

**DEKALB COUNTY SOIL AND WATER  
CONSERVATION DISTRICT  
AGENDA**

**Wednesday July 10, 2019  
Monthly Board Meeting Time 7:00 p.m.**

**Call to Order:** 7:00 p.m.

**Approval:**

1. July 10, 2019 Agenda
2. June 12, 2019 Minutes
3. Treasurers Report

**Reports:**

1. NRCS
2. Natural Resources Education (U of I Extension)
3. Resource Conservationist
4. Executive Director

**Operations:**

1. Correspondence
2. Time Sheets

**Unfinished Business:**

- 1.

**New Business:**

1. Review Annual Meeting Resolutions
2. Director Workshop August 12 in Sycamore
3. CPP Applications

**Next Meeting:** The next scheduled Board Meeting is August 14, 2019 at **7:00** p.m. at the DeKalb County SWCD Conference room.

*Our mission is to responsibly conserve healthy soil and clean water for all generations  
Celebrating 72 years of Service to DeKalb County*



# Meeting Minutes DeKalb County Soil and Water Conservation District

## Call to order

A meeting of the DeKalb County SWCD was held at the DeKalb County Farm Bureau Center for Agriculture in Sycamore Illinois on June 12, 2019. The meeting was called to order by Chairman John Begun at 7:00 p.m.

## Attendees

**Attendees included:** Directors, John Begun, Dan Kenney and Scott Pumroy

**Associate Directors:** Nick Moore, Byron Cann, Jim Arndt and Anita Zurbrugg

**Staff:** Dean Johnson and Jeff Woodyatt

**NRCS:**

**Guest:**

## Directors not in attendance

**Members not in attendance included:** Lynn Martz and Paul Kuhn

## Approval of the agenda

**Motion to approve agenda made by:** Director Kenney, Seconded by Director Pumroy, motion carried.

## Approval of minutes

**Motion to approve minutes of the May 8, 2019 meeting made by:** Director Pumroy, seconded by Director Kenney, motion carried.

## Approval of Treasurers Report

**Motion to approve the Treasures Report made by:** Director Kenney, seconded by Director Begun, motion carried.

## Reports

**NRCS Report:** Acting District Conservationist Lori Younker provided a written update as to the activities of the NRCS in the month of May and the outlook for June.

**SWCD Resource Conservationist:** Jeff Woodyatt provided a written report of the activities of the Resource Conservationist for the month of May and the outlook for activities occurring in June.

**SWCD Executive Director:** Dean Johnson provided a written report of the activities of the Executive Director for the month of May and the outlook for June.

**University of Illinois Natural Resources Educator:** No Report

## Correspondence

Watershed Bus Tour was held on June 8, 44 individuals participated in the event, the event was a success based on the survey taken by the participants.

## Time Sheet Approval

Employee time sheets were reviewed and approved by: Director Begun

## Unfinished business

**District Investments:** Three Certificates of Deposit have been acquired for the DeKalb County SWCD; they are located in three local banks, First Midwest Bank, First State Bank of Mendota and Fifth Third Bank.

## New business

**CPP Cost Share Assistance:** Director Kenney moved to approve \$5173.05 of cost share assistance to Rebecca Montgomery for a waterway project in Franklin Township. Director Pumroy seconded the motion, motion passed.

**Budget Meeting:** It was the consensus of the board to meet on June 26, 2019 at 11:30 a.m. in the SWCD Conference room to review and approve the FY2020 DeKalb County SWCD budget.

**AISWCD Summer Conference:** Chairman Begun will be attending Summer Conference and will serve as a voting delegate at the annual meeting. Dean Johnson and Jeff Woodyatt will also be in attendance.

**Cover Crop Seeding:** Director Kenney moved that the DeKalb County SWCD charge \$30/ acre for seeding cover crops with the air seeder. Director Pumroy seconded the motion, motion carried.

## Announcements

The next meeting of the DeKalb County SWCD will be July 10, 2019 at 7:00 p.m.. The meeting will be held in the SWCD conference room located in the DeKalb County Farm Bureau's Center for Agriculture in Sycamore, Illinois.

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Chairman

Date

DeKalb County SWCD

7/5/2019 3:36 PM

Register: 1000 · UNRESTRICTED CASH:1002 · IL FUNDS OPERATIONS ACCOUNT:1002.01 · General Operations

From 06/01/2019 through 06/30/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/05/2019	1484	Dean H Johnson	-split-		1,747.97	X		187,688.97
06/05/2019	1485	Jeffery P. Woodyatt	-split-		1,183.22	X		186,505.75
06/12/2019		Kohler Family Partne...	1200 · Accounts Recie...			X	780.00	187,285.75
06/12/2019	1486	Douglas and Frye	6150 · VEHICLES EX...	Air Filter	54.94	X		187,230.81
06/12/2019	1487	Conserv FS	6150 · VEHICLES EX...	Vehicle Gas	175.11	X		187,055.70
06/12/2019	1488	Ollie's	5350 · Director Expens...		40.90	X		187,014.80
06/12/2019	1488F	FirStar	-split-	36-2438424	1,485.16	X		185,529.64
06/12/2019	1488S	Illinois Dept. of Reve...	2100 · PAYROLL LIA...	36-2438424 000	329.70	X		185,199.94
06/13/2019		Northern Illinois Co...	1200 · Accounts Recie...			X	57.61	185,257.55
06/13/2019	1489	Fifth Third Bank	8999 · Other Expense	CD 9month	40,000.00	X		145,257.55
06/18/2019		Dean H Johnson	5100 · PAYROLL EX...		2,511.44	X		142,746.11
06/18/2019	1490	Verizon Wireless	6020 · TELEPHONE:6...	Cell Phone	133.61	X		142,612.50
06/18/2019	1491	Frontier	6021 · INTERNET/W...	Internet and ph...	107.80	X		142,504.70
06/19/2019	1494	AISWCD	6060 · CONFERENCE...	Summer Confe...	355.00			142,149.70
06/19/2019	1495	PNC Bank	2050 · CREDIT CARDS	Visa	66.77	X		142,082.93
06/19/2019	1496	PNC Bank	2050 · CREDIT CARDS	Visa	452.76	X		141,630.17
06/19/2019	1492	Dean H Johnson	-split-		1,747.97	X		139,882.20
06/19/2019	1493	Jeffery P. Woodyatt	-split-		1,183.23	X		138,698.97

## DeKalb County SWCD

7/5/2019 3:37 PM

Register: 2050 · CREDIT CARDS

From 06/01/2019 through 06/30/2019

Sorted by: Date, Type, Number/Ref

Date	Ref.	Payee	Account	Memo	Charge	C	Payment	Balance
06/04/2019		Grease Monkey	6150 · VEHICLES EX...	Oil Change	66.28	X		489.50
06/04/2019		Hobby Lobby	6000 · OFFICE EXPE...	Watershed Post...	14.00	X		503.50
06/05/2019		Dairy Queen	6051 · MEALS AND ...	Area Group M...	16.03	X		519.53
06/06/2019		Hobby Lobby	6000 · OFFICE EXPE...	Watershed Post...	18.00			537.53
06/07/2019		HyVee	5350 · Director Expens...	Bus Tour Wate...	23.95			561.48
06/07/2019		Office Max	6000 · OFFICE EXPE...	Office Supplies	7.58			569.06
06/08/2019		Road Ranger	5250 · EDUCATION ...	Ice for tour	2.51			571.57
06/14/2019		Pub West	6051 · MEALS AND ...	Seeding crew l...	33.75			605.32
06/14/2019		Martenson Seed	6500 · Reimbursed Ex...	seed oats	65.76			671.08
06/19/2019	1495	PNC Bank	1000 · UNRESTRICT...	Act. 2562 Jeff			66.77	604.31
06/19/2019	1496	PNC Bank	1000 · UNRESTRICT...	Act. 0548 Dean			452.76	151.55
06/20/2019		Farm & Fleet	6100 · REPAIRS & M...	Tire repair kit	2.99			154.54
06/25/2019		Conserv FS	6500 · Reimbursed Ex...	oat seed	163.63			318.17
06/26/2019		Rosati's	5350 · Director Expens...	Board Meeting	99.50			417.67

DeKalb County SWCD  
Balance Sheet  
As of June 30, 2019

	<u>Jun 30, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · UNRESTRICTED CASH	138,732.57
<b>Total Checking/Savings</b>	<u>138,732.57</u>
<b>Accounts Receivable</b>	
1200 · Accounts Recievable	1,641.28
<b>Total Accounts Receivable</b>	<u>1,641.28</u>
<b>Other Current Assets</b>	
1350 · Assets Held by DCFB Foundation	37,289.58
1355 · Accounts Held by DCCF	70,190.30
<b>Total Other Current Assets</b>	<u>107,479.88</u>
<b>Total Current Assets</b>	<u>247,853.73</u>
<b>Fixed Assets</b>	
1510 · OFFICE FURN, FIX, & EQUIPMENT	0.00
1520 · EQUIPMENT	23,422.84
1530 · VEHICLES	18,822.00
<b>Total Fixed Assets</b>	<u>42,244.84</u>
<b>TOTAL ASSETS</b>	<u><u>290,098.57</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
2050 · CREDIT CARDS	417.67
<b>Total Credit Cards</b>	<u>417.67</u>
<b>Other Current Liabilities</b>	
2100 · PAYROLL LIABILITIES	2,553.65
2155 · Accured Wages	1,192.54
2160 · Accured Vacation	8,150.74
<b>Total Other Current Liabilities</b>	<u>11,896.93</u>
<b>Total Current Liabilities</b>	<u>12,314.60</u>
<b>Total Liabilities</b>	12,314.60
<b>Equity</b>	
3900 · Retained Earnings	224,097.61
Net Income	53,686.36
<b>Total Equity</b>	<u>277,783.97</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>290,098.57</u></u>

**DeKalb County SWCD**  
**Profit & Loss Budget vs. Actual**  
 July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4100 · State Government Support	104,496.32	101,825.00	2,671.32	102.6%
4150 · State Government Support/CPP	25,000.00			
4200 · Local Government Support	27,000.00	27,000.00	0.00	100.0%
4250 · Township support	1,250.00	1,000.00	250.00	125.0%
4300 · Other Public Support	56,100.00	7,500.00	48,600.00	748.0%
4355 · DCCF Watershed Coordinator Gran	25,000.00	25,000.00	0.00	100.0%
4400 · Sales	65,063.95	77,950.00	-12,886.05	83.5%
4615 · Contract Labor	3,621.32	7,500.00	-3,878.68	48.3%
4800 · Interest	1,307.04	0.00	1,307.04	100.0%
4900 · Other	35,836.96	0.00	35,836.96	100.0%
4901 · Reimbursements	12,854.97	500.00	12,354.97	2,571.0%
4975 · Gain/(Loss) on Assets DCFBFound	3,134.86	2,500.00	634.86	125.4%
4980 · Gain(Loss) on Assets at DCCF Fo	667.08	2,500.00	-1,832.92	26.7%
<b>Total Income</b>	<b>361,332.50</b>	<b>253,275.00</b>	<b>108,057.50</b>	<b>142.7%</b>
<b>Cost of Goods Sold</b>				
5000 · COST OF GOODS SOLD	31,808.05	48,500.00	-16,691.95	65.6%
<b>Total COGS</b>	<b>31,808.05</b>	<b>48,500.00</b>	<b>-16,691.95</b>	<b>65.6%</b>
<b>Gross Profit</b>	<b>329,524.45</b>	<b>204,775.00</b>	<b>124,749.45</b>	<b>160.9%</b>
<b>Expense</b>				
5100 · PAYROLL EXPENSES	103,891.96	109,280.00	-5,388.04	95.1%
5200 · PROGRAM EXPENSE	1,500.00			
5250 · EDUCATION AND PROMOTION	3,438.63	1,450.00	1,988.63	237.1%
5300 · INSURANCE	728.00	1,155.00	-427.00	63.0%
5350 · Director Expense	3,408.13	2,430.00	978.13	140.3%
5400 · PROFESSIONAL SERVICES	2,735.00	3,190.00	-455.00	85.7%
5410 · Licenses/Fees	157.78	324.00	-166.22	48.7%
6000 · OFFICE EXPENSE	4,916.46	4,000.00	916.46	122.9%
6010 · DELIVERY	599.51	650.00	-50.49	92.2%
6020 · TELEPHONE	1,603.38	1,130.00	473.38	141.9%
6021 · INTERNET/WEBSITE	1,268.87	1,380.00	-111.13	91.9%
6030 · DUES/PUBLICATIONS/SUBSCRIPTIONS	2,413.67	3,550.00	-1,136.33	68.0%
6050 · TRAVEL	83.58	125.00	-41.42	66.9%
6051 · MEALS AND ENTERTAINMENT	378.16	100.00	278.16	378.2%
6060 · CONFERENCES/TRAINING	886.10	970.00	-83.90	91.4%
6100 · REPAIRS & MAINTENANCE	377.78	1,000.00	-622.22	37.8%
6150 · VEHICLES EXPENSE	4,170.82	4,800.00	-629.18	86.9%
6500 · Reimbursed Expenses	21,507.85	0.00	21,507.85	100.0%
7000 · Balance Adjustments	0.01			
8999 · Other Expense	121,772.40	0.00	121,772.40	100.0%
<b>Total Expense</b>	<b>275,838.09</b>	<b>135,534.00</b>	<b>140,304.09</b>	<b>203.5%</b>
<b>Net Ordinary Income</b>	<b>53,686.36</b>	<b>69,241.00</b>	<b>-15,554.64</b>	<b>77.5%</b>
<b>Net Income</b>	<b>53,686.36</b>	<b>69,241.00</b>	<b>-15,554.64</b>	<b>77.5%</b>