

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

**January 8, 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. January 8, 2025 Agenda
2. December 11, 2024 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. Review of 2025 fee schedules
2. DeKalb County Farmland Foundation Fund
3. Outlook for 2025

Next Meeting: The next scheduled Board Meeting is February 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 12/11/2024. 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 (arrived at 12:40) and John Begun

Associate Directors: Jim Arndt, Peggy Anesi, Byron Cann, Gordon Kohn and Stan Doty.

Staff: Dean Johnson and Jeff Woodyatt

NRCS: Aaron Seim

IDOA:

Guests:

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 November 13, 2024 meetings made by: Director Martz, seconded by Director Zurbrugg, approved.

Approval of Treasurers Report

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

Reports

NRCS Report: District Conservationist Aaron Seim provided a written report on the activities of the NRCS office for the month of November and the outlook for December. Aaron stated that the office had just completed a Quality Assurance Review by NRCS and that the results were favorable.

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

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

University of Illinois Natural Resources Educator: Peggy Anesi reported that they have received additional funds from the Wheaton Foundation and that she is using some of that money to purchase environmental models for educational purposes.

IDOA: No Report

Correspondence

Dean and Jeff attended winter training in Springfield, it was announced that a new AISWCD Executive Director would be in place by the end of the year.

Updates from NRCS included an agreement with the AISWCD to assist in re-establishing Local Work Group meetings in each district. Districts that participate will receive \$10,000.00/year for the next 3 years. Another funding opportunity for watershed planning and funding for some districts will be determined by NRCS on which watersheds will qualify. Odds are not good for our district to be in the selected areas.

Updates from IDNR- they are also short staffed. The Attorney General has given the green light to allow Districts to transfer CREP easements to IDNR. This is a resolution to issues that have occurred in several of the Districts throughout the State.

The DeKalb County SWCD has completed its 3-year monitoring of the CREP easement held by Randy and Elizabeth Espe. Everything looked like it was in order.

Updates from IEPA- they are in the process of moving their office to the west side of Springfield. Chris Davis shared with me that she thought that the announcement for 604b grant application winners would be around the first of the year.

IDOA updates- The Bureau of Land and Water has a new chief. The IDOA plans to start working on grant agreements for FY25 after they conclude with PFC payments for FY23. They mentioned that performance-based funding may be coming back for operations. They introduced a new program called I Cover which is in combination with NRCS's RCPP program. The focus is on cover crops and paying 100% of the scenario if the participant commits to 3 years in a row and applies earlier application technologies on fields that have had cover crops in the past. Sign-up will be through IDOA on a first come first serve basis. More to come later this year.

The district will have new responsibilities with the recently funded Public Act 103 regarding soil health initiatives to be delivered by the IDOA and the SWCDs. Responsibilities to be coming soon.

Time Sheet Approval

Employee time sheets were reviewed and approved by: Director Kuhn and Zurbrugg.

Unfinished business

Samardzija- Guthesha Family Fund update- The Community Foundation is reviewing the proposal; no further updates were available at this time.

New business

2025 Employee Contracts- Director Zurbrugg moved to approve the negotiated contracts for Dean Johnson and Jeffery Woodyatt for 2025. Director Martz seconded the motion, motion carried.

Employee Christmas Bonus- Director Martz moved to give a Christmas bonus of \$250.00 (net) each to the 2 District employees. Director Begun seconded the motion, motion carried.

2025 Election of Directors- It was the consensus of the board that the 2025 election of Directors be held on February 12, 2025 at the DeKalb County SWCD office in Sycamore IL. Election hours will be from 7:00 a.m. to 5:30 p.m.

Adjournment

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

The meeting was adjourned at 1:18 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

DeKalb County SWCD
Profit & Loss
December 2024

	Dec 24
Ordinary Income/Expense	
Income	
4125 · NRCS Contribution Agreement	10,529.20
4400 · Sales	848.00
4400.10 · Seed Oats	130.68
4610 · Advertising	400.00
4615 · Contract Labor	2,213.20
4901 · Reimbursements	5,997.27
4980 · Gain(Loss) on Assets at DCCF Fo	3,855.95
Total Income	23,974.30
Cost of Goods Sold	
5000 · COST OF GOODS SOLD	313.20
5018 · Seed Oats Purchased	893.20
Total COGS	1,206.40
Gross Profit	22,767.90
Expense	
5100 · PAYROLL EXPENSES	14,063.65
5350 · Director Expense	1,843.41
5410 · Licenses/Fees	70.00
6000 · OFFICE EXPENSE	369.26
6010 · DELIVERY	146.00
6020 · TELEPHONE	191.61
6021 · INTERNET/WEBSITE	94.90
6050 · TRAVEL	0.00
6060 · CONFERENCES/TRAINING	653.72
6100 · REPAIRS & MAINTENANCE	74.05
6150 · VEHICLES EXPENSE	201.68
6500 · Reimbursed Expenses	6,000.00
Total Expense	23,708.28
Net Ordinary Income	-940.38
Net Income	-940.38

10:26 AM

01/02/25

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	0.00	200.00	-200.00	0.0%
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	0.00	35,000.00	-35,000.00	0.0%
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	130.68	1,600.00	-1,469.32	8.2%
4610 · Advertising	400.00			
4615 · Contract Labor	3,063.20	15,000.00	-11,936.80	20.4%
4800 · Interest	2,223.43	4,500.00	-2,276.57	49.4%
4900 · Other	990.00			
4901 · Reimbursements	25,108.88			
4975 · Gain/(Loss) on Assets DCFBFound	5,050.50	5,000.00	50.50	101.0%
4980 · Gain/(Loss) on Assets at DCCF Fo	11,632.52	7,000.00	4,632.52	166.2%
Total Income	109,879.36	259,970.00	-150,090.64	42.3%
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	103,638.81	230,270.00	-126,631.19	45.0%
Expense				
5100 · PAYROLL EXPENSES	85,772.28	176,612.00	-90,839.72	48.6%
5250 · EDUCATION AND PROMOTION	3,815.70	20,750.00	-16,934.30	18.4%
5350 · Director Expense	2,736.45	4,445.00	-1,708.55	61.6%
5400 · PROFESSIONAL SERVICES	3,600.00	4,300.00	-700.00	83.7%
5410 · Licenses/Fees	70.00	85.50	-15.50	81.9%
6000 · OFFICE EXPENSE	922.70	4,300.00	-3,377.30	21.5%
6010 · DELIVERY	459.89	600.00	-140.11	76.6%
6020 · TELEPHONE	1,149.54	2,350.00	-1,200.46	48.9%
6021 · INTERNET/WEBSITE	741.62	1,400.00	-658.38	53.0%
6030 · DUES/PUBLICATIONS/SUBSCRIPTIONS	1,144.38	3,310.00	-2,165.62	34.6%
6050 · TRAVEL	906.58	800.00	106.58	113.3%
6051 · MEALS AND ENTERTAINMENT	100.24			
6060 · CONFERENCES/TRAINING	2,438.47	3,000.00	-561.53	81.3%
6100 · REPAIRS & MAINTENANCE	74.05	2,220.00	-2,145.95	3.3%
6150 · VEHICLES EXPENSE	2,659.02	5,350.00	-2,690.98	49.7%
6500 · Reimbursed Expenses	31,514.12			
7000 · Balance Adjustments	-41.68			
8999 · Other Expense	236.38			
Total Expense	138,299.74	229,522.50	-91,222.76	60.3%
Net Ordinary Income	-34,660.93	747.50	-35,408.43	-4,636.9%

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

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Net Income	-34,660.93	747.50	-35,408.43	-4,636.9%

DeKalb County SWCD

1/2/2025 10:33 AM

Register: 2050 · CREDIT CARDS

From 12/01/2024 through 12/31/2024

Sorted by: Date, Type, Number/Ref

Date	Ref.	Payee	Account	Memo	Charge	C	Payment	Balance
12/02/2024		Texas Roadhouse	6060 · CONFERENCE...	Winter Trainin...	76.37	X		283.43
12/03/2024		Target	6000 · OFFICE EXPE...	Winter Trainin...	60.14	X		343.57
12/03/2024		Chesapeake Seafood ...	6060 · CONFERENCE...	Winter Trainin...	63.99	X		407.56
12/04/2024		Arby's	6060 · CONFERENCE...	Winter Training	25.44	X		433.00
12/04/2024		Ramada Inn	6060 · CONFERENCE...	Winter Training	487.92	X		920.92
12/05/2024		Adobe	6000 · OFFICE EXPE...	Adobe Acrobat...	21.24	X		942.16
12/06/2024		Casey's General Store	6150 · VEHICLES EX...	Fuel for Truck	63.60	X		1,005.76
12/07/2024		Intuit	6000 · OFFICE EXPE...	QuickBooks E...	15.12	X		1,020.88
12/08/2024		Zoom Video Commu...	5350 · Director Expens...	Board Meeting ...	15.99	X		1,036.87
12/10/2024		Illinois Powersports	6100 · REPAIRS & M...	Parts for Polaris	74.05			1,110.92
12/13/2024		Office Depot	6000 · OFFICE EXPE...	Office supplies	265.97			1,376.89
12/16/2024		Target	6000 · OFFICE EXPE...	Office Supplies	6.79			1,383.68
12/19/2024	2755	PNC Bank	1000 · UNRESTRICT...	Account 0548			970.18	413.50
12/19/2024	2756	PNC Bank	1000 · UNRESTRICT...	Account 2562			66.69	346.81
12/23/2024		USPS	6010 · DELIVERY:60...	Postage	146.00			492.81
12/27/2024		Apple.com	6020 · TELEPHONE:6...	Storage Fee	0.99			493.80

DeKalb County SWCD

1/2/2025 10:34 AM

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

From 12/01/2024 through 12/31/2024

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/02/2024	2743	Martenson Turf Prod...	5018 · Seed Oats Purc...	Invoice 97985	893.20			21,596.08
12/05/2024			4400 · Sales:4400.4 · ...	Deposit			500.00	22,096.08
12/05/2024		Dave Holderness	1200 · Accounts Recie...				348.00	22,444.08
12/06/2024			4901 · Reimbursements	Deposit			5,354.03	27,798.11
12/06/2024	2744	Pheasants Forever	5000 · COST OF GOO...	P202431813	313.20			27,484.91
12/06/2024	2745	AISWCD	5350 · Director Expens...	Property Casua...	1,396.08			26,088.83
12/10/2024	To Print	FirStar	-split-	36-2438424	2,431.12			23,657.71
12/10/2024	To Print	Illinois Dept. of Reve...	2100 · PAYROLL LIA...	36-2438424 000	516.64			23,141.07
12/11/2024	2746	Country Store and ca...	5350 · Director Expens...	Board Meeting...	371.20			22,769.87
12/11/2024	2749	Jeff Woodyatt	6020 · TELEPHONE:6...	Phone Stipend	60.00			22,709.87
12/11/2024	2750	Verizon Wireless	6020 · TELEPHONE:6...	Cell Phone Act...	130.62			22,579.25
12/11/2024	2751	Conserv FS	6150 · VEHICLES EX...	Vehicle Gas L...	138.08			22,441.17
12/11/2024	2752	Shaw Media	5350 · Director Expens...	Notice of Nomi...	60.14			22,381.03
12/11/2024	2747	Dean H Johnson	-split-		2,498.70			19,882.33
12/11/2024	2748	Jeffery P. Woodyatt	-split-		1,772.63			18,109.70
12/11/2024	2753	Dean H Johnson	-split-		250.00			17,859.70
12/11/2024	2754	Jeffery P. Woodyatt	-split-		250.00			17,609.70
12/12/2024			4610 · Advertising	Deposit			400.00	18,009.70
12/12/2024		Montgomery Trust N...	1200 · Accounts Recie...				427.72	18,437.42
12/18/2024			4125 · NRCS Contribu...	Deposit			877.50	19,314.92
12/19/2024			4125 · NRCS Contribu...	Deposit			7,270.49	26,585.41
12/19/2024	2755	PNC Bank	2050 · CREDIT CARDS	Account 0548	970.18			25,615.23
12/19/2024	2756	PNC Bank	2050 · CREDIT CARDS	Account 2562	66.69			25,548.54
12/19/2024	2757	Environmental Syste...	5410 · Licenses/Fees:5...	ArcGIS Online ...	70.00			25,478.54
12/25/2024	2758	Dean H Johnson	-split-		2,498.70			22,979.84
12/25/2024	2759	Jeffery P. Woodyatt	-split-		1,772.63			21,207.21
12/26/2024			4901 · Reimbursements	Deposit			100.00	21,307.21
12/26/2024			-split-	Deposit			2,381.21	23,688.42
12/26/2024	2760	SWCD of Illinois Ins...	5100 · PAYROLL EX...	Health Insuran...	176.00			23,512.42
12/26/2024	2761	SWCD of Illinois Ins...	5100 · PAYROLL EX...	Health Insuran...	1,147.00			22,365.42
12/26/2024	2762	SWCD of Illinois Ins...	-split-	Disability, Life...	571.75			21,793.67
12/27/2024	2763	Comcast	6021 · INTERNET/W...	Internet 87711...	94.90			21,698.77

DeKalb County SWCD

1/2/2025 10:34 AM

Register: 1001 · Unrestricted Waterman Bank

From 12/01/2024 through 12/31/2024

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/26/2024	1018	Baxter & Woodman	6500 · Reimbursed Ex...	Invoice # 0266...	6,000.00			36,120.19

DeKalb County SWCD
Balance Sheet
As of January 2, 2025

	Jan 2, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 · UNRESTRICTED CASH	21,732.37
1001 · Unrestricted Waterman Bank	36,120.19
1100 · RESTRICTED CASH Waterman Bank	28,668.75
Total Checking/Savings	86,521.31
Accounts Receivable	
1200 · Accounts Recievable	2,944.74
Total Accounts Receivable	2,944.74
Other Current Assets	
1350 · Assets Held by DCFB Foundation	124,282.29
1355 · Accounts Held by DCCF	149,291.08
Total Other Current Assets	273,573.37
Total Current Assets	363,039.42
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	368,202.36
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2050 · CREDIT CARDS	493.80
Total Credit Cards	493.80
Other Current Liabilities	
2100 · PAYROLL LIABILITIES	3,476.50
2155 · Accured Wages	814.86
2160 · Accured Vacation	6,812.80
Total Other Current Liabilities	11,104.16
Total Current Liabilities	11,597.96
Total Liabilities	11,597.96
Equity	
3900 · Retained Earnings	423,434.60
Net Income	-66,830.20
Total Equity	356,604.40
TOTAL LIABILITIES & EQUITY	368,202.36