

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

**February 12, 2025
Monthly Board Meeting Time 12:30 p.m.
DeKalb County Farm Bureau
1350 West Prairie Dr., Sycamore, IL
Light lunch at Noon**

Call to Order: 12:30 p.m.

Approval:

1. February 12, 2025 Agenda
2. January 8, 2025 Meeting 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:

New Business:

1. PFC Ranking approval
2. PFC Contact approvals
3. DeKalb County Community Foundation Proposals
4. Envirothon Donation
5. Use of Foundation Funds

Next Meeting: The next scheduled Board Meeting is March 12, 2025, meeting at 12:30 p.m. at the DeKalb County Farm Bureau 1350 West Prairie Dr., Sycamore Illinois.

*Our mission is to responsibly conserve healthy soil and clean water for all generations
Celebrating 77 years of Service to DeKalb County*



Meeting Minutes DeKalb County Soil and Water Conservation District

Call to order

The monthly Board meeting of the DeKalb County SWCD was held on 1/8/2025. The meeting was called to order by Chairman Paul Kuhn at 12:30 p.m.

Attendees

Attendees included: Directors, Paul Kuhn, Lynn Martz, Anita Zurbrugg, Dan Kenney and John Begun

Associate Directors: Jim Arndt, Peggy Anesi, Byron Cann, Gordon Kohn, Stan Doty, Paul Koeppen Jr., Rick Bend, Paul Idlas.

Staff: Dean Johnson and Jeff Woodyatt

NRCS: Aaron Seim

IDOA: Shelly Ray

Guests: Alexa Skirmont, Stan Doty's Daughter

Directors not in attendance

Members not in attendance included:

Approval of the agenda

Motion to approve agenda made by: Director Zurbrugg and seconded by Director Martz, approved.

Approval of minutes

Motion to approve minutes of the December 11, 2024 meetings made by: Director Martz, seconded by Director Kenney, approved.

Approval of Treasurers Report

Motion to approve the Treasures Report made by: Director Zurbrugg and seconded by Director Kenney, approved.

Reports

NRCS Report: District Conservationist Aaron Seim provided a written report on the activities of the NRCS office for the month of December and the outlook for January.

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

SWCD Executive Director: Dean Johnson provided a written report on the activities of the Executive Director for the month of December and the outlook for January.

University of Illinois Natural Resources Educator: Peggy Anesi reported that the Master Watershed Program is coming this spring. We want to establish a committee to lead the Watershed Stewardship for Leaders Program this fall. Participating in Private Well Program in Bloomington, helping out with Envirothon, conducting walking tours at the Forest Preserves, and Winter Fest. Forest Preserve has some additional funds to support the Nature Center and Peggy is looking for a helper this spring and summer.

IDOA: Shelly Ray provided an IDOA update- I Cover program sign up to begin this spring, it requires a 3-year commitment. Grant Agreements are not out yet, anticipate a schedule similar to last year. PFC updates will happen in February.

Correspondence

No updates on IEPA grant applications

Local Work Group meeting will occur this spring

Election of Directors is February 12, 2025

Arranging a meeting with DeKalb County Community Foundation regarding proposals

Time Sheet Approval

Employee time sheets were reviewed and approved by: Director Martz.

Unfinished business

None

New business

Review of 2025 Fee Schedules- Director Martz moved to approve the 2025 fee schedules. Director Kenney seconded the motion, motion carried.

DeKalb County Farmland Foundation Fund- Director Kenney provided an update on the Fund and is looking at alternative opportunities for the funds use. No action was taken.

Outlook for 2025- The board had some discussion on programming for 2025 which included watershed and farm tours, Streambank projects, Urban to farm opportunities, Conservation Minute, keep them informed on programs and projects, programs should include invitations to elected officials.

Adjournment

Motion to Adjourn: Director Martz and seconded by Director Zurbrugg, approved.

The meeting was adjourned at 1:45 p.m.

Announcements

The next meeting of the DeKalb County SWCD will be February 12, 2025 at 12:30 p.m. The meeting will be held at the DeKalb County Farm Bureau, 1350 West Prairie Dr. in Sycamore, IL

Chairman

Date

9:02 AM

02/05/25

Accrual Basis

DeKalb County SWCD

Profit & Loss

January 2025

	Jan 25
Ordinary Income/Expense	
Income	
4175 · State Government Support CREP	220.00
4300 · Other Public Support	250.00
4400.10 · Seed Oats	39.60
4615 · Contract Labor	900.00
4901 · Reimbursements	3,220.64
4950 · Refunds/Discounts/Allowances	1,172.42
4980 · Gain(Loss) on Assets at DCCF Fo	-5,293.60
Total Income	509.06
Gross Profit	509.06
Expense	
5100 · PAYROLL EXPENSES	17,735.70
5250 · EDUCATION AND PROMOTION	176.96
5350 · Director Expense	173.06
5400 · PROFESSIONAL SERVICES	665.00
6000 · OFFICE EXPENSE	867.95
6010 · DELIVERY	73.00
6020 · TELEPHONE	190.62
6021 · INTERNET/WEBSITE	143.19
6030 · DUES/PUBLICATIONS/SUBSCRIPTIONS	1.00
6050 · TRAVEL	0.00
6060 · CONFERENCES/TRAINING	30.00
6100 · REPAIRS & MAINTENANCE	42.48
6150 · VEHICLES EXPENSE	151.78
6500 · Reimbursed Expenses	9,270.00
Total Expense	29,520.74
Net Ordinary Income	-29,011.68
Net Income	-29,011.68

9:00 AM

02/05/25

Accrual Basis

DeKalb County SWCD
Profit & Loss Budget vs. Actual
July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · State Government Support	246.93	41,000.00	-40,753.07	0.6%
4125 · NRCS Contribution Agreement	11,429.20	10,000.00	1,429.20	114.3%
4175 · State Government Support CREP	220.00	200.00	20.00	110.0%
4200 · Local Government Support	31,000.00	31,000.00	0.00	100.0%
4250 · Township support	750.00	3,000.00	-2,250.00	25.0%
4300 · Other Public Support	250.00	35,000.00	-34,750.00	0.7%
4350 · IEPA Grants Personnel Income	0.00	3,970.00	-3,970.00	0.0%
4355 · DCCF Watershed Coordinator Gran	0.00	50,000.00	-50,000.00	0.0%
4400 · Sales	17,854.02	52,700.00	-34,845.98	33.9%
4400.10 · Seed Oats	170.28	1,600.00	-1,429.72	10.6%
4610 · Advertising	400.00			
4615 · Contract Labor	3,963.20	15,000.00	-11,036.80	26.4%
4800 · Interest	2,466.23	4,500.00	-2,033.77	54.8%
4900 · Other	990.00			
4901 · Reimbursements	27,854.18			
4950 · Refunds/Discounts/Allowances	1,172.42			
4975 · Gain/(Loss) on Assets DCFBFound	5,212.08	5,000.00	212.08	104.2%
4980 · Gain/(Loss) on Assets at DCCF Fo	6,338.92	7,000.00	-661.08	90.6%
Total Income	110,317.46	259,970.00	-149,652.54	42.4%
Cost of Goods Sold				
5000 · COST OF GOODS SOLD	5,347.35	28,200.00	-22,852.65	19.0%
5018 · Seed Oats Purchased	893.20	1,500.00	-606.80	59.5%
Total COGS	6,240.55	29,700.00	-23,459.45	21.0%
Gross Profit	104,076.91	230,270.00	-126,193.09	45.2%
Expense				
5100 · PAYROLL EXPENSES	109,817.78	176,612.00	-66,794.22	62.2%
5250 · EDUCATION AND PROMOTION	4,077.81	20,750.00	-16,672.19	19.7%
5350 · Director Expense	2,909.51	4,445.00	-1,535.49	65.5%
5400 · PROFESSIONAL SERVICES	4,265.00	4,300.00	-35.00	99.2%
5410 · Licenses/Fees	70.00	85.50	-15.50	81.9%
6000 · OFFICE EXPENSE	1,852.14	4,300.00	-2,447.86	43.1%
6010 · DELIVERY	532.89	600.00	-67.11	88.8%
6020 · TELEPHONE	1,340.16	2,350.00	-1,009.84	57.0%
6021 · INTERNET/WEBSITE	884.81	1,400.00	-515.19	63.2%
6030 · DUES/PUBLICATIONS/SUBSCRIPTIONS	1,145.38	3,310.00	-2,164.62	34.6%
6050 · TRAVEL	906.58	800.00	106.58	113.3%
6051 · MEALS AND ENTERTAINMENT	100.24			
6060 · CONFERENCES/TRAINING	2,468.47	3,000.00	-531.53	82.3%
6100 · REPAIRS & MAINTENANCE	116.54	2,220.00	-2,103.46	5.2%
6150 · VEHICLES EXPENSE	2,810.80	5,350.00	-2,539.20	52.5%
6500 · Reimbursed Expenses	40,784.12			
7000 · Balance Adjustments	-41.68			
8999 · Other Expense	236.38			
Total Expense	174,276.93	229,522.50	-55,245.57	75.9%

DeKalb County SWCD

Profit & Loss Budget vs. Actual

July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Net Ordinary Income	-70,200.02	747.50	-70,947.52	-9,391.3%
Net Income	-70,200.02	747.50	-70,947.52	-9,391.3%

DeKalb County SWCD

2/5/2025 9:04 AM

Register: 2050 · CREDIT CARDS

From 01/01/2025 through 01/31/2025

Sorted by: Date, Type, Number/Ref

Date	Ref.	Payee	Account	Memo	Charge	C	Payment	Balance
01/03/2025		Farm and Fleet	6100 · REPAIRS & M...	Metric Socket set	42.48	X		682.93
01/05/2025		Adobe	6000 · OFFICE EXPE...	Adobe Acrobat...	21.24	X		704.17
01/07/2025		Intuit	6000 · OFFICE EXPE...	QuickBooks pa...	771.12	X		1,475.29
01/08/2025		Rosati's	5350 · Director Expens...	SWCD Board ...	157.07	X		1,632.36
01/08/2025		Zoom Video Commu...	5350 · Director Expens...	Board Meeting ...	15.99	X		1,648.35
01/15/2025	2773	PNC Bank	1000 · UNRESTRICT...	Account 2562			489.45	1,158.90
01/15/2025	2774	PNC Bank	1000 · UNRESTRICT...	Account 0548			1,158.90	0.00
01/24/2025		Sustainable Ag	6060 · CONFERENCE...	Seminar	30.00			30.00
01/24/2025		Wild West Domains	6021 · INTERNET/W...	Domain Renew...	40.34			70.34
01/24/2025		USPS	6010 · DELIVERY:60...	Postage	73.00			143.34
01/28/2025		Best Buy	6000 · OFFICE EXPE...	Microsoft 365 ...	75.59			218.93
01/31/2025		Meijer	5250 · EDUCATION ...	Pond Managem...	116.13			335.06
01/31/2025		Meijer	5250 · EDUCATION ...	Pond Managem...	4.83			339.89
01/31/2025		Ellesons Bakery	5250 · EDUCATION ...	Pond Managem...	56.00			395.89

DeKalb County SWCD

2/5/2025 9:03 AM

Register: 1000 · UNRESTRICTED CASH:1002 · SWCD OPERATIONS ACCOUNT

From 01/01/2025 through 01/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/03/2025			4300 · Other Public Su...	Deposit			100.00	21,798.77
01/03/2025		Paul Taylor	1200 · Accounts Recie...				350.00	22,148.77
01/03/2025	2764	LePrint Express	6000 · OFFICE EXPE...	NRI Binding	25.10			22,123.67
01/03/2025	2765	DeKalb Co Farm Bur...	4300 · Other Public Su...	SWCD Fund - ...	100.00			22,023.67
01/03/2025	2766	DeKalb County Farm...	6030 · DUES/PUBLIC...	SWCD Fund - ...	1.00			22,022.67
01/03/2025	deanR	LePrint Express	6000 · OFFICE EXPE...	Reverse of GJE...		X	25.10	22,047.77
01/07/2025	To Print	FirStar	-split-	36-2438424	2,517.60			19,530.17
01/07/2025	To Print	Illinois Dept. of Reve...	2100 · PAYROLL LIA...	36-2438424 000	538.78			18,991.39
01/08/2025			4901 · Reimbursements	Deposit			1,788.20	20,779.59
01/08/2025	2767	Dean H Johnson	-split-		2,644.70			18,134.89
01/08/2025	2768	Jeffery P. Woodyatt	-split-		1,976.37			16,158.52
01/10/2025			4300 · Other Public Su...	Deposit			250.00	16,408.52
01/10/2025	1019	DeKalb County SWCD	1001 · Unrestricted Wa...	Transfer to Ope...			16,000.00	32,408.52
01/10/2025	2769	Conserv FS	6150 · VEHICLES EX...	Vehicle Gas I...	151.78			32,256.74
01/10/2025	2770	Jeffery P. Woodyatt	-split-		2,761.28			29,495.46
01/13/2025		Craig Fowler	1200 · Accounts Recie...				472.00	29,967.46
01/13/2025		Ed Arndt Jr.	1200 · Accounts Recie...				489.60	30,457.06
01/13/2025		The Village of Kirkla...	1200 · Accounts Recie...				537.52	30,994.58
01/13/2025	2771	Verizon Wireless	6020 · TELEPHONE:6...	Cell Phone Act...	130.62			30,863.96
01/13/2025	2772	Jeff Woodyatt	6020 · TELEPHONE:6...	Phone Stipend	60.00			30,803.96
01/15/2025	2773	PNC Bank	2050 · CREDIT CARDS	Account 2562	489.45			30,314.51
01/15/2025	2774	PNC Bank	2050 · CREDIT CARDS	Account 0548	1,158.90			29,155.61
01/16/2025			4175 · State Governme...	Deposit			220.00	29,375.61
01/16/2025	2775	Foster's Tax & Acco...	5400 · PROFESSION...	1099 forms for ...	175.00			29,200.61
01/21/2025			4950 · Refunds/Discou...	Deposit			1,172.42	30,373.03
01/21/2025	2778	Foster's Tax & Acco...	5400 · PROFESSION...	W-2 and Quart...	490.00			29,883.03
01/22/2025	2776	Dean H Johnson	-split-		2,644.71			27,238.32
01/22/2025	2777	Jeffery P. Woodyatt	-split-		1,976.36			25,261.96
01/29/2025	2779	SWCD of Illinois Ins...	5100 · PAYROLL EX...	Health Insuran...	1,147.00			24,114.96
01/29/2025	2780	SWCD of Illinois Ins...	5100 · PAYROLL EX...	Health Insuran...	176.00			23,938.96
01/29/2025	2781	Comcast	6021 · INTERNET/W...	Internet 87711...	102.85			23,836.11
01/30/2025	2782	Baxter & Woodman	6500 · Reimbursed Ex...	Invoice 026821...	450.00			23,386.11

DeKalb County SWCD

2/5/2025 9:03 AM

Register: 1001 · Unrestricted Waterman Bank

From 01/01/2025 through 01/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/10/2025	1019	DeKalb County SWCD	1000 · UNRESTRIC...	Funds transfer f...	16,000.00			20,262.89
01/30/2025	1020	Baxter & Woodman	6500 · Reimbursed Ex...	Invoice # 0268...	8,820.00			11,442.89

DeKalb County SWCD
Balance Sheet
As of February 5, 2025

	Feb 5, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 · UNRESTRICTED CASH	14,568.63
1001 · Unrestricted Waterman Bank	11,442.89
1100 · RESTRICTED CASH Waterman Bank	28,768.85
Total Checking/Savings	54,780.37
Accounts Receivable	
1200 · Accounts Recievable	2,992.32
Total Accounts Receivable	2,992.32
Other Current Assets	
1350 · Assets Held by DCFB Foundation	124,443.87
1355 · Accounts Held by DCCF	143,997.48
Total Other Current Assets	268,441.35
Total Current Assets	326,214.04
Fixed Assets	
1510 · OFFICE FURN, FIX, & EQUIPMENT	441.95
1520 · EQUIPMENT	4,720.99
1530 · VEHICLES	0.00
Total Fixed Assets	5,162.94
TOTAL ASSETS	331,376.98
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2050 · CREDIT CARDS	395.89
Total Credit Cards	395.89
Other Current Liabilities	
2100 · PAYROLL LIABILITIES	2,288.12
2155 · Accured Wages	814.86
2160 · Accured Vacation	6,812.80
Total Other Current Liabilities	9,915.78
Total Current Liabilities	10,311.67
Total Liabilities	10,311.67
Equity	
3900 · Retained Earnings	423,434.60
Net Income	-102,369.29
Total Equity	321,065.31
TOTAL LIABILITIES & EQUITY	331,376.98