

## MINUTES

### CALL TO ORDER

The Oklahoma Conservation Commission met Tuesday, July 1, 2008, in the Agriculture Building Board Room, 2800 N. Lincoln Boulevard, Oklahoma City, Oklahoma. The meeting was called to order at 9:30 a.m. by Chairman Dan Lowrance. He stated this was a regularly scheduled meeting in accordance with the Open Meeting Law, Title 25, Sections 301 and following as amended. The agenda for this meeting was posted June 26, 2008, at the front entrance of the building.

### OATH OF OFFICE

Jana Chicoine, Administrative Officer, administered the Oath of Office to George Stunkard, Area 3 member, for being appointed to a new term through June 30, 2013.

### ROLL CALL

Kim Tweed, Executive Secretary, took roll call and the following members were in attendance:

Dan Lowrance, Chair  
Virginia Kidd, Vice Chair  
Matt Gard, Secretary  
Mike Rooker, Member  
George Stunkard, Member

Others in attendance were:

Mike Thralls, Executive Director  
Ben Pollard, Assistant Director  
Steve Coffman, Financial Management and Human Resources Director  
Robert Toole, Conservation Programs Director  
Dan Butler, Water Quality Program Director  
Mike Kastl, Abandoned Mine Land Program Director  
Mike Sharp, Information Technology Director  
Lisa Knauf, District Services Director  
Mark Harrison, Information Representative  
Jana Chicoine, Administrative Officer  
Shellie Willoughby, Awards and Recognition Committee Chair  
Karla Beatty, Conservation Education Coordinator  
Joe Schneider, Eucha Project Coordinator  
Regina Switzer, Assistant Attorney General  
Ron Hilliard, Natural Resources Conservation Service State Conservationist  
Clay Pope, Oklahoma Association of Conservation Districts Executive Director  
Jeff Packham, Journal Record  
Kim Tweed, Executive Secretary

## **PLEDGE OF ALLEGIANCE**

Mr. Gard led the group in the Pledge of Allegiance.

## **MINUTES OF PREVIOUS MEETING**

A motion was made by Mr. Gard and seconded by Mr. Rooker to approve the minutes of the June 2, 2008, Commission meeting as written. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **DISTRICT DIRECTOR RESIGNATIONS AND APPOINTMENTS**

Mike Thralls, Executive Director, presented recommendations for appointment of conservation district directors as listed in Exhibit #1. A motion was made by Mr. Stunkard and seconded by Ms. Kidd to approve district director appointments listed as First Recommendation in Exhibit #1 with terms to expire as indicated. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **CLAIMS/FINANCIAL STATEMENT**

Steve Coffman, Financial Management and Human Resources Director, presented the claims and financial statement as listed in Exhibit #2. After discussion, a motion was made by Mr. Gard and seconded by Mr. Stunkard to approve the claims and financial statement. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **RECOGNITION OF KARLA BEATTY, CONSERVATION EDUCATION COORDINATOR**

Ms. Beatty was recognized for her 10 years of service to the Commission.

## **COMMISSION AGREEMENTS**

Ben Pollard, Assistant Director, presented agreements for approval as listed in Exhibit #3. He recommended ratification of agreement (a) that was previously approved by Chairman Lowrance. A motion was made by Ms. Kidd and seconded by Mr. Rooker to ratify agreement (a). Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

Mr. Pollard recommended approval of new agreements listed as (b) through (h). He discussed agreement (g) with the South Caddo Conservation District stating this will assist with repairs to the conservation infrastructure due to the inland hurricane damage last August. The South Caddo Conservation District applied for FEMA money and was approved in the amount of \$7,642,699. Since this is such a large project, the Commission will assist with the administration of the project. Meetings have been held with FEMA, Office of Emergency Management, SCCD and the Commission. Mr. Pollard reported that Ed Crall will manage the project in South Caddo. After discussion, a motion was made by Mr. Stunkard and seconded by Mr. Gard to approve the new agreements as listed. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

Mr. Pollard recommended approval of amended agreements listed as (i) through (p). A motion was made by Mr. Gard and seconded by Mr. Stunkard to approve the amended agreements as listed. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **OUT OF STATE TRAVEL REQUESTS**

A motion was made by Mr. Stunkard and seconded by Mr. Rooker to approve out of state requests as listed in Exhibit #4. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **RECOGNITION OF JOE SCHNEIDER, EUCHA PROJECT COORDINATOR**

Mr. Schneider was recognized for 10 years of service to the Commission and for recently being named the Commission's Employee of the Year.

## **ILLINOIS RIVER WATERSHED IMPLEMENTATION PROJECT**

Dan Butler, Water Quality Program Director, presented guidelines for the Illinois River Watershed Implementation Project as listed in Attachment A and recommended approval. He stated that the Environmental Protection Agency made a supplemental appropriation for this project, which will be implemented in three years instead of five years. A motion was made by Ms. Kidd and seconded by Mr. Stunkard to approve the guidelines. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **CONSERVATION DISTRICTS' FY09 JOINT PLANS OF OPERATIONS**

Lisa Knauf, District Services Director, presented Joint Plans of Operation for approval as listed in Exhibit #5. A motion was made by Mr. Rooker and seconded by Mr. Stunkard to approve the plans as listed. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **FY2009 ALLOCATIONS TO CONSERVATION DISTRICTS**

Mr. Thralls and Mr. Coffman presented FY09 allocations to conservation districts for personnel and operating expenses as listed in Exhibit #6. A motion was made by Mr. Gard and seconded by Ms. Kidd to approve the allocations as listed. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **DISTRICT DIRECTOR MEETING EXPENSE**

A motion was made by Mr. Stunkard and seconded by Mr. Gard to set the district director meeting expenses for FY09 at \$25.00 per meeting for 12 district board meetings. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **COMMISSION'S BUDGET WORK PROGRAM**

Mr. Thralls presented the Commission's Budget Work Program as listed in Exhibit #7. A motion was made by Mr. Stunkard and seconded by Mr. Rooker to approve the budget work program as listed. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **CONSERVATION BOND SPENDING PRIORITIES**

Mr. Thralls presented the Conservation Bond spending priorities as listed in Exhibit #8. A motion was made by Mr. Gard and seconded by Mr. Stunkard to approve the spending priorities as listed. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **EXECUTIVE DIRECTOR'S SALARY**

A motion was made by Mr. Gard and seconded by Ms. Kidd to approve the Executive Director's salary in the amount of \$72,398.00 for FY09. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried.

## **PUBLIC COMMENTS**

None.

## **NEW BUSINESS**

None.

## **OKLAHOMA CONSERVATION COMMISSION MEMBERS**

Mr. Stunkard reported that the Wagoner County Conservation District will host a legislative dinner tentatively on July 29 or July 22 at the Golf Club of Oklahoma. He stated that the Area 3 meeting may be held at this location as well.

Mr. Rooker attended an RC&D fish fry.

Mr. Gard reported on the following upcoming meetings: Cedar Conference, July 8-9; Grant County Conservation District no-till meeting, July 8; Kremlin Fish Fry, July 10; Canola Field Day in Enid, July 15; Biofuels seminar, July 15.

Mr. Lowrance was chosen to represent Region 5 at the Statewide water plan meeting. He has accepted a new position as the Nutrition Program Director for Delta Community Action Foundation serving Stephens, Garvin and McClain Counties.

## **OKLAHOMA CONSERVATION COMMISSION STAFF**

*Administration:* Mike Thralls, Executive Director, stated that June was a challenging month for staff in putting together the Commission's budget and thanked them for their diligent work.

Mr. Thralls expressed appreciation to Mr. Schneider for his work with the Eucha project. He also expressed his appreciation to Mr. Stunkard for his wisdom as well as to all board members.

Mr. Thralls wrote a letter to the editor which was published in *The Daily Oklahoman* in response to an article about the Water Board's role in the first Conservation Reserve Enhancement Program.

Mr. Thralls stated that the Commission needs more space for its employees and that it may be two to three years before the third floor of the Agriculture Building would be available.

Mr. Thralls reported that Southwest Airlines can now be used for the purchase of airline tickets.

*District Services Division:* Lisa Knauf, Director, met with the Assistant Attorney General to discuss changes to Title 27A and to begin revisions to the Commission's rules. Ms. Knauf also reviewed the impact of HB1804 (verification of lawful presence) on the cost-share program and

assisted with the development of a process for districts to follow in order to comply with the requirements of the law.

Ms. Knauf stated that long range plans will be a topic at all area meetings. She worked with Mr. Pollard on the U.S. Fish and Wildlife agreement that was approved today and continues to work with the Tulsa County Conservation District on the personnel lawsuit. Ms. Knauf will be attending the Governor's Executive Development Program for State Officials in August.

*Water Quality Program:* Dan Butler, Director, expressed his appreciation to Mr. Schneider stating that without his help the Eucha program would not be what it is today.

Mr. Butler stated that the Stamper project is moving along and that the equipment is in place.

*Abandoned Mine Land Reclamation Program:* Mike Kastl, Director, stated there were no emergencies this month. He reported on the FY08 grant projects as listed in the report.

*Financial Management and Human Resources Division:* Steve Coffman, Director, stated that the budget work program will be submitted to the Office of State Finance following the meeting. He stated the Commission has a new risk management policy with National American with a savings of \$35,000 per year.

Mr. Coffman attended a Government Finance Officers meeting in Florida.

*Information Technology Division:* Mike Sharp, Director, reported on Tar Creek activities and Office of Geographic Information as listed in the report.

Staff is working with the U.S.D.A. information technology personnel to help lessen frustrations experienced by conservation districts. He commended NRCS on working with Commission staff to address IT concerns.

*Conservation Programs Division:* Robert Toole, Director, reported on operation and maintenance activities stating that 38 conservation districts requested funds for 314 sites.

Mr. Toole reported on the Emergency Action Plan Project status stating that 157 plans were delivered out of 188 initiated. Tammy Sawatzky, Deputy Director, visited 21 districts to review EAPs.

Mr. Toole reported on watershed rehabilitation activities as listed in the report.

*Administration:* Ben Pollard, Assistant Director, left the meeting earlier to participate in the South Caddo Conservation District board meeting.

## **OKLAHOMA ASSOCIATION OF CONSERVATION DISTRICTS**

Clay Pope, Executive Director, introduced his son, William. He stated that the board retreat will be held in August at the Clarion Hotel in Oklahoma City to set the 2009 legislative agenda. This will be at the conclusion of the RC&D Summit.

The area meetings agendas are being put together and Mr. Pope asked for ideas. The updated OACD policy book will be unveiled at the meetings.

A Japanese television crew will be in the Oklahoma panhandle doing a story on the drought.

Mr. Pope reported on carbon sequestration issues stating that a media event was scheduled on July 9 for the North Canadian River Project however Lt. Governor Askins and other officials could not attend so it has tentatively been changed to August 14.

Mr. Pope stated that OACD is considering a new award to honor legislators for their support of conservation programs in the state.

#### **USDA-NATURAL RESOURCES CONSERVATION SERVICE**

Ron Hilliard, State Conservationist, expressed his appreciation for the agreement on Sugar Creek. He stated that Larry Caldwell has been assigned Special Project Coordinator for this project.

He stated that there are numerous personnel changes due to reassignments and retirements.

Mr. Hilliard stated that a Cedar Conference is scheduled for July 8-9. The State Technical Committee meeting is scheduled for July 24.

Mr. Hilliard reported there is no update on the budget and they are waiting on an OMB apportionment on the EQIP. Oklahoma should get around \$2 million dollars for EQIP and \$500,000 in technical assistance funds.

#### **USDA-FARM SERVICE AGENCY**

No representative present.

#### **NEXT MEETING**

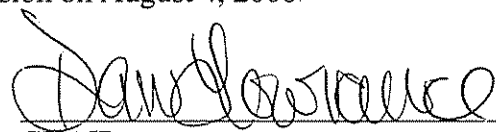
The next regular meeting of the Oklahoma Conservation Commission will be held on August 4, 2008, in the Agriculture Building Board Room, 2800 N. Lincoln Boulevard, Oklahoma City, Oklahoma beginning at 9:30 a.m.

#### **ADJOURNMENT**

There being no further business a motion was made by Ms. Kidd and seconded by Mr. Rooker to adjourn. Those voting aye were: Lowrance, Kidd, Gard, Rooker and Stunkard. Nay votes: none. Motion carried. The meeting adjourned at 11:40 a.m.

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Approved by the Oklahoma Conservation Commission on August 4, 2008.

  
CHAIR

**POLICIES AND APPROVED CONSERVATION PRACTICES  
FOR  
ILLINOIS RIVER WATERSHED  
319 NON-POINT SOURCE POLLUTION  
COST-SHARE PROJECT**

FY 2007 319 (h) Project 12, Output 12.2  
#C9-996100-14  
Illinois River Watershed Implementation Project

Beginning December 15, 2007  
Ending June 30, 2010

Developed by:

***Oklahoma Conservation Commission***

In Cooperation with:

***Delaware County Conservation District  
Adair County Conservation District  
Cherokee County Conservation District***

*Oklahoma Conservation Commission*

*Guidelines*

*For The*

*Illinois River Watershed*

*319 Non-Point Source Cost-Share Project*

*Program Years 1-3 and Approved Practices*

**I. General**

The Oklahoma Conservation Commission hereby declares that the following problems are having a detrimental effect on the state's water resources in the Illinois River watershed. The Illinois River watershed is on the Oklahoma 2002 Integrated Report Category V list, and the 2002 OWRB BUMP report states that Lake Tenkiller is impaired by turbidity and that TSI for chlorophyll-a indicates that the lake is hypereutrophic. In addition, areas of Lake Tenkiller fail the dissolved oxygen criterion.

Oklahoma's water resources are an important foundation of the state's economic infrastructure. Natural climatic events as well as human activity are impacting the state's water resources. As long as farmers and ranchers produce food from the land to feed the world and rain falls, we will continue to see impacts on the state's water. Our task as stewards of the natural resources is to minimize these impacts. Protecting these vital natural resources is paramount in preserving the state's economic future. In order to accomplish this goal, the Commission hereby establishes the following objectives to address the problems affecting our renewable natural resources: 1) Make cost-share funds available to conservation districts so they can implement cost-share practices, which will protect our natural resource of water; and 2) provide promotional, planning, and technical assistance to districts to facilitate the implementation of best management practices.

The Conservation Commission herein establishes the complete list and description of the Conservation Cost-Share Program policies and conservation practices. These policies and practices were approved by the Oklahoma Conservation Commission for use during this three (3) year program (see section II for the approved list of conservation practices). Cost-share rates (unit cost) will be based on the Oklahoma Natural Resources Conservation Service (NRCS) state average unit cost. These unit costs will be updated annually. In cases where the unit price fluctuates widely over a period of a few months, upon recommendation of all three conservation district boards in the watershed, (Cherokee, Adair and Delaware Counties) with concurrence of the Water Quality Division Director, a different unit cost may be substituted provided that such substitution occur no more than every three months. When a project agreement (contract) has been developed with an applicant, unit cost to be used will be the unit cost in effect at the time the practice is completed. Any variances in the best management practices must be approved by the appropriate conservation district and the Oklahoma Conservation Commission Water Quality Director. These variances must be approved prior to performance agreements being signed.



**Allocation of Funds:**

To date, the Legislature has appropriated \$125,000 of the Priority Watershed Conservation Cost-Share Funds for the purpose of matching federal 319 funds. Additional funds (\$305,687) should be allocated in State FY 2008 and subsequent years.

State Funds	Budgeted	\$430,687
State Funds	FY2007 Appropriated	\$125,000
State Funds	Still needed in order to utilize all 319(h) funds.	\$305,687
Federal Funds	Budgeted	\$463,592
Landowner Contribution	Budgeted	\$223,570
<b>Total Project Implementation</b>	Budgeted	<b>\$1,117,849</b>

The funds for the project will become available at various times during the life of the program. The project will have \$312,500 available at the time of the first sign up period. This includes \$125,000 of state money (FY 2007) and \$187,500 of federal money.

**Targeting:**

The Conservation Commission Water Quality Staff, with the concurrence of the Environmental Protection Agency, has designated the following means to be used for targeting methodology: (1) utilization of remotely-sensed and electronically mapped data; (2) on site assessments with the aid of aerial photographs, soil surveys, (3) the use of a priority ranking system similar to the one used by NRCS for the EQIP program and (4) prior participation in the CREP. Those individuals desiring to participate in the program will receive a preliminary site visit from our conservation plan writer. The Plan Writer will do a preliminary investigation as to the extent to which the particular landowner contributes to the water quality problems in the watershed and assign a ranking index based on the practices that would need to be implemented, the cost for implementation, and the expected impact on water quality improvement. A concerted effort will be made to identify the areas that are contributing the larger amounts of sediment and nutrients such that the remediation cost per unit mass of pollutant is minimized.

Using targeted areas in the Illinois River Watershed as shown on targeting maps, a Priority Ranking System was developed, based on the following criteria:

#1 priority: rural septic systems and/or land areas enrolled in CREP and/or with other riparian buffers

- Participation in the Conservation Reserve Enhancement Program (CREP) - Applicants participating in the CREP or other riparian buffer establishment or protection program or plan will be ranked ahead of all applicants not participating in such programs. This includes those who already have riparian buffers installed that meet the minimum CREP standards. If eligible for the CREP, applicants must enroll qualifying land with the CREP prior to consideration for the 319 program.

- Applicants applying for riparian buffers under the 319 program, while ranked above all who do not have a buffer or are signed up to install a buffer, will be prioritized by the amount of flow intercepted by the proposed buffer. This will be determined by a model or a site visit.

#2 priority: areas with no riparian buffer planned or implemented

- High, Medium and Low Potential Phosphorus Loss as identified on the Target Map;
- Usage of a Comprehensive Nutrient Management Plan;
- Distance from a confined livestock facility or livestock feeding area to a USGS Blue Line stream or other flow path;
- Topography between a confined livestock facility to a USGS Blue Line stream or other water body;
- Development of filter strips;
- Replacement of existing septic systems.

### Sign Up:

The Project Coordinator will work with the Delaware, Cherokee, Mayes, Sequoyah and Adair County CREP coordinator and Conservation Districts to obtain a listing of all landowners in the Illinois River watershed. A list will be developed to be used for the initial mailing notifying landowners of the program. In addition, newspaper ads will be placed in the Tahlequah, Jay and Stillwell newspapers.

A three week initial sign up period will be established, with concurrence of the participating conservation district, for taking applications for cost-share assistance. After the initial 3 week period, all applications will be ranked and considered. Applications will be taken at the district offices and at public meetings to be held. After the perspective cooperator signs up, the conservation planners will contact each applicant and: (1) determine eligibility; (2) set priority ranking (using the priority ranking form); (3) develop a conservation plan to determine needs; (4) with applicant's concurrence, a project agreement will be developed in accordance with the Oklahoma Conservation Commission Cost-Share Program; (5) the completed conservation plan and project agreement will be presented for approval to the appropriate conservation district ; (6) the final approval will be authorized by the designated OCC representative. **NOTE: Absolutely no reimbursements will be made for work begun on any project until the OCC staff representative has approved the plan and project agreement as so indicated by his/her signature on the agreement form.**

Personal contacts will be made with landowners who have not responded to written notification of the project. Contacts will be made to the non-responsive landowners in the highest targeted areas first, then each succeeding targeted areas from high to low.

At regular intervals a review/audit of the program will be made by the OCC water quality representative. This will be used to determine compliance with the program objectives and if modifications are necessary. The distribution of funds will be re-evaluated as more funds become available. In the event that adjustments are needed, the OCC Water Quality Staff Representative will make the needed adjustments.

### Eligibility Criteria:

The following criteria must be satisfied for an applicant to participate in the Illinois River Priority Watershed Cost-Share Program: (1) must own or operate land in the Illinois River Watershed above the dam of Lake Tenkiller; (2) must have a need for one of the Priority Best Management Practices; (3) if it is determined that the applicant requires a priority practice, he/she must be willing, with cost-share assistance, to install the needed BMPs; and (4) the applicant will be required to maintain the BMP for the life of the practice as specified by NRCS.

All residents in the Illinois River Watershed are eligible to receive cost-share assistance regardless of size of land ownership. There will be no minimum cost-share payment to any applicant. A cap for the maximum cost-share assistance to any one participant has been established. The cap has been set at \$25,000. If this is deemed too small to meet the water quality needs for the watershed, the appropriate Conservation District Board will review this matter and approve any variances with concurrence of the Water Quality Division Director.

Conservation Commissioners, Conservation Commission Staff, Conservation District Employees, or the spouses of any of these individuals shall not be eligible to participate in the Conservation 319 Cost-Share Program. Conservation district directors are eligible and encouraged to participate in the Illinois River Watershed Cost-Share Program. If district directors choose to participate, the following OCC policy will apply: in order to provide for an impartial legal majority, no more than two district directors from the County Conservation District shall participate in any 319 cost-share program for the Illinois River Watershed. In addition, the directors who desire to apply for the cost share program shall refrain from discussing or voting on any items or issues pertaining to the cost share program. This includes rates, practices, maximum payment, and applicants for the program.

### **Contract Compliance:**

The Oklahoma Conservation Commission Water Quality Staff, approved by the aforementioned conservation district and Oklahoma Conservation Commission, have developed standard forms in administration of this program: (1) CC/HC Project Cost-Share Assistance Pre-Application Form; (2) CC/HC Project Priority Ranking System; and (3) CC/FCR Cost-Share Evaluation Form.

The cooperator will be required to sign a project agreement with the County Conservation District and follow a specified schedule of operations. The schedule of operations form details a year by year plan of the Best Management Practices (BMPs) to be installed and a time frame within which to install them. The project coordinator will conduct annual status reviews on the anniversary of the signing of the Performance Agreement. If a cooperator is found to be out of compliance with the schedule of operations due to circumstances beyond their control, a revision schedule may be, at the discretion of the project coordinator, discussed and completed. These revisions will not require conservation district board approval. In the event a cooperator is not in compliance due to lack of interest the district board has the discretion to terminate the contract. The idle funds can then be utilized by another cooperator. The importance of the cooperators keeping on schedule must be stressed by the planner. The three year lifespan of the project dictates the need for schedule compliance. All funds for BMP installation must be expended by June 30, 2010.

## **II. List of Recommended Conservation Practices and Cost-Share Rates**

Contained in this section is a master list of Best Management Practices (BMP), cost-share rates, and component parts for each BMP that has been recommended for implementation in the Illinois River Watershed Project. The following list of Priority and Best Management Practices has been approved for recommendation to the Commission Members. The BMPs have been approved by the respective Conservation District Boards and the Oklahoma Conservation Commission.

	<u>Cost-Share Practices</u>	<u>Cost-Share Rate</u>
BMPs #1	Riparian Area Establishment and Management Components:	
	(1) Incentive payments	100%
	(2) Off-site watering	80%
	(3) Tree planting	90%
	(4) Riparian fencing	90%
	(5) Special BMPs, as determined by OCC representatives	
BMPs #2	Buffer Strip Establishment and Streambank Protection Components:	
	(1) Incentive payments	100%
	(2) Fencing	80%
	(3) Vegetative planting	90%
	(4) Critical area improvements	80%
	(5) Special BMPs, as determined by OCC representatives	
BMPs #3	Animal Waste Components Components:	
	(1) Composter	75%
	(2) Composter with dry waste storage	75%
	(3) Cake out storage	75%
	(4) Full clean out storage	75%
	(5) Waste storage/animal feeding structure	60%
BMPs #4	Proper Waste Utilization (Poultry Waste Producers) Incentive Payments for Proper Utilization Components:	
	(1) Poultry waste moved out of the Illinois River Watershed into a non-phosphorous threatened or non-NLW watershed (cannot be moved into Eucha/Spavinaw, Grand Lake, Wister, Claremore Lake, Spiro Lake, or Tenkiller Lake Watersheds)	\$0.25/lb P

BMPs #5 Heavy Use Areas  
 Components: (1) Concrete pads 75%  
 (2) Gravel 75%  
 (3) Grading and shaping 75%  
 (4) Geo-textile 75%

BMPs #6 Rural Waste Septic Systems (Human Waste)  
 Components: (1) Septic systems with tank; pump out (when needed); DEQ permit; installation; percolation test; lateral lines 80%  
 (2) Rock and other anaerobic Systems 80%  
 (3) Soil profiling 90%

<b>1:</b>	<b>Riparian Area Management and Establishment</b>				
<b>391</b>		<b>1a: Incentive Payments</b>			
		1a-1: Total Exclusion	acre	100%	\$ 90.00
		1a-2: Total Exclusion with hay production	acre	100%	\$ 45.00
		<b>1b: Off-site Watering</b>			
378		1b-1: Pond	cu yd	80%	\$ 1.55
		1b-2: Trickle Pipe PVC	DIFT	80%	\$ 1.07
642		1b-3: Well Drilling	ft	80%	\$ 18.85
614		1b-4 Freeze Proof Water Tank - pre-cast concrete	each	80%	\$ 1,111.00
		Rubber tire tank	DIFT	80%	\$ 151.50
		Energy free fountain	Gallon	80%	\$ 34.19
516		1b-5: Pipeline PVC	DIFT	80%	\$ 1.07
<b>561</b>		<b>Access Lane to Stream</b>			
		1b-6: Grading & Shaping	cu yd	80%	\$ 1.55
		1b-7: Gravel Fill	cu yd	80%	\$ 31.98
		1b-8: Geo-cell	sq ft	80%	\$ 2.76
		1b-9: Geo-textile	sq yd	80%	\$ 2.60
<b>391</b>		<b>1c: Riparian Forest Buffer</b>			
		1c-1: Barerooted	each	90%	\$ 0.88
		1c-2: Potted	each	90%	\$ 1.00
		1c-3: Seedbed Preparation	acre	90%	Included above
<b>382</b>		<b>1d: Fencing</b>			

		1d-1: 4-wire permanent Standard Critical Areas	L ft	90%	\$ 1.92
		1d-2: Woven wire	L ft	90%	\$ 1.92
		<b>1e: Special BMP</b> Note: This will only be used when a BMP is needed that is not covered under the list of approved BMPs.			
<b>2: 393</b>	<b>Buffer-Filter Strip Establishment &amp; Stream Stabilization</b>				
		<b>2a: Incentive Payments</b>	<b>acre</b>	<b>100%</b>	<b>\$ 45.00</b>
		<b>2b: Vegetative Establishment</b>			
512		2b-1: Bermuda Grass Sprig	acre	90%	\$ 97.56
		2b-2: Winter Hardy Bermuda Grass Seed - Wrangler	acre	90%	\$ 60.04
		2b-3: Tall Fescue	acre	90%	\$ 60.04
		2b-4: Native Mixtures	acre	90%	\$ 80.96
		2b-5: Other Grasses Cost from OK State Cost List			
590		2b-6: Liming (Soil Test)	ton	90%	\$ 28.17
		2b-7: Fertilizer (Soil Test)	acre	90%	\$ 28.17
		2b-8: Seedbed Preparation	acre	90%	Included above
		2b-9: Drill & Tractor	acre	90%	Included above
391		Riparian Forest Buffer			
		2b-10: Barerooted	each	90%	\$ 0.88
		2b-11: Potted	each	90%	\$ 1.00
		2b-12: Seedbed Preparation	acre	90%	Included above
<b>382</b>		<b>2c: Fencing</b>			
		2c-1 4-wire Permanent Standard Critical Area	L ft	80%	\$ 1.92
		2c-2: Woven Wire	L ft	80%	\$ 1.92
		<b>2d: Special BMP</b> Note: This will only be used when a BMP is needed that is not covered under the list of approved BMPs.			
<b>3:</b>	<b>Composters - Animal Waste Storage Facilities</b>				
317		3a. Composters	sq ft	75%	\$ 8.33

313		3b. Cake Out Storage w/ Concrete Floor	sq ft	75%	\$	7.08
		3b-1: Cake Out Storage w/ Earthen Floor	sq ft	75%	\$	6.23
		3d: Full Clean Out Storage Note: will be cost shared on houses that only rotate their flock once or twice a year				
		3d-1: Earthen Floor	sq ft	75%	\$	6.23
		3e. Animal feeding/waste storage facility (floor under heavy use spec)	sq ft	60%	\$	6.23
<b>4:</b>	<b>Proper Waste Utilization (for poultry waste producers)</b>					
		4a. Poultry waste moved out of the Illinois River Watershed into a non-phosphorous threatened or non-NLW watershed Note: cannot be moved into Eucha/Spavinaw, Grand Lake, Wister, Claremore Lake, Spiro Lake, or Tenkiller Lake Watersheds	Lb P		\$	0.25
<b>5: 561</b>	<b>Heavy Use Area</b>					
		5a: Establish permanent feeding areas away from water sources (creeks, drainage ways, etc.)				
		5a-1: Concrete Pads for Round Bale Feeding or Frost Free Tanks	cu yd	75%	\$	272.55
		5a-2: Gravel for Heavy Livestock Use Areas (.22 tons/sq yd - 6" depth)	cu yd	75%	\$	31.98
		5a-3: Grading and Shaping	cu yd	75%	\$	1.53
		5a-4: Geo-textile	sq yd	75%	\$	2.60
<b>6:</b>	<b>Rural Waste System</b>					
		6a. Septic Tank				
		6a-1: 1000 gallons	each	80%	\$	500.00
		6a-2: Pump out existing tank	each	80%	\$	150.00
		6a-3: Installation of tank	each	80%	\$	100.00

		6a-4: Percolation test and certification (DEQ)	each	80%	Invoice
		6b: Installation of Lateral lines, material, machinery and labor	L ft	80%	\$ 5.00
		6c: Rock, geotextile, 1000 gal tank, 100' lateral lines, labor and machinery	Cu Ft	80%	
		6d: Anaerobic systems	each	80%	Invoice
		6e: Soil Profiling	each	90%	Invoice

### III. Conservation Cost-Share Practice Standards Specifications:

Cost-share practices shall be implemented according to the standards and specifications of the Natural Resources Conservation Service. See Natural Resources Conservation Service Standards and Specifications in the Field Office Tech Guide, Section IV. The Department of Environmental Quality Bulletin 640, Special Qualification Guidelines for Septic Systems, contains the information for septic systems. Riparian and streambank restoration standards are determined by the OCC.

### IV. Description of Approved Priority Practices

#### Riparian Areas and Buffer Zones—Establishment/Management (priorities 1 and 2)

##### Definition

Riparian areas are the lands adjacent to water bodies—from creeks and rivers to lakes, ponds, and wetlands. Riparian areas consist of trees, trees and shrubs, or trees, shrubs and non-woody vegetation. Buffer zones are strips or small areas of land in permanent vegetation adjacent to water sources or field edges.

##### Purpose

Reduce excess amounts of sediment, organic material, nutrients, pesticides and pathogens in surface runoff and shallow water flow.

##### Establishment

The riparian areas and buffer zones will be planned and designed according to NRCS specifications. The conservation water quality planner representing the local districts will complete the plan.

##### Management

The conservation planner will make recommendations to the applicant on management according to NRCS specifications. As a part of the management, exclusion incentives will be offered as follows:

Total Exclusion        \$90.00/acre/yr. for 3 years\*  
 \*\* Hay Production     \$45.00/acre/yr. for 3 years\*

\*These exclusion incentives are 100%. \*\*Hay can only be accomplished in Zone 3 of the riparian area as determined by the conservation planner. \*\*\*The grazing periods will be determined by the conservation planner using NRCS standards. These exclusion incentives will be limited to no more than an average of 300' on each side



of the stream bank. To qualify for these incentive payments, one or more practices to improve water quality must be completed and certified by the project coordinator.

#### Best Management Practices

Off-site watering facilities, riparian fencing, pasture establishment, forest buffer establishment, critical area improvements.

### **Composters, Cake-Out, and Cleanout Storage Buildings and Waste Storage/Animal Feeding Facilities (priority 3)**

#### Definition

Construction of composters, cake-out and cleanout storage buildings to store dead poultry (and aid in the decomposition process) and litter until it can be spread onto fields as designated in a waste management plan. Also, construction of animal waste/animal feeding facilities for winter feeding, especially cattle, and storage of waste until weather and soil conditions are acceptable for spreading of the waste.

#### Purpose

To address the proper disposal of dead animals (poultry) and proper storage of animal waste, as well as to enable winter feeding of animals in a manner that will reduce the potential for erosion and manure associated with the soil around the feeding area.

#### Establishment

The composter, cake-out, and cleanout structures will be constructed pursuant to NRCS specifications. The waste storage/animal feeding facility will be constructed pursuant to the OCC specifications.

### **Proper Waste Utilization (priority 4)**

#### Purpose

To insure proper application of animal waste and not to exceed the phosphorus level as established by NRCS and the application plan developed by a nutrient management specialist.

#### Best Management Practices

An animal waste management plan will be required, along with soil and litter analyses. All criteria and practices required by state law for movement and application of poultry waste must be achieved.

### **Heavy Use Areas (priority 5)**

#### Definition

The stabilization of areas frequently and intensively used by animals. This is accomplished by establishing vegetation, surfacing with suitable materials, and/or installing needed structures.

#### Purpose

This practice is used as part of a conservation management system to support the following practices: improve water and air quality, reduce erosion and subsequent movement of soil and animal waste, improve livestock health.

### **Human Waste Management (priority 6)**

#### Purpose

To insure that rural residents have adequate means of disposing of human waste.

#### Components

Excavation, septic tanks, lateral lines, percolation tests, or soil profiling components are necessary for the safe disposal of human waste.

#### Qualifications Criteria for Septic Systems

Cost-Share assistance for septic systems will be allowed only for non-commercial single family dwellings that are used for permanent and primary residence. The dwelling must be within the Tenkiller Lake watershed. The cost-share funds can not be spent on new homes or new mobile homes. Recreational trailers are not eligible for cost-share assistance.

## **V. Tenkiller Lake Watershed Components Parts List**

### **1. Use Exclusion - 472**

#### Definition

The management practice of excluding animals, people, or vehicles from an area.

#### Purposes

This practice aids in prevention of access to an area to maintain or improve the quality or quantity of natural resources.

#### Components

The practice requires fences along with an alternate watering source for livestock.

### **2. Pond - 378**

#### Definition

A water impoundment made by constructing a dam or an embankment or by excavating a pit or dugout.

#### Purposes

Ponds are used to provide water for livestock, fish, wildlife, recreation, fire control, crop and orchard spraying, and other related uses to maintain or improve water quality by providing a water source away from protected creeks, streams or lakes.

#### Components

Excavation or embankment, barrel and/or riser, blanket material, trash guard, and clay liners are needed for a pond.

### **3. Pipeline - 516**

#### Definition

The pipeline is a means of conveying water in a closed conduit to an alternate site. The pipeline must have an inside diameter of 8" or less.

#### Purposes

Pipelines are used to convey water from a source of supply to points of use for livestock, or other uses.

#### Components

The practice requires pipe (steel or plastic) that meets the NRCS requirements, a trencher, and a water supply.

### **4. Water Well - 642**

#### Definition

A hole that is drilled, dug, driven, bored, or otherwise constructed to an aquifer.

#### Purposes

The wells provide water for livestock, wildlife, and humans to facilitate proper use of vegetation on pastures and to provide water away from protected waterbodies.

#### Components

Water wells require excavation, drilling, casing, and wellhead protection.

### **5. Trough or Tank - 614**

#### Definition

A tank or trough (with needed devices for water control and waste) installed to provide drinking water for livestock.

#### Purposes

A tank is installed to provide watering facilities for livestock that will protect vegetative cover and eliminate the need for livestock to be in streams.

#### Components

These watering facilities need concrete, water tank, freeze proof hydrants or other water sources and are used in conjunction with heavy use areas (561).

### **6. Solar Pump/Windmill - 533**

#### Definition

A pumping facility installed to transfer water for a conservation need.

#### Purpose

Provide a dependable water source for water management for livestock.

### Components

These pumping facilities require a storage tank capable of storing water for three days per animal unit. Quotes for electrical hook-ups and the pumping facility must be obtained prior to installation and the lesser amount will be utilized.

## **7. Fence - 382**

### Definition

A constructed barrier to exclude livestock, wildlife, or people or to provide for rotational grazing of livestock.

### Purposes

Fencing is used as part of a conservation management system to aid in treatment of water and other resource concerns.

### Components

The proper height, size, spacing, and type of posts should be used to provide the needed protection for the task. Labor, posts, wire, and other equipment are needed to construct this practice.

## **8. Riparian Forest Buffer - 391**

### Definition

An area of predominantly trees and/or shrubs located adjacent to watercourses or water bodies.

### Purposes

These buffers reduce sediment and nutrient loading in watercourses. They also create shade to lower water temperatures to improve the habitat for aquatic organisms.

### Components

Seed bed preparation, grass planting, tree and shrub planting, nutrient management, and pest management are necessary for establishment.

## **9. Stream bank and Shoreline Protection**

### Definition

The structural and managerial treatment used to protect banks of streams, constructed channels, and lakes.

### Purposes

The practice is used in preventing the loss of land and improving water quality by reducing erosion and run off.

### Components

The practice calls for vegetative planting (grasses, trees, and or shrubs), and/or structural practices.

## **10. Tree/Shrub Establishment - 612**

### Definition

The establishment of woody plants by planting seedlings or cuttings, direct seeding, or natural regeneration.

### Purposes

The establishment of the woody plants provides for long term erosion control, filter pollutants from run off, provide for wildlife habitat, and improve water quality.

### Components

Tree/shrub establishment calls for correct planting dates for seeds or seedlings, exclusion of livestock to allow for growth, and site preparation.

## **11. Grade Stabilization Structure - 410**

### Definition

A structure used to control the grade and head cutting in natural or artificial channels.

### Purposes

The structures are used to stabilize the grade and control erosion in channels to prevent the advance of gullies and enhance the water quality.

### Components

Grade stabilization structures require excavation, concrete or rock, drop pipes, vegetative establishment, and/or embankment practices.

## **12. Critical Area Planting - 342**

### Definition

The planting of vegetation, such as trees, shrubs, vines, grasses, or legumes on highly erodible or critically eroding area.

### Purposes

This is used to stabilize the soil, reduce damage from sediment and runoff to downstream areas.

### Components

Seedbed preparation, nutrient management, mulching, pest management, grass planting, tree and shrub planting, lime are needed for the practice.

## **13. Composters/Animal Waste Storage Facilities - 313**

### Definition

A waste storage impoundment made by fabricating a structure.

### Purposes

To temporarily store wastes such as manure, wastewater and contaminated runoff as a storage function component of an agricultural waste management system.

Components

Construction and/or shaping, concrete, gravel, wood, forms, rebar, trusses, sheet metal. NRCS specifications will be followed on all composters, cake-out and cleanout structures. Specifications provided by the Project Coordinator will be followed for animal waste/animal feeding facilities.

**14. Proper Waste Utilization - 633**

Definition

Using agricultural waste such as poultry litter and cattle manure.

Purposes

Protect water and air quality. Provide fertility for crop, forage, fiber production and forest products. Improve or maintain soil structure.

Components

Soil and waste analysis are required prior to removal and application of waste from storage site. An animal waste management plan shall be followed for any application of waste.

**15. Heavy Use Area Protection - 561**

Definition

The stabilization of areas frequently and intensively used by animals. This is accomplished by establishing vegetation, surfacing with suitable materials, and/or installing needed structures.

Purposes

This practice is used as part of a conservation management system to support the following practices: Improve water and air quality, reduce erosion, improve livestock health.

Components

The components needed for this practice include: vegetative establishment, structural practices, and/or installation of materials such as geotextile, geocell, concrete, and/or rock.

**16. Septic Systems**

Definition

An on-site system designed to treat and dispose of domestic sewage. A typical septic system consists of a tank that receives waste from a residence or business and a drain field or subsurface absorption system consisting of a series of percolation lines for the disposal of the liquid effluent. Solids (sludge) that remain after decomposition by bacteria in the tank must be pumped out periodically.

Purposes

To insure that rural residents have adequate means of disposing of human waste.

### Components

The necessities for septic systems are: Septic tank, lateral lines, rock/reed fields, and/or residential sewer lagoons. The septic systems will be designed according to Department of Environmental Quality (DEQ) bulletin 640-Special Qualification Guidelines for Septic Systems.

### **Checklist of Procedures for Implementation**

1. Open Application Period.
2. Keep list of all applications received.
3. Water Quality representatives will determine eligibility, complete farm visits, and prepare a Priority Ranking sheet on each applicant.
4. Develop a case file on each applicant. (Refer to Case File Checklist)  
Note: If and when the applicant is approved for funding and the conservation plan is developed, all items in the case file should be placed in the cooperator's plan file.
5. After all evaluations have been completed, the water quality representatives will rank all applicants. These rankings will be based on the priority ranking criteria set in the Illinois River Implementation Plan (this document).
6. Successful applicants will be notified and a Performance Agreement will be signed by applicant, district board, and OCC Water Quality Representative. Note: Absolutely no work can begin or materials purchased by any applicant until all three signatures have been obtained on the Performance Agreement. In the event this happens, no reimbursement of costs will be made to the cooperator.
7. Conservation plans will be developed on all approved applicants using the NRCS Customer Service Toolkit or a comparable program. Three copies of the conservation plan will be made with the landowner receiving one copy and the Water Quality Representative retaining two copies (one copy will be kept at the representative's office with the other going to the Oklahoma Conservation Commission WQ office).
8. Arrangements are then made for the designated NRCS and/or OCC Water Quality Representatives to design the approved conservation practices.
9. Certify work is complete and authorize payment through the Conservation Commission. The notarized cost-share payment claim must be accompanied by a copy of all invoices, Performance Agreement, Consent Form (if applicable), Certification of Completion and Acceptance, Cost-Share Payment Calculation Sheet, the cooperator's Schedule of Operations, and a completed Vendor Form. These will be forwarded to OCC for payment.
10. Upon receipt of payment from OCC, the district will obtain the signature of the participant on the Release of Warrant Form and place in the conservation plan case file. The disbursement of the funds to the cooperator will be completed to finalize the procedure.
11. Annual Status Reviews will be performed up to two months before and no later than the anniversary of the completion date for the practice.

### **Case File Checklist**

1. Application for allocated funds
2. Copy of Priority Ranking sheet
3. Property map, soils map and soil technical descriptions
4. Farmer-Rancher Conservation Agreement with DCCD
5. Performance Agreement and any amendments
6. Schedule of Operations and any amendments
7. Completed Cultural Resources documentation
8. Vendor form
9. Maintenance Agreement and any amendments
10. Complete copies of all claims and certifications sent to OCC for processing
11. Copies of all vouchers and cost-share payment checks
12. Consent Form, if applicable
13. Release of Warrant Form
14. Any correspondence to and from the participant
15. Any note of relevant conversations with the participant
16. Applicable NRCS standards and specifications
17. Annual Status Reviews

**Note: These items can be placed in the conservation plan folder in the district/project office after preparation of the plan.**



<b>ILLINOIS RIVER 319 NON-POINT PRIORITY WATERSHED</b>		
<b>PRIORITY RANKING SYSTEM 2006</b>		
Producer:		Total Acres:
Legal:	Section _____ Township _____ Range _____	Total Points:
<b>Water Quality- High Potential Phosphorus Loss on Targeted Riparian Area and Grazing Lands (Maximum Total: 100 pts)</b>		
	Poor Condition Pastures as identified on Target Maps (20 pts)	
	High Potential Phosphorus Loss areas identified on Target Maps (20 pts)	
	Medium Potential Phosphorus Loss areas identified on Target Maps (10 pts)	
	Low Potential Phosphorus Loss areas identified on Target Maps (zero (0) pts)	
	Land offered will apply a Comprehensive Nutrient Management Plan if applying poultry litter according to an animal waste management plan. (20 pts)	
	Distance from confined livestock facility or heavy use feeding area to USGS Blue Line Stream or other water body. Adjacent (15pts) <1/4 mile (10pts) 1/4-1/2 mile (5pts) >1/2 mile (0pts)	
	General topography between confined livestock facility or heavy use feeding area and USGS Blue line stream, channelized flow path or Water Body. >8% slope (10pts) 3% - 8% slope (5pts) 0% - 3% slope (0pts)	
<b>Riparian Buffers (Maximum Total: 100 points)</b>		
	Application being made for buffer with total width (including both sides of the channel) of equal to or greater than 400 feet and greater than or equal to 660 feet in length, OR buffer of this size already established but rental payments are not being received and that there is no permanent conservation easement on requiring said buffer. (100 points)	
	Application being made for buffer with total width (including both sides of the channel) of less than 400 feet but greater than 199 feet and greater than or equal to 660 feet in length, OR buffer of this size already established but rental payments are not being received and that there is no permanent conservation easement on requiring said buffer. (50 points)	
	Application being made for buffer with total width (including both sides of the channel) of equal to or less than 199 feet OR buffer of this size already established but rental payments are not being received and that there is no permanent conservation easement on requiring said buffer. Note that there is no length requirement for this category. (25 points)	
<b>Rural Waste On-site Disposal Systems - Rural Septic System Concerns (Total: 100 pts)</b>		
	Offer includes replacement of existing septic system by installation of 1,000 gallon tank, lateral lines, percolation test, and DEQ permit (100pts)	
		<b>Total Evaluation Points:</b>
<p>This form will be used to determine priorities for planning and fund distribution. The applicants with the highest number of points, as determined by the planner, will be the first priority for planning and fund allocation.</p>		