

Missouri Department of Natural Resources



MINUTES

Missouri Soil and Water Districts Commission Open Conference Call Meeting

Department of Natural Resource Conference Center
1101 Riverside Drive
Jefferson City, MO
April 17, 2020

COMMISSION MEMBERS PRESENT: Gary Vandiver, H. Ralph Gaw, Jeff Lance, Tim Martin, Kenny Lovelace, and Keith Stevens.

EX-OFFICIO MEMBERS: CAROL S. COMER, DIRECTOR, DEPT. OF NATURAL RESOURCES: Dru Buntin; CHRIS CHINN, DIRECTOR, DEPT. OF AGRICULTURE: Ken Henderson; SARA PARKER PAULEY, DIRECTOR, DEPT. OF CONSERVATION: No representative; DEAN CHRISTOPHER R. DAUBERT, UNIVERSITY OF MISSOURI: Rob Kallenbach

ADVISORY MEMBERS PRESENT: SOIL AND WATER CONSERVATION PROGRAM (SWCP): Colleen Meredith; NATURAL RESOURCES CONSERVATION SERVICE (NRCS): Nate Goodrich; MISSOURI ASSOCIATION OF SOIL AND WATER CONSERVATION DISTRICTS (MASWCD): Ryan Britt; ATTORNEY GENERAL'S OFFICE: Benjamin Walker

SWCP STAFF MEMBERS PRESENT: Jim Boschert, Bill Wilson, Jim Plassmeyer, Jake Wilson, Stacy Breesawitz, Kelsey Kempker, Madeline Behlke-Entwisle, Jennifer Pellett, and Tina Stockman

OTHERS PRESENT: LAWRENCE COUNTY SWCD: Amy Carter; MONROE COUNTY SWCD: Lena Sharp; RIPLEY COUNTY SWCD: Rachel Griffin; WASHINGTON COUNTY SWCD: Tiffany Woods; MO DEPARTMENT OF NATURAL RESOURCES: Kyra Moore and Van Beydler

A. CALL TO ORDER

Commissioner Vandiver called the meeting to order at 1:00 p.m. He appreciated having everyone on the call with the trying times we are having. A roll call was taken to establish a quorum.

B. MINUTES FROM THE APRIL 1, 2020 MEETING

A motion was made by Commissioner Ralph Gaw to approve the April 1, 2020 meeting minutes. Commissioner Keith Stevens seconded the motion. A roll call vote was taken. The motion passed with all in favor.

C. REPORTS AND UPDATES

1. Department of Natural Resources

Mr. Dru Buntin reported that yesterday the Governor extended the stay at home order until May 3, 2020. The Department will continue to largely operate remotely through at least that time. The Department of Health has been working with Washington University on development of a state model that looks at Missouri data, and the trends that we are seeing in different areas that will ultimately inform a phased approach to the state reopening for business. For now the Department and state government will be operating in the same mode that we have been in for the last few weeks, at least through May 3, 2020.

At the last meeting, the Commission voted to allocate some funding to address the harmful algal bloom issue at Mazingo Lake by Maryville. In working with the city they have determined that the algal bloom has dissipated, but it will still be important to look in that watershed for actions that can be taken to reduce the possibility of that happening again.

He reiterated that he and all of her colleagues in the Department appreciate Colleen's leadership of the program. This is her last day in the office and last Commission meeting so we wish her all the best and are going to miss her.

2. Soil and Water Conservation Program Director's Comments

Ms. Colleen Meredith reported that she was glad to be here with us. Our staff have been working closely with the districts and partners to keep the business moving. Everyone is doing as much as they possibly can and things are going quite well considering people doing a lot of work remotely. She has appreciated working with all the Commissioners, districts, partners and staff that have helped in this effort.

D. NEW BUSINESS - REQUESTS

(Approval Needed)

1. Temporary Change to Grazing School Policy for DSP 3 Grazing Practices

Mr. Jim Plassmeyer reported that the issue for the Commission to address today is the policy requirement in DSP 3 grazing practices for attending grazing school.

The applicability statements in the DSP grazing practices state: "The system operator must attend an approved grazing school provided by University of Missouri (MU), in conjunction with NRCS, prior to the district's submittal of a contract for review." Attending a grazing school is one of the validations program staff do when reviewing the grazing contracts.

Last week MU and NRCS sent out a joint press release stating the grazing schools are postponed through May and possible early summer. They stated in late May they will assess the situation and consider reopening the schools in the summer.

For the 2020 grazing school year, there are 28 schools scheduled statewide with nine of those planned for April and May.

In response to Governor Parson's Executive Order 18-05 addressing the drought of 2018, the Commission deferred the requirement to attend a grazing school for up to one year after contract payment. The waiver applied only to DSP 3.1 Water Development and DSP 3.2 Water Distribution practices and only 1 watering tank was allowed. The remaining system could be installed after the operator attended a grazing school. The intention of the waiver was to help producers who needed an immediate water source during the drought and were planning to install a grazing system.

The program heard from three districts that are working with producers developing a system, but cannot move forward with the contract because those producers have not attended a grazing school yet.

Mr. Plassmeyer offer this consideration for discussion - to suspend the policy requirement in the DSP 3 grazing practices that the system operator has to attend a grazing school prior to the district submitting the contract for program office approval, until the grazing schools are reinstated by University of Missouri Extension and NRCS. Additionally, require the system operator for the contracts approved under the suspended policy to attend a grazing school prior to the contract being submitted for payment.

Commissioner Ralph Gaw said he had a few concerns upon first review and contacted the program office. He wondered about how much funding this would be on average for a contract, and also how long it would be before the grazing schools would be reinstated. The policy should be such to go ahead with the approvals and he has no problem with withholding funds for a relatively short period of time. He discussed the possibility of an online grazing school which may be a consideration down the road if this closure goes for a considerable amount of time. He said he is in favor of the change proposed by staff with the caveat to put this back on the agenda for the June meeting to see where we are on the grazing school closures.

Dr. Rob Kallenbach said that MU wants to get back to having in person grazing schools as soon as they can, but the public health situation is preventing it. Although they have considered online options he feels they would lose a lot of the value of the schools if they were entirely online. There may be some hybrid options with part online and part in person but they will not be ready for a while. Commissioner Gaw said that he absolutely agrees that in person classes are far more valuable than an online class would be, but on the other hand he wants to get the practices going full force and operators may be reluctant to front the money for a year or two. Dr. Kallenbach agreed that the University of Missouri is also behind that.

Commissioner Stevens said he talked with NRCS about an online plan as well and discussed at a local board meeting and agreed that a lot would be missed without an in person class, but don't want to hold people up from moving forward. He asked if there is an idea at this point of the numbers of contracts and people that would be waiting on payment. Mr. Plassmeyer said there were only three producers at this time that districts let the program know are falling into this situation.

Chair Gary Vandiver said that he agrees with the caveat to revisit this in June. Commissioner Kenny Lovelace added that this is starting to be a very busy farming time and unless a producer is strictly a cattle farmer that they may not have time to implement a system now, and agreed that we may know more in June where we are with the virus.

Commissioner Ralph Gaw made a motion to suspend the policy requirement in the DSP 3 grazing practices that the system operator has to attend a grazing school prior to the district submitting the contract for program office approval, until the grazing schools are reinstated by University of Missouri Extension and NRCS. Additionally, require the system operator for the contracts approved under the suspended policy to attend a grazing school prior to the contract being submitted for payment. Commissioner Keith Stevens seconded the motion. A roll call vote was taken. The motion passed with all in favor.

Commissioner Ralph Gaw asked that the program staff to please put this on the June meeting agenda for discussion purposes.

2. Mazingo Lake followup

Commissioner Ralph Gaw asked Mr. Dru Buntin if any of the soil and water funds the Commission designated to Mazingo Lake at the last meeting were used to help with the dissipation of the algae that he mentioned in his earlier comments. Mr. Buntin reported that no funds from soil and water were used that the Commission allocated for practices to be implemented in the watershed aimed at reducing nutrients. The harmful algal bloom was unusual since it persisted through the winter months but dissipated before the authorized soil and water funds were used. Commissioner Lance commented that he thought the funding was going to be used for practices whether the bloom went away or stayed as a preventive measure. Mr. Plassmeyer said the Nodaway board will be meeting on Monday and they will be proactive in this watershed with the funding.

Dru mentioned that due to the COVID situation the Department is looking closely at all revenue sources. The Department may not be filling positions and taking other actions to reduce funding impacts down the road.

E. FUTURE MEETING DATES

June 24, 2020

Lincoln University George Washington Carver Farm

3804 Bald Hill Road

Jefferson City, MO

1:30 p.m.

F. CLOSED SESSION

The Commission did not go into closed session.

G. MEETING ADJOURNMENT

Commissioner Ralph Gaw made a motion to adjourn the meeting at 1:30 p.m. and Commissioner Jeff Lance seconded the motion. A roll call vote was taken. The motion carried with all in favor.

Respectfully submitted,

Colleen Meredith, Director
Soil and Water Conservation Program

Approved by:

Gary Vandiver, Chairman
Missouri Soil and Water Districts Commission

Master Fund Status Summary

District	Allocated	Obligated	%Obligated	# Contracts	Contract Payment	% Contract Payment	# Contract Payments	Pending	
FY: 2020	Fund Code:R	Project:AWM - ANIMAL WASTE MANAGEMENT							
	\$3,394,982.00	\$878,691.95	25.88%	29	\$724,646.20	21.34%	24	\$23,808.00	
FY: 2020	Fund Code:R	Project:BDSP-31 - BUFFER SINKHOLE IMPROVEMENT							
	\$24,900.00	\$7,800.00	31.33%	26	\$7,800.00	31.33%	26	\$0.00	
FY: 2020	Fund Code:R	Project:GM - GRAZING MANAGEMENT							
	\$9,797,888.88	\$5,005,658.90	51.09%	1027	\$4,660,737.66	47.57%	978	-\$32,813.88	
FY: 2020	Fund Code:R	Project:IM - IRRIGATION MANAGEMENT							
	\$2,272,188.37	\$1,370,179.01	60.30%	180	\$1,307,402.93	57.54%	172	-\$19,109.40	
FY: 2020	Fund Code:R	Project:NP - NUTRIENT & PEST MANAGEMENT							
	\$1,288,017.00	\$769,809.00	59.77%	892	\$765,577.00	59.44%	889	-\$2,446.00	
FY: 2020	Fund Code:R	Project:SA - SENSITIVE AREAS							
	\$5,636,530.63	\$1,640,690.96	29.11%	236	\$1,453,354.19	25.78%	224	-\$67,843.58	
FY: 2020	Fund Code:R	Project:SGE - SHEET AND RILL / GULLY EROSION							
	\$39,004,119.98	\$26,705,880.58	68.47%	5022	\$25,089,831.51	64.33%	4850	\$1,358.48	
FY: 2020	Fund Code:R	Project:WE - WOODLAND EROSION							
	\$3,205,690.32	\$781,598.60	24.38%	212	\$704,666.89	21.98%	206	-\$40,251.58	
Subtotal for R		\$64,624,317.18	\$37,160,309.00	57.50%	7624	\$34,714,016.38	53.72%	7369	-\$137,297.96

Master Fund Status Summary

Master Fund Status Summary (2020)

Subtotal for R	\$64,624,317.18	\$37,160,309.00	57.50%	7624	\$34,714,016.38	53.72%	7369	-\$137,297.96
Report Totals	\$64,624,317.18	\$37,160,309.00	57.50%	7624	\$34,714,016.38	53.72%	7369	-\$137,297.96

BARTON COUNTY
SOIL AND WATER CONSERVATION DISTRICT
701 E. 12TH STREET
LAMAR, MO 64759

June 2, 2020

DNR State Soil and Water Program
P.O. Box 176
Jefferson City, MO 65102

RE: Supervisor Appointment

Dear Soil and Water District Commission,

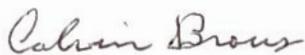
The Barton County Soil and Water Conservation District Board Vice-President, Mark Peterson, has submitted his letter of resignation. Mr. Peterson represented Area IV.

Barton County Soil and Water Conservation District Board of Supervisors recommend the appointment of Joe Meadows, 358 S. 43 Highway, Liberal, MO 64762 to serve the remainder of Mark Peterson's unexpired term.

Please find enclosed the Verification of Supervisor Eligibility Form for Joe Meadows.

To whom it may concern,

Sincerely,



Calvin Brous, Acting Chairman
Barton County Soil & Water Conservation District

cc: Josh Poynor, DNR District Coordinator
Jody Jones, NRCS District Conservationist
Stephanie Auffert, Cedar SWCD DS-IV
Files

VERIFICATION OF SUPERVISOR ELIGIBILITY

**To qualify for office, according to Missouri's Code of State Regulations,
10 CSR 70-2.020, Conduct of Supervisor Elections, a candidate shall:**

- 1) Be a land representative as defined by "The owner, or representative authorized by power of attorney, of any farm lying within the soil and water conservation district (SWCD); provided, however, that any land representative must be a taxpayer of the county within which the SWCD is located." and
- 2) Be a resident taxpaying citizen within that SWCD for two (2) years preceding the appointment to the District Board of Supervisors by the Commission, and
- 3) Be a cooperator of the SWCD defined as "A person who is actively involved in farming and practices conservation activities related to agriculture." and
- 4) Reside in or own a farm lying in the same territory where the board position is vacant.

The undersigned certify that the candidate meets all of the above stated eligibility requirements to serve as a supervisor for the Barton Soil and Water Conservation District.

Chairperson (or acting) signature: Calvin Brous Date: 6-2-20

Candidate signature: Joe Meadows Date: 6-2-20

June 2, 2020

Dear Soil and Water Commission

At the completion of my current term, I am choosing to resign my position on the Barton County Soil and Water Conservation District Board, effective immediately.

Respectfully,

A handwritten signature in black ink that reads "Mark Peterson". The signature is written in a cursive style with a long horizontal stroke extending from the end of the name.

Mark Peterson

District Board Vice Chairman

D.1.a.

BARTON COUNTY
SOIL AND WATER CONSERVATION DISTRICT
701 E. 12TH STREET
LAMAR, MO 64759

June 2, 2020

DNR State Soil and Water Program
P.O. Box 176
Jefferson City, MO 65102

RE: Supervisor Appointment

Dear Soil and Water District Commission,

The Barton County Soil and Water Conservation District Board President, Joe Pace, has submitted his letter of resignation. Mr. Pace represented Area III.

Barton County Soil and Water Conservation District Board of Supervisors recommend the appointment of Jim Stettler, 231 N. Highway A, Lamar, MO 64759 to serve the remainder of Joe Pace's unexpired term.

Please find enclosed the Verification of Supervisor Eligibility Form for Jim Stettler.

To whom it may concern,

Sincerely,



Calvin Brous, Acting Chairman
Barton County Soil & Water Conservation District

cc: Josh Poynor, DNR District Coordinator
Jody Jones, NRCS District Conservationist
Stephanie Auffert, Cedar SWCD DS-IV
Files

June 2, 2020

Dear Soil and Water Commission

At the completion of my current term, I am choosing to resign my position on the Barton County Soil and Water Conservation District Board, effective immediately.

Respectfully,

A handwritten signature in cursive script that reads "Joe Pace". The signature is written in black ink and is positioned above the printed name.

Joe Pace

District Board Chairman

VERIFICATION OF SUPERVISOR ELIGIBILITY

**To qualify for office, according to Missouri's Code of State Regulations,
10 CSR 70-2.020, Conduct of Supervisor Elections, a candidate shall:**

- 1) Be a land representative as defined by "The owner, or representative authorized by power of attorney, of any farm lying within the soil and water conservation district (SWCD); provided, however, that any land representative must be a taxpayer of the county within which the SWCD is located." and
- 2) Be a resident taxpaying citizen within that SWCD for two (2) years preceding the appointment to the District Board of Supervisors by the Commission, and
- 3) Be a cooperator of the SWCD defined as "A person who is actively involved in farming and practices conservation activities related to agriculture." and
- 4) Reside in or own a farm lying in the same territory where the board position is vacant.

The undersigned certify that the candidate meets all of the above stated eligibility requirements to serve as a supervisor for the Barton Soil and Water Conservation District.

Chairperson (or acting) signature: Calvin Brouss Date: 6-2-20

Candidate signature: [Signature] Date: 6-2-20

D.2.

Missouri Department of Natural Resources
Internal Audit Follow-up Report No. 20-24
Adair County
Soil and Water Conservation District
June 8, 2020

Prepared for
Ed Galbraith, Director
Division of Environmental Quality

Prepared by
Amanda Sifford, Audit Manager





MEMORANDUM

DATE: June 8, 2020

TO: Ed Galbraith, Director
Division of Environmental Quality

FROM: Cindy Luebbering, Deputy Director *Cindy Luebbering*
Division of Administrative Support

SUBJECT: Final Audit Follow-up Report – Adair County Soil and Water Conservation District

Internal audit conducted a follow-up performance audit of Adair County Soil and Water Conservation District. The performance audit consisted of reviewing the internal controls of the district for January 1, 2019, through March 16, 2020, and following up on the prior audit recommendations. Conclusions and recommendations are included in the report for the following:

1. Local Funds
2. Status of Prior Audit Recommendations

Please let me know if you have questions and/or concerns.

CL/as

c: Office of the Director
Jennifer Eddy, Division of Administrative Support
Suzanne McKenna, Legal Counsel
Kyra Moore, Division of Environmental Quality
Deanne Boland, Division of Environmental Quality
Bill Wilson, Division of Environmental Quality
Jim Boschert, Division of Environmental Quality
Tammy Cody, Division of Environmental Quality
Adair County Soil and Water Conservation District Board

Executive Summary

Background

The Missouri Department of Natural Resources, Soil and Water Conservation Program is responsible for administering the policies and programs developed by the Soil and Water Districts Commission. The Department provides funding to the 114 Soil and Water Conservation Districts (SWCD) in the State of Missouri for conservation efforts that help prevent soil erosion and protect water resources.

Adair County SWCD was established in 1964 and is located in Kirksville, Missouri. The SWCD is a locally operated unit of government established and functioning under Chapter 278, RSMo, to promote the protection, maintenance, improvement, and wise use of the soil and water resources within the SWCD. Pursuant to the cooperative agreement with the United States Department of Agriculture, Natural Resource Conservation Service (NRCS), districts are required to develop personnel policies and are subject to state and federal privacy of information laws.

A board of supervisors with five members governs the SWCD. Four members are elected from landowners in the county and serve four-year terms. The fifth member is a representative from the University of Missouri Extension, who serves as the board secretary. Board members are public officials responsible for all SWCD actions, decisions, and employees; however, SWCDs have no regulatory or taxing authority. Board members are not paid but they do receive travel and training expenses.

The SWCD receives and administers state government and locally generated funds. The state funding comes from the one-tenth-of-one-percent parks, soils and water sales tax. These funds are used for the conservation of soil and water, district administration, technical assistance, and educational programs. The local funding comes from equipment rentals, county contributions, interest, and donations funds. These funds are used for the conservation of soil and water, district administration, rental equipment maintenance, technical assistance, and educational programs.

The SWCD participates and administers the cost-share program designed for saving the soil of the state through erosion control measures, abatement, and sediment control. The cost-share program is funded by the one-tenth-of-one-percent parks, soils and water sales tax and provides financial incentives to agricultural landowners to install soil and water conservation projects. There is technical support offered by the NRCS and operations. The SWCD board of supervisors has the authority to manage the cost-share program in the district within the rules and policies that govern the cost-share program. The SWCD provides technical support with the design, implementation, and maintenance of the practices. Contract payments from the state are paid directly to landowners.

Cost-Share Practices Processed

Fiscal Year	Amount	Number of Practices
2019	\$277,146.36	47
2020 thru March	\$126,967.27	11
Total	\$404,113.63	58

Objectives

The audit objectives were to:

- Determine whether internal controls were adequate and functioning properly at the SWCD.
- Determine whether the SWCD complied with established state and federal laws, contracts, grants, cooperative agreement, policies, and procedures.
- Determine whether all receipts, disbursements, and cash balances of the SWCD were accurately reported in the SWCD's financial reports and other accounting records.
- Determine whether payments for cost-share projects were eligible costs, properly documented, and approved.
- Follow-up on prior audit recommendations, if needed.

Scope and Methodology

The scope of the follow-up performance audit was for January 1, 2019, through March 16, 2020. Fieldwork was completed on March 16, 2020, through March 17, 2020.

Our methodology included reviewing board meeting minutes, cooperative agreement, written policies and procedures, financial records, board election records, cost-share files, and other pertinent documents; interviewing district personnel; evaluating internal controls; and testing selected transactions. Our audit work followed the SWCD mutually agreed upon audit procedures.

The audit was conducted in accordance with the standards applicable to performance audits contained in the *Government Auditing Standards*. Those standards require the audit be planned and performed to obtain sufficient, appropriate evidence, and a reasonable basis for our conclusions and recommendations. The evidence obtained provides such a basis.

Conclusions and Recommendations

The Department is responsible for ensuring the SWCDs are in compliance with the Commission policies and with state and federal laws. The Department's internal audit process provides management reasonable assurances on the SWCD's compliance and on the accuracy of their reporting. The personnel/payroll, financial reporting, elections, receipts/disbursements, inventory, and the terms and conditions of the cooperative agreement substantially complied with Commission policies and with state and federal laws. The following was found on the local funds. A schedule of assets and liabilities is included at the end of the report as Attachment 1.

1. Local Funds

The quarterly reports, bank statements, invoices, and adjustments were reviewed to ensure required documentation was submitted and for accuracy and timeliness. Through our review, we found that invoices had been obtained and adjustments were made to the prior fiscal year reports to account for actual receipts and disbursements.

The prior contract audit figures did not include all of these amounts due to those not being provided and/or available at the time that audit was completed. The state fund amount the auditor was able to determine at the time was \$26,476.89. That amount was returned to the state after the funds were recovered from the surety bond fraud loss claim.

Prior to the follow-up audit the district staff worked to obtain the missing documentation needed to correct transactions in the accounting system and made the necessary adjustments to the state and local fund amounts.

After these transactions and adjustments were entered, the district requested \$5,231.80 be returned to the district's local fund because the amount repaid no longer matched the amount recorded in the district's accounting system.

The follow-up audit reconciled those corrections and found that \$1,499.68 of the amount requested above includes \$480.00 payroll garnishment and \$1,019.68 net pay that was never paid. Since the district already recovered those local funds and/or never paid them out, those amounts should not be considered in the amount requested. This leaves a balance of \$3,732.12 owed to the district's local fund. The following table represents a summary of the reconciled state and local funds:

Fund	District Reconciliation	Audited Reconciliation	Variance
Local Fund 01	\$5,231.80	\$3,732.12	(\$1,499.68)
Payroll Fund 02	\$2,741.68	\$4,241.36	\$1,499.68
Other Employee Expense Fund 03	\$2,008.55	\$2,008.55	\$0.00
Admin Fund 04	\$9,494.86	\$9,494.86	\$0.00
Tech Grant Fund	\$7,000.00	\$7,000.00	\$0.00
Total	\$26,476.89	\$26,476.89	\$0.00

The District Operations Manual requires that the district maintain adequate and accurate financial records. This includes but is not limited to ensuring all transactions are recorded accurately in the financial tracking system and ensuring financial records are maintained to support the transactions entered.

Ensuring the accuracy of the state and local fund balances and records are appropriately maintained will increase the integrity of the financial statement balances and reduce the potential risk of fraud.

Recommendation(s): The Department should return the local fund amount of \$3,732.12 that was recovered through the surety bond loss claim. This amount has been reconciled, audited, and determined to belong to the local fund of the district.

Response: The program agrees; the district's request and follow-up audit report will be presented to the Commission for review and approval.

2. Status of Prior Audit Recommendations

We reviewed the prior audit issued on November 24, 2010, which reviewed district activities for FY 2007 – 2010. Seventeen of the 18 prior audit recommendations have been implemented. There was one recommendation we were not able to follow-up on relating to the election procedures.

Attachment 1 – Schedule of Assets and Liabilities

Assets	FY 2019	FY 2020, through March 16, 2020
Cash in Bank	\$37,242.69	\$16,456.94
State Funds	\$82,122.87	\$72,802.68
Local Funds	\$4,367.20	\$5,696.20
Total	\$123,732.76	\$94,955.82
Liabilities		
Dues/Sponsorships	\$1,110.00	\$450.00
Election Expense	\$335.90	\$0.00
Salaries	\$50,188.35	\$36,744.77
Other Employee Expense	\$18,937.68	\$15,551.96
Info/Ed Activities	\$435.00	\$0.00
Office Equipment	\$0.00	\$550.00
Operating Expense	\$30,969.06	\$2,864.66
Postage	\$0.00	\$0.00
Insurance	\$930.00	\$680.00
Board Expense	\$1,235.80	\$1,063.88
Employee Travel/Training	\$744.39	\$0.00
Machinery	\$1,515.55	\$0.00
Technical		
Equipment/Supplies	\$0.00	\$929.95
Professional Services	\$0.00	\$1,216.75
Cash in Bank	\$16,456.94	\$28,887.38
Current Liabilities	(\$503.89)	(\$1,586.25)
Total	\$122,354.78	\$87,353.10

Source: The schedule presented in this report was taken directly from the annual reports prepared by the SWCD.

**Adair County Soil & Water Conservation District**

2410 S. Franklin Street
Kirksville, MO 63501
Phone: (660) 665-3274 ext. 3

Jim Boschert
Missouri Department of Natural Resources
Soil & Water Conservation Program Office
PO Box 176
Jefferson City, MO 65102-0176

1/30/2020

Soil & Water Conservation Program Office, c/o Jim Boschert

Last year the Missouri Department of Natural Resources Soil and Water Program requested the Adair County Soil and Water District repay \$26,476.89 to the Soil and Water Program. This amount was repaid by the district to the Soil and Water Program.

This repaid amount came from the audit report and does not match the total of the state funds listed in our quarterly report. The state fund amounts listed are: (02) funds- \$2,741.68; (03) funds- \$2,008.55; (04) funds- \$9,494.86; and (48) funds- \$7,000.00. These state funds total \$21,245.09. The remainder of the funds repaid to the state were coded as local (01). The funds coded as local total \$5,231.80.

The Adair County SWCD board is requesting that the \$5,231.80 in funds that were designated as local funds in the quarterly report be returned to the Adair County Soil and Water district. Your attention in this matter is greatly appreciated.

Sincerely,

Jennifer Schutter, Secretary
Adair County SWCD

Michael O'Brien, chairman
Adair County SWCD



Osage County Soil & Water Conservation District

1315 East Main St
Linn, MO 65051

Telephone 573-897-3797
Fax 855-842-7890

February 4, 2020

Missouri Department of Natural Resources
State Soil and Water Commission
PO Box 176
Jefferson City, MO 65102-0176

Dear Commissioners:

RE: Area Boundaries – Osage Soil and Water Conservation District

The Osage County Board of Supervisors requests to change the area boundaries to better serve and represent the landowners.

The Osage County Soil and Water Conservation District was established in 1970 and consisted of Jackson and Washington Townships. In 1976, the Conservation District was amended to include Benton, Crawford, Jefferson and Linn Townships. Map A shows how the townships are divided into the supervisor areas. Please note that Area 2 is composed of Linn and Jackson Townships. They are not contiguous and the respective landowners have little interaction. Whereas, the landowners in Jackson and Washington Townships often live in the same towns and neighborhoods. It is also difficult to find supervisor candidates from either Jackson or Washington Townships.

Therefore, the Osage County Board of Supervisors requests that Washington and Jackson Townships represent Area 4 and Linn Township represent Area 2 Map B). We feel this reorganization will result in areas that better represent the landowners and that it will facilitate the election of future board members.

Sincerely,

Charles Stieffermann
Osage County Board of Supervisors Chairman

Enclosures

Cost-Share funds are made available through the 1/10 of 1% Parks & Soils Tax

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication for program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202)720-2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326W, Whitten Building, 14th & Independence Ave., SW Washington, D.C. 20250-9410 or call (202)720-2964 (voice or TDD). USDA is an equal opportunity provider and employer.

Livingston County Soil and Water Conservation District
USDA Service Center
1100 Morton Parkway - Chillicothe, MO 64601
Phone: 660-646-5687
www.swcd.mo.gov/livingston



February 25, 2020

To whom it may concern,

Due to adverse weather in Livingston County; heavy rain and flooding in the fall of 2018 and most of all 2019, the contractors have been kept busy repairing levies and doing ECP- terrace cleanout, creating excessive contracts to be rolled over into fiscal year 21.

Livingston County would like the commission to have program staff explore options to not lose allocation from fiscal year 21, due to these rollovers.

David Morris
Vice-Chairmen

A handwritten signature in black ink, appearing to read 'David Morris', written over the typed name.

Chairman
STEVE RADCLIFF

Vice-Chairman
DAVID MORRIS

Secretary
VALERIE TATE

Treasurer
JOE ROBERTS

Board Member
TODD JONES

District Specialist I
TARA MANN

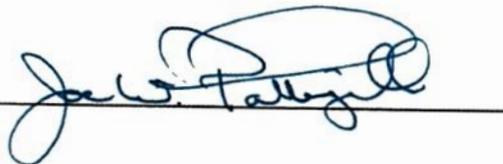
District Specialist I
EMILY BRUNNER

To whom it may concern,

Due to adverse weather in Scott County; heavy rain
(County Soil & Water District)
and flooding in the fall of 2018 and most of all 2019, we have a larger amount of
rollover contracts than normal.

Scott County would like the commission to have
(County Soil & Water District)
program staff explore options to not lose allocation funds for fiscal year 21, due
to these rollovers.

Board Members signature:

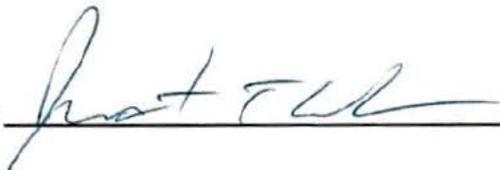
A handwritten signature in blue ink, appearing to read "J. W. Talbot", is written over a horizontal line.

To whom it may concern,

Due to adverse weather in DAVIESS; heavy rain
(County Soil & Water District)
and flooding in the fall of 2018 and most of all 2019, we have a larger amount of
rollover contracts than normal.

DAVIESS would like the commission to have
(County Soil & Water District)
program staff explore options to not lose allocation funds for fiscal year 21, due
to these rollovers.

Board Members signature:

A handwritten signature in black ink, appearing to read "Pat Full", is written over a horizontal line.

To whom it may concern,

Due to adverse weather in Pettis; heavy rain
(County Soil & Water District)
and flooding in the fall of 2018 and most of all 2019, we have a larger amount of
rollover contracts than normal.

Pettis would like the commission to have
(County Soil & Water District)
program staff explore options to not lose allocation funds for fiscal year 21, due
to these rollovers.

Board Members signature: Alan R. [Signature]

To whom it may concern,

Due to adverse weather in Andrew SWCO
(County Soil & Water District); heavy rain
and flooding in the fall of 2018 and most of all 2019, we have a larger amount of
rollover contracts than normal.

Andrew SWCO
(County Soil & Water District) would like the commission to have
program staff explore options to not lose allocation funds for fiscal year 21, due
to these rollovers.

Board Members signature:

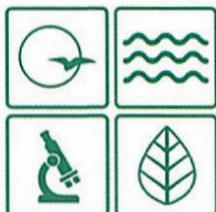
Ronald J. Willis

To whom it may concern,

Due to adverse weather in Lincoln; heavy rain
(County Soil & Water District)
and flooding in the fall of 2018 and most of all 2019, we have a larger amount of
rollover contracts than normal.

Lincoln would like the commission to have
(County Soil & Water District)
program staff explore options to not lose allocation funds for fiscal year 21, due
to these rollovers.

Board Members signature: David Burkemper
Vice Chairman



Missouri Department of dnr.mo.gov

NATURAL RESOURCES

Michael L. Parson, Governor

Carol S. Comer, Director

**MEMORANDUM
2020-012**

DATE: April 22, 2020

TO: All Soil and Water Conservation Districts

FROM:  Jim Plassmeyer, Environmental Manager
Soil and Water Conservation Program.

SUBJECT: Temporary Suspension of Grazing School Requirement

During the meeting on April 17, 2020, the Commission approved the following motion in response to the University of Missouri Extension and NRCS suspending the grazing schools until the end of May.

“Suspend the policy requirement in the DSP 3 grazing practices that the system operator has to attend a grazing school prior to the district submitting the contract for program office approval, until the grazing schools are reinstated by University of Missouri Extension and NRCS. Additionally, require the system operator for the contracts approved under the suspended policy to attend a grazing school prior to the contract being submitted for payment.”

Commissioners asked that this item be added to the agenda for the next meeting which is scheduled on June 24th to receive an update on the suspension of grazing schools and assess if anything else needs to be addressed if the schools get suspend further into the summer.

For districts submitting a grazing system contract for approval under this policy suspension, the following will have to be done when submitting the contract. In the qualifying criteria question for listing the system operator who has attended grazing school, you will put “No one has attended at this time”. You will also need to add a General Note stating that the contract is being submitted following the commission’s exemption to the attending grazing school policy.

Once the system operator has attended a grazing school and the contract is ready to be submitted for payment, you will add the person that attended the school to the qualifying criteria question prior to submitting the payment.

Please contact your coordinator if you have any questions. Thank you.

D.5.

“This following is a temporary policy developed by the State Coordinators of the Missouri Grazing Schools, Selma Mascaro (NRCS) and Craig Roberts (MU Extension).

The 2020 grazing schools in Missouri have been postponed due to the COVID-19 pandemic. It is highly likely that schools will not resume until after May.

The initial postponement is because of Governor Parson’s stay-at-home order, as well as restricted travel and activity for instructors in MU Extension and NRCS. The postponement may continue through May and possibly early summer because of COVID-19 cases projected in Missouri.

The number of cases in Missouri is currently projected to peak in late April or early May. If this holds, cases will plateau then decrease gradually over the months of June and July. Sometime in late May, we can assess the situation and consider re-opening the Missouri Grazing Schools in the summer.

We urge our forage-livestock producers to be patient as we experience this blip in our program. Please consider that the Missouri Grazing Schools are in their 30th year. The program increases the state economy by \$125 million each year and adds jobs to our state. It is a highly effective program, largely because how it is taught—not through a computer, but with hands-on learning and classroom-to-field exercises. We want this prestigious program to remain a prestigious program. So please be patient as we experience this temporary interruption. We are confident that we will be up and running this year, but we do not yet know when. Thank you for your patience.

For more information, please check with your local NRCS or MU Extension office, or contact MFGC at www.mofgc.org, by phone at 573-338-1772, or email ann@mofgc.org. Also check the status on our Facebook page.”

Oregon County Soil and Water Conservation District
18078 US 160, Alton, MO 65606
417-778-7561 Ext. 3

April 17, 2020

Dear Soil and Water Conservation Commission,

The Oregon County Soil and Water Conservation District Board of Supervisors met today via teleconference. One item of discussion was that there are several landowners in Oregon County wanting to establish a rotational grazing system but do not qualify for state cost share at this time. Unfortunately during this Covid-19 pandemic, grazing schools have been cancelled making it impossible for landowners to achieve the grazing school requirement for the DSP-3 grazing system practices.

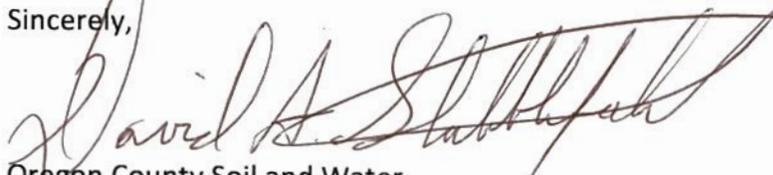
We would like you to consider the following changes for the grazing school requirements during the Covid-19 pandemic:

1. Allow landowners who need to meet the grazing school requirement for a DSP-3.1, DSP-3.2, DSP-3.3, DSP-3.4, or DSP-3.5 practice(s) be allowed to receive an approved contract prior to attending a grazing school.
2. Allow the landowners with said contract the opportunity to complete the practice(s) and receive cost share reimbursement.
3. Once grazing schools are rescheduled and made available within our region, the landowner would have 1 year to meet the grazing school requirement.
4. If the landowner does not obtain their grazing school certificate within 1 year, they must pay back 100% of the cost share reimbursement received.

We hope that these changes would allow Oregon County's cost share program to continue assisting our landowners and their vital role in this county during such trying times. As you know, the rotational grazing system is a great tool that landowners can utilize in order to reduce soil erosion while enhancing the water quality on their farms. Please feel free to contact our office at 417-778-7561 Ext. 3.

Thank you for your consideration!

Sincerely,



Oregon County Soil and Water
Conservation District
Board of Supervisors



Adair County Soil & Water Conservation District

2410 S. Franklin Street
Kirksville, MO 63501
Phone: (660) 665-3274 ext. 3

May 19, 2020

Dear Soil and Water Conservation Commission:

After reviewing the Temporary Suspension of Grazing School Requirement, MEMORANDUM 2020-12, the Adair County Soil and Water Conservation District Board of Supervisors would like to express our support for the changes proposed by the Oregon County SWCD to the memorandum. We ask the commission to adopt the changes to the grazing school requirement policy as put forth by the Oregon County SWCD.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer Schutter".

Adair County SWCD



Osage County Soil & Water Conservation District1315 East Main St
Linn, MO 65051Telephone 573-897-3797
Fax 855-842-7890

May 22, 2020

Soil and Water Districts Commissioners
Soil and Water Conservation Program
PO Box 176
Jefferson City, MO 65102

Dear Commissioners:

The Osage County Soil and Water Conservation District Board of Supervisors supports the Oregon County SWCD's requested changes for the grazing school requirements during the COVID 19 pandemic. We feel these changes mirror those enacted during the drought. We are concerned that the lack of grazing schools this summer will result in overwhelming interest in the upcoming schools, especially since the EQIP program is now requiring grazing school attendance.

We respectfully request that you give Oregon County's proposal due consideration. If you have any questions or would like to visit with our board and staff, please contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles A. Stieffermann".

Charles Stieffermann, Chairman
Osage County SWCD*Cost-Share funds are made available through the 1/10 of 1% Parks & Soils Tax*The U.S. Department of Agriculture (USDA) prohibits discrimination in all its activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication for program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202)720-2600 (voice and TDD).To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326W, Whitten Building, 14th & Independence Ave., SW Washington, D.C. 20250-9410 or call (202)720-2964 (Voice or TDD). USDA is an equal opportunity provider and employer.

812 Progress Drive
Farmington, MO 63640
(573) 756-6488
FAX: (573) 756-8719

ST. FRANCOIS COUNTY SWCD

May 27, 2020

Soil and Water Conservation Program
Jim Boschert, Planner III
Missouri Department of Natural Resources
Soil and Water Conservation Program Commissioners and Staff
P.O. Box 176
Jefferson City, MO 65102

Dear Commissioners:

The St. Francois County Soil and Water Conservation District would like to ask the Commissioners to grant a variance and pay on Contracts 0028; 0029; 0031; 0032; and 0034 on [REDACTED] due to a misunderstanding of these practices being started prior to contract approval.

District Technician Vince Kauflin, said that he had made the seeding sheets based on the conversation with the Landowner and discussed the specifications and planting dates.

Due to miscommunications the Contracts were not made until after the landowner had planted the cover crops. The Landowner did everything according to specifications and photos were taken.

We are asking for your consideration in paying these Contracts as the landowner did everything correctly.

cc: Jacob Wilson
Environmental Specialist III



James Plummer
SWCD Chairman
St. Francois County SWCD
812 Progress Drive
Farmington, MO 63640

St. Francois County SWCD Supervisors
James Plummer, Chairman
Glenn Jarvis, Vice Chairman
Warren Shelley, Treasurer
Kendra Graham, Secretary
Kenny Kollmeyer, Member

.....

Pemiscot Soil and Water Conservation District

1206 Highway 84 West
Caruthersville, MO 63830
Office Phone (573) 333-0751

June 16, 2020

Soil and Water Districts Commission:

RE: SGE 015-20-0025
Cover Crop

Dear Commission:

I am writing this letter in regards to the above referenced contract being denied for payment. The contract was returned to Karen stating the following reasons:

1. The section number in MOSWIMS does not match any of the documentation.
2. The certification worksheet indicates that the cover crop was planted prior to board approval date.
3. Practices started prior to board approval cannot be paid and to contact my district coordinator for guidance.

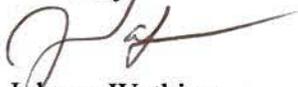
Karen went back and checked all of these items with the information in the file. [REDACTED] did not plant the crop until 10/02/20. The date on the Contract was 10/01/20 and was signed and dated correctly by [REDACTED] and Mike Crafton. Our board member, Mr. Mike Milam mistakenly put the date of 10/08/20 instead of 10/01/20 and Karen did not catch this mistake when it was signed or before she presented it in the computer for payment. Karen said that it was her mistake for not double checking while being signed. The Cover Crop Certification Worksheet completed by Mike Crafton has the date planted 10/02/20.

The section date is correct in MOSWIMS. Karen went by the section number that was on the Cover Crop Certification Worksheet and Agron-340. Once again when she attached the map along with the other documents she did not notice the section being 7 instead of 4 on the map. I am assuming it was a typo on the map used. I have talked to Karen about this matter, she takes full responsibility for not paying closer attention to the dates on the documents before they were scanned for payment of the cover crop. [REDACTED] is a board member of Pemiscot County and has been the strongest influence in the county for pushing Pemiscot to cost-share on cover crop and has been planting cover crop himself.

I am attaching the documents to show the mistakes and the documents that show he planted after the Contract was approved. I would ask that you approve payment for contract SGE 015-20-0025 for [REDACTED]. There is no excuse for the mistakes that Karen made on this contract payment. I have talked to Karen and told her to pay closer attention to every date and document before submitting any other contract payments.

Thank you for taking the time to review this matter.

Sincerely

A handwritten signature in dark ink, appearing to read 'Johnny Watkins', with a long horizontal flourish extending to the right.

Johnny Watkins
Pemiscot SWCD
Board Vice-Chairman



Ozark County
Soil and Water Conservation District

Phone 417-679-4876 Fax 417-679-2235
P.O. Box 476 260 Suite 1, Main Street
Gainesville Mo. 65655

June 9, 2020

Jim Boschert,

Please review contract GM 097-20-0133,
When the 3.2 was installed off existing well it was found that a new
pressure tank was needed. The contractor installed pressure tank. We
did write a contract and make payment at that point for the pressure
tank. We are asking DNR to pay contract payment as that well services
the tanks hooked to it.

Thank You,
Ozark County Soil and Water

Employees: Melisa Myers
Laramie Johnson

Board Members: J.D. McKee –Chair
Marty Morrison—Vice Chair
Taylor Young—Secretary
T.J. Lewis—Treasurer
Travis McConnaughy—Member