

REGULAR OPEN MEETING GASCONADE COUNTY SWCD

Posted May 27, 2011, 3:00 p.m.

REVISED AGENDA

USDA Service Center, 314 S. Olive Str., Owensville, MO

Tuesday, June 7, 2011, 7:30 p.m.

1. Open Meeting – Chairman
2. Review Minutes of the May Board Meeting – Secretary
3. Approval of Closed Minutes – Secretary
4. NRCS Reports – Mark Brandt
5. Financial Report for May – Treasurer
 - Treasurer’s Report
 - Time sheets
6. Unfinished Business
 - CCPI Update
 - District Specialist II Stipend
7. Cost-Share –
 - Fund Status
 - Approve Conservation Plans, Cost-share Contracts, Change Orders, and Payments
 - Koelling Extension Letter

Name	Cons Plan	Cost-Share Practice	Contract, Change Order or Payment	Application Number
Joe/Amy Cartwright ¹		N351	Payment	062-11-0034
Charles Skornia	HEL			
Larry Klekamp ²	C/S	DSP-3.2	Contract	062-11-0047
Larry Klekamp ²		DSP-3.3	Contract	062-11-0048
John Knudsen	CRP			
David Broeker	HEL			
Stanley/Elizabeth Shoemaker		C650	Change Order	062-11-0017
Richard/Connie Grellner ³		DSP-3.2	Payment	062-11-0023
Richard Grellner ³		DSP-3.3	Payment	062-11-0024
James Voss Family Trust		DFR-5	Payment	062-11-0029
Leon Kruse Revocable Trust	HEL			
Harold Kruse	HEL			
Roy & Carla Koelling		DWP-3	Change Order	062-11-0001

¹Approved by Debra Nowack, 05/10/11

²Approved by Debra Nowack, 05/16/2011

³Approved by Debra Nowack, 05/27/2011

8. New Business
 - River Relief Project – Dave Marner
 - Annual Plan of Action
 - Budget
 - Annual Plan of Action draft
 - Mileage for Drill Repairs
 - Call For Resolutions
 - Gasconade County Fair
 - Women in Ag Conference Donation
9. DNR Memorandums and Letters
 - May 17, 2011 Letter
 - Memorandum 2011-023, WQ10 Stream Protection Practice Policy
 - Memorandum 2011-024, FY12 Regular and AgNPS SALT Cost-Share Funds
 - Memorandum 2011-025, MOSWIMS End of the Year Process

10. Mail
 - NACD e-notes
 - MASWCD E-NEWS

11. Calendar of Events

- June 30 – End of Fiscal Year 2011

12. Adjourn. Next Meeting **TUESDAY**, July 5, 2011, at the USDA Service Center, 7:30 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.

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Minutes of the
Gasconade County Soil and Water Conservation District
Regular Board Meeting – USDA Service Center, 314 S. Olive, Owensville, MO
Tuesday, May 3, 2011

Secretary Robin Kliethermes called the regular board meeting to order at 7:36 p.m. Those present were: Ron Hardecke, Chairman (arrived late); Robin Kliethermes, Secretary; Debra Nowack, Treasurer; Mike Haeffner, Member; Melinda Barch, District Conservationist; Terry DuBois, District Technician II; and Diana Mayfield, District Specialist II. Dennis Berger, Vice-Chairman, and Kyle Lairmore, MDC Private Lands Conservationist, were absent.

The minutes of the April meeting were read. Debra Nowack made the motion to approve the minutes. Mike Haeffner seconded the motion. Motion carried 3-0.

The April treasurer's report and time sheets were reviewed. Beginning balance of \$11,193.55 and ending balance of \$2,717.86. Diana Mayfield explained that she has not received the 3rd quarter allocation or a response to the stipend increase request. She has been in contact with DNR several times in regards to the matter and we are not the only county that has not received their allocation. Normally, it only takes a week or so. She indicated that if the allocation is not received by May 13th, she could not make payroll. Mike Haeffner indicated that this was unacceptable, and moved that if the allocation is not received by payday, the money is to be withdrawn from the CD. Robin Kliethermes seconded the motion. The motion carried 4-0. Robin Kliethermes made a motion to approve the treasurer's report and time sheets as presented. Mike Haeffner seconded the motion. Motion carried 4-0.

Unfinished Business

- ❖ Terry DuBois briefed the board on the CCPI project and that the Area Engineer had met with Stanley and helped to waylay some of his fears. The contract is very "generic" and a lot of the requirements do not apply. Items that were a concern were – dust control, geo-web not getting wet or dirty or sown together, building a berm and removing water from the placement site, etc.....Darrel Campbell told Stanley that they would be available to help determine the size and weight of the rock and they would be the ones signing off on the construction. He was complimentary in his discussions on Stanley's ability to install the practice. Stanley has submitted the request to the Corps of Engineers and DNR. The new projects have not been surveyed yet, due to high waters from the spring rains. Diana Mayfield indicated that she has a request in to DNR to add the critical area seeding component to the streambank stabilization practice. She indicated that the EQIP contract is only covering the rock and fabric and with the 75% restriction, the county will only be applying about \$3,085 toward the rock. She felt that we could use the critical area seeding and geo-fabric components to get closer to the \$5,000 maximum. She is waiting on a response from DNR

as the policy does state that, "Seedling or other plantings needed to stabilize the constructed area," may be cost-shared on. NRCS has planned a critical area seeding of "Virginia Rye, Orchardgrass and a legume." Ron Hardecke asked is the next contract could be a little more personal instead of generic. Melinda Barch said that she would discuss the issue with her supervisor and see what they could do. Ron Hardecke asked if he should contact JR Flores, and Melinda Barch asked that she be allowed to follow the chain of command first.

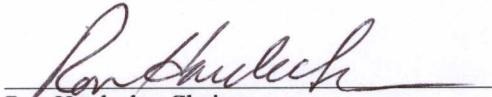
- ❖ Diana Mayfield briefed the board on the information/education allocation and that the Gerald school is in-fact included in the stipend that we receive for the individual students. She felt bad that these students have not been included in the 4th Grade Field days and felt that we should invite them for this year's event.
- ❖ Diana Mayfield asked if the Board had made any decisions on the reduction of the newsletter publication and the Annual Meeting. She began by indicating that for some reason, a balance has been building at the post-office in the Board's favor for the mailing of the newsletters. There is a balance of \$165 (more or less), which would cover an entire mailing. We mail to approximately 940 landowners and there were 203 hits on the website newsletter. In lieu of the annual meeting it was suggested that we do an open house and a poster contest reception. Diana would like to separate the two events to different days, making it a little easier on her. Robin Kliethermes indicated that the reception could be hosted at the Extension office. It was decided to publish a newsletter in July and in January and to try the open house/reception this year, and to have an annual meeting during the election year.

New Business

- ❖ Staff reviewed the cost-share fund status. Ron Hardecke explained that the commission divided the resource concerns in order to target the different erosion issues. Robin Kliethermes moved to approve the cost-share contracts and conservation plans (listed separately). Mike Haeffner seconded the motion. The motion carried 4-0.
- ❖ Mike Haeffner made the motion to go into closed sessions pursuant to RSMo 2000; personnel actions under §610.021(3); personnel records or applications under §610.021(13). Robin Kliethermes seconded. The roll call vote was: Ron Hardecke, yes; Debra Nowack, yes; Mike Haeffner, yes; Robin Kliethermes, yes. Melinda Barch was asked to stay.
- ❖ The Board returned from closed session. Ron Hardecke indicated to the staff that the Board approved the submitted appraisals by the appointed supervisors. He felt that both were doing a great job and it was appreciated. Terry DuBois asked if the Board understood his spreadsheet on the cost-share programs. Ron Hardecke indicated that they did, and

wished to assure Terry DuBois that he was not evaluated on the amount of cost-share dollars that were spent. The Board clearly understands that there are numerous other aspects to the job to include technical assistance and planning and that he was doing a good job.

- ❖ It was asked if the Board wished to establish policy in the event of a government shut down based on the proposals sent out by DNR and NRCS in regards to the last "scare". No action was taken.
- ❖ Debra Nowack indicated that a new Osage County Plat book is in the FSA office and is available for NRCS/SWCD use at any time.
- ❖ The Board reviewed the District reports. Melinda Barch reported that she had returned from a week of Civil Rights training and would share her knowledge next year at our annual training. She indicated that the Tri-County Grazing School was scheduled for May 12-13.
- ❖ Terry DuBois indicated that the clevis on the Great Plains is in need of repair. We need to repair it as soon as possible.
- ❖ The board reviewed the calendar of events.
- ❖ Ron Hardecke entertained a motion to adjourn. Mike Haeffner so moved. Debra Nowack seconded the motion. All in favor. Meeting adjourned at 9:15 p.m.
- ❖ Next Regular Board Meeting is scheduled for **TUESDAY**, June 7th, 2011, at the USDA Service Center at 7:30 p.m.



Ron Hardecke, Chairman



Robin Kliethermes, Secretary

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

Contracts Approved

62 - GASCONADE SWCD

<u>Contract #</u>	<u>Practice</u>	<u>Resource Concern</u>	<u>Cooperator</u>	<u>Board Approval</u>	<u>Obligated \$</u>
SGE 062-11-0050	DWC-01	SHEET AND RILL / GULLY EROSION	SHOEMAKER, STANLEY & ELIZABETH	04/19/2011	\$8,000.00
SA 062-11-0051	N574	SENSITIVE AREAS	BRUNE, DENNIS & BERNADINE	05/03/2011	\$2,090.54
NP 062-11-0046	N590	NUTRIENT & PEST MANAGEMENT	KATHRYN S BAKER TRUST	04/07/2011	\$728.00
NP 062-11-0049 C	N590	NUTRIENT & PEST MANAGEMENT	CULP, DAVE & RAMONA	04/14/2011	\$854.00

4 Contracts Board Approved

Sum of Contracts Obligated \$ **\$11,672.54**

Contract Payments Approved

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

62 - GASCONADE SWCD

<u>Contract #</u>	<u>Practice</u>	<u>Resource Concern</u>	<u>Cooperator</u>	<u>Approved</u>	<u>Contract Payment \$</u>	<u>Status</u>	<u>Date Paid</u>
GM 062-11-0036 CO1	DSP 3.5	GRAZING MANAGEMENT 2011	CULP, DAVE & RAMONA	04/14/2011	\$2,082.54	PAID	04/19/2011

1 Contract Payments Board Approved

Sum of Contract Payment \$ **\$2,082.54**

CS Farm/Tract Records

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

<u>Farm #</u>	<u>Tract #</u>	<u>Location</u>	<u>Legal Owner</u>	<u>HUC</u>	<u>Primary PWSS</u>	<u>Secondary PWSS</u>	<u>Cons Plan App Date</u>
1978	171	S-24 T-41 R-7	CULP, DAVE & RAMONA	07140103-040002	6010716-206		04/14/2011
2087	2191	S-3 T-40N R-5W	SHOEMAKER, STANLEY & ELIZABETH	07140103-090001	6010716-206		04/19/2011
3536	3546	S-32 T-45 R-4	BRUNE, DENNIS & BERNADINE	10300200-050003			05/03/2011

CONSERVATION PLANS ONLY

Windy Ridge Acres LLC
 Nicholas Baxter

05/03/11
 05/03/11

CRP
 HEL

Checking account #: MAIN

Dates: From 05/01/11 To 05/31/11

Checking account: MAIN Beginning Checking Account Balance for: May \$2,717.86
Auto bal account #: 00-00-100

Bank ID: 081009428 Bank name: First Bank
Acct #: 4876403659 Phone:

Checks

Check/Dep-#	Date	Description	Payee	Amount
4288	05/13/11	DUBOIS-PAYROLL 05/13/11	TERRY	\$828.14
4289	05/13/11	MAYFIELD-PAYROLL 05/13/11	DIANA	\$830.53
5114289	05/13/11	INSURANCE PREMIUM	MCHCP	\$1,160.55
4292	05/17/11	NEWSLETTER/EQUIPMENT	PLATINUM	\$150.49
4290	05/27/11	DUBOIS-PAYROLL 05/27/11	TERRY	\$828.13
4291	05/27/11	MAYFIELD-PAYROLL 05/27/11	DIANA	\$830.54
4293	05/27/11	DIANA'S AFLAC PYMT	AFLAC	\$139.62
9414291	05/27/11	May 941 payment	EFTPS	\$877.61
			Total Checks	\$5,645.61

Deposits

CR050211	05/02/11	CASH RECEIPTS 05/02/11	(\$265.00)	Deposit
BI043011	05/13/11	BANK INTEREST 04/30/11	(\$0.66)	Deposit
PL051311	05/13/11	PLAT BOOK DIRECT DEPOSIT	(\$22.00)	Deposit
ST051711	05/17/11	STATE ALLOCATION	(\$16,242.45)	Deposit
CR052411	05/24/11	CASH RECEIPTS 05/24/11	(\$386.98)	Deposit
		Total Deposits	(\$16,917.09)	

Total Deposits less Checks for the month: (\$11,271.48)

Ending Checkbook Balance: May **\$13,989.34**

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-----End of report-----

Checking account #: 150
Dates: From 05/01/11 To 05/31/11

Check/Dep-# Date Description Payee Amount

Checking account: 150 Beginning Checking Account Balance for: May \$13,132.41
Auto bal account #: 00-00-150

Bank ID: Bank name: FIRST BANK
Acct #: 876660004479 Phone:

Checks

Total Checks \$0.00

Deposits

CD043011 05/13/11 CD INTEREST 04/30/11 (\$11.71) Deposit

Total Deposits (\$11.71)

Total Deposits less Checks for the month: (\$11.71)

Ending Checkbook Balance: May \$13,144.12
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-----End of report-----

Reporting period: 05/01/11 to 05/31/11

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	(\$24,586.06)	\$0.00	\$0.00	(\$24,586.06)
11-00-400	INTEREST EARNED ON CHECKING	(\$15.46)	\$0.00	(\$0.66)	(\$16.12)
11-00-401	INTEREST ON CD	(\$236.57)	\$0.00	(\$11.71)	(\$248.28)
11-00-403	NEWSLETTER ADVERTIZING DONATIO	(\$306.25)	\$0.00	\$0.00	(\$306.25)
11-00-404	COUNTY COMMISSION	(\$2,250.00)	\$0.00	\$0.00	(\$2,250.00)
11-00-406	DONATIONS FIELD DAYS	(\$175.00)	\$0.00	\$0.00	(\$175.00)
11-00-415	SALE OF GOODS-PLAT BOOKS	(\$1,644.00)	\$0.00	(\$68.28)	(\$1,712.28)
11-00-416	SALE OF GOODS-FLAGS	(\$30.00)	\$0.00	\$0.00	(\$30.00)
11-00-430	ATV EQUIPMENT RENTAL	(\$200.00)	\$0.00	\$0.00	(\$200.00)
11-00-431	ROTOWIPER RENTAL	(\$150.00)	\$0.00	(\$20.00)	(\$170.00)
11-00-432	JOHN DEERE DRILL RENTAL	(\$1,168.32)	\$0.00	(\$115.00)	(\$1,283.32)
01-00-433	GREAT PLAINS DRILL RENTAL	(\$1,343.89)	\$0.00	(\$470.70)	(\$1,814.59)
01-00-435	BURN EQUIPMENT RENTAL	(\$10.00)	\$0.00	\$0.00	(\$10.00)
01-00-515	MANAGERS GROSS SALARY - DIANA	\$0.00	\$8.60	\$0.00	\$8.60
01-00-540	EMPLOYEE TRAVEL-MGMT	\$17.02	\$0.00	\$0.00	\$17.02
01-00-545	SUPERVISOR TRAVEL	\$120.14	\$0.00	\$0.00	\$120.14
01-00-546	SUPERVISOR TRAINING	\$4.95	\$0.00	\$0.00	\$4.95
01-00-556	PLAT BOOKS	\$1,800.00	\$0.00	\$0.00	\$1,800.00
01-00-631	DRILL INSURANCE	\$474.69	\$0.00	\$0.00	\$474.69
01-00-632	JOHN DEERE DRILL REPAIR	\$3,399.21	\$0.00	\$0.00	\$3,399.21
01-00-633	GREAT PLAINS DRILL REPAIR	\$1,678.54	\$6.49	\$0.00	\$1,685.03
01-00-635	JOHN DEERE MAINTENANCE	\$600.00	\$0.00	\$0.00	\$600.00
01-00-636	GREAT PLAINS MAINTENANCE	\$5.49	\$0.00	\$0.00	\$5.49
01-00-637	ROTOWIPER INSURANCE	\$151.91	\$0.00	\$0.00	\$151.91
01-00-638	ROTOWIPER REPAIR	\$856.75	\$0.00	\$0.00	\$856.75
01-00-639	ATV REPAIR/EXPENSE	\$12.00	\$0.00	\$0.00	\$12.00
01-00-640	ADVERTISING AND PROMOTION	\$120.00	\$0.00	\$0.00	\$120.00
01-00-700	MASWCD DUES	\$450.00	\$0.00	\$0.00	\$450.00
01-00-711	LIABILITY INSURANCE	\$450.00	\$0.00	\$0.00	\$450.00
01-00-830	ANNUAL MEETING	\$314.87	\$0.00	\$0.00	\$314.87

Summary Page:

Beginning Balance:	(\$21,659.98)
Total Income:	(\$686.35)
Total Expenses:	\$15.09
Funds Remaining:	(\$22,331.24)

District Manager Report
Diana Mayfield
May 2011

I created maps, soil descriptions and/or updated toolkit files for:

Shirley Berkemeyer- HEL paperwork Herbert Bartels – HEL paperwork Dennis Kurrelmeyer – C/S	David Broeker – HEL paperwork Raymond Niewald – HEL Milda Gerschefske – C/S Beverly Streed - Technical
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I completed the actual cost data base entries for all of the completed cost-share practices that we have to date. MoSWIMS was down for over a week during the middle of some closing practices.

I worked with DNR to develop the appropriate component for the streambank project. A change order was needed to implement the new costs. The landowner will receive the \$5,000.

Since the commission meetings are now being “streamlined,” I was able to sit in on most of the meeting here at the office. This is convenient to a point, however, interruptions are unavoidable. If I feel that the meeting is to be vital, I would ask that I be allowed to attend the actual meeting so that nothing is lost.

I worked on developing the budget proposals for FY12 based on the current allocation from DNR. Debra Nowack and I had a meeting to familiarize her with the proposals and to answer any questions she might have.

I have assisted Mark Brandt in some of the HEL paperwork and I am looking forward to some RUSLE training.

I was on leave from May 28 – June 2 to spend time with my grandson. Chrisi Armbruster, DNR Coordinator, gave birth to a son on May 25th.

6/07/2011 BOARD MEETING REPORT from T. DuBois

Possible cost-share practices / Land Owner expressed interest / I've not yet looked at:

- *Dennis Kurrelmeyer DSP-3.4 Lime
- *Dave Gulick DSP-3 & DFR-5 (Dave needs to build perimeter fences first)
- *Bunyan Baker Farm (Brad Maddox) DSP & DFR-5
- *Dean Nicks DFR-5 Woodlands Exclusion *CALL HIM WHEN FUNDS ARE AVAILABLE* 573-999-0060
- *Dennis Brune DSP -3 and another N574
- *Charles Glaser DWC -1 & ?
- *Dale Schulte DSP-3.2 & DSP- 3.3 (Needs to attend Grazing School)
- *John McClane DSP-3.2 & DSP- 3.3 (Needs to attend Grazing School)
- *Jane Regan DWC-1 Pond & ?
- *Glen Henneke N574 (appointment postponed by landowner)
- *Glen Boettcher DFR-5 *CALL HIM WHEN FUNDS ARE AVAILABLE*
- *Larry Jackson DSP-3 Grazing System (Needs to attend Grazing School)

Cost-share practices that I'm in the process of working on, paper work has begun.

- *Rick Grellner DSP-3.2 & 3.3 (a different track than the DSP3.2 & 3.3 already started on)
- *Shawn Buhr DSP-3 Grazing System (Needs to attend Grazing School) , DWP-1 & DFR-5
- *Richard Buddemeyer N351 (Well Decommissioning)
- *Andrew Aubuchon Priority is DFR-5 (Woodland Exclusion Fencing) This Fall / DSP-3.2 & 3.3

Cost-share practices submitted to DNR, awaiting approval:

Cost-share practices DNR approved, the work is approved to start or started:

- *Larry Klekamp DSP-3.2 & DSP- 3.3
- *Kathryn Baker N590
- *Stanley Shoemaker DWC-1
- *Richard Kemna N595 Pest Management
- *Kevin Hollander DSP-3.2 & 3.3
- *Mike Stockton DSP 3.5 / DFR-5
- *Bill Buddemeyer DFR-5 Use Exclusion
- *Steven Hollander, operator for Don Lenauer DFR-5 Use Exclusion
- *George Soest DSP-3.2 & 3.3 & DFR-5
- *Jerome Huerner (Dean Winter Op.) N472, DSP-3.2 & 3.3 Grazing System
- *Mike Abel N574 Spring Development & Grazing System DSP-3.2 & DSP-3.3
- *Joy Haefner DSP-3.4 (Grazing System Lime) (Awaiting Soil Tests)
- *Roy Koelling DWP-3 Sod Water Way
- *Alson Eikermann (Upper 1st Creek Farms) / 2 N351s

Non cost-share or Technical Advice Only:

- *Dave Gulick Spillway Erosion Issues
- *Gale Illig Water Distribution Issues on Grazing System
- *Ron Streed Spillway and other minor Erosion Issues

Work Completed – Check Out Done:

- *Mike Stockton DSP-3.4 (FY2011 & FY2012)
- *Dennis Brune N574 Spring Development
- *Rick Grellner DSP-3.2 & 3.3
- *James Voss more DFR-5 (Woodland Exclusion Fencing)

Misc:

Status Reviews:

- *Weingarh / Meuller / Hale

Training:



Natural Resources Conservation Service
1315 E Main
Linn, Missouri 65051

**May 2011
NRCS Board Report**

During the month of May I attended the Gasconade, Maries and Osage County SWCD Board meetings.

Megan and I assisted the Maries County SWCD with Safety Day at Belle Elementary.

During May I had my mid-year performance review with Karen and then performed mid-year reviews with Mark and Megan.

The Tri-County Grazing School was held in Vienna with 22 participants in attendance. Mark and I assisted with presentation. John Turner, retired NRCS Grassland Conservationist, volunteered his time in assisting in presenting information as well.

NRCS staff has been doing a lot of contract management activities on existing contracts.

Meet with the Gasconade FSA to complete the Damage Assessment Report from the rains during April and May.

Cindy attended the planning meeting for the 2012 Mid Missouri Grazing Conference.

Staff from within the FOSA met to begin planning for this fall's FFA Ag Field Day.

Melinda L. Barch
District Conservationist