

Minutes of the
Gasconade County Soil and Water Conservation District
Regular Board Meeting – USDA Service Center
314 S. Olive, Owensville, MO 65066-1409
Tuesday, January 5, 2016, 6:30 p.m.

Vice-Chairman Mike Haeffner called the regular board meeting to order at 6:30 p.m. Those present were: Vice-Chairman Mike Haeffner, Treasurer Matthew Estes, Member Debra Nowack, Secretary Matt Herring, NRCS District Conservationist Melinda Barch, District Technician I Craig Doerr, and District Specialist II Diana Mayfield. Chairman Dennis Berger was absent.

Others present were Southern County Commissioner Jerry Lairmore and Northern County Commissioner Jim Holland.

The December minutes were reviewed. Debra Nowack made a wording change on the 2nd page of the minutes. Matt Herring made the motion to approve the minutes with changes. Matthew Estes seconded the motion. The motion carried 4-0.

The December Treasurer's Report was reviewed. Diana Mayfield explained the voided check for Mike Haeffner and reviewed the payments of the liability insurance and MASWCD dues. Debra Nowack made a motion to approve the treasurer's report as presented. Matt Herring seconded the motion. The motion carried 4-0.

Matt Herring made a motion to approve the timesheets as presented. Debra Nowack seconded the motion. The motion carried 4-0.

The quarterly report for the 2nd quarter was reviewed. Jerry Lairmore queried if the county budget request had been submitted and Diana Mayfield indicated that the same amount (\$2325.00) had been requested. It was noted that the drill rental was looking good. Debra Nowack moved to approve the quarterly report as presented. Matt Herring seconded the motion. The motion carried 4-0.

Unfinished Business

- ❖ The tests results for the Specialist Training for Diana Mayfield were reviewed. The Board was pleased with the outcome. Diana Mayfield shared that Craig Doerr will be listed as a Specialist I and Diana Mayfield will be listed as a Specialist III. An allocation sheet should be forth coming.
- ❖ The Sharing component of the Specialist classifications was discussed. Melinda Barch would like to see a need, such as with NRCS DJ Schroeder coming to the county to assist with cost-share design, terraces, and technician training. Diana Mayfield indicated that DNR is processing a Memorandum that will explain more about what can be considered sharing. No action was taken at this time.

- ❖ Diana Mayfield shared that the schools have been notified about the upcoming Envirothon but she has yet to hear from anyone in this regard.

New Business

- ❖ Mike Haeffner asked that we jump to Annual Meeting Planning before Jerry Lairmore had to leave. Mike had spoken with Kent Bockting, whose son won 2nd place at the State FFA Speech Contest at Tan-Tar-A. It was suggested that perhaps, Jacob Bockting could be our guest speaker at the Annual Meeting. It was also suggested that his family and FFA Sponsor be invited as well. Diana Mayfield indicated that we had tried to get the State Winner a couple of years ago and Mr. Ridder never responded to her numerous e-mails. She suggested that we go directly to Jason Bockting with the request. She also indicated that DNR is supposed to provide Videos in regards to the upcoming Parks and Soil & Water Tax renewal. Both of the county commissioners were for inviting Jacob as a speaker. Jerry Lairmore also asked if Seth Barrioz, MDC PLC, was actively serving Gasconade County. He was concerned that he was not hearing of any projects in the county. Melinda Barch indicated that he comes when he is called for services. Diana Mayfield indicated that she gives his card out quite frequently. Melinda Barch informed the Board that Seth Barrioz is currently servicing Osage, Maries, and Gasconade counties for their wildlife concerns. Diana Mayfield queried the Board about the date for the Annual Meeting. March 31st or April 7th were selected for possible dates. Diana Mayfield will contact Owensville Middle School for availability. Jerry Lairmore thanked the Board for everything they do in the County as he was leaving.
- ❖ Craig Doerr reviewed the fund status with board highlighting the conservation contracts that are in the pending column. Craig Doerr discussed Larry Klekamp's grazing system pipeline and tanks, which would put his total allocation over the \$10,000 district yearly limit; and since we have \$49,000 in grazing, he asked if the board would provide a variance so that he could complete both his well and pipeline in FY16. Matthew Estes moved to approve the variance to allow Mr. Klekamp to proceed with his pipeline and tanks in FY16. Debra Nowack seconded the motion. The motion carried 4-0.

Craig Doerr also brought to light the possible contracts that still could be processed through the Sheet/Rill & Gully Resource Concern which has approximately \$12,000. Diana Mayfield explained about the early allocation that was available to the district for FY17. The Animal Waste Management and Nutrient/Pest Management allocations are being allocated on January 7th and we are able to request an additional \$8,840 in the other resource concerns as needed. Staff would like to request the entire early allocation in Sheet/Rill & Gully. She also explained how the district receives its cost-share funding for Commissioner

Jim Holland. The Board reviewed the letters for time extensions due to weather. Debra Nowack moved to request the full early allocation in the Sheet/Rill & Gully Resource Concern and to approve the time extensions that were requested. Matthew Estes seconded the motion. The motion carried 4-0.

The Board reviewed the rest of the cost-share requests. Matt Herring moved to approve the cost-share requests as listed below. Matthew Estes seconded the motion. The motion carried 4-0.

New Cooperators

- o None

Contracts and Conservation Plans

- o Richard Edward Peth RLT, N-472, \$4,702.39, 062-16-0052 and Conservation Plan
- o Charles W. & Cynthia L. Homeyer, N351, \$400.00, 062-16-0053 and Conservation Plan
- o Charles W. & Cynthia L. Homeyer, N351, \$400.00, 062-16-0054

Change Orders

- o Bill & Tanya Rapp, DWC-1, \$10,000, 062-16-0033 (Time Extension)
- o Larry & Shari Klekamp, DSP-3.1, \$5,626.50, 062-16-0035 (Time Extension)
- o Chelten Fricke, N472, \$4,635.75, 062-16-0036 (Time Extension)

Contract Payments

- o Alan Gerschefske, WQ10, \$2,906.54, 062-16-0034 Approved by Debra Nowack, 12/21/2015

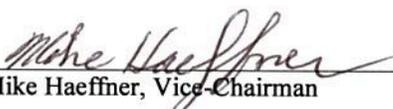
Cancellations

- o None

❖ Melinda Barch presented the NRCS monthly report (see attached). She also discussed the goals that the *NRCS District* has and how they are applied. She stressed how important it is for District Staff to report their acres served and planned. She also informed the Board of the new requirements for farm visits due to the Bio-Security Procedures. We should not go anywhere unannounced and try to keep the government truck away from animal waste. She also discussed with the board the possible programs that would be available due to the recent flooding. She highlighted the NRCS EWP as well as the FSA ECP programs. Diana Mayfield also indicated that the program office would like updates on any practices that were affected by the recent events. It was asked if we could address broken levies. Melinda Barch indicated that she didn't think so, but she would check into it. The Board reviewed the attached district staff monthly reports.

- ❖ The 2016 Education Seminar was reviewed. No action was taken at this time.
- ❖ It was asked if Craig Doerr could attend the upcoming 2016 Mid MO Soil Health Seminar on March 2nd in Boonville. Debra Nowack moved to send him to the conference. Matthew Estes seconded the motion. The motion carried 4-0.

- ❖ Debra Nowack moved to approve the vacation request for Craig Doerr for August 29-September 6, 2016. Matthew Estes seconded the motion. The motion carried 4-0.
- ❖ The Board was reminded that the Chairman/acting Chairman may not make motions; however, voting privileges apply.
- ❖ The memorandums were reviewed.
 - o Memorandum 2016-012, Intern Program
 - o 12/14/15 e-mail – Training Conference Reimbursement Procedures
- ❖ The following mail was reviewed.
 - o MASWCD Dues Request
 - o Gasconade County Surveyor – existing survey markers
 - o Christmas Holiday federal notification
- ❖ The Board reviewed the calendar of events.
- ❖ Jim Holland thanked the Board for all they do and said that it was interesting to see how the Board worked.
- ❖ Debra Nowack moved to go into closed session to discuss personnel actions under §610.021(3); personnel records or applications under §610.021(13) under the Sunshine Law asking Melinda Barch to stay. Matthew Estes seconded the motion. A roll call vote was taken: Mike Haeffner – yes; Matt Herring – yes; Matthew Estes – yes; Debra Nowack – yes.
- ❖ The Board returned to open session as moved by Debra Nowack and seconded by Matthew Estes. A roll call vote was taken: Mike Haeffner – yes; Matt Herring – yes; Matthew Estes – yes; Debra Nowack – yes.
- ❖ Matthew Estes made the motion to approve the salaries for staff as follows starting on January 3, 2016: Craig Doerr – Specialist I at \$13.13 per hour and Diana Mayfield – Specialist III at \$15.15 per hour and maintaining current local funding being put toward health insurance. Debra Nowack seconded the motion. The motion carried 4-0.
- ❖ Mike Haeffner entertained a motion to adjourn. Matthew Estes so moved. Matt Herring seconded the motion. All in favor. Meeting adjourned at 8:10 p.m.
- ❖ Next Regular Board Meeting is scheduled for Tuesday, February 2, 2016, at the USDA Service Center.

 2-2-16
Mike Haeffner, Vice-Chairman Date

 2-2-16
Matt Herring, Secretary Date

Checking account #: MAIN

Dates: From 12/01/15 To 12/31/15

Check/Dep-# Date Description Payee Amount

Checking account: MAIN Beginning Checking Account Balance for: Dec \$20,875.48
Auto bal account #: 00-00-100

Bank ID: 081512407 Bank name: Community Bank
Acct #: 2001322 Phone: 573-437-4444

Checks

Check/Dep-#	Date	Description	Payee	Amount
5150	12/03/15	LIABILITY INSURANCE PYMT	MOPERM	\$450.00
12155152	12/04/15	MCHCP PYMT	MCHCP	\$680.15
5151	12/04/15	DOERR-PAYROLL 12/04/15	CRAIG	\$766.24
5152	12/04/15	MAYFIELD-PAYROLL 12/04/15	DIANA	\$938.06
5153	12/08/15	HERRING SUPV TRVL 2ND QTR	MATTHERR	\$85.58
5154	12/08/15	VOID CHECK - WRONG FIGURE	MIKE	\$280.35
5155	12/08/15	HAEFFNER-SUPV TRVL 2ND QT	MIKE	\$300.35
5156	12/08/15	NOWACK-SUPV TRVL 2ND QTR	DEBRA	\$23.10
5157	12/08/15	BERGER-SUPV TRVL 2ND QTR	DENNIS	\$141.28
5158	12/08/15	DOERR-EMPTY TRVL 2ND QTR	CRAIG	\$216.88
5159	12/08/15	MAINTENANCE FILING	RECORDER	\$270.00
5160	12/08/15	DOERR-PAYROLL 12/18/15	CRAIG	\$766.24
5161	12/08/15	MAYFIELD-PAYROLL 12/08/15	DIANA	\$906.06
516200	12/18/15	MAYFIELD TRVL	DIANA	\$175.76
5163	12/18/15	LABOR REIMBURSEMENT GP DR	MikeKoepke	\$115.00
5164	12/18/15	2015 DUES	MASWCD	\$450.00
5165	12/30/15	DIANA'S AFLAC W/H PYMT	AFLAC	\$51.64
5166	12/30/15	Christmas Board Meeting	WALMARTS	\$64.75
5167	12/30/15	ESTES-SUPV TRVL	Matt	\$59.33
5168	12/31/15	DOERR-PAYROLL 12/31/15	CRAIG	\$766.24
5169	12/31/15	MAYFIELD-PAYROLL 12/31/15	DIANA	\$906.06
5170	12/31/15	STATE TAX PYMT	STATE TAX	\$385.00
5171	12/31/15	RETIREMENT PYMT	RETIRE	\$571.93
5172	12/31/15	July - Dec postage	fsa	\$115.18
9415169	12/31/15	941 W/H PYMT	EFTPS	\$1,283.48
Total Checks				\$10,768.66

Deposits

15NOV1023	12/04/15	Gasconade County Allottment		(\$2,325.00)	Deposit
BI113015	12/08/15	BANK INTEREST 11/30/15		(\$3.56)	Deposit
5154	12/18/15	WRONG FIGURES	MIKE	(\$280.35)	Deposit
6216028	12/30/15	RADEMACHER DRILL RENTAL		(\$626.40)	Deposit
Total Deposits				(\$3,235.31)	

Total Deposits less Checks for the month: \$7,533.35

Ending Checkbook Balance: Dec **\$13,342.13**

By: DIANA
12/29/15 8:03am

GASCONADE COUNTY SWCD
Treasurers Report

Checking account #: 130
Dates: From 12/01/15 To 12/31/15

Check/Dep-# Date Description Payee Amount

Checking account: 130 Beginning Checking Account Balance for: Dec \$10,052.67
Auto bal account #: 00-00-130

Bank ID: Bank name: Community Bank of Owensville
Acct #: 104503 Phone: 5734374444

Checks

Total Checks \$0.00

Deposits

Total Deposits \$0.00

Total Deposits less Checks for the month: \$0.00

Ending Checkbook Balance: Dec \$10,052.67

By: DIANA
12/29/15 8:03am

GASCONADE COUNTY SWCD
Treasurers Report

Checking account #: 110
Dates: From 12/01/15 To 12/31/15

Check/Dep-# Date Description Payee Amount

Checking account: 110 Beginning Checking Account Balance for: Dec \$4,065.14
Auto bal account #: 00-00-110

Bank ID: 081512407 Bank name: COMMUNITY BANK
Acct #: 248584 Phone:

Checks

Total Checks \$0.00

Deposits

Total Deposits \$0.00

Total Deposits less Checks for the month: \$0.00

Ending Checkbook Balance: Dec \$4,065.14

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 12/07/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	23	24	25	26	27	28	29	30	
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	04:30 PM	04:30 PM	03:30 PM			12:00 PM	
ANNUAL LEAVE	0:00	0:00	0:30	0:00	9:00	0:00	0:00	0:00	9:30
COMP TIME	0:00	9:00	8:30	0:00	0:00	0:00	0:00	0:00	17:30
HOLIDAY	0:00	0:00	0:00	8:00	0:00	0:00	0:00	0:00	8:00
WORK - MEETINGS	0:00	0:00	0:00	0:00	0:00	0:00	0:00	5:00	5:00
Total	0:00	9:00	9:00	8:00	9:00	0:00	0:00	5:00	40:00

Board Member Initials: MLC

Date: 12-8-15

Page 1 of 2

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 12/07/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	30	1	2	3	4	5	6	7	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time	04:30 PM			12:00 PM					
SICK LEAVE	0:00	0:00	0:00	0:00	4:00	0:00	0:00	0:00	4:00
WORK - ACCOUNTING	0:00	0:00	0:00	4:00	0:00	0:00	0:00	2:00	6:00
WORK - BOARD MEETING	0:00	0:00	0:00	3:00	0:00	0:00	0:00	0:00	3:00
WORK - COST-SHARE ADMINISTRATION	0:00	0:00	0:00	1:00	0:00	0:00	0:00	1:00	2:00
WORK - MEETINGS	4:00	9:00	9:00	0:00	0:00	0:00	0:00	0:00	22:00
WORK - OFFICE ADMINISTRATION	0:00	0:00	0:00	0:30	0:00	0:00	0:00	2:00	2:30
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:00	0:00	0:30	0:00	0:00	0:00	0:00	0:30
Total	4:00	9:00	9:00	9:00	4:00	0:00	0:00	5:00	40:00

HOLIDAY
WORK - MEETINGS
WORK - OFFICE
ADMINISTRATION

Thanksgiving Day
Annual Training Conference
Excel program updates

Earned This Pay Period:

Annual Leave Accrued: 8:00

Compensation Time Accrued: 0:00

Sick Leave Accrued: 4:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 180:15

Compensation Time Balance: 17:32

Pay Rate: \$14.59

Sick Leave Balance: 497:00

Military Leave Balance: 0:00

Employee Signature: Diana M Mayfield

Date: 12/7/15

Board Member Signature: MLC

Date: 12-8-15

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 12/21/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	7	8	9	10	11	12	13	14	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time	04:30 PM	09:00 PM	04:30 PM	04:30 PM	03:30 PM			11:30 AM	
SICK LEAVE	0:00	0:00	5:45	0:00	8:30	0:00	0:00	0:00	14:15
WORK - ACCOUNTING	1:00	0:30	1:00	0:00	0:00	0:00	0:00	0:00	2:30
WORK - BOARD MEETING	0:00	5:30	0:00	0:00	0:00	0:00	0:00	0:00	5:30
WORK - COST-SHARE ADMINISTRATION	0:30	3:45	1:00	0:00	0:00	0:00	0:00	2:45	8:00
WORK - LANDOWNER PROGRAM AWARENESS	0:00	1:30	0:00	0:00	0:00	0:00	0:00	0:00	1:30
WORK - OFFICE ADMINISTRATION	2:00	2:15	1:15	0:00	0:00	0:00	0:00	1:15	6:45
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:30	0:00	0:00	0:00	0:00	0:00	0:00	1:00	1:30
Total	4:00	13:30	9:00	0:00	8:30	0:00	0:00	5:00	40:00

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 12/21/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	14	15	16	17	18	19	20	21	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM								
SICK LEAVE	1:00	0:00	1:00	0:00	1:00	0:00	0:00	0:00	3:00
WORK - ACCOUNTING	0:00	2:45	1:00	0:30	0:00	0:00	0:00	0:00	4:15
WORK - BOARD MEETING	1:45	0:45	0:00	0:00	0:00	0:00	0:00	0:00	2:30
WORK - COST-SHARE ADMINISTRATION	0:15	1:45	2:30	2:00	1:30	0:00	0:00	0:00	8:00
WORK - EQUIPMENT RENTAL	0:15	0:15	0:00	0:00	0:30	0:00	0:00	0:00	1:00
WORK - LANDOWNER PROGRAM AWARENESS	0:00	0:00	0:30	0:00	0:00	0:00	0:00	0:00	0:30
WORK - MEETINGS	0:00	0:00	0:00	2:30	0:00	0:00	0:00	0:00	2:30
WORK - OFFICE ADMINISTRATION	0:30	2:15	2:30	3:00	5:00	0:00	0:00	0:00	13:15
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	0:00	1:00	1:00	0:00	0:30	0:00	0:00	0:00	2:30
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:15	0:15	0:30	1:00	0:30	0:00	0:00	0:00	2:30
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

SICK LEAVE Therapy
 WORK - BOARD MEETING Mtg-12/08/15, minutes
 WORK - COST-SHARE ADMINISTRATION CLENS, Peth, WSB, Klekamp, Smith, Homeyer, Gerschefske
 WORK - EQUIPMENT RENTAL Koepke refund
 WORK - LANDOWNER PROGRAM AWARENESS Kinman, Shoemaker, Nilges, Gerlemann, Eckelmann
 WORK - MEETINGS Oct Commission mtg viewing
 WORK - OFFICE ADMINISTRATION State Security Awareness
 WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES Envirothon, web updates
 WORK - USDA EQIP MAILING, Security Awareness, filing, HEL

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
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Time Period Ending: 12/21/2015 11:30:00 AM

Status: Pending Board Approval

Earned This Pay Period:

Annual Leave Accrued: 8:00
Sick Leave Accrued: 4:00

Compensation Time Accrued: 0:00
Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Pay Rate: \$14.59

Annual Leave Balance: 178:45
Sick Leave Balance: 497:00

Compensation Time Balance: 0:02
Military Leave Balance: 0:00

Employee Signature: Diana Mayfield

Date: 12-28-15

Board Member Signature: [Signature]

Date: 12-28-15

DOERR, CRAIG A

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 12/07/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	23	24	25	26	27	28	29	30	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time	04:30 PM			12:00 PM					
HOLIDAY	0:00	0:00	0:00	8:00	0:00	0:00	0:00	0:00	8:00
N574 - TECHNICAL	0:00	1:00	0:00	0:00	0:00	0:00	0:00	0:00	1:00
WORK - MEETINGS	0:00	0:00	0:00	0:00	0:00	0:00	0:00	5:00	5:00
WORK - OFFICE ADMINISTRATION	4:00	8:00	6:00	0:00	9:00	0:00	0:00	0:00	27:00
Total	4:00	9:00	6:00	8:00	9:00	0:00	0:00	5:00	41:00

Board Member Initials: ME

Date: 12-8-15

Page 1 of 2

DOERR, CRAIG A

62 - GASCONADE SWCD
314 SOUTH OLIVE
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Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM	04:30 PM	04:30 PM	03:30 PM	04:30 PM				
ANNUAL LEAVE	0:00	0:00	0:00	1:00	0:00	0:00	0:00	0:00	1:00
SICK LEAVE	0:00	0:00	0:00	0:00	4:00	0:00	0:00	0:00	4:00
DSP 3.3 - TECHNICAL	0:00	0:00	0:00	0:00	1:00	0:00	0:00	0:00	1:00
DSL-05 - TECHNICAL	0:00	0:00	0:00	3:00	0:00	0:00	0:00	0:00	3:00
WORK - MEETINGS	4:00	9:00	9:00	0:00	0:00	0:00	0:00	0:00	22:00
WORK - OFFICE ADMINISTRATION	0:00	0:00	0:00	5:00	4:00	0:00	0:00	0:00	9:00
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

HOLIDAY
SICK LEAVE
N574 - TECHNICAL
WORK - MEETINGS

thanksgiving
dentist
dunne
training conference

Earned This Pay Period:

Annual Leave Accrued: 4:00

Sick Leave Accrued: 4:00

Compensation Time Accrued: 1:30

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 10:25

Sick Leave Balance: 22:55

Compensation Time Balance: 0:00

Military Leave Balance: 0:00

Pay Rate: \$11.17

Employee Signature: [Signature]

Date: 12-9-15

Board Member Signature: [Signature]

Date: 12-8-15

DOERR, CRAIG A

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
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Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	7	8	9	10	11	12	13	14	
Start Time	12:30 PM	07:00 AM	07:00 AM	06:30 AM	06:30 AM				
Stop Time	04:30 PM								
DSP 3.2 - TECHNICAL	0:00	1:30	0:00	0:00	0:00	0:00	0:00	0:00	1:30
DSL-05 - TECHNICAL	0:00	3:30	0:00	0:00	0:00	0:00	0:00	0:00	3:30
N472 - TECHNICAL	0:00	2:30	0:00	0:00	0:00	0:00	0:00	0:00	2:30
N351 - TECHNICAL	0:00	0:00	0:00	0:00	4:30	0:00	0:00	0:00	4:30
WQ10 - TECHNICAL	0:00	0:00	0:00	0:00	1:30	0:00	0:00	0:00	1:30
WORK - BOARD MEETING	0:00	3:00	0:00	0:00	0:00	0:00	0:00	0:00	3:00
WORK - GENERAL LANDOWNER CONTACT	0:00	1:30	3:00	2:00	0:00	0:00	0:00	0:00	6:30
WORK - OFFICE ADMINISTRATION	0:00	0:00	6:00	7:30	3:30	0:00	0:00	0:00	17:00
Total	0:00	12:00	9:00	9:30	9:30	0:00	0:00	0:00	40:00

Board Member Initials: MLK Date: 12-30-15

Page 1 of 2

DOERR, CRAIG A

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 12/21/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	14	15	16	17	18	19	20	21	
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	04:30 PM	04:30 PM	03:30 PM			12:30 PM	
ANNUAL LEAVE	0:00	0:00	3:00	0:00	0:00	0:00	0:00	0:00	3:00
COMP TIME	0:00	0:00	1:30	0:00	0:00	0:00	0:00	0:00	1:30
DSL-44 - TECHNICAL	0:00	0:00	0:00	2:00	0:00	0:00	0:00	0:00	2:00
N351 - TECHNICAL	0:00	2:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
DSL-01 - TECHNICAL	0:00	2:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
WORK - GENERAL LANDOWNER CONTACT	0:00	0:00	0:00	1:00	2:00	0:00	0:00	0:00	3:00
WORK - OFFICE ADMINISTRATION	0:00	5:00	1:30	6:00	6:00	0:00	0:00	5:00	23:30
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	0:00	0:00	3:00	0:00	0:00	0:00	0:00	0:00	3:00
Total	0:00	9:00	9:00	9:00	8:00	0:00	0:00	5:00	40:00

N472 - TECHNICAL peth
N351 - TECHNICAL homeyer
WQ10 - TECHNICAL mangrum
DSL-01 - TECHNICAL tayloe
WORK - PUBLIC posters/schools
INFORMATION/EDUCATION
ACTIVITIES

Earned This Pay Period:

Annual Leave Accrued: 4:00
Sick Leave Accrued: 4:00

Compensation Time Accrued: 0:00
Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 13:25
Sick Leave Balance: 22:55

Compensation Time Balance: 1:30
Military Leave Balance: 0:00

Pay Rate: \$11.17

Employee Signature: [Signature]

Date: 12-30-15

Board Member Signature: [Signature]

Date: 12-30-15

FY 16 Budget

EXPENDITURE	PROPOSED	PERSONNEL GRANT-02	OTHER EXPENSES-03	ADMINISTRATIVE GRANT-04	INFO/ED GRANT-19	LOCAL FUNDS-01	YEAR TO DATE
INFO/ED							
ANNUAL MTG	\$ 2,500.00			\$ 2,000.00		\$ 500.00	\$ 560.40
POSTER CONTEST	\$ 300.00			\$ 300.00	\$ -	\$ -	
NEWSLETTER	\$ 1,100.00			\$ 500.00		\$ 600.00	\$ 553.79
INFO/ED - FIELD EVENTS 4th Grade Field Days Pre-school Project River Relief Project Contractors Workshop Soil Health Workshop	\$ 2,000.00			\$ 700.00		\$ 1,300.00	\$ 602.09
SPONSORSHIPS OMG-WIA - \$200 State Grassland - \$50 MO Regional Envirothon - \$50 National Envirothon - \$50 State WIA - \$50	\$ 400.00			\$ 200.00		\$ 200.00	\$ 200.00
DUES & SPONSORSHIP						\$ -	
MASWCD DUES	\$ 450.00			\$ 450.00		\$ -	\$ 450.00
ELECTION EXPENSES						\$ -	
ELECTION	\$ -					\$ -	
OPERATING EXPENSES						\$ -	
OFFICE SUPPLIES	\$ 400.00			\$ 200.00		\$ 200.00	\$ 133.40
Technical Supplies							\$ 105.80
COMPUTER/PRINTER SUPPLIES	\$ 350.00			\$ 350.00		\$ -	\$ 321.50
ADVERTIZING/PROMOTION	\$ 50.00					\$ 50.00	
ADMINISTRATIVE EXPENSES	\$ 10.00						
INSURANCE EXPENSES						\$ -	
MOPERM	\$ 450.00					\$ 450.00	\$ 450.00
EQUIPMENT	\$ 593.38					\$ 593.38	\$ 593.38
POSTAGE & MAILING						\$ -	
POSTAGE	\$ 300.00			\$ 300.00		\$ -	\$ 115.18
ITEMS FOR SALE						\$ -	
FLAGS	\$ -					\$ -	
PLATS	\$ -					\$ -	\$ 400.00
SUPERVISOR EXPENSE						\$ -	
Supervisor Travel	\$ 2,250.00			\$ 1,500.00		\$ 750.00	\$ 1,591.21
Board Meetings	\$ 100.00					\$ 100.00	\$ 267.76
OFFICE EQUIPMENT						\$ -	
Gasconade County Map Website	\$ 75.00					\$ 75.00	\$ 100.00
EQUIPMENT EXPENSE						\$ -	
John Deere Maintenance	\$ 1,500.00					\$ 1,500.00	\$ 600.00
Great Plains Maintenance	\$ -					\$ -	
John Deere Repair	\$ 3,500.00					\$ 3,500.00	\$ 989.25
Great Plains Repair	\$ 2,000.00					\$ 2,000.00	\$ 888.89
Equipment Maintenance	\$ 100.00					\$ 100.00	\$ 89.80
Bank Service Charge						\$ -	
TOTAL EXPENSES	\$ 18,428.38	\$ -		\$ 6,500.00	\$ -	\$ 11,928.38	\$ 9,012.45
PERSONNEL EXPENSES						\$ -	
MANAGEMENT GROSS	\$ 30,347.20	\$ 29,141.00				\$ 1,206.20	\$ 16,340.80
TECHNICAL GROSS	\$ 29,432.00	\$ 29,141.00				\$ 291.00	\$ 10,853.12
OTHER MANAGEMENT	\$ 3,682.91		\$ 3,497.00			\$ 185.91	\$ 2,779.12
OTHER TECHNICAL	\$ 3,762.03		\$ 3,497.00			\$ 265.03	\$ 2,168.02
Total Personnel	\$ 67,224.14	\$ 58,282.00	\$ 6,994.00	\$ -	\$ -	\$ 1,948.14	\$ 32,141.06

FY 16 Budget

TOTAL ALL EXPENSES	\$ 85,652.52	\$ 58,282.00	\$ 6,994.00	\$ 6,500.00	\$ -	\$ 13,876.52	\$ 41,153.51
INCOME							
PERSONNEL GRANT	\$ 58,282.00	\$ 58,282.00					\$ 29,134.00
OTHER PERSONNEL EXPENSES GRANT	\$ 6,694.00		\$ 6,994.00				\$ 3,538.57
ADMINISTRATIVE GRANT	\$ 6,500.00			\$ 6,500.00			\$ 3,250.00
COUNTY COMMISSION	\$ 2,325.00					\$ 2,325.00	\$ 2,325.00
DONATIONS (Field Days)	\$ 400.00					\$ 400.00	\$ 195.00
FLAGS	\$ -						
PLATS	\$ 500.00					\$ 500.00	\$ 325.00
ADVERTIZEMENT	\$ 75.00					\$ 75.00	
CD INTEREST	\$ 35.37					\$ 35.37	\$ 17.62
CD/SAVINGS TRANSFER						\$ -	
SAVINGS INTEREST	\$ 4.30					\$ 4.30	\$ 4.07
BANK INTEREST	\$ 30.00					\$ 30.00	\$ 15.34
EQUIPMENT RENT							
JOHN DEERE (base 750ac)	\$ 7,500.00					\$ 7,500.00	\$ 3,462.50
GREAT PLAINS (base 400 ac)	\$ 4,000.00					\$ 4,000.00	\$ 3,099.00
ROTOWIPER	\$ 100.00					\$ 100.00	\$ 50.00
ATV	\$ 100.00					\$ 100.00	
BURN EQUIPMENT	\$ 10.00					\$ 10.00	
REIMBURSEMENTS							
TOTAL INCOME	\$ 86,555.67	\$ 58,282.00	\$ 6,994.00	\$ 6,500.00	\$ -	\$ 15,079.67	\$ 45,416.10
LESS EXPENSES	\$ (903.15)	\$ -	\$ -	\$ -	\$ -	\$ (1,203.15)	\$ (4,262.59)
CASH IN THE BANK As of Dec 31, 2015		CD Value	Savings Account	Less Graze School/ Envirothon	Total		
\$	13,342.13	\$ 10,052.67	\$ 4,065.14	\$ (3,522.99)	\$ 23,936.95		

Reporting period: 10/01/15 to 12/31/15

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 01 Local Funds

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
1-00-300	BEGINNING FUND BALANCE	(\$17,235.91)	\$0.00	\$0.00	(\$17,235.91)
01-00-400	INTEREST EARNED ON CHECKING	(\$5.89)	\$0.00	(\$9.45)	(\$15.34)
01-00-401	INTEREST ON CD	(\$8.76)	\$0.00	(\$8.86)	(\$17.62)
01-00-404	COUNTY COMMISSION	\$0.00	\$0.00	(\$2,325.00)	(\$2,325.00)
01-00-406	DONATIONS FIELD DAYS	\$0.00	\$0.00	(\$195.00)	(\$195.00)
01-00-408	SAVINGS DEPOSITS	\$0.00	\$0.00	(\$4.07)	(\$4.07)
01-00-415	SALE OF GOODS-PLAT BOOKS	(\$100.00)	\$0.00	(\$225.00)	(\$325.00)
01-00-431	ROTOWIPER RENTAL	(\$50.00)	\$0.00	\$0.00	(\$50.00)
01-00-432	JOHN DEERE DRILL RENTAL	(\$1,502.10)	\$0.00	(\$1,960.40)	(\$3,462.50)
01-00-433	GREAT PLAINS DRILL RENTAL	(\$1,843.00)	\$115.00	(\$1,371.00)	(\$3,099.00)
01-00-504	DISTRICT MANAGER RETIREMENT	\$0.00	\$22.74	\$0.00	\$22.74
01-00-515	MANAGERS GROSS SALARY - DIANA	\$324.80	\$324.80	\$0.00	\$649.60
01-00-518	TECHNICIAN SALARY - KORY	\$37.24	\$0.00	\$0.00	\$37.24
01-00-526	District Portion Health -Techn	\$34.22	\$0.00	\$0.00	\$34.22
01-00-536	DISTRICT PORTION HEALTH INS MA	\$102.66	\$102.66	\$0.00	\$205.32
01-00-540	EMPLOYEE TRAVEL-MGMT	\$57.32	\$68.96	\$0.00	\$126.28
01-00-545	SUPERVISOR TRAVEL	\$288.05	\$201.49	(\$33.30)	\$456.24
01-00-547	BOARD MEETINGS	\$203.01	\$267.76	(\$203.01)	\$267.76
01-00-556	PLAT BOOKS	\$400.00	\$0.00	\$0.00	\$400.00
01-00-573	EMPLOYEE TRAVEL - DOERR	\$41.85	\$58.13	\$0.00	\$99.98
01-00-631	DRILL INSURANCE	\$0.00	\$593.38	\$0.00	\$593.38
01-00-632	JOHN DEERE DRILL REPAIR	\$578.21	\$466.13	(\$55.09)	\$989.25
01-00-633	GREAT PLAINS DRILL REPAIR	\$284.77	\$604.12	\$0.00	\$888.89
01-00-635	JOHN DEERE MAINTENANCE	\$600.00	\$0.00	\$0.00	\$600.00
01-00-638	ROTOWIPER REPAIR	\$89.80	\$0.00	\$0.00	\$89.80
01-00-770	INFORMATION/EDUCATION EXPENSES	\$38.00	\$0.00	\$0.00	\$38.00
01-00-830	ANNUAL MEETING	\$0.00	\$560.40	\$0.00	\$560.40
01-00-850	TECHNICAL SUPPLIES	\$95.86	\$0.00	\$0.00	\$95.86
01-00-902	Assessor Website	\$100.00	\$0.00	\$0.00	\$100.00

Summary Page:

Beginning Balance: (\$17,469.87)
 Total Income: (\$5,983.78)
 Total Expenses: \$2,979.17
 Funds Remaining: (\$20,474.48)

Reporting period: 10/01/15 to 12/31/15

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 02 Management Services Grant

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
2-01-425	STATE ALLOTMENT - MSG	(\$14,560.00)	\$0.00	(\$14,574.00)	(\$29,134.00)
02-01-515	MANAGER SALARY - DIANA	\$7,845.60	\$7,845.60	\$0.00	\$15,691.20
02-01-518	TECHNICIAN SALARY - KORY	\$3,726.66	\$0.00	\$0.00	\$3,726.66
02-01-519	TECHNICIAN SALARY - CRAIG	\$871.26	\$6,255.20	\$0.00	\$7,126.46

Summary Page:

Beginning Balance: (\$2,116.48)
Total Income: (\$14,574.00)
Total Expenses: \$14,100.80
Funds Remaining: (\$2,589.68)

Reporting period: 10/01/15 to 12/31/15

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 03 Other Personnel Expenses

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
3-01-300	BEGINNING FUND BALANCE	(\$257.33)	\$0.00	\$0.00	(\$257.33)
03-01-425	STATE ALLOTMENT - MSG	(\$1,553.52)	\$0.00	(\$1,727.72)	(\$3,281.24)
03-01-530	DISTRICT PORTION SOCIAL SECURI	\$482.85	\$482.49	\$0.00	\$965.34
03-01-531	DISTRICT PORTION MEDICARE - Ma	\$112.94	\$112.85	\$0.00	\$225.79
03-01-535	WORKER'S COMPENSATION INSURANC	\$225.50	\$0.00	\$0.00	\$225.50
03-01-540	EMPLOYEE TRAVEL - Manager	\$169.83	\$208.65	\$0.00	\$378.48
03-01-542	EMPLOYEE TRAINING - Manager	\$80.00	\$515.45	\$0.00	\$595.45
03-01-550	DISTRICT PORTION SOCIAL SECURI	\$227.21	\$0.00	\$0.00	\$227.21
03-01-551	DISTRICT PORTION MEDICARE - Te	\$53.13	\$0.00	\$0.00	\$53.13
03-01-554	EMPLOYEE TRAINING - Technician	\$110.00	\$0.00	\$0.00	\$110.00
03-01-555	WORKER'S COMPENSATION INSURANC	\$301.50	\$0.00	\$0.00	\$301.50
03-01-560	NEW EMPLOYEE EXPENSES	\$247.12	\$0.00	\$0.00	\$247.12
03-01-570	DISTRICT PORTION SOCIAL SECURI	\$54.02	\$443.21	(\$55.41)	\$441.82
03-01-571	DISTRICT PORTION MEDICARE - DO	\$12.63	\$103.08	(\$12.36)	\$103.35
03-01-573	EMPLOYEE TRAVEL - DOERR	\$99.90	\$158.75	\$0.00	\$258.65
03-01-574	EMPLOYEE TRAINING - DOERR	\$0.00	\$328.02	(\$40.00)	\$288.02

Summary Page:

Beginning Balance: \$365.78
Total Income: (\$1,727.72)
Total Expenses: \$2,244.73
Funds Remaining: \$882.79

Reporting period: 10/01/15 to 12/31/15

Starting account: First

Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 04 Administrative Expenses Grant

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
4-01-425	STATE ALLOTMENT - ADMINISTRATI	(\$3,250.00)	\$0.00	\$0.00	(\$3,250.00)
04-01-545	SUPERVISOR TRAVEL	\$500.10	\$474.75	(\$33.30)	\$941.55
04-01-546	SUPERVISOR TRAINING	\$80.00	\$113.42	\$0.00	\$193.42
04-01-547	BOARD MEETINGS	\$0.00	\$203.01	(\$203.01)	\$0.00
04-01-700	MASWCD DUES	\$0.00	\$450.00	\$0.00	\$450.00
04-01-710	LIABILITY INSURANCE	\$0.00	\$450.00	\$0.00	\$450.00
04-01-800	OFFICE SUPPLIES	\$133.40	\$0.00	\$0.00	\$133.40
04-01-801	COMPUTER/PRINTER SUPPLIES	\$321.50	\$0.00	\$0.00	\$321.50
04-01-804	FIELD SURVEY EQUIPMENT	\$9.94	\$0.00	\$0.00	\$9.94
04-01-815	POSTAGE	\$0.00	\$115.18	\$0.00	\$115.18
04-01-832	DONATION EXPENSE	\$200.00	\$0.00	\$0.00	\$200.00
04-01-833	DEMONSTRATIONS/FIELD DAYS	\$0.00	\$564.09	\$0.00	\$564.09
04-01-834	NEWSLETTER EXPENSE	\$463.90	\$89.89	\$0.00	\$553.79

Summary Page:

Beginning Balance: (\$1,541.16)
Total Income: \$0.00
Total Expenses: \$2,224.03
Funds Remaining: \$682.87

By: DIANA
12/29/15 8:05am

GASCONADE COUNTY SWCD
District Quarterly Report

Reporting period: 10/01/15 to 12/31/15

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 07 Employee Health

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
7-01-300	Beginning Fund Balance - Emplo	(\$6,920.34)	\$0.00	\$0.00	(\$6,920.34)
07-01-503	TECHNICIAN HEALTH PREMIUM	\$576.63	\$0.00	\$0.00	\$576.63
07-01-505	DISTRICT MANAGER HEALTH PREMIU	\$1,729.89	\$1,729.89	\$0.00	\$3,459.78

Summary Page:

Beginning Balance:	(\$4,613.82)
Total Income:	\$0.00
Total Expenses:	\$1,729.89
Funds Remaining:	(\$2,883.93)

Reporting period: 10/01/15 to 12/31/15

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 08 Employee Retirement Benefit

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
8-01-425	State Allotment - Employee Ben	(\$1,019.00)	\$0.00	(\$1,020.33)	(\$2,039.33)
08-01-502	TECHNICIAN RETIREMENT	\$263.47	\$0.00	\$0.00	\$263.47
08-01-504	DISTRICT MANAGER RETIREMENT	\$571.93	\$549.19	\$0.00	\$1,121.12

Summary Page:

Beginning Balance: (\$183.60)
Total Income: (\$1,020.33)
Total Expenses: \$549.19
Funds Remaining: (\$654.74)

Reporting period: 10/01/15 to 12/31/15

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 10 Reimbursement Expenses

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
0-01-300	BEGINNING BALANCE - 10	\$405.00	\$0.00	\$0.00	\$405.00
10-01-425	STATE ALLOTMENT -REIMBURSED EX	(\$405.00)	\$0.00	\$0.00	(\$405.00)
10-01-795	SUPERVISOR TRNG CONFERENCE	\$0.00	\$856.04	\$0.00	\$856.04
10-01-799	MAINTENANCE AGREEMENTS	\$0.00	\$270.00	\$0.00	\$270.00

Summary Page:

Beginning Balance: \$0.00
Total Income: \$0.00
Total Expenses: \$1,126.04
Funds Remaining: \$1,126.04

Reporting period: 10/01/15 to 12/31/15

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 20 GRAZING SCHOOL FUNDS

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
0-00-300	BEGINNING FUND BALANCE	(\$213.92)	\$0.00	\$0.00	(\$213.92)
20-00-310	GRAZING SCHOOL RECEIPTS	(\$2,250.00)	\$0.00	\$0.00	(\$2,250.00)
20-00-311	HALL RENTAL	\$150.00	\$0.00	\$0.00	\$150.00
20-00-312	FOOD EXPENSE	\$535.66	\$68.25	\$0.00	\$603.91
20-00-313	MATERIALS	\$288.75	\$0.00	\$0.00	\$288.75
20-00-314	SPEAKER EXPENSES	\$1,239.38	\$79.03	\$0.00	\$1,318.41

Summary Page:

Beginning Balance: (\$250.13)
Total Income: \$0.00
Total Expenses: \$147.28
Funds Remaining: (\$102.85)

By: DIANA
12/28/15 3:34pm

GASCONADE COUNTY SWCD
District Quarterly Report

Reporting period: 10/01/15 to 12/31/15

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 21 Central Region Envirothon

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
1-02-402	DONATIONS AND CONTRIBUTIONS	(\$3,420.14)	\$0.00	\$0.00	(\$3,420.14)

Summary Page:

Beginning Balance: (\$3,420.14)
Total Income: \$0.00
Total Expenses: \$0.00
Funds Remaining: (\$3,420.14)



Jeremiah W. (Jay) Nixon, Governor

Sara Parker Pauley, Director

DEPARTMENT OF NATURAL RESOURCES

dnr.mo.gov

December 23, 2015

Diana Mayfield
Gasconade County Soil and Water
Conservation District
316 South Olive Street
Owensville, MO 65066

Dear Ms. Mayfield:

On November 30 and December 1, 2015, test(s) were offered for district employees to meet the Baseline testing requirements. This endeavor is important to the continuing efforts in Missouri to provide consistent customer service to landowners. Lincoln University worked closely with the Natural Resources Conservation Service, University of Missouri Extension and the Soil and Water Conservation Program to develop Baseline tests for staff progression.

Your results are listed below:

Baseline Tests	Score
Basic Survey	P
Conservation Planning	P
Conservation Practices	P
District Operations	96
Financial	89
MoSWIMS	82
Soils	P

P = Previously Taken/Passed

A district employee must score 70 percent or above on at least four tests to meet the Baseline testing requirements. If a score of at least 70 percent on a test was not reached, employees can retake tests as many times as the board approves, to reach the Baseline testing requirements. We are in the process of scheduling additional testing sessions. An email will be sent when testing sessions are confirmed. Please maintain a copy of this letter in your personnel file.



Recycled Paper

Diana Mayfield
Page 2

If you have any questions, please contact your district coordinator at the Department of Natural Resources, Soil and Water Conservation Program, P. O. Box 176, Jefferson City, MO 65102-0176. Thank you.

Sincerely,

SOIL AND WATER CONSERVATION PROGRAM



for Bill Wilson
Deputy Program Director

BW:djs

c: Mr. Dennis Berger, Chair, Gasconade County Soil and Water Conservation District

Mayfield, Diana

From: Wilson, Jake
Sent: Tuesday, January 05, 2016 8:35 AM
To: Mayfield, Diana
Cc: Doerr, Craig
Subject: RE: GCSWCD January Agenda

Here is the break-down: according to what I have available you have 15+ years of service, DS certification, and conservation planner modules 1-8. If this is correct it will put you at a DSIII which is \$15.15 per hour. If this is incorrect please let me know what certifications we are missing. Craig has 3 months and modules 1-8 which will put him as DSI or \$13.13 per hour. Keep in mind this is just what the state will be making available for a stipend, your board can choose to pay their employees as much or as little as they want within the law. Also another \$1 per hour could be available at the beginning of the 4th quarter if a sharing agreement is made between gasconade and another district(s) by then. Let me know if you have any additional questions.

Jake

From: Mayfield, Diana
Sent: Tuesday, January 05, 2016 7:45 AM
To: Wilson, Jake
Subject: RE: GCSWCD January Agenda

If you would please, I would be grateful.

Diana Mayfield

District Specialist II
Gasconade County SWCD
314 S. Olive Street
Owensville, MO 65066
573-437-3478 ext 3
FAX 855-842-7890

From: Wilson, Jake
Sent: Tuesday, January 05, 2016 7:32 AM
To: Mayfield, Diana
Subject: RE: GCSWCD January Agenda

INITIATIVE

COST-SHARE
ADMINISTRATION 182.5
ELECTION 17.75

WORK
WORK

MAYFIELD
MAYFIELD

62 DIANA
62 DIANA

Colette Weckenborg
Fiscal and Administrative Manager
Soil & Water Conservation Program
Missouri Department of Natural Resources
573-751-1173

Promoting, Protecting and Enjoying our Natural Resources. Learn more at dnr.mo.gov.

From: Wilson, Jake

Sent: Wednesday, December 30, 2015 9:44 AM

To: Weckenborg, Colette

Subject: Timesheet code usage report

Good morning Colette,

Diana Mayfield from Gasconade county wants to know if she can get a copy of her timesheet code usage report? Are you the one that generates that? If so, can it be shared directly with her. Thanks.

Jacob Wilson
Environmental Specialist
Soil and Water Conservation Program
Missouri Department of Natural Resources
Office (573)522-8281
Cell (573) 680-3869

Promoting, Protecting and Enjoying our Natural Resources. Learn more at dnr.mo.gov.

Mayfield, Diana

From: Mayfield, Diana
Sent: Wednesday, December 16, 2015 9:46 AM
To: rbunton@dutchmen.us; ppazdera@hermann.k12.mo.us
Subject: 2016 Central Region Envirothon
Attachments: Envirothon Brochure Template.pdf

Good Morning,

As you will recall, I stopped by last year to talk to you about an exciting program that is sponsored by the Soil & Water Conservation Districts of the State of Missouri. This program is open to students, grades 9-12 or 14 – 19 years of age.

The Gasconade County SWCD has been supporting this program and would like to encourage our schools to participate. It is a wonderful learning experience for our future leaders. I am confident that our Board would consider paying the registration fee for any team wishing to participate.

Please read over the enclosed brochure and then share it with the appropriate teachers and students. It is my pleasure to add that the 2015 National Envirothon was hosted here in Springfield, MO, last July and Pembroke High School of Missouri took First Place. Each of the top three team members received cash awards from \$1,000 to \$3,000.

The process begins with entering the local competition (Central Region for you), if placing in the top three positions, you would advance to the State Competition. The First Place winner at the state level will advance to the National Competition that will be held in Ontario, Canada, in July 2016.

I hope that you will consider encouraging a team to enter this year's event.

Diana Mayfield

District Specialist II
Gasconade County SWCD
314 S. Olive Street
Owensville, MO 65066
573-437-3478 ext 3
FAX 855-842-7890

Fund Status (2016)

62 - GASCONADE SWCD
 314 SOUTH OLIVE
 OWENSVILLE, MO 65066
 (573)437-3478 EXT: 3

GM GRAZING MANAGEMENT									
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending			
GRAZING MANAGEMENT 2016	\$120,940.00	\$71,270.80	\$49,669.20	\$46,504.56	\$74,435.44	\$0.00			
Project Sub Total	\$120,940.00	\$71,270.80	\$49,669.20	\$46,504.56	\$74,435.44	\$0.00			59%
SA SENSITIVE AREAS									
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending			
SENSITIVE AREAS 2016	\$14,250.00	\$7,906.54	\$6,343.46	\$7,906.54	\$6,343.46	\$800.00			
Project Sub Total	\$14,250.00	\$7,906.54	\$6,343.46	\$7,906.54	\$6,343.46	\$800.00			61%
SGE SHEET AND RILL / GULLY EROSION									
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending			
SHEET AND RILL / GULLY E 2016	\$86,511.00	\$66,790.01	\$19,720.99	\$16,911.23	\$69,599.77	\$7,098.26			
Project Sub Total	\$86,511.00	\$66,790.01	\$19,720.99	\$16,911.23	\$69,599.77	\$7,098.26			85%
WE WOODLAND EROSION									
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending			
WOODLAND EROSION 2016	\$17,325.00	\$7,834.50	\$9,490.50	\$2,740.50	\$14,584.50	\$6,337.55			
Project Sub Total	\$17,325.00	\$7,834.50	\$9,490.50	\$2,740.50	\$14,584.50	\$6,337.55			82%
Grand Totals	239,026.00	\$153,801.85	\$85,224.15	\$74,062.83	\$164,963.17	\$14,235.81			70%

*Obligated + Pending
 total Allocation*



Jeremiah W. (Jay) Nixon, Governor

Sara Parker Pauley, Director

DEPARTMENT OF NATURAL RESOURCES

dnr.mo.gov

January 5, 2016

Board of Supervisors
Gasconade County Soil and Water
Conservation District
316 South Olive
Owensville, MO 65066

Dear Supervisors:

The Soil and Water Districts Commission approved the Fiscal Year 2017 (FY17) Cost-Share Allocation process at their December 1, 2015, meeting. This letter explains the process that will be followed for allocating cost-share funds in FY17 and includes information specific to your soil and water conservation district's (SWCD) allocations. The statewide Needs Assessment request for FY17 was \$75.5 million.

The Initial Allocation for FY17 is \$29.9 million based on a budget request of \$35 million cost-share appropriation authority. **Please note that these cost-share allocations are based in part, on the Department of Natural Resources' proposed FY17 cost-share appropriation authority. Final funding may change depending on the department's final FY17 appropriation.**

Each SWCD's FY17 Initial Allocation is based on the SWCD's FY17 Needs Assessment and cost-share contracts paid in historical years (FY12, FY14, and FY15). Districts that spent more than 80% of the initial allocation in a Resource Concern for the historical years will receive a 5% increase above the FY16 Initial Allocation; those that spent less than 80% across historical years will receive a 5% reduction. SWCDs requesting funds for the first time in any Resource Concern(s) except Animal Waste and Nutrient & Pest Management will be allocated up to \$10,000 for that Resource Concern(s) not to exceed the requested amount. First time request(s) for Nutrient & Pest Management will be allocated up to \$40,000 and Animal Waste Management will be allocated \$50,000. Following is a table showing the SWCD's FY17 Initial Allocation for each Resource Concern and a timeline that outlines the FY17 allocation process.



Recycled Paper

Gasconade Soil and Water Conservation District	
Resource Concern	Allocation
Animal Waste Management	\$ 50,000
Grazing Management	\$ 21,987
Irrigation Management	\$ -
Nutrient & Pest Management	\$ 10,000
Sensitive Areas	\$ 13,538
Sheet/Rill & Gully Erosion	\$ 34,685
Woodland Erosion	\$ 18,191
TOTAL ALLOCATION:	\$ 148,401

January 2016

FY17 Advanced Cost-Share Allocation

The Advanced Allocation is limited to 10% of the FY17 Initial Allocation Resource Concerns excluding the Nutrient & Pest Management and Animal Waste Management Resource Concerns. On January 8, 2016, full allocations of Nutrient & Pest Management and Animal Waste Management Resource Concerns will be loaded. Please complete the Advance Allocation Request Form located at <http://swcd.mo.gov/internal/documents/fy17-cost-share-allocation-sheet.xlsx> and email it to the program office at soil&waterconservationprogram@swcd.mo.gov. The form can be submitted through Friday, April 1, 2016. Your SWCD will be notified by email when allocations have been entered into MoSWIMS and the district staff can create contracts for FY17. The fiscal year from which funds will be obligated to a contract is based on the termination date. **Landowners awarded contracts using FY17 funds, must be informed that they cannot receive payment for the practice(s) until after July 1, 2016, regardless of when the practice(s) is completed.** All FY17 contracts must have a termination date prior to June 15, 2017.

July 2016

FY17 Initial Allocation

The FY17 Initial Allocation (or the amount remaining if the SWCD requested an Advanced Allocation) will be provided in July, as soon as the end-of-year rollover process is completed.

August 1, 2016

FY17 Supplemental Allocations

Supplemental Allocations will begin after August 1, 2016. Additional information will be provided later regarding the Supplemental Allocation process.

The program office appreciates SWCD boards, staff and partners for your work towards meeting conservation goals and continued efforts in supporting Missouri agriculture through the implementation of soil and water conservation practices. If you have any questions, please contact your district coordinator. Thank you.

Sincerely,

SOIL AND WATER CONSERVATION PROGRAM



Colleen Meredith
 Director

CM:djs

**FY17 Advanced Allocation Request
 Gasconade County Soil and Water Conservation District**

Gasconade

Resource Concern	FY 17 Initial Allocation	Available FY 17 Advanced Allocation	FY 17 Advanced Allocation Request
Animal Waste Management	\$ 50,000		
Grazing Management	\$ 21,987		
Irrigation Management	\$ -		
Nutrient & Pest Management	\$ 10,000		
Sensitive Areas	\$ 13,538		
Sheet, Rill, and Gully Erosion	\$ 34,685		
Woodland Erosion	\$ 18,191		8840
Total:	\$ 148,401	\$ 8,840	\$ -

The Gasconade County Soil and Water Conservation District Board has approved the FY 17 Advanced Allocation Request



Bunkline Cattle Co, LLC

Steve & Chelten Hasty
2393 HWY F Hermann, MO 65041
573-690-2083, 573-690-8527

December 28, 2015

Dear Gasconade County SWCD:

I am writing in regards to our fencing project that is due in January. Due to the excessive amount of rain that we have had this week, we will not be able to finish the project by the deadline, and we would like to file for an extension.

On contract number WE-062-16-0037 we have all the old fence removed, brush cleared and the corner set.

On contract number WE-062-16-0036 we have about 80% of the fencing done. We still have to put in the gates, the fence along the north lake and small cut out area on the south side. I will attach a map and draw a line for the fence that is finished.

Thank you

Chelten Hasty

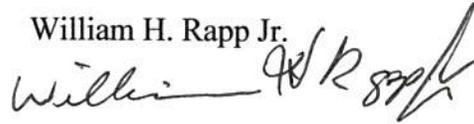
Map is Available at
Board Mtg

Dear NRCS, USDA,

I would like to apply for an extension on my lake project. Due to several days of wet weather, we are not going to be able to complete the project in the time originally provided.

Thank you,

William H. Rapp Jr.

A handwritten signature in black ink that reads "William H. Rapp Jr." with a stylized flourish at the end.

(573)-680-6850

Core is closed
Partial dam construction

Larry Klekamp
879 Scenic Ridge Drive
Washington, MO 63090
December 30, 2015

Gasconade County Soil and Water Conservation District
314 South Olive
Owensville, MO 65066

Dear Gasconade County Soil and Water Conservation District:

I would like to request an extension on my cost-share application for a well installation on my farm on Beemont Road in Gerald. Due to a delay by the well drilling contractor and now the weather, we were unable to complete the project. The well has been drilled and well house built but we still need the pump and pressure tank installed.

Please consider my request to have this extended.

Sincerely,

A handwritten signature in blue ink that reads "Larry Klekamp". The signature is written in a cursive style with a large initial "L".

Larry Klekamp



Natural Resources Conservation Service
1315 E Main
Linn, Missouri 65051

December 2015 NRCS Board Report

During the month of December I attended the Gasconade, Cole and Osage SWCD board meetings. Mark Brandt attended the Maries SWCD board meeting in my absence.

I attended the MASWCD Training Conference.

I attended an Area 2 DC meeting at the Area Office.

Lori Robinson, Area Program Support Specialist, PSS, came to Jefferson City and provided training to Jason Howe our FOSA PSS.

I attended a Grassland Contest meeting. Gave a farewell to our committee chair Mel Marshall.

I attended the retirement luncheon for Mel Marshall District Conservationist at Rolla.

I attended the Grassland Managers Training in Grapevine, Texas.

NRCS staff has been working on processing EQIP applications to meet the January 22 ranking deadline.

Melinda L. Barch
District Conservationist

District Manager Report
Diana Mayfield
December 2015

I attended the 2015 Annual Training Conference from November 29 – December 2nd. I took the Accounting, MOSWIMS, and District Operations Specialist Tests in order to complete all of the opportunities for advancement. I attended the MASWCD, MSWCDEA, and commission meeting. I also attended the workshop on the RCPP requirements. I have asked for a hard copy of the presentation so that the Board can be kept up to date. Notification of passing the management tests was received 12/28/15.

I worked on preparing system programs for calendar year 2016 (i.e...payroll). I worked on end of the year reports for the calendar year – (W-2, W-3, 1099) as well as the quarterly reports for FY16 second quarter.

I sent an e-mail to the high school counselors and Strive coordinator about the upcoming Regional Envirothon. I spoke with each one of these individuals personally last winter.

I have attended some therapy for my shoulder.

I had a good vacation over Christmas and am looking forward to a wonderful New Year.

District Technician Report
Craig Doerr
December 2015

In December I have been helping out on toolkit when Diana has been here. I'm still waiting on my linc pass Melinda said it could take up to 6 months before I could get it but it's not really keeping me from it.

I have been working with DJ a lot on diversions and terraces. We have gone out and surveyed a couple more and got a few more contracts done from previous surveys we have done.

I went out with Mark and looked at a pond and guy wants to redo will be starting it soon.

The Christmas party was great minus the mashed potatoes and Christmas break was good minus the being sick part for most of it.

Other than that I have just been working in the office getting contracts done and talking to farmers about different programs and ways we can help them.



Missouri Association of Soil and Water Conservation Districts

December 14, 2015

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NACD Board Member
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kennyli@centurytel.net

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2nd Vice-President

BEVERLY DOMETRORCH
Alternate NACD Member
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Area VI

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Area VIII

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(314) 753-1730

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peggy@maswcd.net

Treasurer

HENRY HEINZE
RR 1 Box 76
Williamstown, MO 63473
(660) 988-3901
hhe@marktwain.net

TO: Missouri Soil and Water Conservation Districts

FROM: MASWCD Board of Directors

SUBJECT: 2016 Educational Seminar

The 2016 Educational Seminar will be held on February 17 and 18, 2016, in Jefferson City. It is imperative that Supervisors make themselves available to discuss issues with their legislators not only at the seminar, but any chance the opportunity arises.

The objective of the seminar is to get to know the members of the Missouri General Assembly and inform them of the important and effective job soil districts are doing in using the sales tax funds through the soil and water conservation programs. The legislators do not always understand the priorities required by soil and water conservation as well as the intended use by voters of the sales tax. With many new legislators this year it is essential that we take the time to educate them about our program.

The Seminar will begin with a reception at 6:00 p.m. Wednesday, February 17, 2016, at the Capitol Plaza Hotel, 415 W. McCarty, in Jefferson City. This reception at the hotel will replace the breakfast the following morning we have had in the past. We have heard that many Legislators prefer an evening event. You will need to personally invite your Legislators to the reception; they will not be sent information about the reception except through you. Following the reception there will be presentations on House and Senate bills concerning conservation, the DNR budget and the Parks & Soils Sales Tax currently in the legislature. The morning of February 18th will be visits with Legislators.

Each District should personally invite their Legislators to the reception and if desired schedule an appointment on February 18th to follow-up the evening discussion or meet with those who cannot make it to the reception. Information containing addresses and phone numbers of the legislators and current bills of concern or interest will be available from the MASWCD web page at www.maswcd.net and the state of Missouri web site at www.house.mo.gov. The registration fee for the seminar will be \$20 per person attending. This will help cover the cost for the meeting room and the reception.

Please return the registration form with the registration fee by February 1st to Peggy Lemons, MASWCD, 1209 Biscayne Drive, Jefferson City, MO 65109.

A block of rooms has been reserved at the Capitol Plaza Hotel in Jefferson City for the night of February 17th for this meeting. The room rate is \$89 plus tax. Each district is responsible for making their own hotel reservations, please reference Missouri Soil and Water when calling for a reservation. For reservations call 800-338-8088 or 573-635-1234. Rooms need to be reserved as soon as possible; cut-off date for the reservation block is January 18th. After that date it is on a room-available basis. If you are interested in direct billing for your rooms, you will need to speak with the sales staff at the Capitol Plaza Hotel to set up the direct billing. If you have questions concerning the 2016 Educational Seminar, please contact Peggy at 573-893-5188 ext. 3, or by e-mail at peggy.lemons@swcd.mo.gov. Hotel rooms are very tight in Jefferson City during January, February and March due to the Legislative Session. If you are interested in information on other hotels in Jefferson City, call Peggy. The MASWCD Board of Directors will hold their board meeting on February 17th from 10:00 a.m. to 5:00 p.m. at the Capitol Plaza Hotel in Jefferson City.

In closing, I cannot emphasize enough the importance of this seminar to all of Missouri's Soil and Water Conservation Districts. We must continue to remind the public and our elected officials about the importance of soil and water conservation and the purpose of the sales tax funds. Remember, expenses for attending this seminar must be from local funds, they are not eligible for reimbursement from state funds (Personnel or Administrative Grant).

Sincerely,

Kenny Lovelace

Kenny Lovelace
MASWCD President

2016 EDUCATIONAL SEMINAR REGISTRATION
No Refunds after February 10, 2016

NAME _____

ADDRESS _____

DISTRICT _____ POSITION _____

Please return along with \$20 Registration per person to the MASWCD Office:

Peggy Lemons
MASWCD
1209 Biscayne Drive
Jefferson City, MO 65109

CREDIT CARD PAYMENT INFORMATION:

Name on Card _____

Email for Credit Card Invoice to be sent to _____

MASWCD EDUCATIONAL SEMINAR AGENDA

February 17/18, 2016
Capitol Plaza Hotel
State Capitol Building
Jefferson City, Missouri

WEDNESDAY **February 17, 2016**

5:45 P.M. RegistrationCAPITOL PLAZA HOTEL
6:00 P.M. Reception with LegislatorsCAPITOL PLAZA HOTEL
7:00 P.M. Informational MeetingCAPITOL PLAZA HOTEL

- A. Welcome
- B. FY-2017 Budget Summary
- C. Legislative Issues / Tax Renewal
- D. Closing Comments

THURSDAY **February 18, 2016**

Visit Your Legislators/Attend SessionsCAPITOL BUILDING

COOPERATION--COMMITMENT--CONSERVATION

2016 Mid MO Soil Health Seminar

Tuesday March 1st & Wednesday March 2nd, 9:00 -4:00

\$15 per Day Admission, Pre-registration is required

100 Isle of Capri Blvd Boonville, Missouri



REGISTER ONLINE AT midmosoilhealth.com

Day 1: How to improve soil health on row crop operations with a combination of techniques.



Jamie Scott, Kosciusko County Indiana farmer will discuss how to use innovative cover crop seeding techniques including aerial seeding to ensure every acre is covered.



Gail Fuller, Emporia Kansas farmer will discuss how to use cover crops, annual forages, and a diverse rotation to build biomass and improve soil health and profit margin.

Local farmers will provide information on soil health building techniques that are working in the Mid-Missouri area. Presenters include: Pat Oswald, Isaac Christy, Tim Kueckelhan, and Linus Rothermich

Day 2: How to improve soil health on livestock operations with a combination of techniques.



Harry Cope, Truxton Missouri farmer will discuss how to take boost soil health and the bottom line by taking the feedlot to the field thru grazing grain crops.

Jeremia Markway, Miller County Missouri farmer will discuss how to improve soil health and other natural resources by using good grazing management practices.



Mark Brownlee, St. Clair County Missouri rancher will discuss how to improve your soil and regenerate your farm with intensive grazing management.



Questions and Answers

Presenters will answer questions from the crowd. Come prepared and take advantage of decades of experience!!



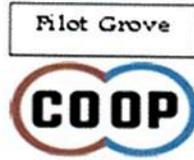
Questions and Answers,

Presenters will answer questions from the crowd. Come prepared and take advantage of decades of experience!!

The registration fee will cover your lunch, which will be served by the Isle of Capri Hotel. Registration will end when 300 seats are filled for each day or on February 15th, whichever comes first. Your reservation WILL NOT be secured until payment is received. Participants can register for one day or both. Register at www.midmosoilhealth.com, by filling out and returning the form on the back of this flyer, by calling (660)882-5647 ext. 3, or by emailing david.glaskey@swcd.mo.gov. A block of rooms will be held at the Isle of Capri hotel until February 15th. Hotel rooms can be reserved by calling 660-882-1200.

Persons requiring accommodations to attend this meeting should contact Randon Leathers at (660)882-5647 ext. 2. USDA is an equal opportunity provider and employer.

A Special Thanks to the Following Sponsors:



In Cooperation With:



Registration will close when full at 300 participants per day or on February 15th, whichever comes first. Your registration WILL NOT be secured until payment is received. Please fill out 1 form per attendee. Credit Cards Payments can be accepted by registering online at www.midmosoilhealth.com

Name: _____

Check which days you will attend: Day 1(\$15) Day 2(\$15)

Email Address (Required for Confirmation): _____

Address: _____

Phone # : _____

Make Check for \$15/day/attendee payable to: Cooper County SWCD
RETURN TO: COOPER COUNTY SWCD, 17066 HWY 87, BOONVILLE MO 65233



Jeremiah W. (Jay) Nixon, Governor

Sara Parker Pauley, Director

DEPARTMENT OF NATURAL RESOURCES

dnr.mo.gov

MEMORANDUM

2016-012

DATE: December 29, 2015

TO: All Soil and Water Conservation Districts

FROM: Jim Boschert, ^{JB} District Assistance Section
Soil and Water Conservation Program

SUBJECT: Intern Program

The Soil and Water Districts Commission, at their December 1, 2015, meeting, voted to continue to provide each Soil and Water Conservation District a \$3,500 maximum stipend to hire a college student intern(s). The Commission also agreed to make the intern program available throughout the year. Beginning immediately each district will be allowed to hire an intern anytime throughout the year with a maximum stipend of \$3,500 per fiscal year. Allowing the Intern Program throughout the year was a recommendation from the Plan for the Future Program Delivery and Operations Subcommittee.

An intern can be a benefit to all parties involved. Students will gain work experience in a hands-on learning environment that will promote personal and professional growth while mentoring with the district boards, staff and conservation partners. An intern can help fill gaps in the district's workload and strengthen public relations with younger generations. Several districts have hired former interns as full-time district employees as positions became available.

Interns are district employees and the following are some steps that may assist district boards interested in hiring an intern:

1. Advertise the position.
2. Identify professional qualifications desired for the position.
3. Interview and select a candidate.
4. Establish rate of pay (intern expenditures above \$3,500 annually must come from local funds).
5. Determine daily and weekly schedule.
6. Establish duties and responsibilities for the intern.

Applicants must be a higher education (college, university, technical school, etc.) student within any degree major. The intern cannot be a high school senior transitioning into a higher education student or a student that has completed their college degree. Placement offices and career services for colleges in your area are useful resources to identify and advertise for potential candidates. If the district workload does not require a full-time intern consider sharing one intern between districts. Please be mindful of a potential conflict of interest or nepotism during the selection process.

District boards hiring interns will need to follow standard protocol for new employees working within our federal partner's facilities. Interns who are hired by the district boards to solely perform district work will only be required to complete Information Security Training per Natural Resources Conservation Service (NRCS) policy. Please realize that if an intern will be required to access an NRCS computer or files, a background check and additional permission will be required. (Note: Background checks and other permissions access typically take over 30 days to process. Each district board should work with the appropriate NRCS District Conservationist to seek required training materials and procedures).

If your district decides to take advantage of an intern position, expenses associated will be tracked in fund 10. Intern expenditures will no longer be on a reimbursement method. Each district will receive \$1,750 in fund 10 with their third quarter allocation. These funds are provided to support an intern in your district. Districts will then continue to receive half (\$1,750) of their intern funding with their first quarter and third quarter allocations. Eligible expenses include gross salary, district portion of Social Security and Medicare, workers compensation and travel expenses. If your district needs assistance with developing account numbers, please contact your district coordinator.

Please complete the electronic Incoming Staff Form located at <http://swcd.mo.gov/internal/form-incoming-staff.xsn> upon board selection of an intern and e-mail to the Soil and Water Conservation Program Office at soil&waterconservationprogram@swcd.mo.gov. If you have any questions, please contact your district coordinator. Thank you.

JB:djs

Mayfield, Diana

From: Soil & Water Conservation Program
Sent: Monday, December 14, 2015 1:34 PM
To: DNR.Soil and Water Conservation Districts staff
Cc: DNR.SWC Staff
Subject: 2015 Training Conference - Supervisor Expenditures

The Soil and Water Conservation Program will allow reimbursement of supervisor's registration, meals and hotel accommodations provided at the training conference. Please provide appropriate documentation (hotel and conference receipts) with the 2nd quarter report in order to receive reimbursement from the state through Fund 10.

As discussed briefly at the Commission meeting during the conference, expenditures currently tracked through the Reimbursement Fund (Fund 10) are being reviewed to be moved to other funds due to the inability to budget the expenditures. More information will be provided on Fund 10 expenditures in the near future.

If you have any questions please contact your district coordinator.

Thank you!

Soil & Water Conservation Program
Missouri Department of Natural Resources

Promoting, Protecting and Enjoying our Natural Resources. Learn more at dnr.mo.gov.



Missouri Association of Soil and Water Conservation Districts

December 14, 2015

President

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NACD Board Member
2605 County Road 325
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(573) 822-2545
kennyll@centurytel.net

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2nd Vice-President

BEVERLY DOMETRORCH
Alternate NACD Member
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3rd Vice-President

DAN GREESON
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Past President

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Area V

GEORGE ENGELBACH
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Hillsboro, MO 63050
(636) 475-6328

Area VI

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Area VII

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Area VIII

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peggyl@maswcd.net

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HENRY HEINZE
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(660) 988-3901
hnh@marktwain.net

TO: Missouri Soil & Water Conservation Districts

Yearly dues for the Missouri Association of Soil and Water Conservation Districts are due February 1, 2016.

These dues help to support the Association activities of representing the Districts during Commission meetings and at conservation partner organization meetings and events. Planning the Training Conference is a major part of the Association activities now and a portion of the dues help to cover the costs associated with the conference as well as the costs associated with the Executive Director. Legislative efforts during the Missouri Legislative Session are funded with proceeds from the Live Auction held at the Training Conference. MASWCD also represents the Missouri soil and water districts at regional and national meetings. When in Washington, DC, information is provided to the Congressmen/women and Senators on the workload and staffing of the district and NRCS offices in Missouri. As you well know, districts depend a great deal on sufficient NRCS staffing to help carry out the state cost-share program. Attached is more information on activities and funding of MASWCD.

The by-laws of MASWCD require a quorum at all meetings and only those Districts who have paid MASWCD dues in full will be eligible to vote at Area Meetings and the Business Meeting at the Training Conference. As always, in order to bring resolutions at the MASWCD Annual Meeting, Districts must be a member of MASWCD. The dues amount for 2016 will be \$450.00.

Dues of \$450.00 should be sent to MASWCD Treasurer, Henry Heinze, RR 1 Box 76, Williamstown, MO 63473. If you have questions concerning your dues, please call your Area Director, myself or Peggy Lemons.

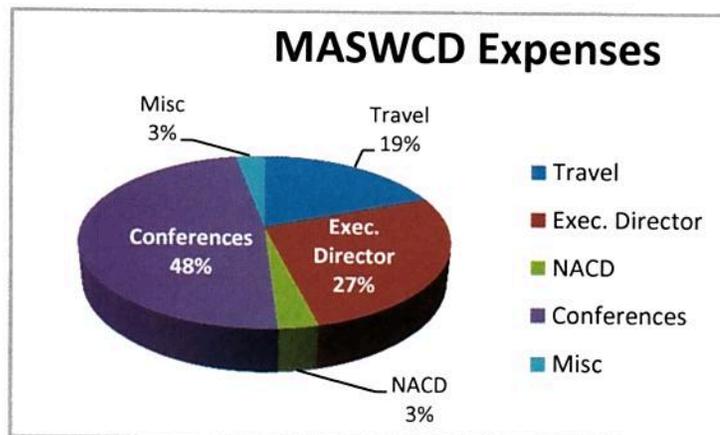
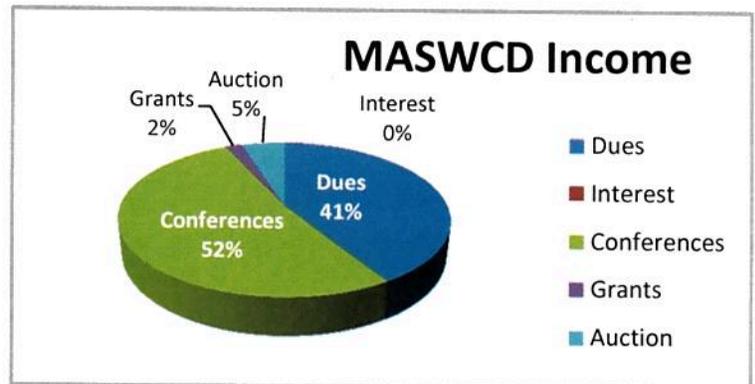
Sincerely,

Kenny Lovelace

Kenny Lovelace
President

What MASWCD Does Do For You

- Represents Missouri SWCDs at the National Level:
 - Missouri Representative on Boards of the National Association of Conservation Districts and the NACD North Central Region
- Furnishes Comprehensive Web Site Resources for SWCDs and Conservation Partners at www.maswcd.net
- Presents Annual Conference for SWCDs and Conservation Partnership
- Advocate for SWCDs with Missouri Government Officials:
 - Missouri Department of Agriculture
 - Missouri Department of Conservation
 - Missouri Soil & Water Commission
 - Missouri Department of Natural Resources – Soil & Water Program
 - Missouri Natural Resources Conservation Service
- Provides a Comprehensive Legislative Agenda for Districts
- Promotes Outstanding Agricultural Conservation Efforts Through Annual Awards
- Ensures the Continuation of Cooperative, Incentive-Based Conservation Programs
- Unifies Viewpoints and Crafts Policy that Strengthens Missouri's Commitment to Conservation
- Represents SWCDs as a member of the Missouri Partnership
- Works to Continue Funding for Priority Conservation Programs at the Local, State and National Level.
- Provides the Information, Education, and Networking Opportunities to Help Share SWCDs Commitment with Others
- Assists Districts with questions and concerns
- Works with the Citizens Committee for renewal of the Parks & Soils Sales Tax



Mayfield, Diana

From: GascCo LS <gcls111@gmail.com>
Sent: Tuesday, December 15, 2015 9:07 AM
Subject: Gasconade County Land Information Updates

You are receiving this as a blank cc: in order to protect your email. Your email will not be disclosed or shared.

Previously I alluded that my next update would be regarding the acceptance (or rejection) of existing survey markers.

Above all else, United States law dictates that the original government positions must remain unchanged. This applies to section corners and quarter section corners (half mile markers) of the United States Public Land Survey (USPLSS). These corners were originally established in Missouri in the early 1800's. Position(s) of these original corners is the "gold standard" for all property boundary establishment. This is true even if the actual measurements are different from those shown on the original government plat. These surveys were performed by United States Surveyors working with primitive instruments and under harsh conditions.

After the US Surveyors, then it became the responsibility of the County Surveyors to preserve these positions, and to subsequently perform additional surveys for further divisions of land. The Missouri Land Survey Program (and Gasconade County) have been proactive in restoring and protecting these original positions through corner restoration programs.

Gasconade County now has approximately 1000 Corner documents filed through this restoration program.*

Much case law, derived from Missouri Statutes, exists regarding the acceptance of existing survey monumentation. Generally, if a marker or monument was set by a County Surveyor, in accordance with statute, then it must be accepted.

A recent MO Appellate Court decision stated that even though a marker may not be in the exact mathematical position (according to statute), but if it was set with the intent to be at the statutory position, then it must be accepted.

However, what about markers that were set without regard of the statutes? Many years ago, as a practical matter, some surveyors merely "stubbed" in corner markers. "Stubbing" means that markers were set using only a assumed bearing and perhaps a guesstimate of the quarter or half mile distance. This was acceptable (as a property corner) only if the adjoining landowners agreed to this method, and accepted the resulting corner position.

Recently, we have been questioned regarding our reestablishment of a corner position that differed from a previous position. The "previous position" was noted as being shown on numerous prior surveys. We rejected this position since it had no origin or record of establishment according to statute. There is no survey law that says that numerous "wrongs" make a "right".

And another recent similar instance** resulted in a lengthy judgement supporting our position that if a monument has no legal origin, it may be rejected. These decisions are finally giving prudent Surveyors some guidance. No longer is practicality or convenience being accepted over the law with today's modern methods.

In summary, the following guidelines may be of use when deciding to accept an existent corner marker:

1. If the marker was set not in accordance with statutory procedure, then it may be rejected, even if it has been used by numerous previous surveyors.

"Stubbing" or just plain non-compliance would be reasons these markers came to be. Also land owners may have just decided that's where their land corner is, without regard for survey procedure.

2. If a marker was set with the agreement of the adjoining property owners, then it may be accepted as a "property corner", but not as a position of the USPLSS.

In the past property owners have placed markers and even some Surveyors have set markers in conflict with the statutes. Thorough research and proper measurement must be used to validate the origin and pedigree of these positions.

Merry Christmas to you and yours,

Paul G. Dopuch, PLS
Gasconade County Surveyor

The following message is being transmitted to you as a Departmental Management (DM) service to all USDA employees.

Agency E-mail administrators: Please forward this message to all USDA employees.

**** Please do not respond to this mailbox. Thank you. ****

TO: All USDA Employees

FROM: Dr. Gregory L. Parham
Assistant Secretary
for Administration

SUBJECT: Excused Absence - Thursday, December 24, 2015

President Obama has authorized that all executive branch departments and agencies excuse employees from duty for the last half of the scheduled workday on Thursday, December 24, 2015, with pay and without a charge to leave, except those who, in the judgment of the head of the agency, cannot be excused for reasons of national security, defense, or other essential public need. For pay and leave purposes, the last half of the scheduled workday on December 24, 2015, will be treated as falling within the scope of statutes and Executive Orders governing holidays for Federal employees.

The excused time off should be shown on Time and Attendance records as a Federal Holiday, Transaction Code 66. Questions should be directed to your immediate supervisor or to your servicing Human Resources Office.

Thank you again for your professionalism and dedication to the U.S. Department of Agriculture and the American people.

Have a wonderful and peaceful holiday.

REGULAR OPEN MEETING GASCONADE COUNTY SWCD

Posted December 30, 2015, 3:00 p.m.

AGENDA

USDA Service Center, 314 S Olive, Owensville, MO 65066

Tuesday, January 5, 2016, 6:30 p.m.

- Open Meeting –Chairman
- Review Minutes - Secretary
 - December 2015
- December Financial Review
 - Treasurer’s Report
 - Time Sheets
 - Quarterly Reports

Unfinished Business

- District Manager Test Results
- Sharing
- Envirothon notification to the schools

New Business

- Cost-Share –
 - Fund Status
 - Early Allocation Request
 - Time Extension Requests
 - Chelten Fricke
 - Bill Rapp
 - Larry Klekamp
 - Approve Conservation Plans, Cost-share Contracts, Change Orders, and Payments

Name	Cons Plan	Cost-Share Practice	Description	Application Number
Richard Edward Peth RLT	C/S	N-472	6065 ft exclusion fence	062-16-0052 CNT
Charles W. & Cynthia L Homeyer	C/S	N351	Well Closure	062-16-0053 CNT
Charles W. & Cynthia L Homeyer		N351	Well Closure	062-16-0054 CNT
Alan Gerschefske ¹		WQ10	724’ pipeline 301.4’ fence	062-16-0034 PYMT
Bill & Tanya Rapp		DWC-1	8030 cy earth moving	062-16-0033 CO1
Larry & Shari Klekamp		DSP-3.1	1 well	062-16-0035 CO1
Chelten Fricke		N472	6000’ 2 strand electric	062-16-0036 CO1
Chelten Fricke		N472	650’ 2 strand electric	062-16-0037 CO1

¹Approved by Debra Nowack, 12/21/2015

- NRCS & District Reports – Melinda Barch
- MASWCD 2016 Education Seminar
- Performance review for Craig Doerr – 4 months
- Employee Salary - Soil & Water Conservation District Boards may go into closed session at this meeting if such action is approved by a majority vote of the board members who constitute a quorum to discuss legal, confidential, or privileged matters under § 610.021(1), RSMo 2000; personnel actions under §610.021(3); personnel records or applications under §610.021(13), which are otherwise protected from disclosure by law.
- 2016 Mid MO Soil Health Seminar- March 1st and 2nd
- Vacation Request: Craig Doerr, August 29 – September 6, 2016
- Annual Plan of Action

- Annual Meeting Planning
- Additional New Business
 - None
- DNR Memorandums and Letters
 - Memorandum 2016-012, Intern Program
 - 12/14/15 e-mail – Training Conference Reimbursement Procedures
- Mail
 - MASWCD Dues Request
 - Gasconade County Surveyor – existing survey markers
 - Christmas Holiday notification
- Calendar of Events –
 - January 18, 2016 – Martin Luther King Holiday – Office Closed
- Adjourn. Next meeting scheduled for Tuesday, **February 2, 2016, USDA Service Center, 6:30 p.m.**

Soil & Water Conservation District Boards may go into closed session at this meeting if such action is approved by a majority vote of the board members who constitute a quorum to discuss legal, confidential, or privileged matters under § 610.021(1), RSMo 2000; personnel actions under §610.021(3); personnel records or applications under §610.021(13), records under § 610.021(14), or audit issues under § 610.021(17), which are otherwise protected from disclosure by law.

- CNT – CONTRACT
- CO() - CHANGE ORDER(NUMBER)
- PRE – PRE-APPROVAL
- PYMT - PAYMENT