

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

**Wednesday September 11, 2019
Monthly Board Meeting Time 7:00 p.m.**

Call to Order: 7:00 p.m.

Approval:

1. September 11, 2019 Agenda
2. August 14, 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. Employee Insurance
2. CPP Waterway Contract

Next Meeting: The next scheduled Board Meeting is September 11, 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 August 14, 2019. The meeting was called to order by Chairman John Begun at 7:00 p.m.

Attendees

Attendees included: Directors, John Begun, Dan Kenney, Paul Kuhn, Scott Pumroy and Lynn Martz

Associate Directors: Nick Moore, Jim Arndt and Peggy Doty

Staff: Dean Johnson and Jeff Woodyatt

NRCS:

Guest:

Directors not in attendance

Members not in attendance included:

Approval of the agenda

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

Approval of minutes

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

Approval of Treasurers Report

Motion to approve the Treasures Report made by: Director Martz, seconded by Director Kuhn, 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 July and the outlook for August.

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

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

University of Illinois Natural Resources Educator: Peggy Doty provided an update on the activities at Russell Woods and her work with U of I Extension.

Correspondence

DeKalb County Pheasants Forever Banquet August 12th at Whiskey Acres

Requested \$25,000.00 from IDOA for Partners for Conservation Program for FY20

Health Insurance for Employees may be back, an agreement with IDOA is pending

Prevent Planting payments from IDOA will come from CPP allocation, thus reducing amounts to districts.

Cover Crop Program at Bayer in Waterman on September 4th

John begun gave an update on the Summer Conference/Annual Meeting

Waterway project discussed

Proposal from Jeff Woodyatt to hold a Land Management with Fire Workshop this winter

Time Sheet Approval

Employee time sheets were reviewed and approved by: Director Begun

Unfinished business

Updated Budget: Director Kenney moved to approve the updated budget for FY20. Director Martz seconded the motion, motion carried.

New business

CPP Applications: Director Kenney moved to approve the CPP applications for Barry Aves and Rick Bend for \$1200.00 each and Gary Brummel \$1056.60 to seed cover crop. Seconded by Director Martz, motion carried.

Prevent Plant Cover Crop Applicants: Director Kuhn moved to affirm the PPCC applications for the special enrollment period. Director Martz seconded the motion, motion carried.

2020 PFC Practice Component Average Cost List: Director Kenney moved to approve the FY20 PFC average cost list for DeKalb County. Director Kuhn seconded the motion, motion carried.

Adjournment

Motion to Adjourn: made by Director Kuhn, the motion was seconded by Director Martz, motion carried. Meeting adjourned at 8:45 p.m.

Announcements

The next meeting of the DeKalb County SWCD will be September 11, 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

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DeKalb County SWCD

9/4/2019 7:48 AM

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

From 08/01/2019 through 08/31/2019

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|----------|---------------------------|---------------------------|--------------------|----------|---|-----------|------------|
| 08/07/2019 | 1513 | John Letzter | 5200 · PROGRAM EX... | | 383.75 | | | 121,406.92 |
| 08/09/2019 | | | -split- | Deposit | | | 360.00 | 121,766.92 |
| 08/09/2019 | To Print | FirStar | -split- | 36-2438424 | 2,227.72 | | | 119,539.20 |
| 08/09/2019 | To Print | Illinois Dept. of Reve... | 2100 · PAYROLL LIA... | 36-2438424 000 | 494.55 | | | 119,044.65 |
| 08/13/2019 | 1516 | Applied Ecological S... | 6500 · Reimbursed Ex... | Watershed Plan | 4,697.95 | | | 114,346.70 |
| 08/13/2019 | 1517 | Verizon Wireless | 6020 · TELEPHONE:6... | Cell Phone | 134.09 | | | 114,212.61 |
| 08/13/2019 | 1518 | DeKalb Co Farm Bur... | 6030 · DUES/PUBLIC... | Dues | 30.00 | | | 114,182.61 |
| 08/13/2019 | 1519 | Conserv FS | 6150 · VEHICLES EX... | Vehicle Gas | 173.42 | | | 114,009.19 |
| 08/14/2019 | 1514 | Dean H Johnson | -split- | | 1,747.98 | | | 112,261.21 |
| 08/14/2019 | 1515 | Jeffery P. Woodyatt | -split- | | 1,183.21 | | | 111,078.00 |
| 08/15/2019 | 1520 | Ollies | 5350 · Director Expens... | Board Meeting | 42.24 | | | 111,035.76 |
| 08/20/2019 | 1521 | Frontier | 6021 · INTERNET/W... | Internet and ph... | 108.54 | | | 110,927.22 |
| 08/20/2019 | 1522 | Mark Hawkins | 5200 · PROGRAM EX... | CPP- Cover Cr... | 1,200.00 | | | 109,727.22 |
| 08/20/2019 | 1523 | PNC Bank | 2050 · CREDIT CARDS | Visa | 617.98 | | | 109,109.24 |
| 08/20/2019 | 1524 | PNC Bank | 2050 · CREDIT CARDS | Visa | 760.91 | | | 108,348.33 |
| 08/28/2019 | | | -split- | Deposit | | | 29,699.95 | 138,048.28 |
| 08/28/2019 | 1525 | Dean H Johnson | -split- | | 1,747.97 | | | 136,300.31 |
| 08/28/2019 | 1526 | Jeffery P. Woodyatt | -split- | | 1,183.23 | | | 135,117.08 |
| 08/29/2019 | 1527 | John Begun | 6060 · CONFERENCE... | | 146.88 | | | 134,970.20 |
| 08/30/2019 | | | -split- | Deposit | | | 882.50 | 135,852.70 |
| 08/30/2019 | 1528 | Pekin Insurance | 6150 · VEHICLES EX... | Truck and Trail... | 1,686.00 | | | 134,166.70 |

DeKalb County SWCD

9/4/2019 7:48 AM

Register: 2050 · CREDIT CARDS

From 08/01/2019 through 08/31/2019

Sorted by: Date, Type, Number/Ref

| Date | Ref. | Payee | Account | Memo | Charge | C | Payment | Balance |
|-------------|-------------|------------------------|-------------------------|-------------------|---------------|----------|----------------|----------------|
| 08/01/2019 | | Shawn's | 6051 · MEALS AND ... | Plant ID Coarse | 18.94 | X | | 762.67 |
| 08/02/2019 | | Office Max | 6000 · OFFICE EXPE... | Office Supplies | 428.98 | X | | 1,191.65 |
| 08/05/2019 | | USPS | 6010 · DELIVERY:60... | Postage | 110.00 | X | | 1,301.65 |
| 08/05/2019 | | Bed Bath and Beyond | 5250 · EDUCATION ... | Pheasants Fore... | 57.99 | X | | 1,359.64 |
| 08/07/2019 | | Intuit | 6000 · OFFICE EXPE... | Intuit Payroll | 4.25 | X | | 1,363.89 |
| 08/08/2019 | | Sweet Earth | 6500 · Reimbursed Ex... | Engraving | 15.00 | X | | 1,378.89 |
| 08/20/2019 | 1523 | PNC Bank | 1000 · UNRESTRICT... | Act. 2562 Jeff | | | 617.98 | 760.91 |
| 08/20/2019 | 1524 | PNC Bank | 1000 · UNRESTRICT... | Act. 0548 Dean | | | 760.91 | 0.00 |
| 08/27/2019 | | Cracker Barrell | 6050 · TRAVEL:6050.... | Farm Progress ... | 50.00 | | | 50.00 |
| 08/27/2019 | | Macon County \$-H E... | 6050 · TRAVEL:6050.... | Farm Progress ... | 39.00 | | | 89.00 |
| 08/29/2019 | | Rosati's | 6500 · Reimbursed Ex... | Board Meeting | 166.50 | | | 255.50 |

DeKalb County SWCD
Balance Sheet
As of September 4, 2019

| | Sep 4, 19 |
|--|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 1000 · UNRESTRICTED CASH | 134,200.30 |
| 1003 · Certificate of Deposits | 120,000.00 |
| Total Checking/Savings | 254,200.30 |
| Accounts Receivable | |
| 1200 · Accounts Recievable | 3,448.41 |
| Total Accounts Receivable | 3,448.41 |
| Other Current Assets | |
| 1350 · Assets Held by DCFB Foundation | 37,440.99 |
| 1355 · Accounts Held by DCCF | 70,369.39 |
| Total Other Current Assets | 107,810.38 |
| Total Current Assets | 365,459.09 |
| 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 | 407,703.93 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Credit Cards | |
| 2050 · CREDIT CARDS | 255.50 |
| Total Credit Cards | 255.50 |
| Other Current Liabilities | |
| 2100 · PAYROLL LIABILITIES | 2,526.90 |
| 2155 · Accured Wages | 1,192.54 |
| 2160 · Accured Vacation | 8,150.74 |
| Total Other Current Liabilities | 11,870.18 |
| Total Current Liabilities | 12,125.68 |
| Total Liabilities | 12,125.68 |
| Equity | |
| 3900 · Retained Earnings | 401,039.46 |
| Net Income | -5,461.21 |
| Total Equity | 395,578.25 |
| TOTAL LIABILITIES & EQUITY | 407,703.93 |

7:46 AM

09/04/19

Accrual Basis

DeKalb County SWCD
Profit & Loss Budget vs. Actual
July 2019 through June 2020

| | Jul '19 - Jun 20 | Budget | \$ Over Budget | % of Budget |
|---|------------------|-------------------|--------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4100 · State Government Support | 0.00 | 42,650.00 | -42,650.00 | 0.0% |
| 4150 · State Government Support/PPP | 0.00 | 0.00 | 0.00 | 0.0% |
| 4200 · Local Government Support | 28,000.00 | 28,000.00 | 0.00 | 100.0% |
| 4250 · Township support | 750.00 | 2,000.00 | -1,250.00 | 37.5% |
| 4300 · Other Public Support | 0.00 | 42,800.00 | -42,800.00 | 0.0% |
| 4355 · DCCF Watershed Coordinator Gran | 0.00 | 25,000.00 | -25,000.00 | 0.0% |
| 4400 · Sales | 2,655.95 | 67,450.00 | -64,794.05 | 3.9% |
| 4615 · Contract Labor | 619.00 | 7,500.00 | -6,881.00 | 8.3% |
| 4800 · Interest | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 4900 · Other | 435.00 | 0.00 | 435.00 | 100.0% |
| 4901 · Reimbursements | 366.50 | 500.00 | -133.50 | 73.3% |
| 4975 · Gain/(Loss) on Assets DCFBFound | 151.41 | 0.00 | 151.41 | 100.0% |
| 4980 · Gain/(Loss) on Assets at DCCF Fo | 179.09 | 0.00 | 179.09 | 100.0% |
| Total Income | 33,156.95 | 220,900.00 | -187,743.05 | 15.0% |
| Cost of Goods Sold | | | | |
| 5000 · COST OF GOODS SOLD | 0.00 | 30,900.00 | -30,900.00 | 0.0% |
| Total COGS | 0.00 | 30,900.00 | -30,900.00 | 0.0% |
| Gross Profit | 33,156.95 | 190,000.00 | -156,843.05 | 17.5% |
| Expense | | | | |
| 5100 · PAYROLL EXPENSES | 19,595.59 | 132,679.38 | -113,083.79 | 14.8% |
| 5200 · PROGRAM EXPENSE | 1,583.75 | 0.00 | 1,583.75 | 100.0% |
| 5250 · EDUCATION AND PROMOTION | 57.99 | 1,300.00 | -1,242.01 | 4.5% |
| 5300 · INSURANCE | 0.00 | 0.00 | 0.00 | 0.0% |
| 5350 · Director Expense | 62.57 | 3,390.00 | -3,327.43 | 1.8% |
| 5400 · PROFESSIONAL SERVICES | 0.00 | 3,150.00 | -3,150.00 | 0.0% |
| 5410 · Licenses/Fees | 0.00 | 229.00 | -229.00 | 0.0% |
| 6000 · OFFICE EXPENSE | 491.47 | 4,500.00 | -4,008.53 | 10.9% |
| 6010 · DELIVERY | 165.00 | 650.00 | -485.00 | 25.4% |
| 6020 · TELEPHONE | 268.18 | 1,625.00 | -1,356.82 | 16.5% |
| 6021 · INTERNET/WEBSITE | 217.08 | 1,505.00 | -1,287.92 | 14.4% |
| 6030 · DUES/PUBLICATIONS/SUBSCRIPTIONS | 280.00 | 2,020.00 | -1,740.00 | 13.9% |
| 6050 · TRAVEL | 89.00 | 125.00 | -36.00 | 71.2% |
| 6051 · MEALS AND ENTERTAINMENT | 97.94 | 200.00 | -102.06 | 49.0% |
| 6060 · CONFERENCES/TRAINING | 694.07 | 1,240.00 | -545.93 | 56.0% |
| 6100 · REPAIRS & MAINTENANCE | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 6150 · VEHICLES EXPENSE | 2,066.37 | 4,400.00 | -2,333.63 | 47.0% |
| 6500 · Reimbursed Expenses | 12,949.15 | 0.00 | 12,949.15 | 100.0% |
| 7000 · Balance Adjustments | 0.00 | 0.00 | 0.00 | 0.0% |
| 8999 · Other Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Expense | 38,618.16 | 158,013.38 | -119,395.22 | 24.4% |
| Net Ordinary Income | -5,461.21 | 31,986.62 | -37,447.83 | -17.1% |
| Net Income | -5,461.21 | 31,986.62 | -37,447.83 | -17.1% |