7/16/2025	CFO Webex	1
8/20/2025	CFO Webex	1
10/15/2025	CFO Webex	1
10/29/2025	Regional Meeting-Owatonna	4
11/19/2025	Manure 201-Mankato	5
12/17/2025	CFO Webex	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:	3	---	---
58	Meetings with other local government and producer groups:	11	---	---
59	Feedlot ordinance revisions likely, in progress, or completed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

MinnFARM completed by CFO		Describe other county program activities not identified elsewhere.
registration no.	Site Name	
		Attended 11 Houston County SWCD meetings.

TEMPO DATA ENTRY - completed by MPCA staff via TEMPO review		Max Eligible PC	PC Earned
60	Reviewed registration files have ALL docs uploaded to TEMPO (if applicable)	4	2
61	All four inspection files have ALL documentation uploaded to TEMPO	4	4
62	Both permit files have ALL documentation uploaded to TEMPO	8	8
63	90% of inspection data entered within 60 days of inspection	4	0
64	All applicable inspection files for sites >100 AU contain land application records	4	4

TOTAL PERFORMANCE CREDITS			56.63
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2025 MPCA County Feedlot Program Financial Report

Last revised: 12/22/25

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County Awards

Note: PC's earned in 2024

County	Feedlots	Base Award	MPR Award	Total Award	PCs Earned	PC Award
Houston	300	\$39,461.85	\$16,797.23	\$56,259.08	41	\$7,220.88
		\$131.54/feedlot	\$55.99/feedlot			\$133.69/PC + \$1739.63 add'l

County personnel costs (Choose one accounting method)

Note: include insurance/benefits in personnel costs

Method: Work activity breakdown

Work Activity	County expenditure	Description of other work activity expenses
Complaint Response	\$ 2,996.86	MACFO dues, postage for feedlot registration and forms, SWCD meetings and mileage.
Inspections & Compliance	\$ 11,239.38	
Owner Assistance	\$ 553.88	
Permitting	\$ 4,984.59	
Registration/Inventories	\$ 15,379.86	
Training/Conferences	\$ 10,133.70	
Administration	\$ 70,520.13	
Other (explain in the box provided)	\$ 1,029.49	
TOTAL:	\$ 116,837.89	

Employee Name	Role (CFO, field tech, admin, etc.)	Salary (for program activities)
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
TOTAL:		\$ -

Overhead costs (choose one accounting method)

Method: Included within personnel costs

Overhead expenses breakdown	County expenditure	Description of other overhead expenses
Office (lease, utilities, furniture, etc.)	\$ -	
Vehicle (lease, fuel, etc.)	\$ -	
Supplies (computer, phone, postage, etc.)	\$ -	
Other (explain in the box provided)	\$ -	
TOTAL:	\$ -	

County Balance Sheet

Counties must match the Base Award.

Counties may show expenditures beyond the required match.

Funds		Expenditures	
2024 Funds leftover	\$ 20,912.00	Personnel	\$ 116,837.89
2025 Grant Award	\$ 56,259.08	Overhead	\$ -
2025 Required Match	\$ 39,461.85	TOTAL:	\$ 116,837.89
TOTAL:	\$ 95,720.94	BALANCE:	\$ (21,116.95)

