

WORK PLAN

BLACK HAWK COUNTY SOIL CONSERVATION DISTRICT

BLACK HAWK COUNTY IOWA

March - 1946

PURPOSE

Black Hawk County District Work Program states the purpose of the District and the general objectives to be accomplished through district operation.

This Work Plan has been prepared to provide a plan of action that will accomplish these objectives. It outlines in so far as possible how and by whom the work is to be done. The Calander of Work covering a twelve-month period is included in the appendix.

Local leaders, representatives of State and Federal Agencies and others have assisted the Commissioners in the development of this Work Plan. All of these people plan to take an active part in carrying out various phases of the Conservation Program for the District.

ADMINISTRATION

By due process of Iowa law the District Commissioners are responsible for the administration of the District Program. Because of this the Commissioners will need to consider the following important administrative matters in their direction of the District Program:

1. Hold regular Commissioners meetings and Special meetings as they are needed.
2. Request assistance from Federal, State, local agencies, organizations and individuals.
3. Request and receive assistance and guidance from the State Conservation Committee in the conduct of District business.
4. Determine the type of Program that is to be followed in the District.
5. Coordinate the efforts of those whom they have asked to assist them in the District Program.
6. Provide procedures whereby individuals and groups can ask for and receive assistance from the District.
7. Approve applications for assistance and determine the priority in the granting of that assistance.
8. Review and approve all Conservation Farm Plans.
9. Delegate certain responsibilities to others as they may see fit.
10. Provide for the establishment and supervision of Soil Conservation Demonstration Plots.

POLICY RELATIVE TO ASSISTANCE IN ESTABLISHING

SIMPLE CONSERVATION PRACTICES

Experience has shown that most farmers are more interested in a complete farm plan after they have had some experience with simple conservation practices. For this reason, particular emphases will be placed upon securing the adoption of these practices during the first year of District operation. This policy will serve two purposes: First, a large number of people will become acquainted with one of the more easily established conservation practices. Second, such practices will enable prospective cooperators to make progress on their conservation program.

As far as possible, this type of work will be carried out by means of a number of method demonstrations. The District Commissioners will look to the County Extension Director for considerable assistance in this phase of the work. They will also appreciate the assistance of farm leaders, and other agencies in carrying out demonstration work.

INFORMATION AND EDUCATION

General responsibility for Education is with the Extension Service. Information releases should be prepared and made available to all local papers and the radio. Editors will cooperate in giving publicity to the activities and accomplishments of the district.

Publication on conservation will be made available by the Farm Bureau, Public Schools and other interested agencies.

Exhibits will be prepared where they will tell the story of Soil Conservation practices to the most people.

Demonstrations will be established and training schools conducted to acquaint the people with the entire program. Activities will center around groups in particular watersheds to show the value of group cooperation.

FORMATION OF GROUPS FOR FARM PLANNING

It is suggested that people who are interested in any soil conservation program for their farms arrange for a meeting at one of the homes or at a local school-house and ask for someone who is familiar with the program to explain the details to them. This person may be the County Extension Director, District Commissioner, Soil Conservation Technician or some cooperator who has a conservation program in operation. Such requests for information may be left with the County Extension Director or the Soil Conservation District Office. In most cases, the Extension Director completes the arrangements for such meetings. If, following this discussion, there are several of those present who wish to proceed with conservation plans for their farms, they should make application to the District Commissioners for conservation surveys and assistance with farm plans.

The Commissioners will review such applications as they are submitted and determine the priority of assistance to the different groups. This priority will be established after considering the interest, location with respect to problem area, the size and compactness of each group and the time of application. A group of eight to twelve is the most desirable. It is also preferred that the group consist of adjacent, or nearly adjacent farms.

PROBLEM AREA RECOMMENDATIONS

BLACK HAWK COUNTY S.C.D.

Problem Area		Existing Condition				Recommendations			
No.	Problems	Soil Type	Slope %	Erosion	Capa- bility	Use	Rotation	Soil Treatment	Conservation Practices
1	Organic Matter	O'Neill	0-7	Slight	III	Cropland	C-Sg-M-M	Green Manure	Contouring, buf-
	Wind Ero-	Clinton	Serious	to			C-C-Sg-	Winter Cover Crop	fers
	sion	Sandy					M-M-M	Lime, fertilizer	Strip Cropping, Waterways
2	Droughty	Phases	7-11	Serious	IV	Hay and Pasture	C-Sg-M	4yrs. Lime, fertilizer	Contour tillage
	Acidity		Excessive	to			Sg-M	4 Yrs.	Gully control
	Water- Erosion								
3	Severe Erosion	Sandy Phases	7-11	Excessive	V	Woodland Wildlife			Planting, game cover.
	Acidity, Mapped		Excessive						
	Droughty, Organic Matter								
4	Drainage Protec. from over-Series flow, Acidity	Cass Wabash	0-1	None to some	I	Cropland	C-C-Sg-M	Lime, fertilizer	Open-ditching, tile, diversion ditches
			Over 20				C-C(SOCL)		
5	Long - slopes	Tama Silt loam	2-10	Little to Moderate	I	Cropland	C-C-Sg-M	Lime, fertilizer	Contouring, Strip
	Acidity	Carrington loam & Silt loam	Serious				C-C-Sg-M-M	Green Manure	Cropping, Grass-
							C-OSCL-C		waterways, Ter-
6	Drainage Rotations	Manahage Carr-ington loam & Silt loam	0-2	Little	I	Cropland	C-C-Sg-M	Lime, fertilizer	Tilling
			Excessive				C-C-O-M-M	Deep rooted legumes.	
								C-OSHL-C-0-M	

THE DEVELOPMENT AND APPLICATION OF FARM PLANS

The Commissioners have adopted the policy of granting preference to groups for farm planning. This policy will be followed unless the Commissioners determine that it is to the best interest of the District to establish single farm demonstrations. Such single farm demonstrations may be used to create interest and stimulate future group development.

The first step in the development of a farm plan is the preparation of a soil conservation survey. This survey will show the slope, soil type and erosion conditions, on farms included in the planning group. cooperators can use this survey as a guide in developing their conservation program. This survey will also become a part of the farm plan.

Much of the farm planning work will be accomplished in a series of three or four planning meetings. At these planning meetings the technician will provide information relative to the particular phase of work under consideration. Each farmer will then plan the control measures which are necessary and applicable to his particular farm by indicating his intentions on the working copy of his farm map. The technician will thus provide information and suggest alternate solutions for their consideration and discussion, and each farmer will make decisions relative to his own farm and plan the application of the measures which applies to his particular farm.

After plans are complete they will be incorporated in cooperative agreements between cooperating farmers and District Commissioners.

Each farmer is responsible for putting his plan into effect.

TECHNICAL ASSISTANCE

Technical assistance will be furnished cooperating farmers through the assistance made available by the Soil Conservation Service, Extension Service, Iowa State College, State Conservation Department, vocational agricultural teachers, or any other groups or agencies who have technically trained people available. All technical assistance will be directed toward the development and completion of the District program and plan.

RECOMMENDATIONS

General recommendations for each of the problem areas are listed in the preceding chart (Page 2A). Additional recommendations are provided below:

LAND USE

Proper land use will be considered in all land areas of the district. The capabilities of the land will be the major factor in determining its use, whether it be cropland, grassland, woodland, wildlife areas, or recreational land. These capabilities will be determined from the conservation surveys, the recommendations for use of these land capabilities will follow the recommendations prepared by the Soil Conservation Service, the Iowa Experiment Station and the Extension Service.

Cropland

The following general practices are recommended for cropland in the district:

- (a) Rotations should be suited to the soil conditions and requirements of

the farmer insofar as his needs do not exceed the capability of the land. Most rotations will include one or two years of clean crops and a year of small grain. All rotations should include one or more years of legume or legume-grass mixtures. A chart with recommended rotations is included, which will serve as a guide.

- (b) Acidity should be corrected as to need by application of limestone.
- (c) Organic matter which includes barnyard manure, crop residues and green manures should be carefully conserved in keeping with good farm practices. Changing farm conditions may make it necessary to change these practices, such as corn infestations.
- (d) Grass waterways should be used in all cropland fields making sure that waterways are wide enough to carry the flow of water from the areas drained.
- (e) Erosion control practices should be used on lands which have more than 3% slope. Contouring is adapted to slopes from 3% to 12%, but it is more effective on slopes from 5% to 6%.

Strip cropping, the alternate growing of meadow and grain or corn in strips, should be considered on very long slopes or slopes of more than 5%.

Terraces are adapted to long slopes of 5% to 10%.

- (f) Fertilizers should be applied where experience indicates a need. The application of at least 200 pounds of 0-20-0 in each rotation, applied to the oats with legume seeding, is recommended. Best results are generally obtained when the soil has been limed.

Pastureland

Farm plans will provide for the improvement of existing permanent pasture lands, the treatment of land to be retired to permanent pasture and the development of supplementary pastures to provide adequate grazing throughout the growing season.

Lime, phosphate, reseeding, rotation grazing, weed clipping, and contour working of pasture land will be recommended. Lime should be applied six months prior to reseeding. Two hundred to three hundred pounds of 0-20-0 should be applied at the time of seeding and thoroughly worked into the soil.

On soils of low fertility which have been limed, sweet clover should predominate in the seeding because of high productivity, low seed cost, heat resistance and the ability to reseed itself. Acid soils may best be seeded to red clover and Alsike. Inoculation of all legumes is recommended.

General reseeding mixtures of five pounds sweet clover, three pounds red clover and three pounds of Alsike clover is recommended for neutral soils. Three to four pounds of timothy and bluegrass each should be added to the above mixtures if the existing grass is thin.

Brom grass-alfalfa mixtures for pastures is one of the most productive and palatable types of pasture. Soils of medium to high fertility that are well-limed and well-drained will give the best production.

Gully Control

The recommendation for the control of gullies is dependent upon so many variable factors that no attempt will be made to include specific recommendations in this Work Plan. It will be the policy of the District Commissioners to provide assistance with these problems as they arise and first consideration will be given to control measures which may be used on the drainage area contributing to the flow into the gully.

Diversion Ditches

Diversion ditches will be used to protect bottomland from damage by hillwater. The channel capacity and grade in those diversions will be determined by the amount of water which they will carry. In general the grade will be flat enough to avoid erosion in the channel.

Terraces

Terraces should be recommended wherever long slopes are encountered. They are not recommended on slopes over 10% because of construction difficulties. Terraces should be laid out to recommended spacings and grades and should have satisfactory terrace outlets. The plow method of terrace constructions is recommended.

Drainage Enterprises

Consideration will be given to drainage problems encountered on individual farms and to the drainage problems of larger groups; either legally organized drainage districts or unorganized groups. Before consideration will be given to requests for assistance, the interested parties must submit a written request to the District Commissioners, requesting the assistance desired.

The District Commissioners recognize the responsibility of the County Board of Supervisors in the matter of legal drainage enterprises. If assistance is desired by and for such a drainage district, the request should be directed to the Soil District Commissioners and signed and submitted by the County Board of Supervisors. Such work will be covered by appropriate memorandum of understanding and working agreements.

If an organized group or an individual wishes to request assistance, the application should state the assistance desired and should be signed by the individuals concerned.

The Commissioners will give consideration to the following points when passing upon requests for technical assistance in the development of drainage plans:

1. The applicants must be properly organized to carry out the project, after the surveys are completed.
2. The Commissioners will want assurance that the applicants will install the improvements if the survey indicates that the proposal is technically and economically sound.
3. Plans should include provision for maintenance of the improvements.

4. The project should be coordinated with a land use and soil conservation program in order to protect the improvement from impairment by silting. These provisions do not of necessity have to precede the drainage work; however, they should be given consideration in the development of the long-time plans.

COOPERATION WITH OTHER AGENCIES

The Extension Director, with the assistance and direction of the local Farm Bureau, will include soil conservation in the county's agricultural education program. The Farm Bureau Soils Committee will assist the district commissioners in the selection and informing of community representatives, who, in turn, will assume responsibility for developing the district's program in their locality.

Production and Marketing Administration

The PMA, through its county and township committeemen, will assist the district soil conservation educational, demonstrational, and training school activities. The PMA committeemen will encourage farmers to adopt land use and erosion control practices needed in their area.

Farm Security Administration

The local Farm Security representative, through meetings and other contacts, will encourage their clients to adopt soil conservation practices, and will assist them in laying out and establishing these practices.

Extension Service

The Extension Service will provide the leadership in planning and carrying on the district's educational program. It will also provide technical recommendations and assistance in determining the problems of the district and the solution to them.

Soil Conservation Service

The technical personnel assigned to the district will assist the commissioners in conducting surveys and other studies which may be necessary in the development of the district program. They will assist farmers to develop land use and effective erosion control plans for their farms.

State Conservation Commission:

The district commissioners will call upon the State Conservation Commission for assistance in developing and maintaining the district's wildlife and game management program.

Schools

The County Superintendent of Schools will cooperate with the district in bringing Soil Conservation information to the attention of the teachers in the schools. Special schools on soil conservation will be held for rural school teachers. Subject matter relative to soil conservation will be made available to the schools of Black Hawk County.

Vocational agricultural departments will include soil conservation in their curriculum. They will assist in conducting and establishing soil conservation

demonstrations in the community serviced by their school. They will hold demonstrations for their classes.

Four-H

The 4-H Clubs, under the guidance of the County Extension Director will co-operate with the district in carrying on educational work in soil conservation. Soil conservation projects will be included in the 4-H club program. They will also hold meetings, tours, and demonstrations on land use and the establishment of erosion control practices.

Highway Commission and County Board of Supervisors

The County Board of Supervisors will assist the district commissioners in making a study of erosion problems which are directly related to highway construction and maintenance. Where ever possible, if funds are available, the local supervisors will cooperate with the district. The County Engineer and board of supervisors will cooperate with the farmers in the district in establishing erosion control practices which will be beneficial both to the farmer and the county road program.

Similar cooperation will be asked of the State Highway Commission.

Chamber of Commerce

City organizations realize the value of Soil Conservation to the entire community. They stand ready to cooperate in every possible manner.

Other Agencies

The district commissioners will seek the cooperation of lending agencies in order that more conservation may be applied to the land under loan or supervision. Also all other agencies will be given opportunity to contribute to the program.

Woodland

Land to be devoted to woodland will ordinarily be land not suited for cropland or productive pasture. Practices recommended will include protection from fire and grazing, selective and improvement cuttings and new plantings of adapted species. The proper management of the woodland area as well as the usual conservation practices on the other land contribute to the development of desirable conditions for game production. The District Commissioners desire to cooperate with the State Conservation Commission and local sportsman's clubs in this phase of the work and it is expected that more specific plans for cooperation will be developed as time permits.

REPORTS

The District Commissioners will furnish cooperating agencies such reports as are requested, in order that those agencies may have a record of the progress of the District. Records will be kept which adequately reflects the progress and accomplishments to date. The Commissioners will expect the technicians who are assigned to the District to assist in collecting progress information for use in these reports.

REVISION

This Work Plan of the Black Hawk County Soil Conservation District will be revised from time to time as experience and need indicate. Suggestions from

farmers, landowners, cooperating agencies and other interested individuals are invited at all times. Whenever, in the opinion of the District Commissioners, these suggestions would result in increased efficiency of operation, they will be incorporated into the Work Plan. The District Commissioners will review this Work Plan at least once a year to determine whether or not revision is needed and to make such changes as are necessary.

COUNTY SOIL CONSERVATION
DISTRICT

Date

By _____
Chairman, District Governing Body

The signing of this Work Plan was authorized by a resolution of the _____
County Soil Conservation Commissioners adopted at a meeting held on _____

Date

Secretary, District Governing Body

BLACK HAWK COUNTY S.C.D.

Organization &
Administration

CALENDAR OF WORK

Period Ending
31 Dec. 1946

WHAT	WHERE	HOW OR HOW MANY	WHO	WHEN
Approval of Program & Memo of Understanding Approval of Work Plan Sign Supplemental Memorandum of Understanding	Dist. Office		Dist. Commissioner Dist. Conservationist County Extension Director	Mar. 31, 1946
Commissioners' Meetings	Dist. Office	1 or more each Month	Dist. Commissioners County Extension Director Dist. Conservationist & others	
Twp. Farm Bureau Meetings with Soil Conservation Discussion Topic	Twp. Meeting	18	Dist. Commissioners County Extension Director	March 1946
H-H Club Interest Meetings		14	County Extension Director	During Year
Contour Lay Out Demonstrations		16	County Extension Director Dist. Conservationist Work Unit Conservationist	April
News Items		30	County Extension Director Dist. Conservationist Work Unit Conservationist	
Exhibits		5	County Extension Director Dist. Conservationist	
Terrace Demonstrations		1	Work Unit Conservationist	
Plowing Contest		0		
Group Organization Meetings		10	Dist. Commissioners County Extension Director Dist. Conservationist	Throughout year
Radio Broadcasts		6	County Extension Director Dist. Commissioners Dist. Conservationist Work Unit Conservationist	
School & Community Clubs, Interest Meetings		As request- ed	Dist. Commissioners County Extension Director Dist. Conservationist	

FARM PLANNING AND APPLICATION

WHAT	WHERE	WHEN	WHO	HOW MANY	GOAL
Planning Meetings 1st Group (etc.) Individual Planning		August	Work Unit Conservationist	8	6
2 Groups		Sept.	Work Unit Conservationist	8	6
3 Groups		Oct.	Work Unit Conservationist	8	6
4 Groups		Nov.	Work Unit Conservationist	8	7
Contour Lay Out		Nov. for 1947		2000A	2000A
Terrace Construction		Sept.		5000 Ft.	5000 Ft.

BLACKHAWK COUNTY SOIL CONSERVATION DISTRICT
BLACK HAWK COUNTY, IOWA
March 6, 1956

AMENDMENT TO WORK PLAN

The following policies and procedures which have been developed and put into action by the commissioners of this District, are hereby made a part of the Work Plan of this District. This amendment to be attached to and made a part of the Work Plan of the Blackhawk County Soil Conservation District, dated March, 1946, and void all previous policies and procedures not in accord herewith.

These additions and/or changes to the above Work Plan are contained in the minutes of the commissioners of this District.

January 4, 1955

The commissioners will hold a yearly tour of District cooperator farms during the month of August.

February 1, 1955

Iowa Memorandum #2 dated August 23, 1954, concerning Farm Conservation Planning is adopted as the planning procedures for use in this District.

April 5, 1955

The District governing body hereby gives authority to the Work Unit Conservationist to commence work on Class "E" and "D" group enterprize jobs prior to the governing body's approval of the farmers group enterprize request in cases where the job is to be started before the governing body may be able to review and approve said request.

April 5, 1955

Iowa Memorandum #13, Engineering Policies and Procedures - Iowa, dated March 15, 1955, is adopted as the engineering policies and procedures for use in this District.

July 5, 1955

The following procedures are adopted for appointment and functioning of a nominating committee for the election of a District commissioner in this District:

1. A total of at least three farmers to serve as a nominating committee will be appointed by the District governing body.
2. All past District commissioners will automatically be appointed as members of the nominating committee.

3. The retiring District commissioner who will create the vacancy for which the election is to be held will automatically be appointed as a member of the committee.
4. The commissioner whose term of office is expiring and wishes to be nominated for re-election will not be eligible to serve on the nominating committee.
5. It will be the responsibility of the nominating committee to secure and complete the nominating petitions for at least two nominees to run for the election of the District commissioner. It will also be the responsibility of the committee to see that nominating petitions for nominees other than those secured by the committee are completed.

Wayne C. Mark
Wayne C. Mark, Chairman

Doris Blankenship
Doris Blankenship, Secretary

Harold Bauer
Harold Bauer

Gerald Bedard
Gerald Bedard

The approval of the above amendment to the District Work Plan is contained in the minutes of the Blackhawk County Soil Conservation District commissioners dated March 6, 1956.

BLACKHAWK COUNTY SOIL CONSERVATION DISTRICT
BLACKHAWK COUNTY, IOWA
February 1, 1955

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November 8, 1946

The first Tuesday of every month is designated as the regular meeting date of commissioners meetings.

October 7, 1947

Responsibilities for parts of the District program will be assigned each commissioner by the chairman.

January 2, 1951

Farm Plan Presentation Meetings will be held to present the completed farm conservation plans to each cooperator. These plans to be reviewed with the cooperator by the commissioners and presented to the cooperator by the commissioners. These presentation meetings will be held in winter months during the afternoon of the regular commissioners meeting date.

February 6, 1951

Each commissioner is to appoint an assistant commissioner from his area of the county. The appointments are to be approved by the District governing body. Their services will be utilized in assisting in the carrying out of the District program.

September 4, 1951

The chairmanship of the District governing body will be rotated. The commissioner having four years left to serve will automatically become chairman at the regular commissioners meeting in September following the election of the commissioner in August.

April 1, 1952

The progressive plan procedure is adopted and will be used in the farm planning program in this District.

August 5, 1952

The District governing body will cooperate with the Coordinated Council of Sportsmen's Clubs of Blackhawk County in sponsoring a Conservation Workbook program in the schools of Blackhawk County.

September 2, 1952

The applicable parts of the Work Unit Analysis for Blackhawk County as developed by the U. S. Soil Conservation Service, September 2, 1952, are to be used as guides in carrying out the District program.

November 4, 1952

The Certificate of Merit developed by the State Soil Conservation Committee is to be used in making recognition awards to outstanding conservation farmers in the District.

November 4, 1952

The commissioners will prepare and send out a periodic newsletter to all District cooperators in January, late March, and September of each year.

March 3, 1953

The District governing body will employ a full time clerical assistant from State funds allocated to the District.

October 6, 1953

The development and use of small watersheds is to be the basis of group action in this District.

September 7, 1954

The minutes of meetings of the District commissioners will record the names of absent members as well as members present for the meetings.

July 6, 1954

The hiring of conscientious objectors as temporary seasonal help is approved.

Harold G. Bauer, Chairman

Harold G. Bauer

Doris Blankenship, Secretary

Doris Blankenship

Wayne Mark
Wayne Mark

J. E. Entz

J. E. Entz

The approval of the above amendment to the District Work Plan is contained in the minutes of the Blackhawk County Soil Conservation District commissioners dated March 1, 1955.

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*file - Work Plan
JES*
Office Memorandum • UNITED STATES GOVERNMENT**TO :** H. Waldorf, WUC, SCS, Waterloo**DATE:** Marion, Iowa
May 27, 1955**FROM :** Harlon H. Backhaus, Area Conservationist**SUBJECT:** Amendment to Work Plan - Blackhawk SCD

Attaching a copy of a letter from Mr. Frank H. Mendell, State Conservationist, to this office pertaining to the amendment to work plan of the Blackhawk County Soil Conservation District.

From all appearances the amendment listing the revisions pertaining to policy were well received by the State Committee as well as the Soil Conservation Service. Please pass on the comments in the attached letter to the district governing body in the next commissioners' meeting.

As indicated in the attached letter we have retained one copy for use in Area 6. If by chance you do not have a copy at Waterloo please advise and we will reproduce same.

Harlon H. Backhaus

Attachment

C
O
P
Y

Des Moines, Iowa
May 26, 1955

To: Harlon H. Backhaus, Area Conservationist,
SCS, Marion, Iowa

From: Frank H. Mendell, State Conservationist

Subject: Amendment to Work Plan, Blackhawk SCS

The State Soil Conservation Committee has reviewed the revised work plan for the Blackhawk County Soil Conservation District and has returned their comments to us. We have made the following distribution for the revised work plan:

- 1 copy for Washington Office
- 1 copy for State Office
- 1 copy for State Conservation Committee
- 1 copy for Extension Soil Conservationist
- 1 copy returned to Area 6

The State Soil Conservation Committee congratulates the district governing body in Blackhawk District for taking the time and effort to revise their work plan. The additions to the work plan were well brought out and indicated the exact date of action taken. They particularly liked the part having to do with the assigning of definite responsibilities to members of the district governing body and the plan whereby farm conservation plans were reviewed with the farmer and the district commissioners at one of their regular meetings. They noted that practically all of the new developments that have come about in the past several years were considered in this plan for revision. Other items worthy of mention were the work in the educational field carried on by the district and the sportsmen's clubs, method of recognizing outstanding work in the conservation field, and the plan of using news letters to acquaint cooperators with activities. All of the items mentioned should assist the district a great deal in carrying out their over-all job of supervising soil conservation work in the Blackhawk District.

Harlon Backhaus, AC

March 2, 1955

H. W. Waldorf, WUC

Amendment to Work Plan

Enclosed are copies of "Amendment to Work Plan". Would you please make distribution of these copies. We have kept one copy for the District file and one copy for the SCS file.

Office Memorandum • UNITED STATES GOVERNMENT

TO : H. Waldorf, WUC, SCS, Waterloo

Marion, Iowa
DATE: February 24, 1955

FROM : Harlon H. Backhaus, Area Conservationist

SUBJECT: Amended District Program and Work Plan

This letter to confirm our telephone conversation in the proposed procedure to be used in amending district programs and work plans.

It will be satisfactory to proceed proposed amendment as discussed previously and as per copy attached. The contents seem to be satisfactory. However, it should be signed not only by the Chairman but also by the Secretary of the district governing body. We should also note thereon the date that this was agreed upon, and that it has been reported in the minutes of the district commissioners.

As to the number of copies needed, please forward six signed copies to Area office and we will make further distribution.

Harlon H. Backhaus

Attachment

BLACKHAWK COUNTY SOIL CONSERVATION DISTRICT
BLACKHAWK COUNTY, IOWA
February 1, 1955

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The progressive plan procedure is adopted and will be used in the farm planning program in this District.

August 5, 1952

The District governing body will cooperate with the Coordinated Council of Sportsmen's Clubs of Blackhawk County in sponsoring a Conservation Workbook Program in the schools of Blackhawk County.

September 2, 1952

The applicable parts of the Work Unit Analysis for Blackhawk County as developed by the U. S. Soil Conservation Service, September 2, 1952, are to be used as guides in carrying out the District program.

November 4, 1952

The Certificate of Merit developed by the State Soil Conservation Committee is to be used in making recognition awards to outstanding conservation farmers in the District.

November 4, 1952

The commissioners will prepare and send out a periodic newsletter to all District cooperators in January, late March, and September of each year.

March 3, 1953

The District governing body will employ a full time clerical assistant from State funds allocated to the District.

October 6, 1953

The development and use of small watersheds is to be the basis of group action in this District.

September 7, 1954

The minutes of meetings of the District commissioners will record the names of absent members as well as members present for the meetings.

July 6, 1954

The hiring of conscientious objectors as temporary seasonal help is approved.

March 24, 1954

Mr. Harold Bauer
R. #1
Jesup, Iowa

Dear Mr. Bauer:

Attached are the motions and other matter which have been put into practice in the district since the work plan was developed in 1945.

At the next commissioners meeting, April 6, 1954, the revision of the 1945 district work plan is scheduled to be accomplished.

Will you please look these items over and check those you believe should be incorporated in the revised work plan.

Please bring this material with you to the commissioners meeting.

Sincerely,

H. W. Waldorf