

Department of Soil Conservation

JUN 18 1975



Grimes State Office Building / Des Moines, Iowa 50319

Telephone: (515) 281-5851

William H. Greiner, Director

June 13, 1975

TO: ALL SOIL CONSERVATION DISTRICT COMMISSIONERS AND STATE CLERKS

The 66th Iowa General Assembly has passed legislation during this session which will change the manner in which soil conservation district commissioners are elected. The legislative bill was known as House File 54. It has passed both houses of the General Assembly and has been signed into law by Governor Ray. The effective date of the act is July 1, 1975. A copy of the legislative act is enclosed for your review.

The purpose of this letter is to acquaint commissioners and clerks with the manner in which the elections will be conducted. There are some important items in the bill which should be called to your attention. These are listed on the attached sheet entitled "Main Points of House File 54".

It should also be noted there will be no more special elections for soil conservation district commissioners after July 1, 1975. The next election of commissioners will take place at the November 1976 general election. The commissioners will run on a non-partisan ballot and probably will appear on the ballot in the same area as county public hospital trustees and regional library trustees.

You will note at the bottom of this letter the names of all commissioners currently serving in your district, the date that each commissioner's term would have expired under the present law, and the date the term will expire under the new law. Reference is made to the subsections under Section 3 of House File 54 which were used to determine the expiration dates of terms for all commissioners.

If there are any questions regarding the new law, please do not hesitate to let this office know.

Sincerely yours,

William H. Greiner

William H. Greiner
Director

Commissioner	Term Expires As Per Present Law	Term Expires As Per New Law	HF 54 Sec. 3 Ref.
Caleb Knutson	4-12-81	1-2-77 or 1-3-83	4a
Gary Walters	4-12-81	1-2-77 or 1-3-83	4a
Martin Broer	4-12-79	1-2-81	4c
Carroll Hobson	4-12-79	1-2-81	4c
Kermit Whitehead	4-12-77	1-2-79	4b

State Soil Conservation Committee Members

Donald Johnson, Fairfield
Chairman

J. Thomas Kenny, Akron
Vice Chairman

George Annan, Clarinda
Sherry R. Fisher, Des Moines

Walter Hagen, Waterville
Carroll J. Hobson, Eldora

Gerald Norland, Cylinder
Robert R. Welp, Ft. Dodge

AN ACT

CHANGING THE MANNER OF ELECTION OF SOIL CONSERVATION DISTRICT COMMISSIONERS, AND RELATING TO THE STATUTORY PROVISIONS FOR ESTABLISHMENT OF SOIL CONSERVATION DISTRICTS AND FOR FILLING CERTAIN NONPARTISAN OFFICES AT THE GENERAL ELECTION.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

Section 1. Section four hundred sixty-seven A point three (467A.3), subsection one (1), Code 1975, is amended to read as follows:

1. "District" or "soil conservation district" means a governmental subdivision of this state, and a public body corporate and politic, organized ~~in accordance with the provisions of this chapter~~, for the purposes, with the powers, and subject to the restrictions hereinafter set forth.

Sec. 2. Section four hundred sixty-seven A point four (467A.4), subsection four (4), paragraphs a, b, c, e and f, Code 1975, are amended to read as follows:

a. To offer such assistance as may be appropriate to the commissioners of soil conservation districts, ~~organized as provided hereinafter~~, and in the carrying out of any of their powers and programs.

b. To keep the commissioners of each of the several districts ~~organized under the provisions of this chapter~~ informed of the activities and experience of all other districts ~~organized hereunder~~, and to facilitate an interchange of advice and experience between such districts and cooperation between them.

c. To co-ordinate the programs of the several soil conservation districts ~~organized hereunder~~ so far as this may be done by advice and consultation.

e. To disseminate information throughout the state concerning the activities and program of the soil conservation districts ~~organized hereunder, and to encourage the formation~~

~~of such districts in areas where their organization is desirable.~~

f. To render financial aid and assistance to soil conservation districts ~~organized hereunder~~ for the purpose of carrying out the policy stated in this chapter.

Sec. 3. Section four hundred sixty-seven A point five (467A.5), Code 1975, is amended by striking the section and inserting in lieu thereof the following:

467A.5 SOIL CONSERVATION DISTRICTS.

1. The one hundred soil conservation districts established in the manner which was prescribed by law prior to July 1, 1975 shall continue in existence with the boundaries and the names in effect on July 1, 1975. If the existence of any district so established is discontinued pursuant to section four hundred sixty-seven A point ten (467A.10) of the Code, a petition for reestablishment of the district or for annexation of the former district's territory to any other abutting district may be submitted to, and shall be acted upon by, the state soil conservation committee in substantially the manner provided by section four hundred sixty-seven A point five (467A.5) Code 1975.

2. The governing body of each district shall consist of five commissioners elected on a nonpartisan basis for staggered six-year terms commencing on the first day of January that is not a Sunday or holiday following their election. Any eligible elector residing in the district is eligible to the office of commissioner, except that no more than one commissioner shall at any one time be a resident of any one township. A vacancy is created in the office of any commissioner who changes his residence into a township where another commissioner then resides. A vacancy in the office of commissioner shall be filled by appointment of the state soil conservation committee until the next succeeding general election, at which time the balance of the unexpired term shall be filled as provided by section sixty-nine point twelve (69.12) of the Code.

3. At each general election a successor shall be chosen for each commissioner whose term will expire in the succeeding

January. Nomination of candidates for the office of commissioner shall be made by petition in accordance with chapter forty-five (45) of the Code, except that each candidate's nominating petition shall be signed by at least twenty-five eligible electors of the district. The petition form shall be furnished by the county commissioner of elections. Every candidate shall file with the nomination papers an affidavit stating his name, his residence, that he is a candidate and is eligible for the office of commissioner, and that if elected he will qualify for the office. An eligible elector shall not in any one year sign the nominating petitions of a number of candidates greater than the number of commissioners to be elected in that year. The signed petitions shall be filed with the county commissioner of elections not later than five o'clock p.m. on the fifty-fifth day prior to the general election. The votes for the office of district commissioner shall be canvassed in the same manner as the votes for county officers, and the returns shall be certified to the commissioners of the district. A plurality shall be sufficient to elect commissioners, and no primary election for the office shall be held. If the canvass shows that the two candidates receiving the highest and the second highest number of votes for the office of district commissioner are both residents of the same township, the board shall certify as elected the candidate who received the highest number of votes for the office and the candidate receiving the next highest number of votes for the office who is not a resident of the same township as the candidate receiving the highest number of votes.

4. This subsection shall apply during the period of transition from the former method of electing district commissioners to that prescribed by this Act, which is the period from July 1, 1975 until December 31, 1982, and the subsection shall not appear in any edition of the Code published after July 1, 1982.

a. Each commissioner elected to office for a term of six years which commenced after January 1, 1975, or who is serving

a term which, except for this Act, would have expired after July 1, 1975 but not later than December 31, 1976 shall hold office until noon on the first day of January, 1977 that is not a Sunday or holiday, and a successor shall be elected at the general election in 1976. However, if a commissioner elected for a term of six years which commenced after January 1, 1975 certifies in writing to the state soil conservation committee that he is willing and anticipates being able to serve until noon on the first day of January, 1983 that is not a Sunday or holiday, his term shall be extended to that date and a successor shall be elected at the general election in 1982.

b. Each commissioner serving a term which, except for this Act, would have expired after January 1, 1977 but not later than December 31, 1978 shall hold office until noon on the first day of January, 1979 that is not a Sunday or holiday, and a successor shall be elected at the general election in 1978.

c. Each commissioner serving a term which, except for this Act, would have expired after January 1, 1979 but not later than December 31, 1980 shall hold office until noon on the first day of January, 1981 that is not a Sunday or holiday, and a successor shall be elected at the general election in 1980.

Sec. 4. Section four hundred sixty-seven A point six (467A.6), unnumbered paragraph one (1), Code 1975, is amended by striking the unnumbered paragraph and inserting in lieu thereof the following:

The commissioners of each soil conservation district shall convene on the first day of January that is not a Sunday or holiday in each odd-numbered year. Those commissioners whose term of office begins on that day shall take the oath of office prescribed by section sixty-three point ten (63.10) of the Code. The commissioners shall then organize by election of a chairman and a vice chairman.

Sec. 5. Chapter thirty-nine (39), Code 1975, is amended by adding the following new section:

NEW SECTION. GENERAL ELECTION--NONPARTISAN OFFICES. There shall be elected at each general election, on a nonpartisan basis, the following officers:

1. Regional library trustees as required by section three hundred three B (303B) of the Code.
2. County public hospital trustees as required by section three hundred forty-seven point twenty-five (347.25) of the Code.
3. Soil conservation district commissioners as required by section four hundred sixty-seven A point five (467A.5) of the Code.

DALE M. COCHRAN
Speaker of the House

ARTHUR A. NEU
President of the Senate

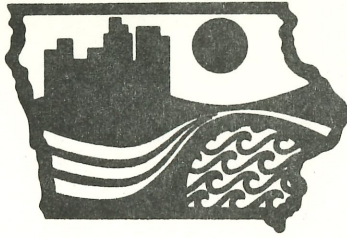
I hereby certify that this bill originated in the House and is known as House File 54, Sixty-sixth General Assembly.

DAVID L. WRAY
Chief Clerk of the House

Approved _____, 1975

ROBERT D. RAY
Governor

Iowa Department of Soil Conservation



Grimes State Office Building / Des Moines, Iowa 50319
Telephone: (515) 281-5851

William H. Greiner, Director

November 2, 1976

NOV 4 1976

TO: SOIL CONSERVATION DISTRICT CLERKS

RE: 1976 ELECTION OF SOIL CONSERVATION DISTRICT COMMISSIONERS

The 1976 general election marks the first time that soil conservation district commissioners have been elected on the general ballot in the state of Iowa. As a result of the legislation which amended the Soil Conservation Districts Law to make this change in elections, the Department of Soil Conservation will not receive the results of the various commissioners elections throughout the state from the county commissioners of elections. Rather, the respective soil conservation districts are to be notified of the election results by each county commissioner of elections.

In view of this, the Department of Soil Conservation will have to rely on soil conservation district clerks to notify the Department of the individual districts' election results. Therefore, we request that each district clerk provide the Department with the following information:

- Names and addresses of all candidates for the office of commissioner.
For example, a district may have had two offices on the ballot and four candidates for these offices. We would like to know the names and addresses for all four candidates and the total number of votes cast for each candidate.
- Also, we must know the winning candidates, their complete address, telephone number, township in which they reside, and their Social Security number.
- In addition, a district may have had candidates to fill an unexpired term. We need the same information for individuals elected to fill vacancies--the name of all candidates, the winning candidates, etc.

Districts are reminded that the winning candidates must file an oath of office. The oaths of office are to be provided by the county commissioner of election (county auditor). Candidates filling a vacancy must sign the oath of office within ten days after the election because they will begin serving as a commissioner immediately after signing the oath of office. Commissioners elected for a full six-year term beginning January 3, 1977, will take the oath of office on that date. Please refer to Section 4 of House File 54. Each district should have a copy of this legislation in its files.

Don't forget--we need this information immediately.

Sincerely yours,

William H. Greiner
William H. Greiner

Director

State Soil Conservation Committee Members

J. Thomas Kenny, Akron
Chairman

Walter Hagen, Waterville
Vice Chairman

George Annan, Clarinda
Carroll J. Hobson, Eldora

Donald Johnson, Fairfield
Louise Moon, Des Moines

Gerald Norland, Cylinder
Robert R. Welp, Ft. Dodge

P.S. Some districts had no commissioners' offices on the ballot. If this is the case, please advise.

Iowa Department of Soil Conservation



Grimes State Office Building / Des Moines, Iowa 50319
Telephone: (515) 281-5851

William H. Greiner, Director

9/26 2 2 AOW

November 16, 1976

TO: SOIL CONSERVATION DISTRICT CLERKS

RE: OATH OF OFFICE FOR SOIL CONSERVATION DISTRICT COMMISSIONERS

The Department of Soil Conservation has received inquiries from several soil conservation districts regarding the commissioners' oath of office. The specific question is: "What should be done with the oath of office after it is signed?" Some districts have said that the county commissioner of elections (county auditor) has said that it is not his or her responsibility to keep these oaths on file.

We have researched the election laws of Iowa to determine what disposition should be made of these oaths. There was no absolute answer on the matter in the Code. We then contacted the Secretary of State's office regarding the matter. (The Secretary of State is the state commissioner of elections.) We talked with S. Herman Schweiker, Deputy Secretary of State, and he in turn contacted the Attorney General's office to obtain an answer. It is the feeling of the Attorney General that the commissioners' oath of office should be retained on file by the county commissioner of elections. It is also suggested that the soil conservation district obtain a copy for the district's records.

If you have any questions regarding the matter, it is suggested you contact this office. If the county commissioner of elections has any questions, it is recommended that he or she contact Mr. Schweiker at the following number: (515) 281-5866.

Sincerely yours,

William H. Greiner
Director

WHG:ejt

cc: S. Herman Schweiker

State Soil Conservation Committee Members

J. Thomas Kenny, Akron
Chairman

Walter Hagen, Waterville
Vice Chairman

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Carroll J. Hobson, Eldora

Donald Johnson, Fairfield
Louise Moon, Des Moines

Gerald Norland, Cylinder
Robert R. Welp, Ft. Dodge

EXAMPLE OF OATH OF OFFICE

Qualification of Officer Not Required to Give Bond

STATE OF IOWA, Hardin County, ss.

I, Jim Tidman, do solemnly swear that
I will support the Constitution of the United States and the
Constitution of the State of Iowa, and that I will faithfully and
impartially, to the best of my ability, discharge all the duties
of the office of Soil Conservation District Commissioner in
Hardin County, Iowa, as now or hereafter required by law.

Jim Tidman
(signature of commissioner)

Subscribed and sworn to before me this 2 day of
January, 1979

Martin L. Broe

Chairman, Hardin SCD of 1978

Sec. 63.10. OTHER OFFICERS. All other civil officers (not required to give bond), elected by the people or appointed to any civil office, unless otherwise provided, shall take and subscribe to an oath substantially as follows: * * * (Exceptions Sec. 63.5, 63.6. Also see 740.11).

QUALIFICATIONS OF A DISTRICT COMMISSIONER

A soil conservation district advances soil conservation in direct proportion to the activities of the district governing body. The district commissioners have great responsibilities in carrying out the functions of the district.

Prospective district commissioners should be fully informed of the responsibilities of their office before they allow nomination papers to be circulated on their behalf.

Due to the time and effort involved in acting as a soil conservation district commissioner, a man should have the following qualifications:

1. He should believe in the soil conservation district approach to the soil and water conservation program.
2. He should be able to initiate, to plan and to help put into practice, a soil conservation district program that reaches all the people in the district.
3. He should love the land and have a practical understanding of how the condition of the land affects the lives of people.
4. He should practice conservation on his own lands.
5. He should have established himself in the confidence of the people of the district as one who desires to serve the welfare of his community and as a person having the ability to serve.

In addition, many prospective district commissioners want to know of their duties. Some of the duties are outlined below:

1. To familiarize themselves with the State Soil Conservation Districts Law under which a district is organized and functions.
2. To expedite, in an orderly manner, the monthly meeting of the district governing body. To accomplish this task he should be regular in meeting attendance.
3. To assist in keeping the district work plan current.
4. Provide for a permanent record of the official action of the governing body.
5. To familiarize themselves with district memorandums of understanding that are in force with various agencies assisting districts, and to recognize and study the working relationship that exists with the agencies' cooperation with soil conservation districts.
6. To determine priorities for work areas in carrying out the district program of work.
7. Recognize and study the working relationship with cooperating agencies that assist the district.
8. To be responsible for the proper expenditure of state funds allocated the district and also responsible for state equipment assigned to the district.

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6. To determine priorities for work areas in carrying out the district program of work.
7. Recognize and study the working relationship with cooperating agencies that assist the district.
8. To be responsible for the proper expenditure of state funds allocated the district and also responsible for state equipment assigned to the district.

November 8, 1976

William H. Greiner
Director
Department of Soil Conservation
Grimes State Office Building
Des Moines, Iowa 50319

Dear Mr. Greiner

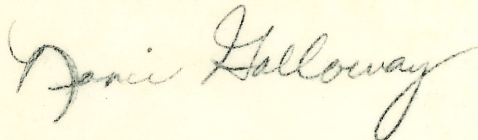
RE: 1976 Election of SCD Commissioners

Hardin County did not have any commissioners' offices on the 1976 election ballot because there were no vacant offices or terms had not expired.

Our list of commissioners and addresses are the same as previously sent to your office.

Thank you.

Sincerely



Nanci Galloway, Clerk
Hardin Soil Conservation District
Post Office Building
Eldora, Iowa 50627

D-0 -10 Terms of office

May 28, 1976

William H. Greiner, Director
Department of Soil Conservation
Grimes State Office Building
Des Moines, Iowa 50319

Re: Election of District Commissioners

Hardin Soil Conservation District has two commissioners, Gary D. Walters and Caleb Knutson, with optional term expiration dates 1-3-77 or 1-3-83.

Both Gary Walters and Caleb Knutson are willing and anticipate being able to serve until noon on January 3, 1983.

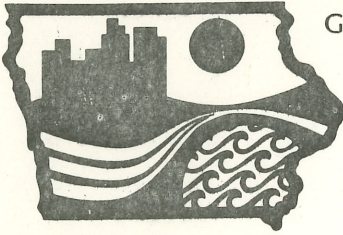
Thank you.

Sincerely



Nanci Galloway, Clerk
Hardin Soil Conservation District
Post Office Building
Eldora, Iowa 50627

Department of Soil Conservation



Grimes State Office Building / Des Moines, Iowa 50319
Telephone: (515) 281-5851

William H. Greiner, Director

April 15, 1976

APR 22 1976

W.H.G.
W.H.G.

TO: ALL SOIL CONSERVATION DISTRICT COMMISSIONERS

RE: ELECTION OF DISTRICT COMMISSIONERS

As you are all aware each soil conservation district in the state of Iowa will have an election for soil conservation district commissioners at the general election on November 2, 1976. Enclosed with this letter is a list of your current commissioners and the date their terms expire.

Terms in some districts may have an expiration date of January 3, 1977 or January 3, 1983. These commissioners have the option of allowing their term to expire in 1977 or having the State Soil Conservation Committee extend their term of office to 1983. If these commissioners wish to extend their term, they should address a letter to the State Committee in care of this department stating that they are "willing and anticipate being able to serve until noon on January 3, 1983". Several commissioners have already advised the Committee that they would like to have their term of office extended and the Committee has taken action on the request. However, there are several commissioners that have not done this and we urge that if you would like to have your term extended, please advise the Committee as soon as possible. If commissioners with this option wish to allow their terms to expire in 1977, they should advise the Department so we can maintain an accurate record of all offices which will be appearing on the general ballot in 1976, since an individual must then be elected to serve until 1983.

The listing for some districts may include an asterisk notation and this indicates that a commissioner is serving by appointment. A figure of 2 or 4 years behind the asterisk indicates the number of years remaining in the unexpired term and an individual must stand for election to serve in the unexpired term. If an asterisk appears alone with no specific number of years mentioned, this means the term will automatically expire in 1977.

The Department of Soil Conservation would also like to suggest very strongly that the state clerks, one of the commissioners, or both visit with representatives of the county auditor's office to discuss the election procedures in that county. We have been advised that some county auditors would like to have the nominating petitions submitted far in advance of the September 8th deadline. It would be advisable to contact your county auditor in regard to this matter.

It has also been suggested that when there is a resignation, appointment, or extension of term on which the State Soil Conservation Committee must act that the respective county auditors be advised of this action. Therefore, when action on these matters is taken by the State Committee and the districts are advised, the Department of Soil Conservation will transmit a copy of the letter to the county auditor of the district involved so that office can keep its records accurate.

Sincerely yours,

William H. Greiner
William H. Greiner, Director

State Soil Conservation Committee Members

Donald Johnson, Fairfield
Chairman

J. Thomas Kenny, Akron
Vice Chairman

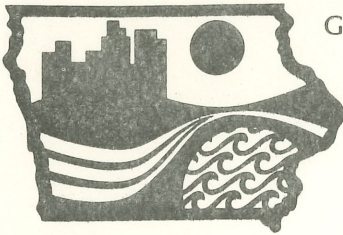
George Annan, Clarinda
Sherry R. Fisher, Des Moines

Walter Hagen, Waterville
Carroll J. Hobson, Eldora

Gerald Norland, Cylinder
Robert R. Welp, Ft. Dodge

MAY 3 1976

Department of Soil Conservation



Grimes State Office Building / Des Moines, Iowa 50319

Telephone: (515) 281-5851

William H. Greiner, Director

April 29, 1976

TO: ALL SOIL CONSERVATION DISTRICT COMMISSIONERS

RE: ELECTION OF DISTRICT COMMISSIONERS

A letter dated April 15, 1976, was sent from this office to all soil conservation district commissioners. We have received inquiries from a number of districts regarding the second paragraph of that letter. The second paragraph of the letter referred to commissioners having the option to extend their terms from January 3, 1977, to January 3, 1983; however, this will not be applicable to all districts.

The transition of commissioners' terms from the old election law to the present election law enacted by the first session of the 66th General Assembly, which became effective July 1, 1975, differs from district to district. Each district should have received a list of the commissioners in the respective district and an expiration date for each commissioner's term. Several examples are as follows:

Example A

Butler	John Angstman	1-3-77 or 1-3-83
	Darwin Ebling	1-3-77 or 1-3-83
	Russell Guhl	1-2-81
	Warren Severs	1-2-81
	George Busch	1-2-79

Example B

Crawford	Glenn Freese	1-2-81
	Sears North	1-2-81
	Dennis Gustafson	1-2-79
	Lorne North	1-2-79
	John Weiss	1-3-77

The second paragraph of the April 15th letter applies only to those districts that received a listing of commissioners similar to Example A. Angstman and Ebling have the option of extending their terms to 1983 by submitting a letter to the State Soil Conservation Committee or of allowing their terms to expire in 1977. If a commissioner with this option allows his term to expire in 1977, an individual

State Soil Conservation Committee Members

Donald Johnson, Fairfield Chairman	J. Thomas Kenny, Akron Vice Chairman	George Annan, Clarinda Sherry R. Fisher, Des Moines	Walter Hagen, Waterville Carroll J. Hobson, Eldora	Gerald Norland, Cylinder Robert R. Welp, Ft. Dodge
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MAY 3 1976

SCD Commissioners
Page 2
April 29, 1976

must stand for election in November 1976 to serve a six-year term
expiring in January 1983.

As in Example B, if only one date is listed beyond the commissioner's
name, that is the date the term will automatically expire. In this
case, if Mr. Weiss wishes to continue serving as a commissioner, he
must stand for reelection in November 1976, and if elected, would
serve a six-year term expiring in January 1983.

The third paragraph of the April 15th letter refers to commissioners
serving by appointment. Here again, this paragraph is not applicable
to all districts. The following are examples of cases where this para-
graph will apply:

Example C

Dickinson	Don Schubert	1-3-77 *4 yrs.
	Charles Shorey	1-2-81
	Andrew Hoffman	1-2-79
	Robert Ingwersen	1-2-79
	Ernest Skow	1-3-77

Example D

Howard	Ralph Fox	1-2-81
	John O'Byrne	1-2-81
	Godfrey Natvig	1-2-79
	Dean Schroeder	1-2-79
	Don Shea	1-3-77 *

In Example C, Schubert's appointment will expire January 3, 1977.
He or another candidate must stand for election in November 1976 to
fill the four-year unexpired term.

In Example D, Shea's appointment will expire January 3, 1977. The
term in which he is serving was due to expire January 3, 1977;
therefore, there is no time remaining as an "unexpired term." A new
six-year term will commence January 3, 1977; and an individual must
stand for election for this term in November 1976.

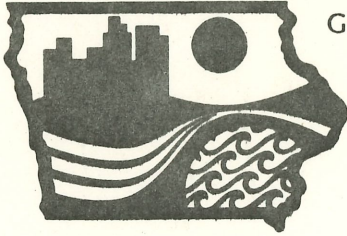
We hope this clarifies the intent of our April 15th letter. However,
if you have any questions, please don't hesitate to contact Elaine
Thompson or myself at (515) 281-5851.

Sincerely yours,

William H. Greiner

William H. Greiner
Director

Department of Soil Conservation



Grimes State Office Building / Des Moines, Iowa 50319

Telephone: (515) 281-5851

William H. Greiner, Director

August 27, 1976

TO: SOIL CONSERVATION DISTRICTS

RE: VACANCY, APPOINTMENT & ELECTION IN THE OFFICE OF COMMISSIONER

Our letter of July 7, 1976, to all county commissioners of elections and soil conservation district commissioners stated that districts would be further advised of the provisions of Section 69.12, Code of Iowa, 1975, which pertains to officers elected to fill vacancies.

As stated previously, a vacancy in the office of commissioner shall be filled by appointment of the State Soil Conservation Committee until the next succeeding general election, at which time the balance of the unexpired term shall be filled. These candidates will use the same nominating petitions as those individuals seeking a full six-year term. The provisions of Section 69.12 are as follows:

(1) When the unexpired term of office in which the vacancy occurs will expire within 70 days after the date of the next pending election, the person elected to the office for the succeeding term shall be deemed elected to fill the remainder of the unexpired term. This person assumes the office after elected and qualified.

Example: vacancy occurs 7-8-76 in a term due to expire 1-3-77, appointment is made to serve until election, individual elected 11-76 to fill remaining time in unexpired term and also six-year term commencing 1-3-77 assumes office after elected and qualified.

(2) If the unexpired term in which the vacancy occurs has more than 70 days to run after the date of the next pending election and the vacancy occurs 60 or more days prior to the election, the vacancy shall be filled at the next pending election.

Example: vacancy occurs 1-10-76 in a term due to expire 1-2-81, appointment is made to serve until 11-76 election, individual elected 11-76 to fill four-year unexpired term assumes office after elected and qualified.

(3) If the unexpired term in which the vacancy occurs has more than 70 days to run after the date of the next pending election and the vacancy occurs less than 60 days prior to the election, the vacancy will be filled at the succeeding pending election.

Example: vacancy occurs 10-1-76 in a term due to expire 1-2-81, appointment is made to serve until 11-78 election, individual elected 11-78 to fill two-year unexpired term will assume office after elected and qualified.

State Soil Conservation Committee Members

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Vice Chairman

George Annan, Clarinda
Sherry R. Fisher, Des Moines

Walter Hagen, Waterville
Carroll J. Hobson, Eldora

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NOTE: Each commissioner shall qualify by taking the prescribed oath of office. In filling a vacancy, the commissioner must qualify within 10 days of the election and will assume the office upon such qualification.

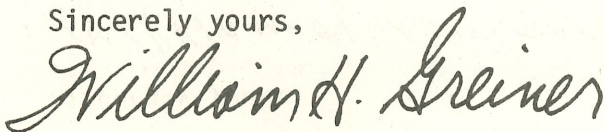
In previous correspondence we indicated that an individual elected to fill an expired term would not assume the office until the following January. That statement was incorrect. It should be noted that when an individual is elected to fill an unexpired term, he or she will assume the office after elected and qualified.

It has come to our attention that a number of vacancies have occurred in the office of soil conservation district commissioner and the Department of Soil Conservation and State Soil Conservation Committee have not been officially notified. The law requires that the State Soil Conservation Committee make an appointment when a vacancy occurs. We strongly urge that district commissioners upon resigning submit a letter of resignation to their fellow commissioners and the State Committee. The district commissioners remaining in office should then submit the name(s) of a possible candidate(s) for appointment to the vacancy to the State Committee for consideration. In the case of a vacancy due to the death of a commissioner, the State Committee should be notified and given the name(s) of a possible candidate(s) for appointment to the vacancy.

Several commissioners have also asked the Department of Soil Conservation personnel about securing of candidates for the November election. As you know, the deadline for filing nomination papers in September 8th. Several districts have sent news releases to local newspapers and radio and television stations to make it known that vacancies were occurring in the office of district commissioner. A copy of a sample news release, which you may use if you wish by filling in the blanks, is enclosed. Also, it should be noted that this may not produce candidates in which case it would be necessary for commissioners to seek out candidates as has been done in the past. However, this must be done prior to September 8th, and the nomination petitions signed by 25 qualified electors for each candidate must be submitted to the county commissioner of elections by that date.

If you have any questions regarding the elections, please do not hesitate to contact this office.

Sincerely yours,



William H. Greiner
Director

WHG:ejt
Enclosure

SAMPLE NEWS RELEASE

The terms of (number) _____ County Soil Conservation District Commissioners, (name) _____ or (town & township) _____ and (name) _____ of (town & township) _____, will expire at noon on January 3, 1977. Successors will be elected at the general election on November 2, 1976.

Any qualified elector residing in the soil conservation district, which is all of _____ County including cities and towns, is eligible for the office of commissioner, except that no more than one commissioner may be a resident of any one township. Incumbent commissioners are (name) _____ of (town & township) _____, (name) _____ of (town & township) _____, and (name) _____ of (town & township) _____; therefore, residents of these three townships would not be eligible for office at this time.

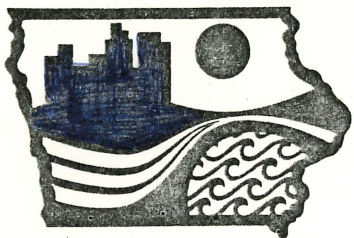
Prospective candidates seeking the office of soil conservation district commissioner must file nomination petitions in the same manner as for other elective positions at the general election, except that no political party is designated. Nomination petitions can be obtained from the County Auditor.

These petitions, signed by 25 eligible electors, must be filed with the County Auditor at the _____ County Courthouse no later than 5:00 p.m. on September 8, 1976.

Individuals elected in November 1976 will serve a term of six years commencing January 3, 1977. Soil conservation district commissioners serve without salary and guide the overall soil and water conservation program in the county. For further information pertaining to the responsibilities of a commissioner, contact the _____ County Soil Conservation District office, (address & phone number) _____.

APR 21 1980

Iowa Department of Soil Conservation



Wallace State Office Building / Des Moines, Iowa 50319
Telephone: (515) 281-5851

CPL

April 18, 1980

TO: Hardin County Soil Conservation District

The next general election will be held November 4, 1980. The offices held by the following individuals should appear on the ballot at that time:

<u>Commissioners</u>	<u>Term Expires</u>
Martin Broer, Iowa Falls (Ellis)	1-2-81
Carroll Hobson, Eldora (Eldora)	1-2-81

Individuals elected to a full six-year term commencing January 2, 1981, will assume office on that date. Individuals elected to fill an unexpired term will begin serving immediately after being certified as elected and taking the oath of office.

The deadline for filing nomination petitions is 5 p.m., September 10, 1980. These petition forms can be obtained from the county commissioner of elections.

We suggest that you contact your county commissioner of elections to discuss the forthcoming election. If you have any questions, refer to your policies and procedures manual (SCD-DO-10-2). Your studying this section now could avoid problems later on. If the procedures as set out are not clear to you, please call me (515-281-5258).

Sincerely,

Mary Fischer

Mary Fischer
Secretary

STATE OF IOWA, HARDIN COUNTY ss:

I, Martin L. Broer

having been elected Soil Commissioner of Hardin County,
Iowa. do solemnly swear that I will support the Constitution
of the United States of America and of the State of Iowa, and
that I will faithfully and impartially to the best of my
ability discharge all of the duties of the office of
Hardin County Soil Commissioner as now or hereafter are required
by law, so help me, God.

Martin L. Broer

Subscribed and sworn to before me. this 12th day
of January, 1981.

Michael L. Penes
Hardin County Auditor

STATE OF IOWA, HARDIN COUNTY ss:

I, Carroll Hobson
having been elected Soil Commissioner of Hardin County,
Iowa, do solemnly swear that I will support the Constitution
of the United States of America and of the State of Iowa, and
that I will faithfully and impartially to the best of my
ability discharge all of the duties of the office of
Hardin County Soil Commissioner as now or hereafter are required
by law, so help me, God.

Carroll Hobson

Subscribed and sworn to before me, this 14th day
of January, 1981.

Michael L. Penee
Hardin County Auditor

Iowa Department of Soil Conservation



Wallace State Office Building / Des Moines, Iowa 50319

Telephone: (515) 281-5851

April 28, 1982

Gary Walters
Route 1
Eldora, Iowa 50627

Dear Gary:

As you remember, at the last Hardin Soil Conservation District commissioners' meeting, a question came up concerning the election of commissioners. That question involved whether a commissioner could be elected from the city of Eldora, which is a separate precinct, even though there is a commissioner residing in the Township of Eldora, in which the city of Eldora is physically located.

The Code of Iowa 467A.5(2) is specific on this point: "...no more than one commissioner shall at anyone time be a resident of anyone township." I also consulted with Ken Tow, Assistant Director. He reinforced this point by saying that there were no exceptions.

I hope this resolves the question.

The meeting the other night was interesting; it is always a pleasure to visit the Hardin District.

Sincerely,

A handwritten signature in cursive script that reads "Paul V. Sadler".

Paul V. Sadler
Field Representative

PVS:eb
cc. Hardin Soil Conservation District

Iowa Department of Soil Conservation



Wallace State Office Building / Des Moines, Iowa 50319
Telephone: (515) 281-5851

March 17, 1982

MAR 29 1982

TO: Hardin County Soil Conservation District
RE: 1982 General Election - SCD Commissioners (SCD-DO-10-2)

The next general election will be held November 2, 1982. The offices held by the following individuals should appear on the ballot at that time:

<u>Commissioners</u>	<u>Term Expires</u>
Caleb Knutson, Radcliffe (Sherman)	1-3-83
Gary Walters, Eldora (Pleasant)	1-3-83

Commissioners elected to a full six-year term commencing January 3, 1983, will assume office on that date. Commissioners elected to fill an unexpired term will begin serving immediately after being certified as elected and taking the oath of office.

The deadline for filing nomination petitions is 5 p.m., September 8, 1982. These petition forms can be obtained from the county commissioner of elections (county auditor).

We suggest that you contact your county commissioner of elections to discuss the forthcoming election. If you have any questions, refer to your Policies and Procedures Manual (SCD-DO-10-2). Your studying this section now could avoid problems later on. If the procedures as set out are not clear to you, please call me (515-281-5258).

Sincerely,

Mary Fischer

Mary Fischer
Secretary

STATE OF IOWA, HARDIN COUNTY ss:

I, Gary D. Walters
having been elected Soil Commissioner of Hardin County,
Iowa do solemnly swear that I will support the Constitution
of the United States of America and of the State of Iowa, and
that I will faithfully and impartially to the best of my
ability discharge all of the duties of the office of
Hardin County Soil Commissioner as now or hereafter are
required by law, so help me, God.

Gary D. Walters

Subscribed and sworn to before me, this 3rd
day of January, 1983.

Michael L. Pence

JAN - 3 1983

STATE OF IOWA, HARDIN COUNTY ss:

I, L. Caleb Knutson
having been elected Soil Commissioner of Hardin County,
Iowa do solemnly swear that I will support the Constitution
of the United States of America and of the State of Iowa, and
that I will faithfully and impartially to the best of my
ability discharge all of the duties of the office of
Hardin County Soil Commissioner as now or hereafter are
required by law, so help me, God.

L. Caleb Knutson

Subscribed and sworn to before me, this 3rd.
day of January, 1983.

Michael L. Pence



Iowa Department of Soil Conservation

Wallace State Office Building / Des Moines, Iowa 50319

Telephone: (515) 281-5851

October 22, 1984

State Soil Conservation Committee

John R. Miller, Ch.

Cedar Falls

Elvie Dreeszen, V. Ch.

Cushing

Walter Hagen

Monona

Stanley Isaacson

Des Moines

Kenneth Kassel

Ayrshire

Jane LaGrange

Vinton

Clifford Stille

Macedonia

Virginia Striegel

What Cheer

Director

James B. Gulliford

TO: Soil Conservation Districts

FROM: Jack Kubicek, Administrative Officer *JK*

RE: Salaries & Payroll - W-4 Form (SCD-B&F-2a)

Enclosed for your future use is a supply of Form W-4, Employee's Withholding Allowance Certificate, as revised January 1984.

In the future, when a new state employee is hired in your soil conservation district, he or she must complete one of these forms and return it to the Department of Soil Conservation. As you know, this form is needed for payroll purposes.

If you have any questions, don't hesitate to contact this office.

JK:ejj

Enclosures

1 Type or print your full name		2 Your social security number	
Home address (number and street or rural route)		3 Marital Status ☐ Single ☐ Married ☐ Married, but withhold at higher Single rate Note: If married, but legally separated, or spouse is a nonresident alien, check the Single box.	
City or town, State, and ZIP code			
4 Total number of allowances you are claiming (from line F of the worksheet on page 2)			
5 Additional amount, if any, you want deducted from each pay			
6 I claim exemption from withholding because (see instructions and check boxes below that apply):			
a ☐ Last year I did not owe any Federal income tax and had a right to a full refund of ALL income tax withheld, AND		Year	
b ☐ This year I do not expect to owe any Federal income tax and expect to have a right to a full refund of ALL income tax withheld. If both a and b apply, enter the year effective and "EXEMPT" here			
c If you entered "EXEMPT" on line 6b, are you a full-time student?		☐ Yes ☐ No	
Under penalties of perjury, I certify that I am entitled to the number of withholding allowances claimed on this certificate, or if claiming exemption from withholding, that I am entitled to claim the exempt status.			
Employee's signature		Date, 19	
7 Employer's name and address (Employer: Complete 7, 8, and 9 only if sending to IRS)		8 Office code	9 Employer identification number

----- Detach along this line. Give the top part of this form to employer; keep the lower part for your records. -----

Privacy Act and Paperwork Reduction Act Notice.—If you do not give your employer a certificate, you will be treated as a single person with no withholding allowances as required by law. We ask for this information to carry out the Internal Revenue laws of the United States. We may give the information to the Dept. of Justice for civil or criminal litigation and to the States and the District of Columbia for use in administering their tax laws.

Purpose.—The law requires that you complete Form W-4 so that your employer can withhold Federal income tax from your pay. Your Form W-4 remains in effect until you change it or, if you entered "EXEMPT" on line 6b above, until February 15 of next year. By correctly completing this form, you can fit the amount of tax withheld from your wages to your tax liability.

If you got a large refund last year, you may be having too much tax withheld. If so, you may want to increase the number of your allowances on line 4 by claiming any other allowances you are entitled to. The kinds of allowances, and how to figure them, are explained in detail below.

If you owed a large amount of tax last year, you may not be having enough tax withheld. If so, you can claim fewer allowances on line 4, or ask that an additional amount be withheld on line 5, or both.

If the number of withholding allowances you are entitled to claim decreases to less than you are now claiming, you must file a new W-4 with your employer within 10 days.

The instructions below explain how to fill in Form W-4. **Publication 505**, Tax Withholding and Estimated Tax, contains more information on withholding. You can get it from most IRS offices.

For more information about who qualifies as your dependent, what deductions you can take, and what tax credits you qualify for, see the Form 1040 Instructions.

You may be fined \$500 if you file, with no reasonable basis, a W-4 that results in less tax being withheld than is properly allowable. In addition, criminal penalties apply for willfully supplying false or fraudulent information or failing to supply information requiring an increase in withholding.

Line-By-Line Instructions

Fill in the identifying information in Boxes 1 and 2. If you are married and want tax withheld at the regular rate for married persons, check "Married" in Box 3. If you are married and want tax withheld at the higher Single rate (because both you and your spouse work, for example), check "Married, but withhold at higher Single rate" in Box 3.

Line 4 of Form W-4

Total number of allowances.—Use the worksheet on page 2 to figure your allowances. Add the number of allowances for each category explained below. Enter the total on line 4.

If you are single and hold more than one job, you may not claim the same allowances with more than one employer at the same time. If you are married and both you and your spouse are employed, you may not both claim the same allowances with both of your employers at the same time. To have the highest amount of tax withheld, claim "0" allowances on line 4.

A. Personal allowances.—You can claim the following personal allowances:

1 for yourself, 1 if you are 65 or older, and 1 if you are blind.

If you are married and your spouse either does not work or is not claiming his or her allowances on a separate W-4, you may also claim the following allowances: 1 for your spouse, 1 if your spouse is 65 or older, and 1 if your spouse is blind.

B. Special withholding allowance.—Claim the special withholding allowance if you are single and have one job or you are married, have one job, and your spouse does not work. You may still claim this allowance so long as the total wages earned on other jobs by you or your spouse (or both) is 10% or less of the combined total wages. Use this special withholding allowance only to figure your withholding. Do not claim it when you file your return.

C. Allowances for dependents.—You may claim one allowance for each dependent you will be able to claim on your Federal income tax return.

Note: If you are not claiming any deductions or credits, skip D and E, add lines A, B, and C, enter the total on line F and carry the total over to line 4 of W-4.

Before you claim allowances under D and E, total your non-wage taxable income (interest, dividends, self-employment income, etc.) and subtract this amount from estimated deductions you would otherwise enter in D1. If your non-wage income is greater than the amount of estimated deductions, you cannot claim any allowances under D. Moreover, you should take one-third of the excess (non-wage income over estimated deductions) and add this to the appropriate "A" value in Table 1 if determining allowances under E.

D. Allowances for estimated deductions.—If you expect to itemize deductions, you can claim additional withholding allowances. See Schedule A (Form 1040) for deductions you can itemize.

You can also count deductible amounts you pay for (1) alimony (2) qualified retirement contributions including IRA and Keogh (H.R. 10) plans (3) moving expenses (4) employee business expenses (Part I of Form 2106) (5) the deduction for a married couple when both work (6) net losses shown on Schedules C, D, E, and F (Form 1040), the last line of Part II of Form 4797, and the net operating loss carryover (7) penalty on early withdrawal of savings and (8) charitable contributions for nonitemizers. **Note:** Check with your employer to see if any tax is being withheld on moving expenses or IRA contributions. Do not include these amounts if tax is not being withheld; otherwise, you may be underwithheld. For details, see **Publication 505**.

The deduction allowed a married couple when both work is 10% of the lesser of \$30,000 or the qualified earned income of the spouse with the lower income.

Once you have determined these deductions, enter the total on line D1 of the worksheet on page 2 and figure the number of withholding allowances for them.

E. Allowances for tax credits.—If you expect to take credits like those shown on lines 41 through 48 on the 1983 Form 1040 (child care, residential energy, etc.), use the table on the top of page 2 to figure the number of additional allowances you can claim. You may estimate these credits. Include the earned income credit if you are not receiving advance payment of it, and any excess social security tax withheld. Also, if you expect to income average, include the amount of the reduction in tax because of averaging when using the table.

Line 5 of Form W-4

Additional amount, if any, you want deducted from each pay.—If you are not having enough tax withheld from your pay, you may ask your employer to withhold more by filling in an additional amount on line 5. Often, married couples, both of whom are working, and persons with two or more jobs need to have additional tax withheld. You may also need to have additional tax withheld because you have income other than wages, such as interest and dividends, capital gains, rents, alimony received, taxable social security benefits, etc. Estimate the amount you will be underwithheld and divide that amount by

the number of pay periods in the year. Enter the additional amount you want withheld each pay period on line 5.

Line 6 of Form W-4

Exemption from withholding.—You can claim exemption from withholding only if last year you did not owe any Federal income tax and had a right to a refund of all income tax withheld, and this year you do not expect to owe any Federal income tax and expect to have a right to a refund of all income tax withheld. If you qualify, check Boxes 6a and b, write the year exempt status is effective and "EXEMPT" on line 6b, and answer Yes or No to the question on line 6c.

If you want to claim exemption from withholding next year, you must file a new W-4 with your employer on or before February 15 of next year. If you are not having Federal income tax withheld this year, but expect to have a tax liability next year, the law requires you to give your employer a new W-4 by December 1 of this year. If you are covered by social security, your employer must withhold social security tax.

Your employer must send to IRS any W-4 claiming more than 14 withholding allowances or claiming exemption from withholding if the wages are expected to usually exceed \$200 a week. The employer is to complete Boxes 7, 8, and 9 only on copies of the W-4 sent to IRS.

Table 1—For Figuring Your Withholding Allowances For Estimated Tax Credits and Income Averaging (Line E)

Estimated Salaries and Wages from All sources	Single Employees		Head of Household Employees		Married Employees (When Spouse not Employed)		Married Employees (When Both Spouses are Employed)	
	(A)	(B)	(A)	(B)	(A)	(B)	(A)	(B)
Under \$15,000	\$ 90	\$150	\$ 30	\$150	\$ 50	\$120	\$ 0	\$120
15,000-25,000	120	250	0	250	70	170	310	170
25,001-35,000	190	300	0	300	130	250	800	220
35,001-45,000	250	370	0	370	170	320	1,500	250
45,001-55,000	690	370	0	370	230	340	2,210	330
55,001-65,000	1,470	370	220	370	310	370	3,020	330
Over 65,000	2,460	370	920	370	680	370	3,400	370

Worksheet to Figure Your Withholding Allowances to be Entered on Line 4 of Form W-4

A Personal allowances		A																				
B Special withholding allowance (not to exceed 1 allowance—see instructions on page 1)		B																				
C Allowances for dependents		C																				
If you are not claiming any deductions or credits, skip lines D and E.																						
D Allowances for estimated deductions:																						
1 Enter the total amount of your estimated itemized deductions, alimony payments, qualified retirement contributions including IRA and Keogh (H.R. 10) plans, deduction for a married couple when both work, business losses including net operating loss carryovers, moving expenses, employee business expenses, penalty on early withdrawal of savings, and charitable contributions for nonitemizers for the year	1 \$																					
2 If you do not plan to itemize deductions, enter \$500 on line D2. If you plan to itemize, find your total estimated salaries and wages amount in the left column of the table below. (Include salaries and wages of both spouses.) Read across to the right and find the amount from the column that applies to you. Enter that amount on line D2.	2 \$																					
<table border="1"><thead><tr><th>Estimated salaries and wages from all sources:</th><th>Single and Head of Household Employees (only one job)</th><th>Married Employees (one spouse working and one job only)</th><th>Employees with more than one job or Married Employees with both spouses working ¹</th></tr></thead><tbody><tr><td>Under \$15,000</td><td>\$2,800</td><td>\$3,900</td><td>40%</td></tr><tr><td>15,000-35,000</td><td>2,800</td><td>3,900</td><td>23%</td></tr><tr><td>35,001-50,000</td><td>8% of estimated salaries and wages</td><td>3,900</td><td>20%</td></tr><tr><td>Over \$50,000</td><td>10% of estimated salaries and wages</td><td>7% of estimated salaries and wages</td><td>18%</td></tr></tbody></table>	Estimated salaries and wages from all sources:	Single and Head of Household Employees (only one job)	Married Employees (one spouse working and one job only)	Employees with more than one job or Married Employees with both spouses working ¹	Under \$15,000	\$2,800	\$3,900	40%	15,000-35,000	2,800	3,900	23%	35,001-50,000	8% of estimated salaries and wages	3,900	20%	Over \$50,000	10% of estimated salaries and wages	7% of estimated salaries and wages	18%	3 \$	
Estimated salaries and wages from all sources:	Single and Head of Household Employees (only one job)	Married Employees (one spouse working and one job only)	Employees with more than one job or Married Employees with both spouses working ¹																			
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15,000-35,000	2,800	3,900	23%																			
35,001-50,000	8% of estimated salaries and wages	3,900	20%																			
Over \$50,000	10% of estimated salaries and wages	7% of estimated salaries and wages	18%																			
3 Subtract line D2 from line D1 (But not less than zero)																						
4 Divide the amount on line D3 by \$1,000 (increase any fraction to the next whole number). Enter here																						
E Allowances for tax credits and income averaging: use Table 1 above for figuring withholding allowances																						
1 Enter tax credits, excess social security tax withheld, and tax reduction from income averaging	\$																					
2 Enter the column (A) amount from Table 1 for your salary range and filing status (single, etc.). However, enter 0 if you claim 1 or more allowances on line D4	\$																					
3 Subtract line 2 from line 1 (If zero or less, do not complete lines 4 and 5)	\$																					
4 Find the column (B) amount from Table 1 for your salary range and filing status	\$																					
5 Divide line 3 by line 4. Increase any fraction to the next whole number. This is the maximum number of withholding allowances for tax credits and income averaging. Enter here		E																				
Example: A taxpayer who expects to file a Federal income tax return as a single person estimates annual wages of \$12,000 and tax credits of \$650. The \$12,000 falls in the wage bracket of under \$15,000. The value in column (A) is 90. Subtracting this from the estimated credits of 650 leaves 560. The value in column (B) is 150. Dividing 560 by 150 gives 3.7. Since any fraction is increased to the next whole number, show 4 on line E.																						
F Total (add lines A through E). Enter total here and on line 4 of Form W-4		F																				

¹ If you earn 10% or less of your total wages from other jobs or one spouse earns 10% or less of the couple's combined total wages, you can use the "Single and Head of Household Employees (only one job)" or "Married Employees (one spouse working and one job only)" table, whichever is appropriate.



Iowa Department of Soil Conservation

Wallace State Office Building / Des Moines, Iowa 50319
Telephone: (515) 281-5851

State Soil Conservation Committee

John Miller, Ch.
Cedar Falls
Elvie Dreeszen, V. Ch.
Cushing
Oliver Emerson
Waterville
Kenneth Kassel
Ayrshire
Jane LaGrange
Vinton
Thomas Scott
Iowa City
Clifford Stille
Macedonia
Virginia Striegel
What Cheer

Director
James B. Gulliford

FEB 18 1986

TO: Hardin County Soil Conservation District
FROM: Mary Fischer, Secretary *mae*
RE: 1986 General Election - SCD Commissioners (SCD-DO-10-2)
DATE: February 14, 1986

The next general election will be held November 4, 1986. The offices held by the following individuals should appear on the ballot at that time:

<u>Commissioners</u>	<u>Term Expires</u>
Martin Broer, Iowa Falls (Ellis)	1-2-87
Carroll Hobson, Eldora (Eldora)	1-2-87

Commissioners elected to a full six-year term commencing January 2, 1987, will assume office on that date after taking the oath of office. Commissioners elected on November 4 to fill an unexpired term will begin serving immediately after being certified as elected and taking the oath of office (within ten days of election).

The deadline for filing nomination petitions is 5 p.m., September 10, 1986. These petition forms can be obtained from the county commissioner of elections (county auditor).

We suggest that you contact your county commissioner of elections to discuss the forthcoming election. If you have any questions, refer to your Policies and Procedures Manual (SCD-DO-10-2). Your studying this section now could avoid problems later on. If the procedures as set out are not clear to you, please call me (515-281-5258).



Iowa Department of Soil Conservation

Wallace State Office Building / Des Moines, Iowa 50319

Telephone: (515) 281-5851

State Soil Conservation Committee

John Miller, Ch.
Cedar Falls

Elvie Dreeszen, V. Ch.
Cushing

Oliver Emerson
Waterville

Kenneth Kassel
Ayrshire

Jane LaGrange
Vinton

Thomas Scott
Iowa City

Clifford Stille
Macedonia

Virginia Striegel
What Cheer

Director

James B. Gulliford

TO: Soil Conservation District Clerks

FROM: Mary Fischer, Secretary *mae*

RE: November 4, 1986, General Election (SCD-DO-10-2)

DATE: July 15, 1986

The 71st General Assembly passed House File 2457 (An Act Relating to Elections) this last session. The bill would affect how the names of candidates for the position of soil conservation district commissioner would appear on the ballot. It states, "When a city election, school election, special election, or any other election at which an office is to be filled on a nonpartisan basis, is held in more than one precinct, the candidates' names shall be rotated on the ballot from precinct to precinct . . ." The commissioner of elections will follow a procedure set out in the law to rotate the names.

Please refer to the Policies and Procedures Manual section SCD-DO-10-2 for instructions on nominating petitions, affidavits, etc. The deadline for filing nomination petitions is 5 p.m., September 10, 1986. Any vacancies occurring after September 5 will be filled by State Committee appointment.

On February 14, 1986, I sent a letter to each district telling which commissioners' terms will expire in January 1987 requiring positions to be filled at the general election. Vacancies filled by appointment since that time would require the selection of additional commissioners at the general election.

If you have any questions, please call me.

STATE OF IOWA, HARDIN COUNTY ss:

I, Gary D. Walters
Soil and Water Conservation District Commissioner
having been elected _____ of Hardin County,
Iowa do solemnly swear that I will support the Constitution
of the United States of America and of the State of Iowa, and
that I will faithfully and impartially to the best of my
ability discharge all of the duties of the office of
Hardin County Soil and Water Conservation _____ as now or hereafter are
District Commissioner
required by law, so help me, God.

Gary D. Walters

Subscribed and sworn to before me, this 3rd
day of January, 19 89.

Carroll J. Hobson

Carroll J. Hobson, Chairman
Hardin County
Soil and Water Conservation District Commissioners

STATE OF IOWA, HARDIN COUNTY ss:

I, Caleb Knutson
Soil and Water Conservation District Commissioner
having been elected _____ of Hardin County,
Iowa do solemnly swear that I will support the Constitution
of the United States of America and of the State of Iowa, and
that I will faithfully and impartially to the best of my
ability discharge all of the duties of the office of
Hardin County Soil and Water Conservation _____ as now or hereafter are
District Commissioner
required by law, so help me, God.

Caleb Knutson

Subscribed and sworn to before me, this 3rd
day of January, 19 89.

Carroll J. Hobson

Carroll J. Hobson, Chairman
Hardin County
Soil and Water Conservation District Commissioner

Iowa Department of Agriculture and Land Stewardship

DALE M. COCHRAN
SECRETARY OF AGRICULTURE



SHIRLEY DANSKIN-WHITE
DEPUTY SECRETARY OF AGRICULTURE

HENRY A. WALLACE BUILDING
DES MOINES, IOWA 50319

(515) 281-6146

TO: Soil and Water Conservation Districts

FROM: James B. Gulliford  Director
Division of Soil Conservation

DATE: December 9, 1994

RE: Election of Officers (SWCD-DO-10-4) &
Appointment of Assistant Commissioners (SWCD-DO-10-5)

Please review the above-referenced sections in your Soil and Water Conservation District Policies and Procedures Manual.

Soil and water conservation districts will be conducting their organizational meetings in January 1995. At that time, the district board will elect a chairperson and a vice chairperson. The Division recommends that the commissioners also appoint a treasurer and a secretary at the January meeting, as well assistant commissioners for the 1995 calendar year. The election of officers and all appointments require a motion and must be recorded in the official district minutes.

Please complete and return the attached information sheets to the Division following the January meeting (no later than January 31).

Elaine Ilvess has staff responsibility for commissioner elections, vacancies in the office of commissioner, and appointment of assistant commissioners. When events occur relative to these offices, please contact her with the same information requested on the attached sheet; and she can assist you, if you have questions. A data base is maintained by the Division.

In addition, this information is necessary in order for commissioners and assistant commissioners to be eligible to receive reimbursement of expenses. (Enclosed is an insert outlining some expense information for newly elected commissioners and first-time assistants.) The Department of Revenue and Finance requires that data be submitted to the Division on a substitute W9. **A W9 is required for newly elected and appointed individuals or to change name and address data currently in the Iowa Financial Accounting System.**

JBG:ejj
attachments

SWCD Program Profile

Hardin County Soil and Water Conservation District

In each category, please fill in all blanks to accurately reflect the situation in your district.

Current SWCD Commissioners

In the November 1994 election, candidates for SWCD commissioner and election results were:

Candidates (show number)

Male	<u>3</u>
Female	<u>0</u>
Minority*	<u>0</u>

Elected as New Commissioner

Male	<u>2</u>
Female	<u>0</u>
Minority*	<u>0</u>

Current Membership on SWCD Board

Male	<u>5</u>
Female	<u>0</u>
Minority*	<u>0</u>

Current SWCD Assistant Commissioners

Male	<u>0</u>
Female	<u>0</u>
Minority*	<u>0</u>

Current Non-Commissioners or Non-Assistant Commissioners Serving on SWCD Task Forces, Committees, etc.

Male	<u>0</u>
Female	<u>0</u>
Minority*	<u>0</u>

*Indicate how many, either male or female, are of Asian (or Pacific Islander), American Indian, Black (not of Hispanic origin), or Hispanic origin.

Iowa Department of Agriculture and Land Stewardship

DALE M. COCHRAN
SECRETARY OF AGRICULTURE



SHIRLEY DANSKIN-WHITE
DEPUTY SECRETARY OF AGRICULTURE

HENRY A. WALLACE BUILDING
DES MOINES, IOWA 50319
(515) 281-6146

TO: Soil and Water Conservation Districts

FROM: James B. Gulliford  Director
Division of Soil Conservation

DATE: December 1, 1995

RE: Election of Officers (SWCD-DO-10-4) &
Appointment of Assistant Commissioners (SWCD-DO-10-5)

Soil and water conservation districts will be conducting their organizational meetings in January 1996. At that time, the district board will elect a chairperson and a vice chairperson. The Division recommends that the commissioners also appoint a treasurer and a secretary at the January meeting, as well as assistant commissioners for the 1996 calendar year. The election of officers and all appointments require a motion and must be recorded in the official district minutes. (Please review the above-referenced sections in your Soil and Water Conservation District Policies and Procedures Manual.)

Please complete and return the attached information sheet to the Division following the January meeting (no later than January 31).

Elaine Ilvess has staff responsibility for commissioner elections, vacancies in the office of commissioner, and appointment of assistant commissioners. When events occur relative to these offices, please contact her with the same information requested on the attached sheet. She can assist you, if you have questions, and maintains a data base for the Division.

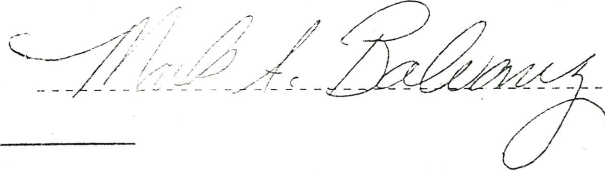
In addition, this information is necessary in order for commissioners and assistant commissioners to be eligible to receive reimbursement of expenses. The Department of Revenue and Finance requires that data be submitted to the Division on a Substitute W9. **A Substitute W9 is required for newly appointed individuals or to change name and address data currently in the Iowa Financial Accounting System.**

JBG:ej
Attachments
JANMTG

Qualification of Officer Not Required to Give Bond

STATE OF IOWA, Hardin County, ss.

I, Mark A. Balvanz, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially to the best of my ability discharge the duties of the office of Soil Conservation District Commissioner in Hardin County as now or hereafter required by law.
(TOWNSHIP, CITY, COUNTY, DISTRICT OR STATE)



Subscribed and sworn to before me this 1st day of January, 1925.


Renee McClellan

Hardin County Auditor

Sec. 63.10 **OTHER OFFICERS.** All other civil officers (not required to give bond), elected by the people or appointed to any civil office, unless otherwise provided, shall take and subscribe an oath substantially as follows: * * * (Exceptions Sec. 63.5-63.6. Also see 740.11.)

Qualification of Officer Not Required to Give Bond

STATE OF IOWA, Hardin County, ss.

I, Mark Seward, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially to the best of my ability discharge the duties of the office of Soil Conservation District Commissioner in Hardin County as now or hereafter required by law.
(TOWNSHIP, CITY, COUNTY, DISTRICT OR STATE)

Subscribed and sworn to before me this 1st day of January, 1995.Renee' McClellanHardin County Auditor

Sec. 63.10 **OTHER OFFICERS.** All other civil officers (not required to give bond), elected by the people or appointed to any civil office, unless otherwise provided, shall take and subscribe an oath substantially as follows: * * * (Exceptions Sec. 63.5-63.6. Also see 740.11.)

HARDIN SOIL CONSERVATION DISTRICT COMMISSIONER ELECTION SCHEDULE

COMMISSIONERS	Term Expires	Term expiration and Election Date									
		71	73	75	77	79	81	83	85	87	
Kermit Whitehead	77	X***			X			X			
Carroll Hobson (67)	79		X			X			X		
Caleb Knutson (69)	75			X			X			X	
Martin Broer (73)	79	X**	X			X			X		
Emerson Perkins Joe Knight Gary Walters Hick Ruben	75	X*		X			X			X	

Hardin Soil Conservation District Commissioners are elected for a six-year term (exception a 4-year and a 2-year term in 1971). The X indicates the year the term expires and subsequent election occurs. Elections may be held either sixty (60) days before April 12 (District certification date) or sixty days after this date.

- * 4-year term
- ** 2-year term
- *** 6-year term

CERTIFICATE OF ELECTION

FORM 156-L
AA-495

Section 50.29, Code of Iowa

STATE OF IOWA, HARDIN COUNTY, ss.

At an election held in said County on the 3rd day of November, A. D., 19 92

JOHN W. GILBERT was elected to the office of

Soil & Water Conservation Commissioner, for the term of six years

from the 4th day of January, A. D., 19 93, *

and until a successor is elected and qualified.

Linn Adams

President of Board of Canvassers

Witness

Renee McCallan

County Commissioner of Elections (Clerk)

*If elected to fill a vacancy, modify above and insert: "for the residue of the term ending

on the _____ day of _____, A. D., 19____."

CERTIFICATE OF ELECTION

FORM 156-L
AA-495

Section 50.29, Code of Iowa

STATE OF IOWA, HARDIN COUNTY, ss.

At an election held in said County on the 3rd day of November, A. D., 1992

CARROLL J. HOBSON was elected to the office of

Soil & Water Conservation Commissioner, for the term of six years

from the 4th day of January, A. D., 1993,*

and until a successor is elected and qualified.

Lina Adams

President of Board of Canvassers

Witness

Renee McCrellan

County Commissioner of Elections (Clerk)

*If elected to fill a vacancy, modify above and insert: "for the residue of the term ending

on the _____ day of _____, A. D., 19____."

Qualification of Officer Not Required to Give Bond

STATE OF IOWA, Hardin County, ss.

I, Gerald E. Roberts, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially to the best of my ability discharge the duties of the office of Soil Conservation District Commissioner in Hardin as now or hereafter required by law.
(TOWNSHIP, CITY, COUNTY, DISTRICT OR STATE)

Gerald E. Roberts

Subscribed and sworn to before me this 2nd day of January, 1985.

Gary J. Walters

Martin L. Broer

Sec. 63.10 **OTHER OFFICERS.** All other civil officers (not required to give bond), elected by the people or appointed to any civil office, unless otherwise provided, shall take and subscribe an oath substantially as follows: * * * (Exceptions Sec. 63.5-63.6. Also see 740.11.)

Qualification of Officer Not Required to Give Bond

STATE OF IOWA, Hardin County, ss.

I, Carroll J. Hobson, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially to the best of my ability discharge the duties of the office of Soil Conservation District Commissioner in Hardin as now or hereafter required by law.
(TOWNSHIP, CITY, COUNTY, DISTRICT OR STATE)

Carroll J. Hobson

Subscribed and sworn to before me this 2nd day of January, 1987.

SEAL

Marion L. Munsinger

HARDIN COUNTY AUDITOR &
COMMISSIONER OF ELECTIONS

Sec. 63.10 **OTHER OFFICERS.** All other civil officers (not required to give bond), elected by the people or appointed to any civil office, unless otherwise provided, shall take and subscribe an oath substantially as follows: * * * (Exceptions Sec. 63.5-63.6. Also see 740.11.)

Qualification of Officer Not Required to Give Bond

STATE OF IOWA, Hardin County, ss.

I, Martin L. Broer, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially to the best of my ability discharge the duties of the office of Soil Conservation District Commissioner in Hardin as now or hereafter required by law.
(TOWNSHIP, TOWN, CITY, COUNTY, DISTRICT OR STATE)

Martin L. Broer

Subscribed and sworn to before me this 2nd day of January, 19 87

SEAL

Marion L. Munsinger

HARDIN COUNTY AUDITOR &
COMMISSIONER OF ELECTIONS

Sec. 63.10 **OTHER OFFICERS.** All other civil officers (not required to give bond), elected by the people or appointed to any civil office, unless otherwise provided, shall take and subscribe an oath substantially as follows: * * * (Exceptions Sec. 63.5-63.6. Also see 740.11.)