

**Instructions on page 5.**

 Submittal date: 8/6/2024  
 (mm/dd/yyyy)

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

## I. Project information

 Project title: 2020 Rainy River Basin WPLMN Sampling Program

 TEMPO Agency Interest ID: 206936 TEMPO Activity ID: PRO20200005

 SWIFT number: 183928

### Local partner information:

 Organization name: Koochiching Soil and Water Conservation District

 Primary contact name: Pam Tomevi Phone: 218-283-1174 Email address: pam.tomevi@co.koochiching.mn.us

### Reporting period:

 Start date: 1/1/2024 End date: 6/30/2024  
 (mm/dd/yyyy) (mm/dd/yyyy)

### Project location:

 Name of eligible laboratory: RMB Environmental Laboratories, Inc.

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

## II. Activities completed

1. **Please list activities completed during the reporting period. 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	Description
Task A:	District Administrator and Program Coordinator attended virtual Kick-off meeting on April 29, 2024.
Task B:	Tracked project expenditures and submitted invoice for 1 <sup>st</sup> quarter and prepared 2 <sup>nd</sup> quarter invoice.
Task C:	Compiled and submitted interim progress report for January deadline on 1/29/2024. Compiled final progress report.
Task D:	Attended one-hour conference calls as scheduled by MPCA from 1/1/2024 to end of contract.
Task E:	Contacted lab to get sample bottles and coolers ready for the sampling season. Maintained a copy of the <i>Permit to Appropriate and Transport Water for Water Quality Sampling</i> (provided by the MPCA) in sampling equipment or vehicle.
Task F:	Watched hydrographs and CSG website to determine ice out and sampling times.
Task G:	Calibrate sonde and document calibration.
Task H:	Sampling counts: LF @ LF: 15, Big Falls: 15, LF @ 65: 11, LF @ Silverdale: 11, Sturgeon: 12, LF @ Linden: 12, Vermil @ Buyck: 12, Vermil @ Crane: 14.
Task I:	Submitted field measurements, transparency data, photos, visual observations and water level information using GoCanvas prior to the deadline.


**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/yyyy format.**

- a. Quality Assurance Project Plan (QAPP) approval date: 10/28/2020
- 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 (mm/dd/yyyy): \_\_\_\_\_ Comments: \_\_\_\_\_
- 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 (*in the reporting year*) for field sheets, field books, and extra pictures by deadline date.
 

Jan 1 (if applicable)*	Submittal date (mm/dd/yyyy): _____	Comments: _____
May 1	Submittal date (mm/dd/yyyy): _____	Comments: _____
August 1	Submittal date (mm/dd/yyyy): _____	Comments: _____
November 1	Submittal date (mm/dd/yyyy): _____	Comments: _____

\*this would be previous year's data.

- f. If applicable, were pollutant loads submitted within 60 days of receiving the .xml?  
 Rarely  Sometimes  Almost Always  Always  
 Comments: NA-no FLUX32 work done during this period.
- 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: Calls were sometimes missed mainly due to being out sampling during the time of the call

**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.

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

Staff turnover in the backup sampler role made training and having a qualified backup sampler available at all times challenging.

6. Were there any change orders and/or amendments to the contract and workplan during this reporting period?

Yes  No

If yes, summarize the changes:

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

### III. Budget Information

Please copy the information on the Invoice tab from the Microsoft Excel Invoice workbook and paste into this Final Progress Report template. See Instructions for details.

Line item	MPCA funds awarded	MPCA funds expended prior to this invoice	MPCA funds expended this invoice	MPCA funds expended	Balance	Budget expended (%)
Personnel	\$55,824.53	\$51,502.75	\$4,321.78	\$55,824.53	\$0.00	100%
Laboratory	\$49,039.00	\$39,610.00	\$9,429.00	\$49,039.00	\$0.00	100%
Mileage	\$12,057.11	\$10,408.91	\$1,648.20	\$12,057.11	\$0.00	100%
Lodging	\$245.52	\$245.52	\$0.00	\$245.52	\$0.00	100%
Meals	\$737.76	\$621.63	\$116.13	\$737.76	\$0.00	100%
Shipping	\$2,054.71	\$1,720.68	\$334.03	\$2,054.71	\$0.00	100%
Equipment and supplies	\$1,871.68	\$1,814.58	\$57.10	\$1,871.68	\$0.00	100%
<b>Total:</b>	<b>\$121,830.31</b>	<b>\$105,924.07</b>	<b>\$15,906.24</b>	<b>\$121,830.31</b>	<b>\$0.00</b>	<b>100%</b>

Comments:

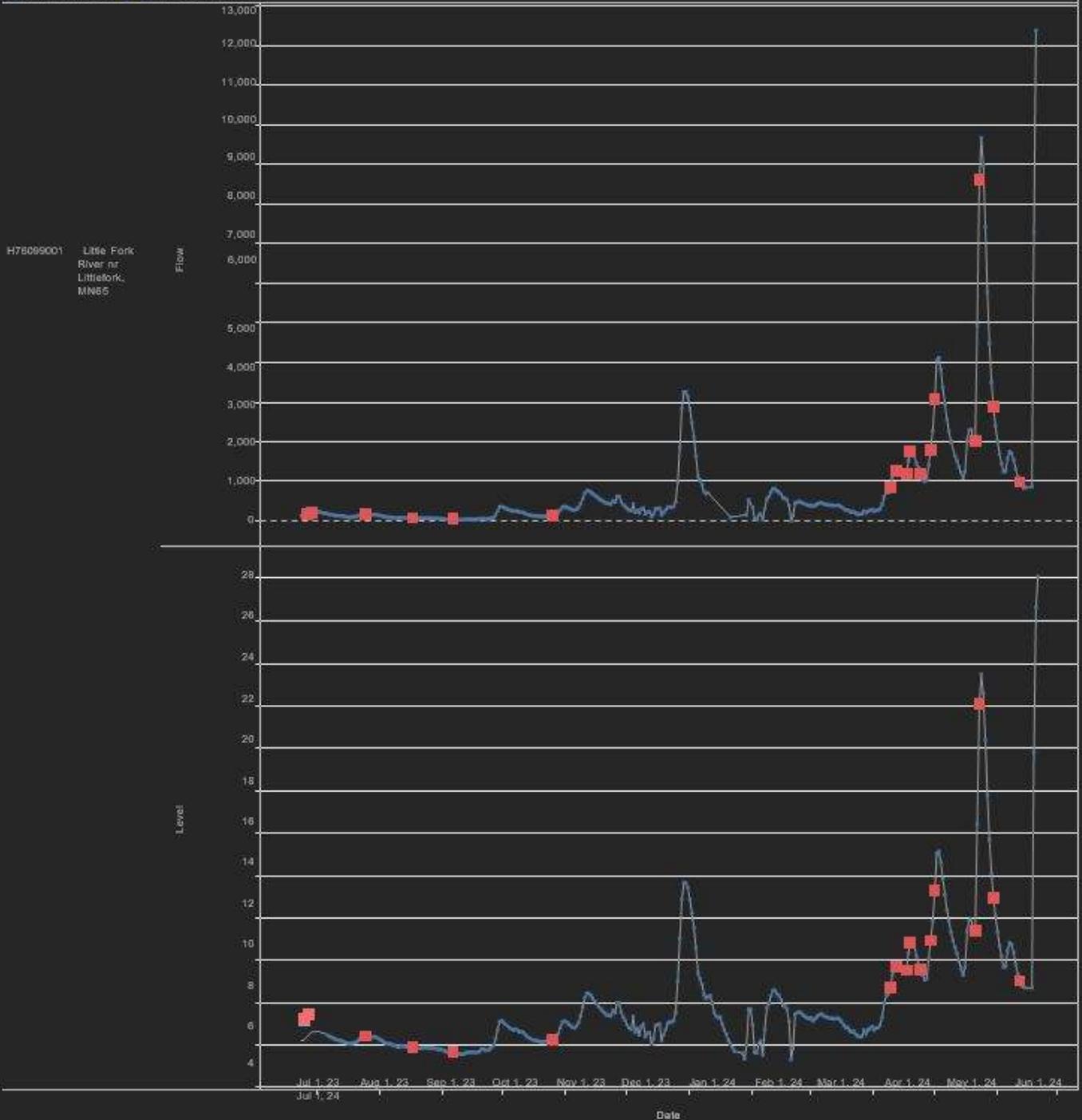
## IV. Hydrographs

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*Please note hydrographs are provisional.*

**Comments:**

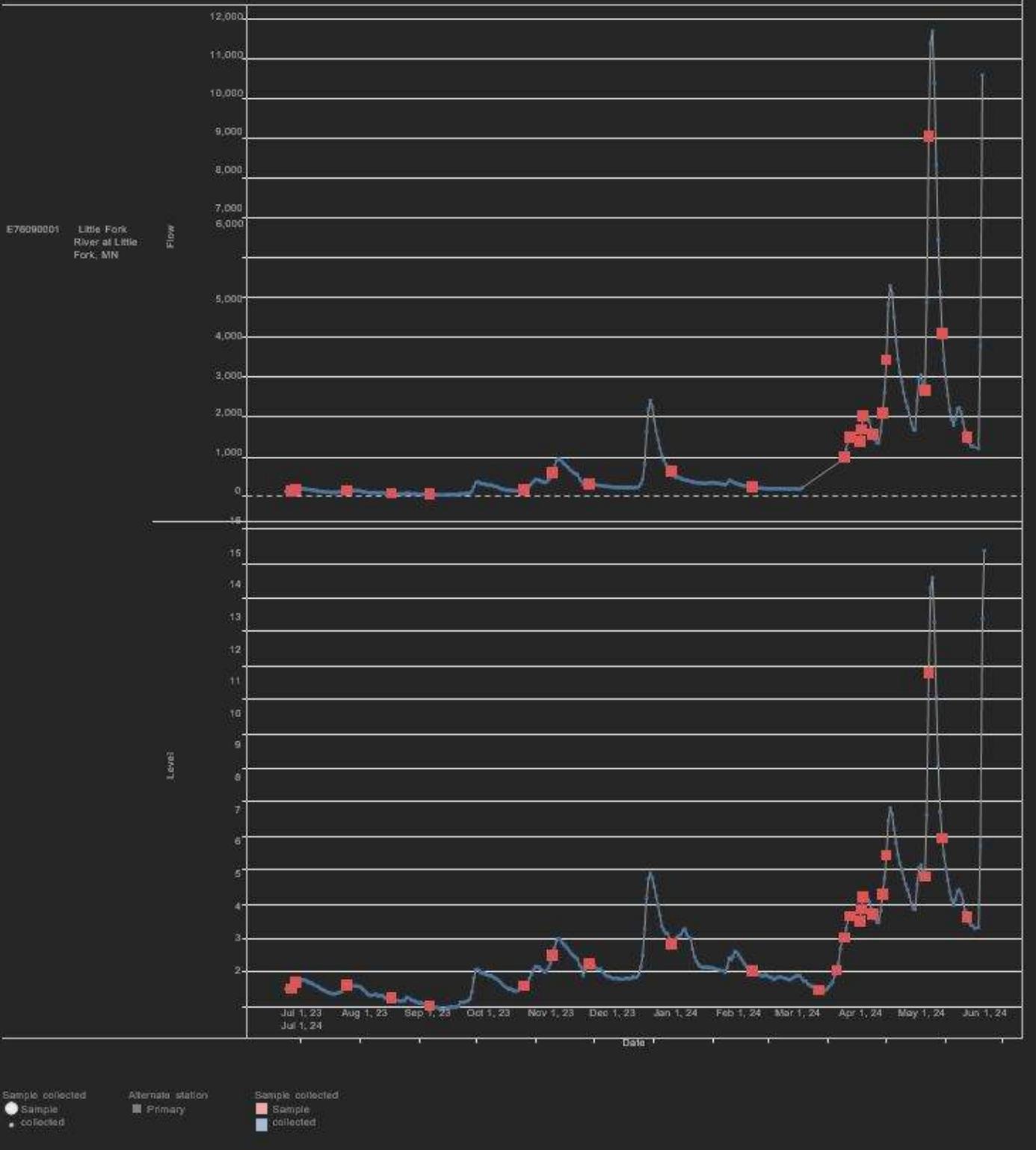


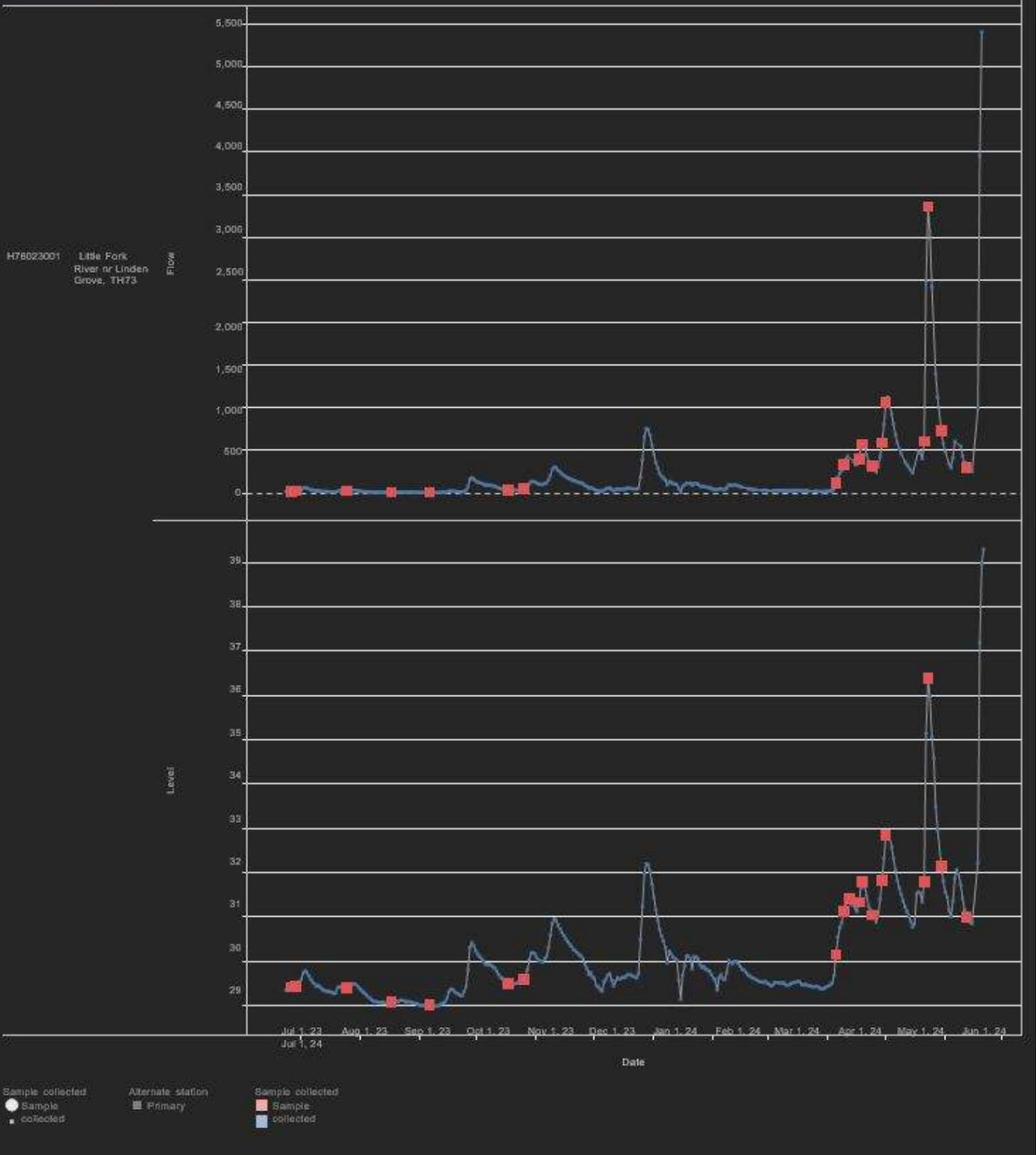


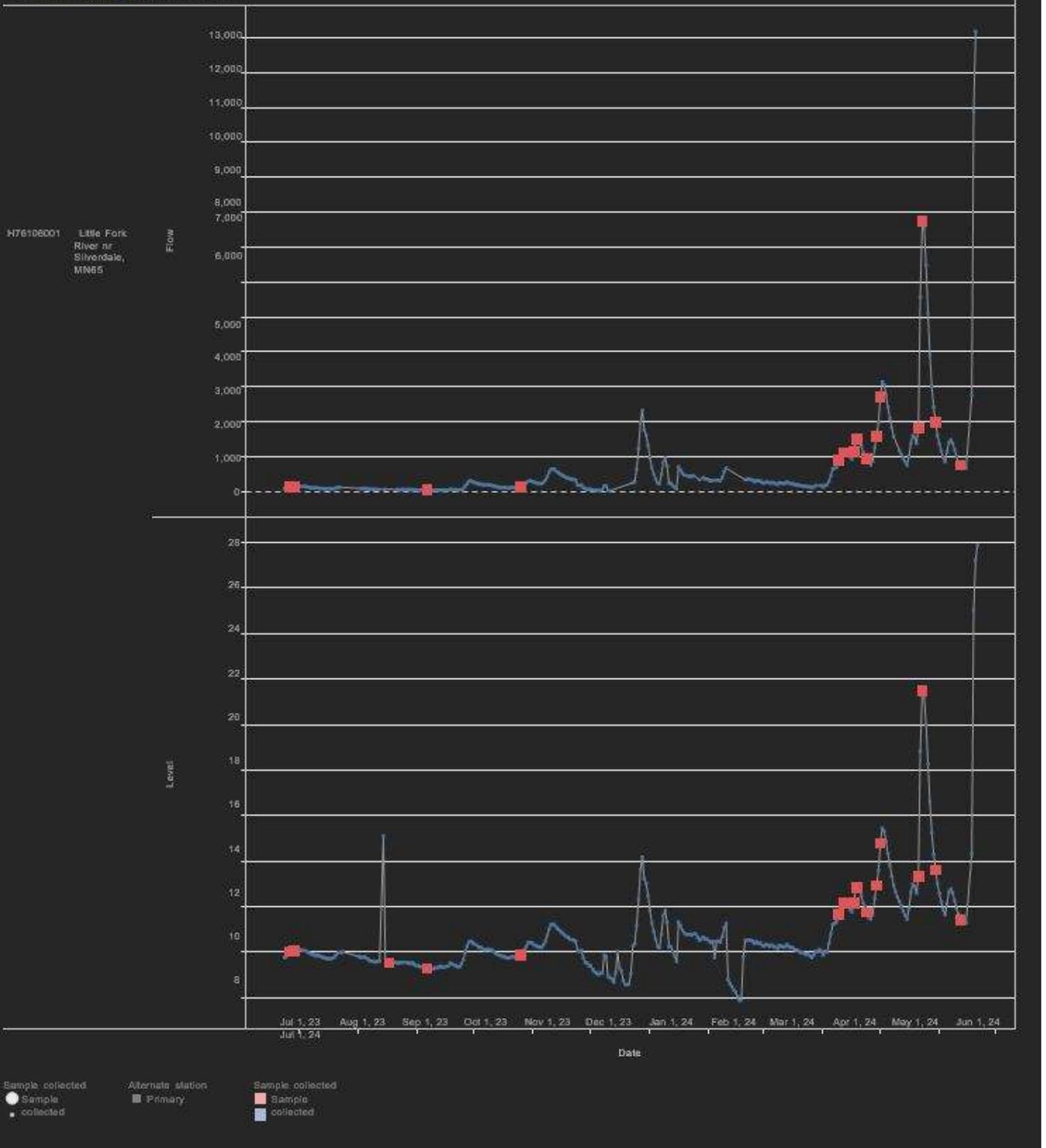
Sample collected  
 Sample collected

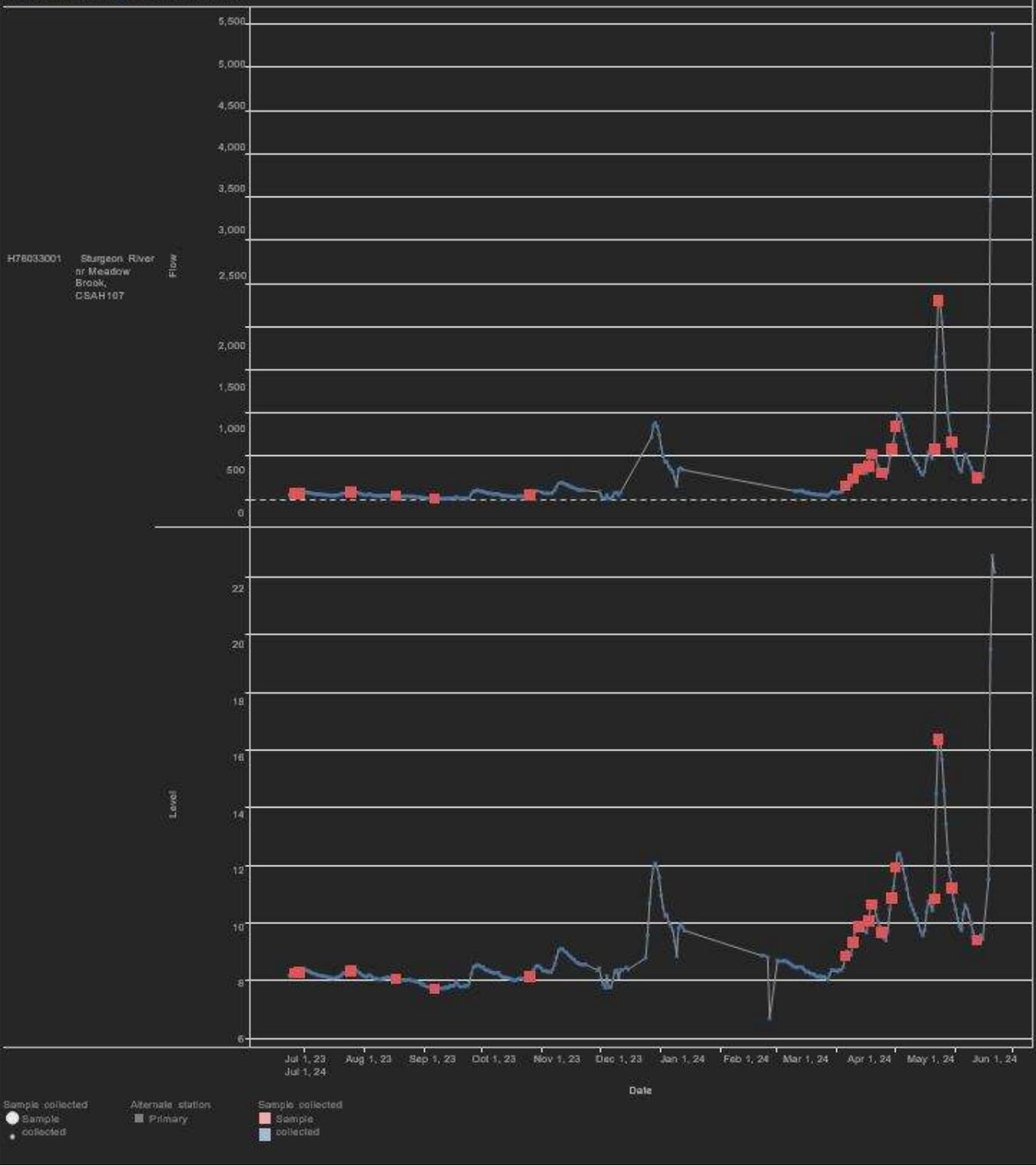
Alternate station  
 Primary

Sample collected  
 Sample collected

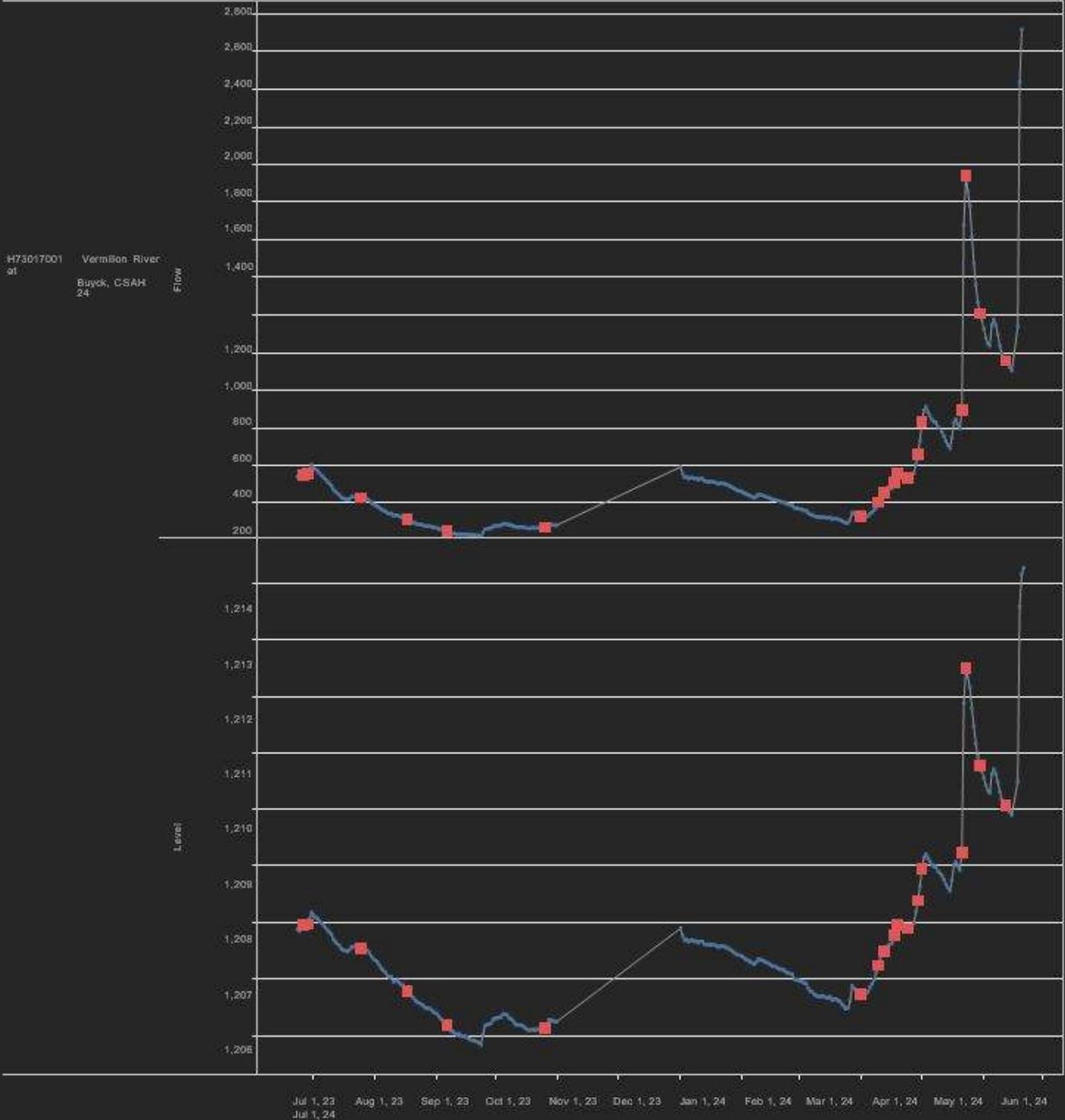




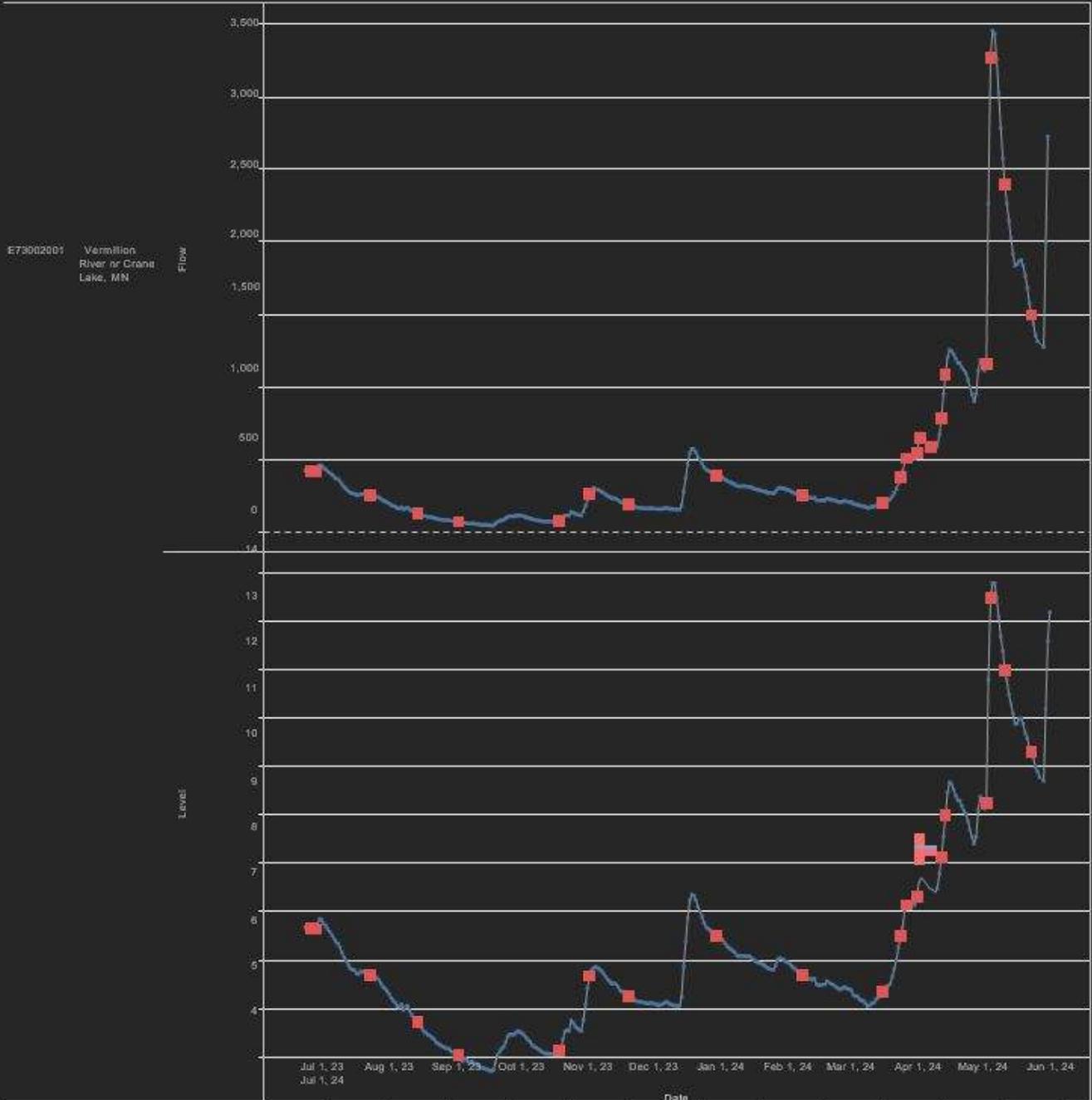




Watershed Pollutant Load Monitoring Network (WPLMN) sample hydrograph and field data viewer - Data for previous 12 months  
 Tableau loaded data at 6/21/2024 6:21:58 AM.



Sample collected: ● Sample collected  
 Alternate station: ■ Primary  
 Sample collected: ■ Sample collected



Sample collected:   
 Sample collected:   
 Sample collected:   
 Alternate station:   
 Primary:   
 Sample collected:   
 Sample collected:   
 Sample collected: