

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

**Wednesday June 12, 2019
Monthly Board Meeting Time 7:00 p.m.**

Call to Order: 7:00 p.m.

Approval:

1. May 8, 2019 Agenda
2. April 10, 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. District Investments

New Business:

1. CPP project approval
2. June Budget meeting date
3. AISWCD Summer Conference

Next Meeting: The next scheduled Board Meeting is July 10, 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 May 8, 2019. The meeting was called to order by Chairman John Begun at 7:04 p.m.

Attendees

Attendees included: Directors, John Begun, Paul Kuhn, and Lynn Martz

Associate Directors: Nick Moore, Gordon Kohn and Anita Zurbrugg

Staff: Dean Johnson and Jeff Woodyatt

NRCS: Clint Gwaltney

Guest:

Directors not in attendance

Members not in attendance included: Scott Pumroy and Dan Kenney

Approval of the agenda

Motion to approve agenda made by: Director Martz, Seconded by Director Kuhn, motion carried.

Approval of minutes

Motion to approve minutes of the April 10, 2019 meeting made by: Director Martz, seconded by Director Kuhn, motion carried.

Approval of Treasurers Report

Motion to approve the Treasures Report made by: Director Kuhn, seconded by Director Martz, motion carried.

Reports

NRCS Report: Clint Gwaltney provided a report for the board on the activities of the NRCS in April and the outlook for May. Lori Younker will be the Acting District Conservationist serving DeKalb and Oregon field offices until a new District Conservationist has been hired.

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

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

University of Illinois Natural Resources Educator: No Report

Correspondence

DeKalb County will have 7 solar sites as a result of the State lottery. The sites are located throughout the County. The Village of Somonauk will have a solar project located within the Village limits. All of the sites will have to apply with the local jurisdiction to obtain site development permits before construction can begin. Projects are anticipated to begin in 2019.

Grant funding for District Operations and cost share programs has been distributed to the SWCD's throughout the State. The LUC-16 portion of the State grants will arrive soon.

A thank you note from the retired District Conservationist Mike Richolson was shared with the SWCD Board of Directors.

The Regional Training Seminar will be held at the DeKalb County Farm Bureau on July 2nd. Sponsors include the National Resource Defense Council and the Association of Illinois Soil and Water Conservation Districts.

Time Sheet Approval

Employee time sheets were reviewed and approved by: Director Kuhn

Unfinished business

None

New business

CPP Cost Share Assistance: Director Kuhn moved to approve \$383.75 of cost share assistance to John Letzter for a 1 acre Pollinator project. Director Martz seconded the motion, motion passed.

District Investments: Director Kuhn moved to invest District funds into 3 local Banks within DeKalb County. \$40,000.00 will be deposited in a 9 month CD at the 5/3 Bank in DeKalb, \$40,000 will be deposited in a 10 month CD at the First Midwest Bank and \$40,000.00 will be deposited in a 27 month CD at the Mendota State Bank. Motion was seconded by Director Martz, motion carried.

CPA for Financial Review: Director Kuhn moved to contract with Foster’s Tax and Accounting LLC for the 2019 Financial Review. Cost of the review is \$1900.00. Director Martz seconded the motion, motion carried.

June Budget Meeting Date: It was the consensus of the board to postpone establishing a date for the budget meeting until the June 12th, 2019 meeting.

Donation toward 4-H Plaque: Director Martz moved to donate \$20.00 to the DeKalb County 4-H Foundation for the purchase of a plaque for the General Project Show in July. Director Kuhn seconded the motion, motion carried.

Announcements

The next meeting of the DeKalb County SWCD will be June 12, 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.

Chairman

Date

DeKalb County SWCD

6/5/2019 4:25 PM

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

From 05/01/2019 through 05/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
05/03/2019	1465	Hirschbein Trophies	5250 · EDUCATION ...	Envirothon Pla...	78.00		255,549.69
05/03/2019	1466	Boone County Soil a...	6030 · DUES/PUBLIC...	LUC -dues	30.00		255,519.69
05/03/2019	1467	Logan Hollow Fish F...	5000 · COST OF GOO...	Fish	6,064.45		249,455.24
05/03/2019	1468	Iowa State University	5250 · EDUCATION ...	Simonson Scho...	1,000.00		248,455.24
05/06/2019			-split-	Deposit		100.00	248,555.24
05/06/2019		Michael Haines	1200 · Accounts Recie...			475.00	249,030.24
05/08/2019		Illinois Environment...	1200 · Accounts Recie...			1,691.40	250,721.64
05/08/2019		Adjustment	8999 · Other Expense	Offset for paym...	1,691.40		249,030.24
05/08/2019	1469	Applied Ecological S...	6500 · Reimbursed Ex...	Watershed Plan	16,667.00		232,363.24
05/08/2019	1470	Pheasant's Forever	5000 · COST OF GOO...	Seed Order	580.00		231,783.24
05/08/2019	1471	Daily Chronicle	6030 · DUES/PUBLIC...	Subscription	39.00		231,744.24
05/08/2019	1472	Dean H Johnson	-split-		1,747.96		229,996.28
05/08/2019	1473	Jeffery P. Woodyatt	-split-		1,183.22		228,813.06
05/10/2019		Boone County Soil a...	1200 · Accounts Recie...			100.00	228,913.06
05/10/2019		Adjustment	4900 · Other	Boone County ...	100.00		228,813.06
05/10/2019	1474	University of Illinois ...	5250 · EDUCATION ...	Plaque	20.00		228,793.06
05/10/2019	1474F	FirStar	-split-	36-2438424	1,485.46		227,307.60
05/10/2019	1474S	Illinois Dept. of Reve...	2100 · PAYROLL LIA...	36-2438424 000	329.81		226,977.79
05/13/2019			-split-	Deposit		331.00	227,308.79
05/16/2019		Sean Hughes	1200 · Accounts Recie...			385.00	227,693.79
05/17/2019			-split-	Deposit		25,130.00	252,823.79
05/17/2019	1475	Upcycle Products	5000 · COST OF GOO...	Rain Barrels	980.00		251,843.79
05/17/2019	1476	Verizon Wireless	6020 · TELEPHONE:6...	Cell Phone	133.61		251,710.18
05/17/2019	1477	Conserv FS	6150 · VEHICLES EX...	Vehicle Gas	210.63		251,499.55
05/17/2019	1478	PNC Bank	2050 · CREDIT CARDS	Visa	366.55		251,133.00
05/17/2019	1479	First State Bank	8999 · Other Expense	15 month CD	40,000.00		211,133.00
05/22/2019		Norman Larson	1200 · Accounts Recie...			490.00	211,623.00
05/22/2019	1480	Frontier	6021 · INTERNET/W...	Internet and ph...	107.80		211,515.20
05/22/2019	1481	Dean H Johnson	-split-		1,747.98		209,767.22
05/22/2019	1482	Jeffery P. Woodyatt	-split-		1,183.22		208,584.00
05/23/2019		First Midwest Bank	8999 · Other Expense	CD 10 month	40,000.00		168,584.00
05/24/2019			4100 · State Governme...	Deposit		11,712.81	180,296.81
05/28/2019	1483	Pheasant's Forever	5000 · COST OF GOO...	Seed Order	780.00		179,516.81

DeKalb County SWCD

6/5/2019 4:24 PM

Register: 2050 · CREDIT CARDS

From 05/01/2019 through 05/31/2019

Sorted by: Date, Type, Number/Ref

Date	Ref.	Payee	Account	Memo	Charge	C	Payment	Balance
05/03/2019		Office Max	6000 · OFFICE EXPE...	Office Supplies	112.96	X		336.31
05/07/2019		Intuit	6000 · OFFICE EXPE...	Intuit Payroll	4.25	X		340.56
05/08/2019		Dairy Queen	5350 · Director Expens...	Board Meeting	25.99	X		366.55
05/09/2019		Office Max	6000 · OFFICE EXPE...	Office Supplies	431.99			798.54
05/14/2019		Farm & Fleet	6100 · REPAIRS & M...	Paint	29.72			828.26
05/15/2019		Farm & Fleet	6100 · REPAIRS & M...	Paint	11.99			840.25
05/17/2019	1478	PNC Bank	1000 · UNRESTRICT...				366.55	473.70
05/24/2019		HyVee	6000 · OFFICE EXPE...	Office Supplies	3.77			477.47
05/24/2019		Menards	6000 · OFFICE EXPE...	Stone tile	9.71			487.18
05/31/2019		Office Max	6000 · OFFICE EXPE...	Office Supplies	49.00			536.18

DeKalb County SWCD
Balance Sheet
 As of June 6, 2019

	<u>Jun 6, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · UNRESTRICTED CASH	176,619.22
Total Checking/Savings	176,619.22
Accounts Receivable	
1200 · Accounts Recievable	837.51
Total Accounts Receivable	837.51
Other Current Assets	
1350 · Assets Held by DCFB Foundation	37,289.58
1355 · Accounts Held by DCCF	70,190.30
Total Other Current Assets	107,479.88
Total Current Assets	284,936.61
Fixed Assets	
1510 · OFFICE FURN, FIX, & EQUIPMENT	0.00
1520 · EQUIPMENT	23,422.84
1530 · VEHICLES	18,822.00
Total Fixed Assets	42,244.84
TOTAL ASSETS	<u>327,181.45</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2050 · CREDIT CARDS	632.49
Total Credit Cards	632.49
Other Current Liabilities	
2100 · PAYROLL LIABILITIES	3,440.53
2155 · Accured Wages	1,192.54
2160 · Accured Vacation	8,150.74
Total Other Current Liabilities	12,783.81
Total Current Liabilities	13,416.30
Total Liabilities	13,416.30
Equity	
3900 · Retained Earnings	224,097.61
Net Income	89,667.54
Total Equity	313,765.15
TOTAL LIABILITIES & EQUITY	<u>327,181.45</u>

CD - FIRST Midwest Bank
 CD - Mendota State Bank

\$ 40,000.00
 \$ 40,000.00

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

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · State Government Support	104,496.32	101,825.00	2,671.32	102.6%
4150 · State Government Support/PPP	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	2,167.00	7,500.00	-5,333.00	28.9%
4800 · Interest	1,307.04	0.00	1,307.04	100.0%
4900 · Other	35,650.00	0.00	35,650.00	100.0%
4901 · Reimbursements	2,606.15	500.00	2,106.15	521.2%
4975 · Gain/(Loss) on Assets DCFFound	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%
Total Income	349,442.40	253,275.00	96,167.40	138.0%
Cost of Goods Sold				
5000 · COST OF GOODS SOLD	31,808.05	48,500.00	-16,691.95	65.6%
Total COGS	31,808.05	48,500.00	-16,691.95	65.6%
Gross Profit	317,634.35	204,775.00	112,859.35	155.1%
Expense				
5100 · PAYROLL EXPENSES	97,192.66	109,280.00	-12,087.34	88.9%
5200 · PROGRAM EXPENSE	1,500.00			
5250 · EDUCATION AND PROMOTION	3,436.12	1,450.00	1,986.12	237.0%
5300 · INSURANCE	728.00	1,155.00	-427.00	63.0%
5350 · Director Expense	3,243.78	2,430.00	813.78	133.5%
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	5,003.84	4,000.00	1,003.84	125.1%
6010 · DELIVERY	599.51	650.00	-50.49	92.2%
6020 · TELEPHONE	1,469.77	1,130.00	339.77	130.1%
6021 · INTERNET/WEBSITE	1,161.07	1,380.00	-218.93	84.1%
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	328.38	100.00	228.38	328.4%
6060 · CONFERENCES/TRAINING	531.10	970.00	-438.90	54.8%
6100 · REPAIRS & MAINTENANCE	374.79	1,000.00	-625.21	37.5%
6150 · VEHICLES EXPENSE	3,940.77	4,800.00	-859.23	82.1%
6500 · Reimbursed Expenses	21,278.56	0.00	21,278.56	100.0%
8999 · Other Expense	81,772.40	0.00	81,772.40	100.0%
Total Expense	227,950.78	135,534.00	92,416.78	168.2%
Net Ordinary Income	89,683.57	69,241.00	20,442.57	129.5%
Net Income	89,683.57	69,241.00	20,442.57	129.5%