

Minutes of the
Gasconade County Soil and Water Conservation District
Regular Board Meeting – Farm Bureau Meeting Room
1106 Hwy 28, Owensville, MO 65066
Tuesday, December 8, 2015, 6:00 p.m.

Chairman Dennis Berger called the regular board meeting to order following the Christmas dinner/fellowship at 7:45 p.m. Those present were: Chairman Dennis Berger, 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.

Others present at the program were: NRCS Lead Resource Conservationist Mark Brandt, Southern County Commissioner Jerry Lairmore, FSA CED Kate Gerlemann, SWCP District Coordinator Jake Wilson, Rachel Doerr, Bobbie Berger, Susy Haeffner, Brenda Herring, Gilbert Nowack, Bo Nowack-Schlottog, Misty & Thomas Wilson, Greg & Garth Gerlemann, Jaron & Breydan Estes and Herb Barch.

The November minutes were reviewed. Mike Haeffner made the motion to approve the minutes. Matthew Estes seconded the motion. The motion carried 5-0.

In regards to the minutes, Dennis Berger wished to have an update on the Specialist Tests, which Diana Mayfield took at the Training Conference. Diana Mayfield informed him that she thought they went well and they have added the Data Management System (DMS) as part of the Spec IV criteria. She noted that this system is a NRCS system which requires permissions. She had permissions but they have expired apparently. NRCS has hired a full time Data Specialist, who will perform the tasks that Diana was doing for our FOSA. Jake Wilson indicated that it will be a couple of weeks before the test results are sent out and that the criteria for the DMS will be based on activity. Dennis also asked about the Smith Project and Craig Doerr indicated that it was on the table for approval. The total project would have come to over \$23,000, so one field has been postponed, which brought the project to \$15,338.45.

The November Treasurer's Report was reviewed. Diana Mayfield noted that the State Allocation has been received. The Great Plains Drill repair was discussed and it was noted that the Koepke's did some welding repair on one shaft as well as put on a new one. The broken shafts are being taken to Bockting Equipment by Mike Haeffner and turned over to the Great Plains rep for analysis. The rep at the Training Conference also indicated that the openers should have a diameter of 13 ½ inches. Craig Doerr measured them at 12 ½. Mike Haeffner moved that the Koepke's be reimbursed for the labor bill related to the repair of the equipment, at current rates. Matthew Estes seconded the motion. Motion carried 5-0. Matt Herring made a motion to approve the treasurer's report as presented. Debra Nowack seconded the motion. The motion carried 5-0.

Dm: 12/14/15

Mike Haeffner made a motion to approve the timesheets as presented. Debra Nowack seconded the motion. The motion carried 5-0.

Unfinished Business

- ❖ The Training Conference was reviewed. Mike Haeffner felt that it went well, but there was an obvious lack of workshops for supervisors to learn from. He indicated that we use to divvy up the workshops to obtain the optimum information. We really would like to see the entire program (as in the past) before signing up in order to make an informed decision about attendance. Diana Mayfield was asked to send a note to the Training Conference Committee expressing our concerns. (It was noted that comments were made on the evaluation forms.) The RCPP workshop was discussed. Melinda Barch commented that the program is strictly voluntary and is only a one year project. She noted that the edge-to-field monitoring is also voluntary and that the Soybean Association and Corn Growers are the ones doing the monitoring. There are a lot of partners involved in this project. This program was proposed and approved 2.5 years ago and it looks like we will address the upper portion of the county in approximately 3 years. All of these practices are similar to the regular EQIP funds with the exception of no underground outlets. Gasconade County has 14 applications and Maries County has 13. She indicated that \$450,000 will be allocated south of the Missouri and that we are competing with 3 other watersheds which are located in the western part of the state. Craig Doerr indicated that he was "orientated."
- ❖ The Health Insurance Verification form was presented for signature.

New Business

- ❖ Craig Doerr reviewed the fund status with the Board. Diana Mayfield added a pre-approval application for the CLENS LLC. Matthew Estes moved to approve the cost-share applications as presented. Matt Herring seconded the motion. The motion carried 5-0.

New Cooperators

- None

Contracts and Conservation Plans

- Franklin J. Huerner, DSP-3.5, \$1,934.44, 062-16-0045, and Conservation Plan Approved by Debra Nowack, 11/04/15
- Lawrence Klekamp, DSP-3.5, \$1,200.48, 062-16-0046, and Conservation Plan
- Donald Klekamp, DSP-3, \$1,827.47, 062-16-0047, and Conservation Plan
- WSB Farm LLC, DSP-3.5, \$1,129.17, 062-16-0049, and Conservation Plan
- WSB Farm LLC, DSP-3.5, \$977.62, 062-16-0050

- Harry Scott Smith, DSL-44, \$15,004.93, 062-16-0043 and Conservation Plan
- Harry Scott Smith, DSL-5, \$333.52, 062-16-0048
- Pre-approvals
 - ✓ CLENS LLC, DSL-5, 062-16-0051

Change Orders

- None

Contract Payments

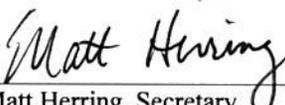
- James & Peggy Schafer, DSP-3.2, \$3,927.00, 062-16-0030 Approved by Matthew Estes, 11/12/15
- Kattlemann Family Trust, DSP-3.2, \$1,650.30, 062-16-0027 Approved by Matthew Estes, 11/12/15
- Bear Valley Farm, DSP-3.2, \$4,764.52, 062-16-0026 Approved by Matthew Estes, 11/12/15
- Jerome Winthorst, DSP-3.4, \$1,360.89, 062-16-0032 Approved by Debra Nowack, 11/20/15

Cancellations

- None

- ❖ Melinda Barch presented the NRCS monthly report (see attached). The Board reviewed the attached district staff monthly reports.
- ❖ Mike Haeffner made a motion to purchase flags for cost-share projects. Debra Nowack seconded the motion. The motion carried 5-0.
- ❖ The Soil Health Assessment Lab – Delay Explanation was discussed. Jake indicated that they are still getting their “ducks-in-a-row” in order to develop the data base. The lab wanted to use our program to develop this base, which is why it is required as a component of the Cover Crop Practice. Dennis Berger indicated that farmers need to be informed about what they are getting for their dollars. Mike Haeffner asked about the “shelf-life” of the Nitrogen and Matt Herring indicated that he did not see an issue there - Mineralized Nitrogen will not dissipate.
- ❖ The early out procedures and coding were discussed. Currently, any overtime hours earned the week of an “early out” ^{could be lost potentially last} are lost due to the coding system of our timesheets. Debra Nowack indicated that the early out is only for people who can be spared. We do not have to leave early. She also felt that making the early out a “Holiday Code” is not appropriate. No action was taken.
- ❖ The memorandum was reviewed.
 - Memorandum 2016-011, Coordinator Areas
- ❖ The following mail was reviewed.
 - National Envirothon Thank You (Dennis Berger read the letter to the Board.)
 - MOPERM Newsletter
- ❖ The Board reviewed the calendar of events.
- ❖ Dennis Berger entertained a motion to adjourn. Mike Haeffner so moved. Matthew Estes seconded the motion. All in favor. Meeting adjourned at 8:36 p.m.

- ❖ Next Regular Board Meeting is scheduled for Tuesday, January 5, 2016, at the USDA Service Center.

	1-5-16
Dennis Berger, Chairman	Date
	1-5-16
Matt Herring, Secretary	Date

By: DIANA
12/03/15 12:58pm

GASCONADE COUNTY SWCD
Treasurers Report

Checking account #: MAIN
Dates: From 11/01/15 To 11/30/15

Check/Dep-# Date Description Payee Amount

Checking account: MAIN Beginning Checking Account Balance for: Nov \$9,255.06
Auto bal account #: 00-00-100

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

Checks

11155140	11/06/15	MCHCP W/H PYMT	MCHCP	\$680.15
5139	11/06/15	DOERR-PAYROLL 11/06/15	CRAIG	\$766.24
5140	11/06/15	MAYFIELD-PAYROLL 11/06/15	DIANA	\$906.06
5142	11/06/15	RCPD MAILING	POSTMASTER	\$89.89
5143	11/12/15	Great Plains press wheel	BOCKTING	\$94.00
5144	11/12/15	TRNG CONF REGISTRATION	MASWCD	\$920.00
5145	11/12/15	HOTEL REGISTRATION	TAN-TAR-A	\$666.09
5146	11/20/15	DOERR PAYROLL 11/20/15	CRAIG	\$766.24
5147	11/20/15	MAYFIELD PAYROLL 11/20/15	DIANA	\$906.06
5148	11/20/15	Annual Mtg Knives	platinum	\$560.40
9415147	11/20/15	941 NOVEMBER	EFTPS	\$852.12
			Total Checks	\$7,207.25

Deposits

BI103115	11/06/15	BANK INTEREST 10/31/15		(\$2.26)	Deposit
CR110315	11/06/15	CASH RECEIPTS 11/03/15		(\$305.00)	Deposit
CR110615	11/06/15	DRILL RENTALS		(\$688.00)	Deposit
ST110615	11/06/15	STATE ALLOCTION		(\$17,322.05)	Deposit
AP111215	11/12/15	PLAT BOOKS		(\$50.00)	Deposit
DR112015	11/20/15	DRILL RECEIPTS		(\$472.00)	Deposit
TRNGCONF319	11/20/15	TRNG CONF OVERPAYMENT		(\$40.00)	Deposit
			Total Deposits	(\$18,879.31)	

Total Deposits less Checks for the month: (\$11,672.06)

Ending Checkbook Balance: Nov **\$20,927.12**
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-----End of report-----

By: DIANA
12/03/15 9:37am

GASCONADE COUNTY SWCD
Treasurers Report

Checking account #: 130
Dates: From 11/01/15 To 11/30/15

Check/Dep-#	Date	Description	Payee	Amount
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Checking account: 130	Beginning Checking Account Balance for: Nov		\$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: Nov **\$10,052.67**

y: DIANA
2/03/15 9:37am

GASCONADE COUNTY SWCD
Treasurers Report

Checking account #: 110
Dates: From 11/01/15 To 11/30/15

Check/Dep-#	Date	Description	Payee	Amount
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Checking account: 110	Beginning Checking Account Balance for: Nov		\$4,061.07
Auto bal account #: 00-00-110			

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

Checks

Total Checks \$0.00

Deposits

SI110615	11/06/15	SAVINGS INTEREST		(\$4.07) Deposit
			Total Deposits	(\$4.07)

Total Deposits less Checks for the month: (\$4.07)

Ending Checkbook Balance: Nov **\$4,065.14**

Reporting period: 11/01/15 to 11/30/15

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	(\$9.52)	\$0.00	(\$2.26)	(\$11.78)
01-00-401	INTEREST ON CD	(\$17.62)	\$0.00	\$0.00	(\$17.62)
01-00-406	DONATIONS FIELD DAYS	(\$195.00)	\$0.00	\$0.00	(\$195.00)
01-00-408	SAVINGS DEPOSITS	\$0.00	\$0.00	(\$4.07)	(\$4.07)
01-00-415	SALE OF GOODS-PLAT BOOKS	(\$175.00)	\$0.00	(\$150.00)	(\$325.00)
01-00-431	ROTOWIPER RENTAL	(\$50.00)	\$0.00	\$0.00	(\$50.00)
01-00-432	JOHN DEERE DRILL RENTAL	(\$2,159.10)	\$0.00	(\$205.00)	(\$2,364.10)
01-00-433	GREAT PLAINS DRILL RENTAL	(\$2,526.00)	\$0.00	(\$688.00)	(\$3,214.00)
01-00-515	MANAGERS GROSS SALARY - DIANA	\$417.60	\$46.40	\$0.00	\$464.00
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	\$136.88	\$17.11	\$0.00	\$153.99
01-00-540	EMPLOYEE TRAVEL-MGMT	\$87.39	\$0.00	\$0.00	\$87.39
01-00-545	SUPERVISOR TRAVEL	\$288.05	\$0.00	\$0.00	\$288.05
01-00-547	BOARD MEETINGS	\$203.01	\$0.00	\$0.00	\$203.01
01-00-556	PLAT BOOKS	\$400.00	\$0.00	\$0.00	\$400.00
01-00-573	EMPLOYEE TRAVEL - DOERR	\$41.85	\$0.00	\$0.00	\$41.85
01-00-631	DRILL INSURANCE	\$593.38	\$0.00	\$0.00	\$593.38
01-00-632	JOHN DEERE DRILL REPAIR	\$989.25	\$0.00	\$0.00	\$989.25
01-00-633	GREAT PLAINS DRILL REPAIR	\$794.89	\$0.00	\$0.00	\$794.89
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
01-00-850	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:	(\$17,420.73)
Total Income:	(\$1,049.33)
Total Expenses:	\$63.51
Funds Remaining:	(\$18,406.55)

DOERR, CRAIG A

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

Time Period Ending: 11/09/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	26	27	28	29	30	31	1	2	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM								
ANNUAL LEAVE	0:00	0:00	0:00	0:00	9:00	0:00	0:00	0:00	9:00
COMP TIME	0:00	0:00	0:00	9:00	0:00	0:00	0:00	0:00	9:00
DSL-44 - TECHNICAL	0:00	0:00	4:00	0:00	0:00	0:00	0:00	0:00	4:00
WORK - GENERAL LANDOWNER CONTACT	0:00	9:00	5:00	0:00	0:00	0:00	0:00	0:00	14:00
WORK - OFFICE ADMINISTRATION	4:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	4:00
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

DOERR, CRAIG A

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

Time Period Ending: 11/09/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	2	3	4	5	6	7	8	9	
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		08:30 PM	04:30 PM	04:30 PM	03:30 PM			12:00 PM	
DSP 3.1 - TECHNICAL	0:00	0:00	0:00	0:00	4:00	0:00	0:00	0:00	4:00
DSP 3.2 - TECHNICAL	0:00	2:30	0:00	0:00	0:00	0:00	0:00	0:00	2:30
WORK - BOARD MEETING	0:00	2:30	0:00	0:00	0:00	0:00	0:00	0:00	2:30
WORK - GENERAL LANDOWNER CONTACT	0:00	3:30	0:00	2:00	0:00	0:00	0:00	0:00	5:30
WORK - OFFICE ADMINISTRATION	0:00	3:00	2:00	0:00	4:00	0:00	0:00	5:00	14:00
WORK - TRAINING	0:00	0:00	7:00	0:00	0:00	0:00	0:00	0:00	7:00
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:00	0:00	7:00	0:00	0:00	0:00	0:00	7:00
Total	0:00	11:30	9:00	9:00	8:00	0:00	0:00	5:00	42:30

WORK - USDA
ADMINISTRATIVE
ASSISTANCE

RCPP mailings

Earned This Pay Period:

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

Compensation Time Accrued: 3:45
Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 15:40
Sick Leave Balance: 14:55

Compensation Time Balance: 9:00
Military Leave Balance: 0:00

Pay Rate: \$11.17

Employee Signature: Craig A. Doerr

Date: 11-9-15

Board Member Signature: Matthew Est

Date: 11-12-15

Time Period Ending: 10/26/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	12	13	14	15	16	17	18	19	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM								
HOLIDAY	4:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	4:00
DSP 3.3 - TECHNICAL	0:00	1:00	4:00	3:00	0:00	0:00	0:00	0:00	8:00
DSL-44 - TECHNICAL	0:00	0:00	0:00	0:00	7:30	0:00	0:00	0:00	7:30
DSP 3.1 - TECHNICAL	0:00	0:00	4:00	0:00	0:00	0:00	0:00	0:00	4:00
WORK - GENERAL LANDOWNER CONTACT	0:00	0:00	0:00	6:00	0:00	0:00	0:00	0:00	6:00
WORK - OFFICE ADMINISTRATION	0:00	7:00	1:00	0:30	2:00	0:00	0:00	0:00	10:30
WORK - TRAINING	0:00	1:00	0:00	0:00	0:00	0:00	0:00	0:00	1:00
Total	4:00	9:00	9:00	9:30	9:30	0:00	0:00	0:00	41:00

Board Member Initials: MLK Date: 10-22-15

Page 1 of 2

Time Period Ending: 10/26/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	19	20	21	22	23	24	25	26	
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	03:30 PM	04:30 PM	04:30 PM			12:00 PM	
DSP 3.3 - TECHNICAL	0:00	0:00	0:00	0:00	0:30	0:00	0:00	0:00	0:30
DSP 3.1 - TECHNICAL	0:00	0:00	0:00	1:30	0:00	0:00	0:00	0:00	1:30
DWC-01 - TECHNICAL	0:00	2:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
DSP 3.2 - TECHNICAL	0:00	0:00	0:00	0:00	0:30	0:00	0:00	0:00	0:30
WORK - EQUIPMENT RENTAL	0:00	0:30	0:00	0:30	0:00	0:00	0:00	0:00	1:00
WORK - GENERAL LANDOWNER CONTACT	0:00	0:00	8:00	0:00	0:00	0:00	0:00	0:00	8:00
WORK - OFFICE ADMINISTRATION	0:00	6:30	0:00	7:00	8:00	0:00	0:00	5:00	26:30
Total	0:00	9:00	8:00	9:00	9:00	0:00	0:00	5:00	40:00

HOLIDAY columbus day
DSP 3.1 - TECHNICAL Doerr
DWC-01 - TECHNICAL rapp
DSP 3.2 - TECHNICAL doerr

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

Pay Rate: \$11.17

Annual Leave Balance: 11:40
Sick Leave Balance: 10:55

Compensation Time Balance: 7:30
Military Leave Balance: 0:00

Employee Signature: Craig Doerr

Date: 10/26/15

Board Member Signature: [Signature]

Date: 10/22/15

DOERR, CRAIG A

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

Time Period Ending: 11/23/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	9	10	11	12	13	14	15	16	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM								
ADMINISTRATIVE LEAVE (PAID)	0:00	2:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
COMP TIME	0:00	0:00	1:00	0:00	0:00	0:00	0:00	0:00	1:00
HOLIDAY	0:00	0:00	8:00	0:00	0:00	0:00	0:00	0:00	8:00
DSL-44 - TECHNICAL	2:00	0:00	0:00	3:30	0:00	0:00	0:00	0:00	5:30
DSP 3.2 - TECHNICAL	0:00	2:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
DSL-05 - TECHNICAL	0:00	0:00	0:00	4:00	0:00	0:00	0:00	0:00	4:00
WORK - GENERAL LANDOWNER CONTACT	2:00	5:00	0:00	1:00	8:00	0:00	0:00	0:00	16:00
WORK - OFFICE ADMINISTRATION	0:00	0:00	0:00	0:00	1:00	0:00	0:00	0:00	1:00
WORK - TRAINING	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	9:00	0:00	0:00	0:00	40:00

Board Member Initials: MLE Date: 12-3-15
Page 1 of 2

DOERR, CRAIG A

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

Time Period Ending: 11/23/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	16	17	18	19	20	21	22	23	
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	2:00	2:00	0:00	0:15	0:00	0:00	0:00	4:15
COMP TIME	0:00	0:00	0:00	0:00	2:45	0:00	0:00	0:00	2:45
DSP 3.3 - TECHNICAL	0:00	0:00	0:00	0:00	1:30	0:00	0:00	0:00	1:30
WORK - EQUIPMENT RENTAL	0:00	0:00	0:00	0:00	1:00	0:00	0:00	0:00	1:00
WORK - GENERAL LANDOWNER CONTACT	0:00	7:00	3:00	2:00	0:00	0:00	0:00	0:00	12:00
WORK - OFFICE ADMINISTRATION	0:00	0:00	4:00	7:00	2:30	0:00	0:00	0:00	13:30
WORK - TRAINING	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	9:00	8:00	0:00	0:00	5:00	40:00

COMP TIME holiday
HOLIDAY veterans day
DSL-05 - TECHNICAL hesemann

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
Annual Leave Balance: 10:40
Sick Leave Balance: 18:55
Compensation Time Balance: 3:45
Military Leave Balance: 0:00

Note: Leave balances are as of the last approved timesheet

Pay Rate: \$11.17

Employee Signature: [Signature] Date: 11-23-15
Board Member Signature: [Signature] Date: 12-3-15

MAYFIELD, DIANA M

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

Time Period Ending: 10/26/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	12	13	14	15	16	17	18	19	
Start Time		07:00 AM	07:00 AM	07:00 AM	06:00 AM			07:00 AM	
Stop Time		04:30 PM	04:30 PM	04:30 PM	04:45 PM			12:00 PM	
HOLIDAY	0:00	8:00	0:00	0:00	0:00	0:00	0:00	0:00	8:00
WQ10 - TECHNICAL	0:00	0:00	0:00	0:00	0:00	0:00	0:00	1:00	1:00
N472 - TECHNICAL	0:00	0:00	1:00	1:30	0:00	0:00	0:00	0:00	2:30
DSP 3.1 - TECHNICAL	0:00	0:00	0:00	0:00	0:30	0:00	0:00	0:00	0:30
WORK - ACCOUNTING	0:00	0:00	5:00	0:00	0:00	0:00	0:00	1:00	6:00
WORK - BOARD MEETING	0:00	0:00	0:00	0:00	0:00	0:00	0:00	2:30	2:30
WORK - COST-SHARE ADMINISTRATION	0:00	0:00	0:00	1:30	2:45	0:00	0:00	0:15	4:30
WORK - EQUIPMENT RENTAL	0:00	0:00	0:00	0:15	0:00	0:00	0:00	0:00	0:15
WORK - GENERAL LANDOWNER CONTACT	0:00	0:00	0:00	0:00	0:30	0:00	0:00	0:15	0:45
WORK - OFFICE ADMINISTRATION	0:00	0:00	0:45	0:00	0:00	0:00	0:00	0:00	0:45
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	0:00	0:00	1:00	0:00	0:00	0:00	0:00	0:00	1:00
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:00	1:15	5:45	6:30	0:00	0:00	0:00	13:30
Total	0:00	8:00	9:00	9:00	10:15	0:00	0:00	5:00	41:15

MAYFIELD, DIANA M

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

Time Period Ending: 10/26/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	19	20	21	22	23	24	25	26	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM								
COMP TIME	0:00	0:00	0:00	9:00	9:00	0:00	0:00	0:00	18:00
SICK LEAVE	0:00	9:00	0:00	0:00	0:00	0:00	0:00	0:00	9:00
DSP 3.1 - TECHNICAL	0:00	0:00	3:00	0:00	0:00	0:00	0:00	0:00	3:00
WORK - ACCOUNTING	0:00	0:00	1:00	0:00	0:00	0:00	0:00	0:00	1:00
WORK - COST-SHARE ADMINISTRATION	1:00	0:00	2:00	0:00	0:00	0:00	0:00	0:00	3:00
WORK - OFFICE ADMINISTRATION	1:00	0:00	3:00	0:00	0:00	0:00	0:00	0:00	4:00
WORK - USDA ADMINISTRATIVE ASSISTANCE	2:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

- HOLIDAY: Columbus Day Holiday
- WQ10 - TECHNICAL: Gerschefske
- N472 - TECHNICAL: Hasty-assist Craig
- DSP 3.1 - TECHNICAL: Assist Craig with mapping
- WORK - BOARD MEETING: Minutes
- WORK - COST-SHARE ADMINISTRATION: Kleine Himmel
- WORK - OFFICE ADMINISTRATION: needs assessment
- WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES: 4th Grade wrap up
- WORK - USDA ADMINISTRATIVE ASSISTANCE: Filing, HEL, FSA phones, Missouri Waters Address list

MAYFIELD, DIANA M

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

Time Period Ending: 10/26/2015 11:30:00 AM

Status: Pending Board Approval

Earned This Pay Period:

Annual Leave Accrued: 8:00

Compensation Time Accrued: 1:52

Sick Leave Accrued: 4:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 156:15

Compensation Time Balance: 29:55

Sick Leave Balance: 498:30

Military Leave Balance: 0:00

Pay Rate: \$14.59

Employee Signature: *Diana Mayfield*

Date: 10/27/15

Board Member Signature: *[Signature]*

Date: 10-29-15

MAYFIELD, DIANA M

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

Time Period Ending: 11/09/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	26	27	28	29	30	31	1	2	
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	05:00 PM	04:30 PM			12:00 PM	
SICK LEAVE	0:00	0:00	0:00	0:00	0:30	0:00	0:00	0:00	0:30
DSP 3.5 - ADMINISTRATION	0:00	0:00	0:00	1:00	0:00	0:00	0:00	0:00	1:00
DSP 3.5 - TECHNICAL	0:00	0:00	0:00	4:00	0:00	0:00	0:00	0:00	4:00
WORK - ACCOUNTING	0:00	3:00	1:15	1:00	0:00	0:00	0:00	0:00	5:15
WORK - BOARD MEETING	0:00	0:00	2:00	1:00	0:00	0:00	0:00	0:00	3:00
WORK - COST-SHARE ADMINISTRATION	0:00	4:30	4:00	0:30	0:15	0:00	0:00	0:15	9:30
WORK - EQUIPMENT RENTAL	0:00	0:00	0:00	0:30	0:45	0:00	0:00	0:00	1:15
WORK - GENERAL LANDOWNER CONTACT	0:00	0:30	0:00	0:00	0:15	0:00	0:00	0:00	0:45
WORK - OFFICE ADMINISTRATION	0:00	0:30	1:00	0:00	1:00	0:00	0:00	0:00	2:30
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	0:00	0:00	0:00	0:00	0:00	0:00	0:00	4:45	4:45
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:30	0:45	1:30	5:15	0:00	0:00	0:00	8:00
Total	0:00	9:00	9:00	9:30	8:00	0:00	0:00	5:00	40:30

MAYFIELD, DIANA M

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

Time Period Ending: 11/09/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	2	3	4	5	6	7	8	9	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM	08:30 PM	04:30 PM	04:30 PM	04:30 PM				
DSL-05 - ADMINISTRATION	0:00	0:00	0:00	0:00	0:30	0:00	0:00	0:00	0:30
DSL-44 - ADMINISTRATION	0:00	0:00	0:00	0:00	2:00	0:00	0:00	0:00	2:00
DSP 3.5 - TECHNICAL	0:00	3:00	0:00	0:00	0:00	0:00	0:00	0:00	3:00
WORK - ACCOUNTING	0:00	0:00	0:00	0:30	1:00	0:00	0:00	0:00	1:30
WORK - BOARD MEETING	0:00	2:30	0:30	0:00	0:00	0:00	0:00	0:00	3:00
WORK - COST-SHARE ADMINISTRATION	0:00	3:00	0:00	1:00	1:00	0:00	0:00	0:00	5:00
WORK - EQUIPMENT RENTAL	0:00	0:00	0:00	0:15	0:15	0:00	0:00	0:00	0:30
WORK - GENERAL LANDOWNER CONTACT	1:00	0:00	0:00	0:00	0:30	0:00	0:00	0:00	1:30
WORK - OFFICE ADMINISTRATION	1:00	0:15	1:30	0:00	1:45	0:00	0:00	0:00	4:30
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	2:00	2:15	0:00	0:00	0:00	0:00	0:00	0:00	4:15
WORK - TRAINING	0:00	0:00	7:00	0:00	0:00	0:00	0:00	0:00	7:00
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:00	0:00	7:15	2:00	0:00	0:00	0:00	9:15
Total	4:00	11:00	9:00	9:00	9:00	0:00	0:00	0:00	42:00

MAYFIELD, DIANA M

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Time Period Ending: 11/09/2015 11:30:00 AM

Status: Pending Board Approval

SICK LEAVE Dr appt
 DSP 3.5 - ADMINISTRATION Greunke, Hollander
 DSL-05 - ADMINISTRATION HSMITH
 DSL-44 - ADMINISTRATION HSMITH
 DSP 3.5 - TECHNICAL Greunke, Hollander
 WORK - BOARD MEETING Board Packet
 WORK - COST-SHARE ADMINISTRATION Craig, NA, Diekmann, Hobcin, Tjahnsen, Hollander, Greunke, W
 WORK - GENERAL LANDOWNER CONTACT MNouri
 WORK - OFFICE ADMINISTRATION Commission budget
 WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES Thank you's
 WORK - TRAINING Soil Health Trng
 WORK - USDA ADMINISTRATIVE ASSISTANCE EQUIP-TKroll, SKroll, RCPP, Thomas Held

Earned This Pay Period:

Annual Leave Accrued: 8:00

Compensation Time Accrued: 3:45

Sick Leave Accrued: 4:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 164:15

Compensation Time Balance: 13:47

Sick Leave Balance: 493:30

Military Leave Balance: 0:00

Pay Rate: \$14.59

Employee Signature: *Diana Mayfield*

Date: 11-10-15

MAYFIELD, DIANA M

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

Time Period Ending: 11/23/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	9	10	11	12	13	14	15	16	
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	03:30 PM	04:30 PM	04:30 PM			12:00 PM	
ADMINISTRATIVE LEAVE (PAID)	0:00	2:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
HOLIDAY	0:00	0:00	8:00	0:00	0:00	0:00	0:00	0:00	8:00
WORK - ACCOUNTING	0:00	0:00	0:00	2:45	2:00	0:00	0:00	0:00	4:45
WORK - BOARD MEETING	0:00	0:00	0:00	0:00	0:00	0:00	0:00	1:45	1:45
WORK - COST-SHARE ADMINISTRATION	0:00	2:30	0:00	2:30	2:00	0:00	0:00	1:15	8:15
WORK - GENERAL LANDOWNER CONTACT	0:00	0:00	0:00	0:15	1:00	0:00	0:00	0:30	1:45
WORK - OFFICE ADMINISTRATION	0:00	2:00	0:00	0:00	1:00	0:00	0:00	0:00	3:00
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	2:30	0:00	3:30	3:00	0:00	0:00	1:30	10:30
Total	0:00	9:00	8:00	9:00	9:00	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: 11/23/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	16	17	18	19	20	21	22	23	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM								
SICK LEAVE	0:00	0:00	0:00	4:00	0:00	0:00	0:00	0:00	4:00
WORK - ACCOUNTING	0:00	0:15	0:00	0:30	1:00	0:00	0:00	0:00	1:45
WORK - BOARD MEETING	0:00	0:00	0:30	0:00	0:00	0:00	0:00	0:00	0:30
WORK - COST-SHARE ADMINISTRATION	0:30	3:30	1:45	0:30	2:00	0:00	0:00	0:00	8:15
WORK - EQUIPMENT RENTAL	0:00	0:00	0:00	0:00	0:15	0:00	0:00	0:00	0:15
WORK - GENERAL LANDOWNER CONTACT	0:00	0:30	1:00	0:00	0:30	0:00	0:00	0:00	2:00
WORK - OFFICE ADMINISTRATION	1:00	1:00	3:15	2:15	2:45	0:00	0:00	0:00	10:15
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	0:00	3:00	0:30	0:00	0:00	0:00	0:00	0:00	3:30
WORK - USDA ADMINISTRATIVE ASSISTANCE	2:30	0:45	2:00	1:45	2:30	0:00	0:00	0:00	9:30
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

ADMINISTRATIVE LEAVE (PAID) Early Out - Federal Order
 HOLIDAY Veteran's Day
 WORK - BOARD MEETING Minutes
 WORK - COST-SHARE ADMINISTRATION Buddemeyer
 WORK - EQUIPMENT RENTAL Cover for winter
 WORK - GENERAL LANDOWNER CONTACT JWehmeyer
 WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES Poster Contest
 WORK - USDA ADMINISTRATIVE ASSISTANCE RCPP, CSP, EQIP, HEL, Toolkit mapping

MAYFIELD, DIANA M

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

Time Period Ending: 11/23/2015 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

Annual Leave Balance: 172:15
Sick Leave Balance: 497:00

Compensation Time Balance: 17:32
Military Leave Balance: 0:00

Pay Rate: \$14.59

Employee Signature: Diana Mayfield

Date: 12/3/15

Board Member Signature: [Signature]

Date: 12-3-15

Health Insurance
Calendar Year 2016
Gasconade SWCD

Employee Name	PPO600	PPO1000	Not Participating
Diana Mayfield	x		
Craig Doerr			x

Please list employees and the health insurance plan they have chosen for calendar year 2016.

Board Signature and Date

Fund Status (2016)

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

GM GRAZING MANAGEMENT							
<u>Resource Concern</u>	<u>Total Allocation</u>	<u>Obligated</u>	<u>Unobligated</u>	<u>Contract Payments</u>	<u>Remaining Payments</u>	<u>Pending</u>	
GRAZING MANAGEMENT 2016	\$120,940.00	\$66,136.06	\$54,803.94	\$46,504.56	\$74,435.44	\$5,134.74	
Project Sub Total	\$120,940.00	\$66,136.06	\$54,803.94	\$46,504.56	\$74,435.44	\$5,134.74	
SA SENSITIVE AREAS							
<u>Resource Concern</u>	<u>Total Allocation</u>	<u>Obligated</u>	<u>Unobligated</u>	<u>Contract Payments</u>	<u>Remaining Payments</u>	<u>Pending</u>	
SENSITIVE AREAS 2016	\$14,250.00	\$8,078.29	\$6,171.71	\$5,000.00	\$9,250.00	\$0.00	
Project Sub Total	\$14,250.00	\$8,078.29	\$6,171.71	\$5,000.00	\$9,250.00	\$0.00	
SGE SHEET AND RILL / GULLY EROSION							
<u>Resource Concern</u>	<u>Total Allocation</u>	<u>Obligated</u>	<u>Unobligated</u>	<u>Contract Payments</u>	<u>Remaining Payments</u>	<u>Pending</u>	
SHEET AND RILL / GULLY E 2016	\$86,511.00	\$51,451.56	\$35,059.44	\$16,911.23	\$69,599.77	\$15,338.45	
Project Sub Total	\$86,511.00	\$51,451.56	\$35,059.44	\$16,911.23	\$69,599.77	\$15,338.45	
WE WOODLAND EROSION							
<u>Resource Concern</u>	<u>Total Allocation</u>	<u>Obligated</u>	<u>Unobligated</u>	<u>Contract Payments</u>	<u>Remaining Payments</u>	<u>Pending</u>	
WOODLAND EROSION 2016	\$17,325.00	\$7,834.50	\$9,490.50	\$2,740.50	\$14,584.50	\$1,635.16	
Project Sub Total	\$17,325.00	\$7,834.50	\$9,490.50	\$2,740.50	\$14,584.50	\$1,635.16	
Grand Totals	239,026.00	\$133,500.41	\$105,525.59	\$71,156.29	\$167,869.71	\$22,108.35	



Natural Resources Conservation Service
1315 E Main
Linn, Missouri 65051

November 2015 NRCS Board Report

During the month of November I attended the Maries and Cole County SWCD Board meetings. Mark Brandt attended the Gasconade SWCD meeting in my absence. Osage County SWCD did not hold a monthly meeting.

I attended the MFGC Conference.

Our FOSA received Soil Health Training from the Area 2 Soil Health team of David Doctorian and Rick Schwieter. The morning session was held in the classroom and in the afternoon we visited Charlie Stieferman's farm to look at some well-established cover crops.

NRCS staff have been busy working on certifying CSP payments for participants.

The EQIP sign up ended November 20th. The following number of applications were taken through general EQIP: Cole -15, Gasconade-24, Maries-26, and Osage-39. Through RCPP the following number of applications were taken: Gasconade -14, Maries -13. Staff has been working on updating eligibility and have started the screening and ranking process.

NRCS staff attending Area 2 EQIP training.

Ed Gillmore and I attended a Mid Missouri Grazing Conference planning meeting.

I attended the MASWCD Training Conference.

November 16th was Amy Neier's last day with NRCS.

Melinda L. Barch
District Conservationist

District Manager Report
Diana Mayfield
November 2015

November has been moving right along. It has been very busy with cost-share planning. I think our 90 day policy enforcement is working very well. We have seen several projects completed on time. We did receive the additional supplemental allocation for Grazing Management.

Craig and I worked on finalizing the mailing for the RCPP. We ended up mailing 495 letters and have had several calls and walk-ins with questions. We are stressing that if they don't get in on the RCPP or EQIP they can opt to go with the State cost-share program, if they qualify. This, along with the regular EQIP signup and cost-share practices, and all the local administrative stuff, we have been swamped.

I worked on the upcoming board meeting program, as well as the 2016 Annual Poster Contest. Everything (informational CD, Poster, registration form and poster board) is ready to deliver to the schools first thing in January. We are very pleased to have a 2015 State Poster Contest winner – Chet Moeckli from St. George in the 7th – 9th Grade Division.

I really looked forward to my break over the Thanksgiving Holiday! ☺

I attended the Annual Training Conference at Tan-Tar-A and took the Specialist Tests for District Operations, Accounting, and MoSWIMS.

The office participated in the Operations Christmas program again this year with a \$120 donation.

District Technician Report

Craig Doerr

November 2015

In November I have been doing anything and everything I can without a linc pass. It makes it hard to do much without it but with the help of Diana sharing hers with me I have been able to get on toolkit and do more on there. Im getting very familiar with it now but theres still a lot to know.

I worked on the RCPP with Diana and helped get the letters mailed out and answering the phone when the farmers call in about the letter.

I have been working with DJ on terrace systems and diversions for the Scott Smith Farm (Terry Jahnsen) and for Nolan Hesemann. I went out on my own and looked at a spring development and talked with Richard Dunn and trying to get him taken care of.

I attended the training conference in Tan Tar A and went to a few meetings and a couple workshops while I was down there the first workshop consisted of new employees and new supervisors and learned about that and how we could get rid of balancing the checkbook and bank reconciliation by going through and accountant or something like that which they said doesn't cost that much and the checks would be direct deposited that means no more having to come in to sign checks. I also attended a communication workshop which is not what I thought it would be but it was about an email that you can go to and get updates and stuff on a website that updates about your district but im not sure if we are even set up for that yet.

Current Status of the Soil Health Assessment Center (SHAC) at the University of Missouri

The University of Missouri Soil Health Assessment Center (SHAC) has within the past ten months moved from the College of Engineering to the College of Agriculture Food and Natural Resources and expanded its role in the assessment of soil health. Much of this move, expansion, and setup has been facilitated by financial support from the Missouri Department of Natural Resources (MDNR), the Missouri Soil and Water Districts Commission and the Natural Resources Conservation Service-Missouri State Office.

One of the first items was to select a “new area” for movement, development, and expansion of the facility which would be the permanent home for SHAC. From January 2015 to early summer of 2015, the new location of the laboratory was remodeled and analysis equipment moved into the laboratory.

With the move of the original laboratory equipment and development of the SHAC facility, many of the analyses which are part of the mainstream “menu” of SHAC took time to properly vet and calibrate because of the move. Additionally, the Soil and Water Districts Commission approved a new Cover Crop practice within the Soil and Water Cost-Share Program which began July 1, in which MDNR and SHAC professionals feverishly worked to develop sampling and lab protocols which were barely ahead of the timelines of the Cover Crops program. One of the goals of the Cover Crops cost share program was the initial soil sampling before cover crops establishment with the deliberate intent of developing the initial data baseline of pre-establishment samples as an aggregate before dissemination to producers. This development is critical as there is not a comprehensive data baseline for “soil health assessment” for comparisons as there is for the traditional soil nutrient testing data for development of sound fertilizer recommendations. SHAC is currently analyzing the Cover Crops soil samples with the analyses which are “totally up and going” and phasing in the more recent analyses to come “on line” to develop the baseline data.

By getting the initial soil samples through the Cover Crop practice, SHAC is developing a baseline of soil health for the state of Missouri. Currently SHAC is placing emphasis on getting samples processed. SHAC has not yet fully developed a system of getting individual results back to the farmer or soil and water conservation district. Part of the delay will be analysis of the data, evaluation of a working framework of what do the numbers tell us about soil health and productivity - something the farmer can use to manage production systems influencing the soil resource. As the analyses are completed, the SHAC will build a database of the results based on Land Resource Areas (LRA) and the state. The individual samples will be compared back to the database and a report for the landowner will be generating utilizing the comparison of their soil to soils in the same LRA. The landowner will be receiving a report of their analysis but it will be a couple of months before the SHAC is ready to start generating reports.

Here is the list of tests that will be run by SHAC with a brief purpose example of each.

Individual test	Example purpose
--Simplified Particle Size	-texture class, pore space indicator
--Active Carbon	-biological activity indicator
--Total Organic Carbon (also converted to Organic Matter)	-soil health and structure indicator
--Mineralizable Nitrogen	-plant available N
--Wet Aggregate Stability	-soil quality indicator, water movement
--pH (salt and water)	-interacts with biological indicators
--Effective Cation Exchange Capacity plus exchangeable bases	-used in fertilizer equations
--Effective Base Saturation	-used to check for
--Exchangeable Al	-indicator of plant growth limitations
--Plant Available Phosphorus	-indicator of plant growth limitations
--Bulk Density	-indicator of soil pore space

As of November 13, 2015, SHAC has received over 1,200 samples. Of the samples received about one-third of them are missing the soil series or soil map information on the sampling form. This information is needed to complete the mission of developing a baseline to give meaning to the individual field lab results. A process will need to be developed on how the missing information will be gathered. When districts provide the form to the landowner, please direct them to fill out all of the information on the form. District staff may need to assist the landowner with filling out the form related to the soil unit information.

With the rapid development of SHAC and associated facilities along with the big push of the Soil Health Initiative and associated cost-share programs at the state and national level, we will be keeping you updated on concerns, developments and new initiatives. Please bear with us as we work through these uncharted waters of assessing soil health progress in Missouri. For more information about SHAC, visit our website <http://cafnr.missouri.edu/soil-health/>.

Number Gasc 3.01

Work Schedule

All full-time employees are expected to work a compressed work schedule that averages 80 hours per 2-week pay period except for authorized absences. A schedule of eight – 9 hour days, one – 8 hour day and one day off per pay period. Mondays are the selected day in which to coordinate days off between the District Specialist and District Technician so that the office will be open everyday from 7 a.m. – 4:30 p.m.

The workweek will begin at 11:30 a.m. on Monday and end at 11:30 a.m. on Monday 14 days later.

All regular part-time employees shall be expected to work the hours established in advance. The work schedule is to be flexible at the Board's discretion. The Board must be notified of other employment or circumstances relevant to the work schedule.

On February 4, 2008, the Board adopted policy that stated employees would follow the Federal Holiday schedule which covers the following holidays.

- New Year's Day
- Martin Luther King's Birthday
- Presidents Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

Proposed Policy update: Due to the USDA Early Release program offering additional time off the day before/or after a specific Holiday (as stated above) the Board adopted the policy that these early release hours will be coded as "Holiday" rather than "Administrative". This will alleviate the loss of any comptime hours the employee had earned legitimately from being lost.

Number Gasc 5.05

General Provisions

The Gasconade County Soil and Water Conservation District employees will observe holidays as stated by Federal Law, NRCS memorandum or presidential proclamations.

Mayfield, Diana

From: Stratman, Sandy
Sent: Tuesday, November 10, 2015 12:36 PM
To: DNR.Soil and Water Conservation Districts staff
Subject: FW: Early Release - Tuesday, November 10, 2015

Good afternoon to all!

Please see the email below on the early release today in honor of our veterans. Remember to thank a vet and not just on Veterans Day but every day!

Sandy

Sandy Stratman
Program Specialist II
Maries County SWCD
105 Parkway, Vienna, MO 65582
573-422-3342

From: ACTIVITIES, GOV-INFO
Sent: Tuesday, November 10, 2015 11:49 AM
To: WCTS - ALL-USDA-2K <ALL-USDA-2K@ocio.usda.gov>
Subject: Early Release - Tuesday, November 10, 2015

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 U.S. Department of Agriculture Employees
FROM: Dr. Gregory L. Parham
Assistant Secretary
for Administration
SUBJECT: Early Release - Tuesday, November 10, 2015

Tomorrow, November 11, 2015, marks the national observance of Veterans Day, when we honor the service of the courageous American men and women who have served in the United States Armed Forces. To commemorate this important holiday, and on behalf of Secretary Vilsack, those U.S. Department of Agriculture employees who can be spared from their usual responsibilities who are at work (or teleworking) today, Tuesday, November, 10, 2015, may be excused for the last two hours of their normal workday.

The excused time off should be shown on Time and Attendance records as Administrative Leave, Transaction Code 66.

Thank you for your dedication to the U.S. Department of Agriculture and your commitment to the citizens of the United States of America.



Jeremiah W. (Jay) Nixon, Governor

Sara Parker Pauley, Director

DEPARTMENT OF NATURAL RESOURCES

dnr.mo.gov

MEMORANDUM

2016-011

DATE: November 13, 2015

TO: All Soil and Water Conservation Districts

FROM:  Colleen Meredith, Director
Soil and Water Conservation Program

SUBJECT: Coordinator Areas

One of the updates provided at the area meetings in August was that there would be changes made to the assigned counties for the district coordinators. There are now ten coordinators (down from 11) serving the soil and water conservation districts. Some districts have been assigned a different coordinator to help balance the workload among the coordinators, due to the reduction in coordinators and the Agricultural Nonpoint Source Special Area Land Treatment (AgNPS SALT) program coming to an end. The coordinator assignments are effective immediately. If you have a new coordinator, please begin contacting them with any questions and notifying them of board meetings. Although district assignments for some coordinators are changing, the coordinators work closely together and will assist each other to ensure a smooth transition for both the district and coordinators' benefit.

Recently, two new staff members were hired to fill coordinator vacancies, Tammy Cody and Jake Wilson. Tammy is the coordinator for the northeast corner of the state and Jake is the coordinator for the east central part of the state. Tammy and Jake have been taking phone calls and meeting with their assigned counties.

An updated map showing the coordinator assignments is attached to this memo and also on the SWCD Intranet page.

If you have any questions please contact your coordinator as designated on the updated map.
Thank you.

CM:jpd

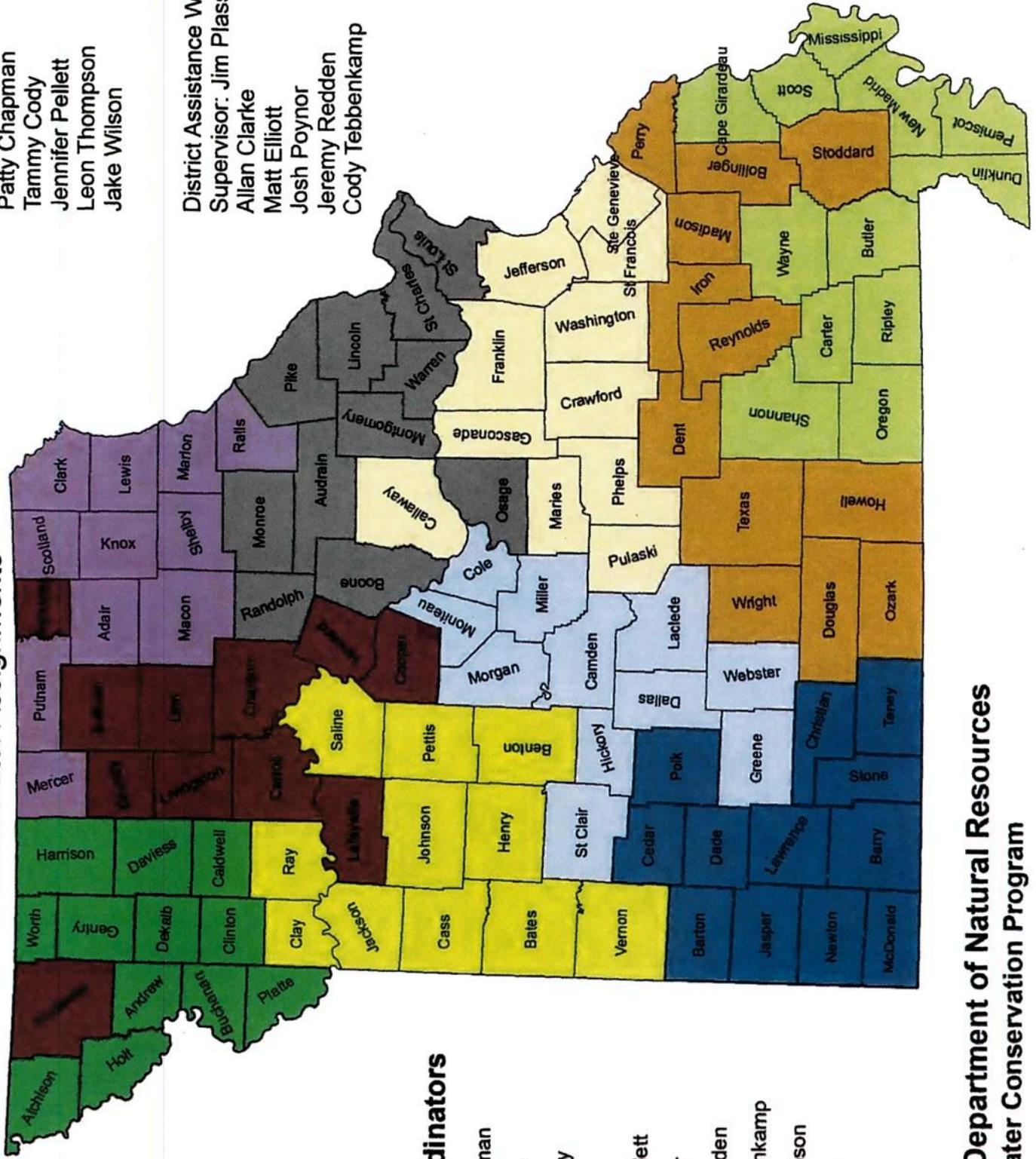
Attachment

District Support Section

Coordinator Assignments

District Assistance East
 Supervisor: Jim Boschert
 Patty Chapman
 Tammy Cody
 Jennifer Pellett
 Leon Thompson
 Jake Wilson

District Assistance West
 Supervisor: Jim Plassmeyer
 Allan Clarke
 Matt Elliott
 Josh Poynor
 Jeremy Redden
 Cody Tebbenkamp



District Coordinators

-  Patty Chapman
-  Allan Clarke
-  Tammy Cody
-  Matt Elliott
-  Jennifer Pellett
-  Josh Poynor
-  Jeremy Redden
-  Cody Tebbenkamp
-  Leon Thompson
-  Jake Wilson

Missouri Department of Natural Resources
 Soil and Water Conservation Program



August 24, 2015

REGULAR OPEN MEETING GASCONADE COUNTY SWCD

Posted December 4, 2015, 3:00 p.m.

AGENDA

Farm Bureau Meeting Room, 1106 Hwy 28, Owensville

Tuesday, December 8, 2015, 6:00 pm

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

Unfinished Business

- Training Conference Review
- Health Insurance Verification

New Business

- Cost-Share –
 - Fund Status
 - Time Extension Requests
 - None
 - Approve Conservation Plans, Cost-share Contracts, Change Orders, and Payments

Name	Cons Plan	Cost-Share Practice	Description	Application Number
Franklin J. Huerner ¹	C/S	DSP-3.5	65.1 acres	062-16-0045 CNT
James & Peggy Schafer ²		DSP-3.2	1486’ pipeline 4 waterers	062-16-0030 PYMT
Kattlemann Family Trust ²		DSP-3.2	420’ pipeline 1 tank	062-16-0027 PYMT
Bear Valley Farm ²		DSP-3.2	1585’ pipeline 2 tanks	062-16-0026 PYMT
Lawrence Klekamp	C/S	DSP-3.5	40.4 Acres	062-16-0046 CNT
Donald Klekamp	C/S	DSP-3.5	61.5 Acres	062-16-0047CNT
WSB Farm LLC	C/S	DSP-3.5	38 Acres	062-16-0049 CNT
WSB Farm LLC		DSP-3.5	32.9 Acres	062-16-0050 CNT
Jerome Winthorst ³		DSP-3.4	50.71 Acres	062-16-0032 PYMT
Harry Scott Smith	C/S	DSL-44	5020’ Terrace with Tile	062-16-0043 CNT
Harry Scott Smith		DWP-1	107 cy Diversion	062-16-0048 CNT
CLENS LLC	C/S	DSL-5	1195 cy Diversion	062-16-0051 PRE

¹Approved by Debra Nowack, 11/04/15

²Approved by Matthew Estes, 11/12/15

³Approved by Debra Nowack, 11/20/15

- NRCS & District Reports – Melinda Barch
- Flags
- Soil Health Assessment Lab – Delay Explanation
- Federal Early Out for Holidays – Administrative or Holiday coding
- Annual Plan of Action
 - None
- Additional New Business
 - None

- DNR Memorandums and Letters
 - Memorandum 2016-011, Coordinator Areas
- Mail
 - National Envirothon Thank You (view at office)
 - MOPERM Newsletter
- Calendar of Events –
 - December 21 – 25, Diana Mayfield out of office
 - December 25, Christmas Day Holiday, Office Closed
 - January 1, 2016, New Year's Day Holiday, Office Closed

- Adjourn. Next meeting scheduled for Tuesday, **January 5, 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