



United States Army  
Corps of Engineers  
... Serving the Army  
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# Information Bulletin

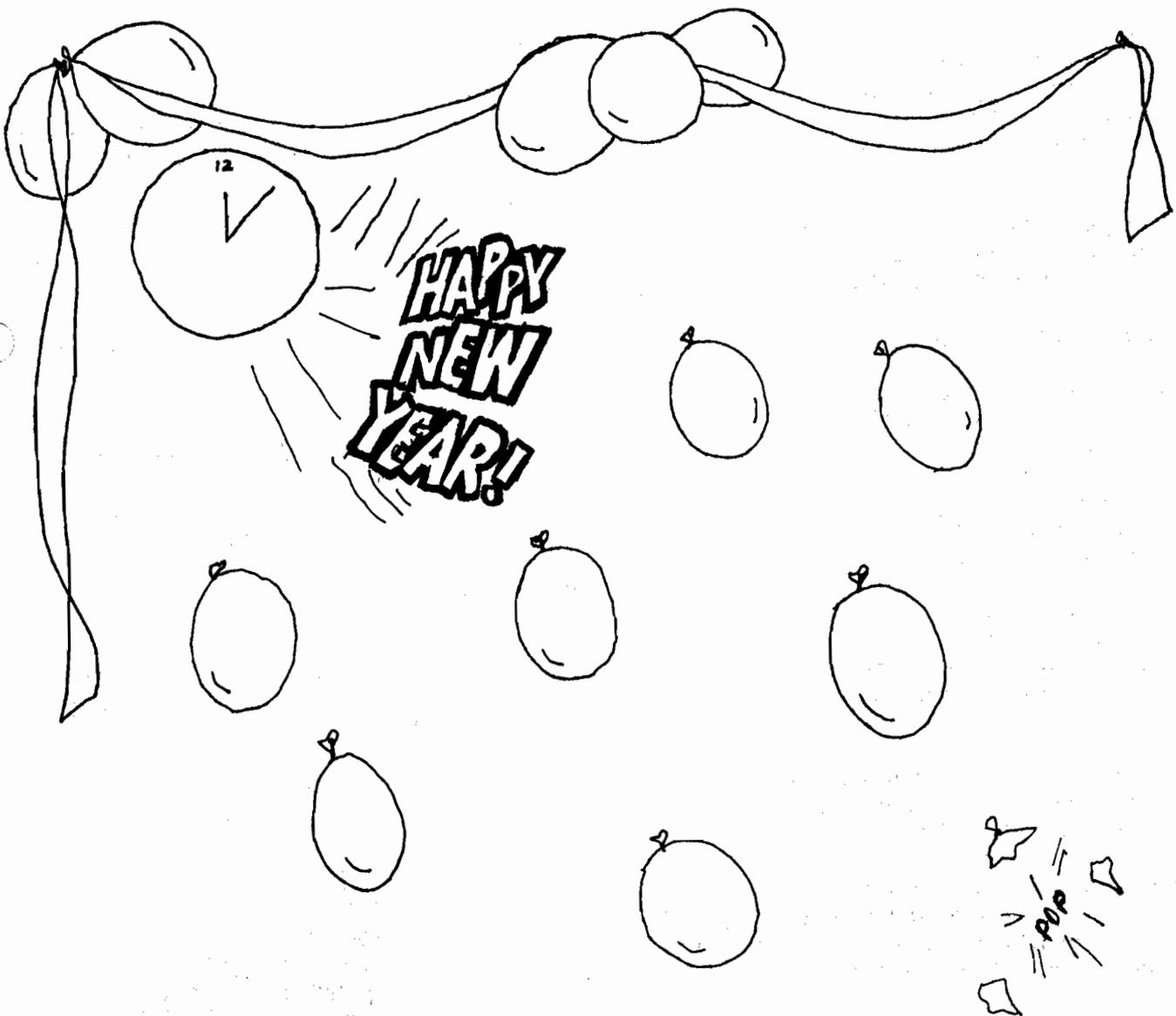
## St. Louis District

DEPARTMENT OF THE ARMY ST. LOUIS DISTRICT, CORPS OF ENGINEERS

VOL 16 NO 1

OFFICIAL

30 JANUARY 1979



## DISTRICT DOINGS

While the holidays have been filled with fun and festivities and the weather cold, snowy and icy, the demand for special Corps programs diminished somewhat for the time. That didn't stop some of our District folk from their talks, tours and programs. Next few months always see a build-up of interest probably due to a touch of "cabin fever" and the sports shows renewing interest in the outdoors and especially Corps lakes.

One of our people has been accorded a rather special Award, Winston Campbell, lake manager over at Lake Shelbyville was named 1978 "Park Manager of the Year" by the Annual Conference of the Illinois Parks and Recreation Assn. Congratulations, Win!

David Koplinger had a busy month at Carlyle. David talked to the Keyesport Elementary School, and to 60 students at Carlyle Grade School's Science Club. David also spoke to the 45 members of the Clinton County American Legion Post. Cheryl Leach conducted a "safe boating" session for the 37 members of the Centralia Boating Club.

Senior Citizens sure do enjoy the facilities and the special programs at Rend Lake. The staff held two special winter wildlife programs for the Wit and Wisdom Senior Citizens groups from Benton and West Frankfort, Illinois.

Chuck Neidinger and C. J. Hilton hosted a group of officials from the Missouri Highway Department looking at the development of the Clarence Cannon area.

The group from OD-R have several Sports, Boat and Travel Shows lined up. The exhibit was a popular spot at the Chicago Boat Show and is set for an appearance here at the St. Louis Show soon with others to follow.

Terry Norris, our proud new father, took time off from admiring his new daughter to tell the Mound City Archeological Society about the archeological work in the St. Louis District.

Colonel McKinney, Ken Koller and Paul Kornberger briefed Mr. Harold E. Johnson, Chairman of the Coosa River Action Committee about the Lock and Dam #26 project. Ken and Paul accompanied Mr. Johnson to the site for a tour by Lockmaster Jim Fogilphol.

Ken Koller talked about the #26 project to an audience of 20 members of the St. Louis Jaycees.

Leon Leach gave an overview of camping in the District for the Tamarack Camping Club at Fairview Heights, Illinois.

That's about the scene for now. There has been a lot of interest shown in the ice problems and navigation on the river, some special TV coverages and world-wide attention is focused on the Mississippi about now. Small wonder, since it is the supply line for grain to far away lands, and coal and petroleum for major population centers.

With a break in the weather, the next few months will be busy times for the snow-bound fisherpersons and camper types. See you at the Sports Show.





FEDERAL  
EXECUTIVE  
BOARD  
of  
ST LOUIS

Staff Office, Room 2906  
1520 Market Street, St. Louis, MO 63103

December 20, 1978

TO ALL AGENCY HEADS

SUBJECT: Federal Employees' City Earnings Tax

Request you notify your employees of the following.

All non-resident Federal employees are required to file a St. Louis City Earnings Tax Return if the city withholding tax has not been fully withheld, or have a refund due them (in excess of \$1.00). Such employees pay city earnings tax only on the income received for work or services performed within the City of St. Louis.

A deduction for taxes on income for services performed outside of the city must be supported by:

- Official travel voucher or reproduction thereof; or,
- A statement signed by the employee's supervisor, personnel officer or commanding officer, detailing the number of days worked out of the city. All official TDY verification must accompany the return when filed.

Note, Federal employees, whose residence is in the city, are subject to the full amount of the tax, whether or not they work within the City of St. Louis.

*Clarence P. Squellati*  
Clarence P. Squellati  
Chairman

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Our congratulations to the following employees on their recent achievements:

**OUTSTANDING PERFORMANCE RATING**

- Dave Haudrich, ED-DG
- Lee R. Dellenbaugh, ED-DG
- Thomas Wolff, ED-FS
- Emmett Hahn, ED-BC
- Ron Lindsay, ED-BP
- Jo Ann Petras, SD-C

**PROMOTION CERTIFICATES**

- Samuel S. Pomeroy, Jr., ED-FG,  
Geologist, GS 1350-09
- Paul E. Roberts, ED-DM,  
Electrical Engineering Technician,  
GS 0802-07
- Kent B. Lina, ED-H,  
Student Trainee Civil Engineer,  
GS 0899-05
- Karon L. Miller, OD-R,  
Outdoor Recreation Planner,  
GS 0023-05
- Charles A. Sullivan, ED-F,  
Student Trainee Civil Engineer,  
GS 0899-05
- Mitchell T. Aguilar, ED-DM,  
Student Trainee Mechanical Engineer,  
GS 0899-04
- William L. Rogers, ED-PK,  
Civil Engineer, GS 0810-12
- William R. Jones, CD-C,  
Civil Engineering Technician,  
GS 1350-12
- Michael J. Klosterman, ED-FG,  
Geologist, GS 1350-12
- Joseph G. Hobbs, OD-NL,  
Lock and Dam Equipment Mechanic,  
WY 5318-10
- Marvin W. Morris, OD-RJ,  
Park Ranger, GS 0025-09

**OUTSTANDING PERFORMANCE RATING  
AND QUALITY INCREASE**

- Richard Astrack, ED-BP
- Melvin Baldus, ED-FS
- Frank Clark, SD-P
- Brian Kleber, ED-FI

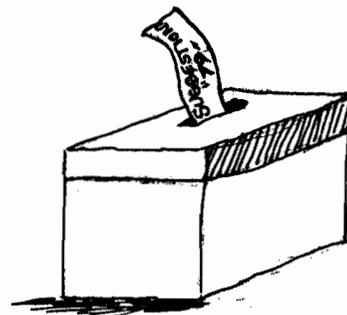
CFC AWARDS were presented to Gary Plummer, JoAnn Smith, Joan King, Joan Schick, and Mel Doernhoefer for dedicated and meritorious service as members of the CFC Joint Work Group of the East West Gateway Combined Federal Campaign.

CAPTAIN MIGUEL O. RUIZ has been presented with the Bronze Star Medal for Meritorious Service in Vietnam.

NEALE ZINSER, ED-F, was presented with a Certificate and Pin for 20 Years Service with the Federal Government.

**DISTRICT-WIDE  
SUGGESTION CAMPAIGN  
5 Feb — 17 Mar 1979**

Once again, we will conduct a District-wide Suggestion Campaign. We urge each and every one of you to submit at least one suggestion. We need some good ideas so let's hear from you. Watch for Posters and Special Bulletins.



## OVERSEAS VACANCIES

### ALASKA

General Services Supve, GS-301-9, Ofc of Admin Svc,  
General Svc Br

Engrg Tech, GS-802-5/7/9, Construction-Operations  
Div, Reg Functions

Computer Tech, GS-356-6, Data Processing Center

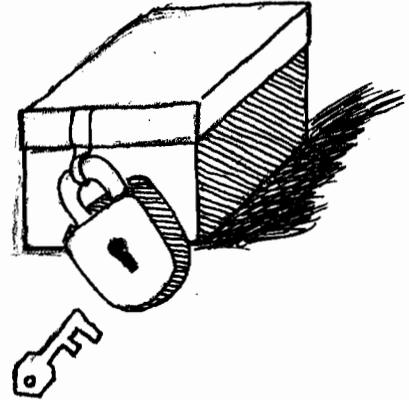
Interdisciplinary, GS-11 (Envir Resource Spec, GS-  
401; General Biology, GS-401; Forestry, GS-460),  
Engrg Div, Envir Sec

### PUERTO RICO

Mechanical Engr, GS-830-11, EPA Construction  
Grants Program, San Juan, Puerto Rico.

### SAUDI ARABIA

|            |  |        |
|------------|--|--------|
| IED 77-575 | Interdisciplinary, GS-13<br>(Civ Engr, GS-810;<br>Mech Engr, GS-830;<br>Elec Engr, GS-850)       | RIYAH  |
| MED 78-426 | Supvy Chemist,<br>GS-1320-12   | RIYADH |
| MED 78-428 | Interdisciplinary, GS-12<br>(Civ Engr, GS-810;<br>Geologist, GS-1350,<br>Materials Engr, GS-806) | RIYADH |



## SECURITY

Calendar year 1978 brought about a substantial reduction in the theft of Government property, especially within the District Office. There is no assurance 1979 will follow suit unless there is a continued effort to safeguard small sensitive items. Think security. Lets all do our part to work together and make 1979 a banner year for security.



## **AMENDMENTS TO FEDERAL EMPLOYEES GROUP LIFE INSURANCE AND HEALTH BENEFITS LAWS**

The laws for group life insurance and health benefits have been amended to reduce the 12 year service requirement for continuation of coverage into retirement to 5 years. Therefore, an employee who retires on or after 2 November 1978 may continue his regular and optional life insurance and health benefits into retirement if he has (1) completed 5 years of creditable civilian service, (2) been insured under the programs for the five years of service immediately preceding retirement or the full period of service during which life insurance and health benefits were available to him if less than 5 years.

## **EFFECTIVE DATE OF HEALTH BENEFITS OPEN SEASON CHANGES**

The health benefits open season changes become effective 14 January 1979. The check you receive 6 February will reflect the change in deductions.

## **CSC RETIREMENT CONTRIBUTIONS**

The Personnel Office has received the annual listing of employee retirement deductions for CY 1978 and the cumulative total deductions for civilian service performed within the Department of Army without a break in service.

Due to the emphasis the Privacy Act has imposed on release of personal information, employees wanting to know the status of retirement contributions should contact Technical Services (PB-S), Ext. 2137. Please keep in mind that your year end check stub reflects the total contributions for that specific year.

## **NIGHT SCHOOL GRADE REPORTS**

All employees who have participated in night school classes at District expense are reminded that a copy of their grade report for the recently completed semester (quarter) must be forwarded to PB-T as soon as possible. Failure to submit the grade report may jeopardize the opportunity for future financial assistance on tuition.

### **A FRIEND**

A friend is someone who has problems you care about more than your own.

## TRAINING COURSES BY "OFFICE OF PERSONNEL MANAGEMENT"

Effective immediately the above Office replaces one which all Federal employees have been familiar with over the years. The recently enacted Civil Service Reform Act has abolished the U. S. Civil Service Commission (CSC) and divided its responsibilities between two new agencies — one of which is the Office of Personnel Management (OPM).

As a result of this change all training requests for courses conducted by the **old** CSC, will now be handled by the OPM. Clerical personnel preparing training requests on the new form (DD 1556) should use the following address in block 15a of the form:

Regional Training Center  
Office of Personnel Management  
1520 Market Street  
St. Louis, Mo. 63103

Remember — this is **only** for courses conducted by the agency previously known as the U. S. Civil Service Commission.

## S.L.E.D. TOASTMASTERS CLUB

Congratulations are in order to the following newly elected officers of the St. Louis Engineer District Toastmasters Club:

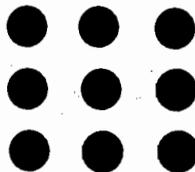
President — Ron Lindsay, ED-BP  
Educational V.P. — Ken Porter, ED-BU  
Administrative V.P. — Norris Davis, PD  
Secretary — Lynne Puetz, ED-HE  
Treasurer — Jean Boemer, ED-BR  
Sergeant at Arms — Dave Leake, ED-BC

"Attaboys (girls)" are also due Rich Astrack, Past President of the SLED Club, who was recently appointed membership Chairman for Area 8 Toastmasters and Judy Phillips, AS-RA, who is serving as Assistant Governor for Area 8.

The Club meets from 12-noon to 1:00 p.m. every Monday in Room 1040. Guests are always welcome. Bring your brown bag and join the fun or just observe.

### Give This Test a Try

CAN YOU join the nine dots below with four straight lines, without taking your pencil from the paper?



(See page 9 on above test)

## **SPOTLIGHT ON THE LIBRARY**

In case you haven't noticed, WES is expanding its already busy report generating activity. Just recently, two new report series were added and we have started to receive titles within those series. They are:

RESERVOIRS AND WATERWAYS "E" and RECREATION RESEARCH PROGRAM "R."

IDENTIFICATION AND ASSESSMENT OF ENVIRONMENTAL QUALITY, TR E-78-1.

MODELING RECREATION USE IN WATER RELATED PARKS, TR R-78-1.

DEVELOPMENT OF IMPROVED DECISION-ORIENTED RECREATION USER INFORMATION SYSTEM, TR R-78-2.

**TAPES**

**TAPES**

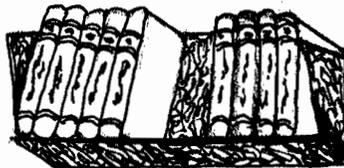
**TAPES**

Did you miss the Lunch and Learn session on Personnel? If you did and would really like to relive those programs, we can help you. We have cassette tapes of not only the Personnel Lunch and Learn, but of all other Lunch and Learn sessions held. We also have a tape player you can use to listen to them.

### **REMINDERS**

Some of you may have received Holiday Greetings from the District Library in the form of an overdue notice. If you have, we request you return your book as quickly as possible. You may find, though, that you need it a bit longer. In that case, simply give us a call and we will be glad to renew it for another 30-day period. Only if a book is on reserve for someone else will you be denied the renewal. Frequently, long-term projects will necessitate your keeping a book longer than the normal loan period. If this should occur, just let us know and we will make every effort to loan you the book for an indefinite period of time.

— Kathy Hayes, Librarian



## COUNCIL CORNER

The Civilian Welfare Council is pleased to announce that their 1st Christmas Decoration Contest was a tremendous success with over 30 diversified entries.

The judging was done in two different categories, **Individual Offices** and **Hallway Displays**. The winners in each category are as follows:

**INDIVIDUAL OFFICES:**

- 1 — 866 — Word Processing, ED-W
- 2 — 951 — Recruitment, PB-R
- 3 — 941 — Office of Administrative Services, AS

**HALLWAY DISPLAYS:**

- 1 — 8th Floor
- 2 — 9th Floor
- 3 — 10th Floor (OD area)

The Council would also like to announce the results of their recent election.

Steve Kilgore, DC

Barbara Jarman, SD

Rick Kemp (Service Base)

These members are joining Mary Maddock, OD, and Lou Chiodini, ED. The officers for the next year have also been elected with Mary Maddock the Chairperson and Barbara Jarman the Recorder.

## Give This Test a Try

(From page 7)

It's easy with five lines, but don't be surprised if, no matter how hard you try, you aren't able to do it in four. Why? . . . because most people inhibit themselves by adding unnecessary restrictions to the problems they face.

Did you think you had to stay within the square? If so, you inhibited yourself needlessly.

Try the test again, this way: Draw a line from the middle dot on the left up through the top dot and past it about a half inch. Then make a sharp angle and continue the line down through the middle dot in the top row and the middle dot in the row on the right. Keep going until the line is about half an inch to the right of the dot on the bottom line. Turn left sharply and draw the line through the bottom row to the dot on the left side, then up through the center dot to the top dot in the row on the right.



**ACCIDENT SUMMARY**  
**DECEMBER 1978**

**VEHICLE ACCIDENTS DECEMBER 1978:** None

Total accidents for 1978: 8 (6-OD; 2-ED)

Total experience for CY 1977: 8

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**PERSONAL INJURIES — CONTRACTOR EMPLOYEES — DECEMBER 1978:** None

Total accidents for 1978: 1 (fatality)

Total experience for CY 1977: 2

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**PERSONAL INJURIES — GOVERNMENT EMPLOYEES — DECEMBER 1978:** None

Total accidents for 1978: 3

Total experience for 1977: 11

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**Lake Fatalities thru December 1978:** 6 - 1 Carlyle Lake  
2 Rend Lake  
3 Shelbyville

**Total Lake Fatalities for 1977:** 5 - 2 Carlyle Lake  
2 Shelbyville  
1 Rend Lake

## Managers Key to EEO Goals

**(Division Engineer Brig. Gen. James N. Ellis responds to questions posed by the editor in each month's issue of Mideast Engineer.)**

**Q. The FY 1979 Equal Employment Opportunity Plan sets goals and objectives for increasing the number of women and minorities in the work force and career development opportunities that would enable women and minorities to move into higher grades. The 1979 plan specifically addresses the need for more involvement by supervisors and managers in EEO. What do you expect from managers in regard to EEO and what steps will be taken to encourage involvement?**

**ELLIS:** "Back in July 1978, I provided the division with my general views on the subject of equal employment opportunity by means of a policy statement. In the third paragraph of that statement, I charged each supervisor in Middle East Division with the responsibility for implementing affirmative actions. The Division FY 1979 EEO plan lists specific responsibilities for each level of management. The recently published Chief of Engineer's FY 1979 EEO plan (ER 690-1-2) again points out the responsibilities of all levels of management in this important area.

All of these documents are really just so much rhetoric unless supervisors and managers at all levels clearly understand what is wanted and then vigorously carry out those actions. First, we must make a commitment to support the plan. This commitment is based on moral and legal responsibility. Supervisors and managers must evaluate their offices, sections, branches, divisions and districts to identify opportunities for improvement. If EEO goals cannot be met through routine personnel actions (turnover due to attrition), supervisors must explore opportunity development through such programs as upward mobility, career intern and cooperative education.

Second, we must improve career counseling within the division. Each supervisor has a responsibility not only to counsel subordinates on their present performance of duties, but to help them prepare for more responsible positions in the future. Our unique mission gives us a great opportunity for employee development. Supervisors must view their responsibility for career counseling as an integral part of their management activities. If we fail in this effort, we lose the potential to learn and grow from our experiences with the construction program in Saudi Arabia.

Finally, supervisors and managers must develop and act on a decision-making matrix founded on EEO principles. EEO is nothing more or less than good personnel management. It is with people that we accomplish our mission. People are at once our most expensive and valuable resource. Therefore, supervisors must view good personnel management as an integral part of mission accomplishment.

I want all organizational elements to brief me on their activities in EEO just as they brief me on their other activities. I look forward to the same positive movement in EEO that I have seen in all other division activities."

*(The above article was taken from the "Mideast Engineer" bulletin.)*

**FOR THE DISTRICT ENGINEER:**



**GEORGE A. ANDERSON**  
Personnel Officer

**UNOFFICIAL**

**FOR SALE**

1973 Ford Mustang, 6 Cylinder, 2 Door/Hard Top, Light Blue, W/White Interior, 53,000 Miles. Contact: Nancy, Ext. 2485.

1975 AMC Matador X, V-8, Automatic, Power Steering, Air, Steel Radials, Bucket Seats — VERY CLEAN — 20,000 actual miles. \$2200 — Firm. Contact Betty Hanson, Ext. 2137 Or 878-3291.