



WPLMN Interim Progress Report

Watershed Pollutant Load Monitoring Network (WPLMN)

Doc Type: Contracts Interim Report

Instructions on page 5

Due February 1, 2018

I. Project information

Project title: Event Based Stream Sampling in Northeastern Minnesota 2016-2017

Contract number: 8528 SWIFT number: 100280 Purchase order number: 3000015111

Local partner information:

Organization name: Regents of the University of Minnesota/ Natural Resources Research Institute

Street address: SPA/200 Oak St 5013 Miller Trunk Hwy

City: Minneapolis Duluth State: MN Zip code: 55455-2070/ 55811-1442

Primary contact name: Project PI: Elaine Ruzycki Phone: 218.788.2737

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Fiscal contact name: Kerry Marsolek, Sr. Financial Manager Phone: 612.624.8053

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Field contact name: Jerry Henneck Phone: 218.788.2721

Email address: jhenneck@d.umn.edu Fax: _____

Reporting period:

Start date: 1/1/2017 End date: 12/31/2017
(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): St Louis, Rainy Hydrologic unit code(s): 04010201, 04010202, 09030001

Name of eligible laboratory: UM-Duluth NRRRI Central Analytical Laboratory

How many full-time equivalents (FTEs) worked on this project in 2017 (total project hours/2,088 hours): 0.5

II. Activities completed

Table 1: Workplan activities

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

Objective and task	Description
Obj 1: Monitoring Task B	Purchased rain gear (5/23/2017), camera and meter batteries (4/26/2017), NIST thermometer certification (3/31/17).
Obj 1: Monitoring Task C	NRRRI staff met with DNR personnel in the field two times during the 2017 sampling season. The meetings were not scheduled beforehand but were used as an opportunity to discuss any site issues, changes, and/or concerns. Site visits with MPCA were done in May and August 2017.
Obj 1: Monitoring	Field sampling began late March for Second, Swan, SLR Forbes and SLR Floodwood and early

Task D	April for Whiteface and Cloquet. Our one major watershed site, Kawishiwi was sampled 1 time per month in January and February. 203 samples were collected. Cloquet 24 (+2 QA); Second 20 (+2 QA); SLR Floodwood 28 (+2 QA); SLR Forbes 29 (+2 QA); Stony 22 (+2 QA); Swan 30 (+2 QA); Whiteface 28 (+2 QA); Kawishiwi 23 (+2 QA) and 1 equipment blank.
Obj 1: Monitoring Task E	Field sampling began in mid-March and continued through mid-October for all subwatershed sites and from mid-March through mid-December for Kawishiwi. Field notes were recorded onto field sheets at each visit and entered into Canvas.
Obj 1: Monitoring Task F	Sonde calibrations occurred weekly. Temperature probes on each sonde were calibrated with a NIST thermometer on 10/25/17.
Obj 2: Data Mgmt Task A	Lab results were reviewed and submitted at least monthly. The 2016 November and December EQUIS template was submitted on January 31, 2017.
Obj 2: Data Mgmt Task B	All field data, notes, and photographs were submitted using Canvas by November 1 st . Field data from November and December for Kawishiwi, a major watershed, was entered into Canvas by 12/31/2017.
Obj 2: Data Mgmt Task C	Field notes and sonde calibration logs were submitted to project manager on October 27, 2017.
Obj 2: Data Mgmt Task D	2015 FLUX load calculations for SLR Forbes, SLR Floodwood, Cloquet, Stony, Swan, Second, Kawishiwi and Whiteface were completed by NRRI staff by 9/1/2017. NRRI staff participated in three load verification sessions with MPCA staff.
Obj 2: Data Mgmt Task E	Four NRRI staff attended the project training session on 2/7/2017 in St Cloud.
Obj 3: Project Oversight Task A	NRRI invoices are submitted on a quarterly basis. Five invoices were submitted during this reporting period.
Obj 3: Project Oversight Task B	The NRRI 2016 interim progress report was submitted on 1/31/2017 and finalized on 3/20/2017.
Obj 3: Project Oversight Task C	Our mid-project review was held with project manager Kelli Nerem and Lee Ganske on 5/18/2017.
Obj 3: Project Oversight Task D	The majority of the weekly check-in calls were attended by the NRRI project manager or designee.

2. Please answer the following questions relating to the deliverables for the project.

- a. Was the Quality Assurance Project Plan (QAPP) revised in 2017?
 Yes No If yes, approval date (mm/dd/yyyy): _____
- b. Were the field meter calibration logs, Canvas entries, and field notes submitted by November 1?
 Yes No If no, please comment: _____
- c. Were pollutant loads computed in a timely manner (within 60 days of receiving the .xml)?
 Yes No If no, please comment: _____
- d. Were you able to attend a majority of the weekly check in telephone conferences during the reporting period?
 Yes No If no, please comment: _____
- e. 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: _____

3. Please answer the following questions and provide comments.

Were you comfortable with your level of training and current ability to:

- a. Collect stream samples over the entire range of the hydrograph? Yes No

Comments:

- b. Calibrate and use the field meter and equipment? Yes No

Comments:

- c. Enter information into the Canvas application and submit the calibration log, field notes and additional photos?
 Yes No

Comments:

- d. Use the FLUX32 model accurately and submit pollutant loads? Yes No

Comments:

- e. Complete and submit invoices? Yes No

Comments:

- 4. Describe in detail any problems, delays, or difficulties that occurred in fulfilling the requirements of the work plan. How did you resolve these problems?**

- 5. Were there any change orders and/or amendments to the contract and work plan? If yes, summarize the changes.**

Yes No

Comments:

CO#1 (1/11/2017): Changed staff designations from names to project roles and number. Also removed the use of EQUIS for field data entry.

CO#2 (2/6/2017): Movement of funds to cover training per diem and travel. Also changed mileage rate from 0.545 to 0.535/mile.

CO#3 (6/20/2017): movement of personnel funds from field to data and project management category.

- 6. Please provide any constructive feedback regarding the WPLMN (training, midproject meeting, 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 Interim Progress Report template. See Instructions for details.

Objective	Line Item	MPCA Funds Awarded	MPCA Funds Expended prior to this Invoice	MPCA Funds Expended this Invoice	MPCA Funds Expended	Balance	Budget Expended (%)
1) Stream Monitoring	Personnel	\$43,771.20	\$38,295.47	\$3,993.63	\$42,289.10	\$1,482.10	97%
1) Stream Monitoring	Laboratory	\$32,088.00	\$24,092.80	\$4,660.40	\$28,753.20	\$3,334.80	90%
1) Stream Monitoring	Travel	\$13,791.90	\$9,240.92	\$1,771.38	\$11,012.30	\$2,779.60	80%
1) Stream Monitoring	Equipment & supplies	\$11,270.00	\$10,043.78	\$0.00	\$10,043.78	\$1,226.22	89%
2) Project Oversight	Personnel	\$18,873.60	\$14,606.95	\$2,355.00	\$16,961.95	\$1,911.65	90%
2) Project Oversight	Travel	\$171.40	\$159.43	\$0.00	\$159.43	\$11.97	93%
2) Project Oversight	Per Diem	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00	0%
3) Data Management	Personnel	\$15,055.16	\$11,366.68	\$1,371.18	\$12,737.86	\$2,317.30	85%
Total:		\$135,061.26	\$107,806.03	\$14,151.59	\$121,957.62	\$13,103.64	90%

Comments:

IV. Hydrographs

Comments:

Kawishiwi River samples are plotted on the hydrograph at an upstream site on the South Fork because there is not telemetry at the current sampling location.







