



Jeremiah W. (Jay) Nixon, Governor • Harry D. Bozoian, Director

## DEPARTMENT OF NATURAL RESOURCES

dnr.mo.gov

DEC 27 2016

Mr. Patrick Heaps, Chairperson  
Region R, Southeast Missouri Regional Planning Commission  
321 N. Main St.  
Perryville, MO 63775

Dear Mr. Heaps:

The Missouri Department of Natural Resources' Solid Waste Management Program (SWMP) has completed its financial monitoring of Region R Southeast Missouri Solid Waste Management District (District) pursuant to section 260.325.9 RSMo for the periods ending June 30, 2015 and June 30, 2016. The SWMP monitoring visit was conducted on October 26, 2016. Monitoring reviews are part of the SWMP's oversight of solid waste management district activities to ensure public moneys are fully accounted for and appropriately reported upon, and to promote fiscal accountability at the district level. The SWMP is committed to working cooperatively with the District to ensure compliance with the solid waste management laws, the district grant rule and the Department of Natural Resources' Solid Waste Management General Terms and Conditions.

The District encompasses the counties of Bollinger, Cape Girardeau, Iron, Madison, Perry, St. Francois and St. Genevieve. The District's counties' population from the 2010 census is 213,368.

### Financial Review

The subgrants reviewed were the following:

R2014-002 MRC Recycling Hopper Purchase

**Findings:** None

R2014-005 Bollinger County Recycling Center Operation Expenses

**Findings:** None

R2014-006 City of Fredericktown Baler Purchase

**Findings:** Three (3) competitive bids not received

**Note:** The District states a "no bid" was received from a third vendor, but that documentation could not be found.

**SWMP Recommendation:** A "no bid" response from a vendor may be counted toward the requirement for three (3) competitive bids assuming the vendor could have provided the products/service. The SWMP requires the District to follow RSMo, Chapter 34 (State Purchasing and Printing). A minimum of three (3) competitive bids are required for all solicitations; the bid awards shall be let to the lowest and best bidder and all bids shall be filed in records. All Districts and district subgrantees must retain all bid documentation in files as set forth in the General Terms and Conditions, I.E. Retention and Custodial Requirements for Records.



Recycled paper

Mr. Patrick Heaps  
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R2015-001 District Operations  
**Findings:** None

R2015-006 Bollinger County Recycling Center Safety Updates  
**Findings:** Three (3) competitive bids not received  
**SWMP recommendation:** The SWMP requires the District to follow RSMo, Chapter 34 (State Purchasing and Printing). A minimum of three (3) competitive bids are required for all solicitations; the bid awards shall be let to the lowest and best bidder and all bids shall be filed in records. Vendors should be looked at for a 12-month period.

R2015-007 Jack Kaufmann's In-The-Green Productions Presents Jack Kaufmann  
**Findings:** None

R2015-008 Holcim Inc. Ste. Genevieve Annual HHW & Electronics  
**Findings:** None

R2016-001 District Operations  
**Findings:** None

The Quarterly Project Financial Summary Reports balance to the bank statements.

The financial review does not indicate the need for a financial statement audit. The program review will be completed at a later date. After the program review, the final determination of need of financial statement audit will be determined.

**Reminder:** A minimum of three (3) bids are required for all solicitations for \$3,000.00 and over. Items should be looked at for a 12-month period.

We appreciate your assistance with these monitoring efforts. If you have any questions, please contact Ms. Debbie Ickes at (573) 526-3937 or by email at [debbie.ickes@dnr.mo.gov](mailto:debbie.ickes@dnr.mo.gov).

Sincerely,

SOLID WASTE MANAGEMENT PROGRAM



Jeffrey T. Heisler, Chief  
Operations Section

JTH/dil

c: Mr. David Grimes, Planner, Region R, Southeast Missouri Solid Waste Management District