

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

**June 11, 2025
Monthly Board Meeting Time 7:00 p.m.
DeKalb County Farm Bureau
1350 West Prairie Dr., Sycamore, IL**

Call to Order: 7:00 p.m.

Approval:

1. June 11, 2025 Agenda
2. May 14, 2025
3. Treasurers Report

Reports:

1. NRCS
2. Natural Resources Education (U of I Extension)
3. Resource Conservationist
4. Executive Director
5. DeKalb County Watersheds Council Report

Operations:

1. Correspondence
2. Time Sheets

Unfinished Business:

New Business:

1. Approval of New Employee Hire
2. NRI 745- SV CSG Kingston Solar 1 LLC
3. NRI 746- Coltonville Solar Farm LLC
4. Approve CPA for financial review
5. SWCD County Road signs
6. SWCD Budget Meeting
7. Summer Conference

Next Meeting: The next scheduled Board Meeting is July 9, 2025, meeting at 7:00 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 78 years of Service to DeKalb County*



Meeting Minutes DeKalb County Soil and Water Conservation District

Call to order Monthly Board Meeting

The Monthly Board meeting of the DeKalb County SWCD was held on 5/14/2025. The meeting was called to order by Chairman Paul Kuhn at 7:05 p.m.

Attendees

Attendees included: Directors, Paul Kuhn, Lynn Martz, Anita Zurbrugg, Dan Kenney and Rick Bend

Associate Directors: Stan Doty, Byron Cann and Jim Arndt

Staff: Dean Johnson, Executive Director and Jeff Woodyatt, Resource Conservationist

NRCS: Aaron Seim District Conservationist

IDOA: Not Present

Guests: Alexa Skirmont

Directors not in attendance

Members not present included:

Approval of the agenda

Motion to approve the agenda made by Director Zurbrugg seconded by Director Martz. Motion carried.

Approval of minutes

Motion to approve the meeting minutes of April 9, and the special meeting of April 21, 2025 made by Director Kenney and seconded by Director Bend. Motion carried.

Approval of Treasurers Report

Motion to approve the Treasurers Report made by Director Zurbrugg. Director Kenney seconded the motion, motion carried.

Reports

NRCS- Aaron Seim provided a written report of the activities of the NRCS office for the past month and the outlook for June. Several deadlines are approaching for EQIP and CSP. Up to 64 people have left NRCS in Illinois due to government reductions several had key roles in leadership.

NREC- No Report

Resource Conservationist- Jeff Woodyatt gave an update on his activities for the past month and the outlook for May and June.

Executive Director- Dean Johnson provided a written update for the past month's activities and the outlook for June.

DeKalb County Watersheds Council- Dean Johnson gave an update on the Watersheds Council that was held on April 30. The group is organizing and identifying projects to assist in watershed implementation.

Correspondence

We are still waiting for payment on the FY25 grant agreements. There will be more added responsibilities for staff. Examples include Soil Health Training, STAR, and updated budget reporting.

The Central South Branch of the Kishwaukee River Watershed Based Plan is near completion. We are waiting on IEPA approval then printing of the document will take place. We will also need to ask for adoption of the plans by the county and local communities in the planning area.

No updates on the Somonauk Creek Watershed application.

The AISWCD Summer Conference is July 20-22 at the Crown Plaza in Springfield.

Time Sheet Approval

Employee Time Sheets Reviewed By: Director Zurbrugg

Unfinished business

None

New business

NRI 744 Burr Oak Solar Project- Director Kenney moved to approve NRI 744 Burr Oak Solar with the recommendations outlined in the report. Director Zurbrugg seconded the motion, motion carried. Director Martz abstained. Vote was 4 yes and 1 abstention.

New Employee Interview Committee- Chairman Kuhn asked for volunteers to serve on the Interview committee for the new Conservation Planner Position with the DeKalb County SWCD. Director Bend

and Director Martz volunteered also serving will be the Executive Director and Resource Conservationist.

Simonson Scholarship- The Scholarship committee selected Benson Gudmunson of Somonauk as this year's recipient of the Simonson scholarship. The value of the scholarship is \$1000.00 the payout from the Community Foundation fund was \$980.00. Director Zurbrugg moved to make up the \$20 shortfall with District funds. Director Martz seconded the motion, motion carried. The funds will be sent to Iowa State University to be used by Mr. Gudmunson.

PFC Approval of Projects- Director Martz moved to approve \$16,478.01 of PFC cost share to Dawn Ness for a grassed waterway. Director Zurbrugg seconded the motion, motion carried.

Transect Survey- The District will try once again to complete a transect survey of the county if time permits. This is being conducted at our own discretion it is not required this year by the IDOA.

Summer Event- It was the consensus of the board that we try to have a tour of the Kishwaukee Water Reclamation District in August and then visit Hopkins Park and conduct our meeting at the Terrace room. Mr. Johnson will work on making those arrangements and report back to the board.

Seminars- The board continues to look at seminar opportunities for the next year, we will keep this item as an active task moving forward.

Memorial Flowers-Mr. Johnson informed the board that the mother of Lori Younker our area engineer located in the Sycamore Field office, had passed away. Mr. Johnson asked permission from the board to send flowers in honor of her memory. Director Martz moved to pay for flowers from the SWCD Board and the Sycamore Field Office. Director Kenney seconded the motion, motion carried.

Adjournment

Motion to Adjourn: Director Kenney and seconded by Director Bend, approved.

The meeting was adjourned at 8:36 p.m.

Announcements

The next meeting of the DeKalb County SWCD will be June 11, 2025 at 7:00 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
May 2025

	May 25
Ordinary Income/Expense	
Income	
4125 · NRCS Contribution Agreement	5,073.00
4150 · State Government Support/CPP	4,793.59
4400 · Sales	54,020.29
4400.10 · Seed Oats	475.96
4615 · Contract Labor	3,822.00
4901 · Reimbursements	4,110.81
4980 · Gain(Loss) on Assets at DCCF Fo	982.07
Total Income	73,277.72
Cost of Goods Sold	
5000 · COST OF GOODS SOLD	12,101.85
Total COGS	12,101.85
Gross Profit	61,175.87
Expense	
5100 · PAYROLL EXPENSES	12,535.12
5200 · PROGRAM EXPENSE	1,646.63
5350 · Director Expense	274.21
6000 · OFFICE EXPENSE	1,140.33
6010 · DELIVERY	82.45
6020 · TELEPHONE	190.62
6050 · TRAVEL	0.00
6150 · VEHICLES EXPENSE	412.92
6500 · Reimbursed Expenses	50.00
Total Expense	16,332.28
Net Ordinary Income	44,843.59
Net Income	44,843.59

10:35 AM

06/04/25

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	16,502.20	10,000.00	6,502.20	165.0%
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	20,370.00	35,000.00	-14,630.00	58.2%
4350 · DCCF Samardzija Grant	6,000.00	0.00	6,000.00	100.0%
4355 · DCCF Watershed Coordinator Gran	60,000.00	50,000.00	10,000.00	120.0%
4400 · Sales	96,593.08	52,700.00	43,893.08	183.3%
4400.10 · Seed Oats	930.70	1,600.00	-669.30	58.2%
4450 · Awards Banquet Income	0.00	0.00	0.00	0.0%
4610 · Advertising	400.00			
4615 · Contract Labor	10,277.80	15,000.00	-4,722.20	68.5%
4800 · Interest	4,394.94	4,500.00	-105.06	97.7%
4900 · Other	990.00			
4901 · Reimbursements	40,823.67	3,970.00	36,853.67	1,028.3%
4950 · Refunds/Discounts/Allowances	1,172.42			
4975 · Gain/(Loss) on Assets DCFBFound	-15,081.63	5,000.00	-20,081.63	-301.6%
4980 · Gain(Loss) on Assets at DCCF Fo	8,894.52	7,000.00	1,894.52	127.1%
Total Income	284,484.63	259,970.00	24,514.63	109.4%
Cost of Goods Sold				
5000 · COST OF GOODS SOLD	23,474.70	28,200.00	-4,725.30	83.2%
5018 · Seed Oats Purchased	1,191.58	1,500.00	-308.42	79.4%
Total COGS	24,666.28	29,700.00	-5,033.72	83.1%
Gross Profit	259,818.35	230,270.00	29,548.35	112.8%
Expense				
5100 · PAYROLL EXPENSES	165,878.25	176,612.00	-10,733.75	93.9%
5250 · EDUCATION AND PROMOTION	4,310.89	20,750.00	-16,439.11	20.8%
5300 · INSURANCE	845.00			
5350 · Director Expense	4,190.85	4,445.00	-254.15	94.3%
5400 · PROFESSIONAL SERVICES	4,465.00	4,300.00	165.00	103.8%
5410 · Licenses/Fees	84.50	85.50	-1.00	98.8%
6000 · OFFICE EXPENSE	3,640.29	4,300.00	-659.71	84.7%
6010 · DELIVERY	711.69	600.00	111.69	118.6%
6020 · TELEPHONE	2,106.60	2,350.00	-243.40	89.6%
6021 · INTERNET/WEBSITE	1,476.09	1,400.00	76.09	105.4%
6030 · DUES/PUBLICATIONS/SUBSCRIPTIONS	1,350.18	3,310.00	-1,959.82	40.8%
6050 · TRAVEL	945.92	800.00	145.92	118.2%
6051 · MEALS AND ENTERTAINMENT	220.33			
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	3,697.08	5,350.00	-1,652.92	69.1%
6500 · Reimbursed Expenses	44,014.94			
7000 · Balance Adjustments	-41.68			
8999 · Other Expense	251.98			

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

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Total Expense	240,732.92	229,522.50	11,210.42	104.9%
Net Ordinary Income	19,085.43	747.50	18,337.93	2,553.2%
Net Income	19,085.43	747.50	18,337.93	2,553.2%

DeKalb County SWCD

6/4/2025 10:27 AM

Register: 2050 · CREDIT CARDS

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Ref.	Payee	Account	Memo	Charge	C	Payment	Balance
05/05/2025		Suburban Tire	6150 · VEHICLES EX...	Exhust Repair ...	199.99	X		399.90
05/05/2025		Adobe	6000 · OFFICE EXPE...	Adobe Acrobat...	21.24	X		421.14
05/07/2025		Farm & Fleet	6150 · VEHICLES EX...	Tire repair parts	9.48	X		430.62
05/07/2025		Intuit	6000 · OFFICE EXPE...	QuickBooks pa...	15.12	X		445.74
05/08/2025		Zoom Video Commu...	5350 · Director Expens...	Board Meeting ...	15.99	X		461.73
05/14/2025		HyVee	5350 · Director Expens...	Board Meeting ...	23.61			485.34
05/15/2025		Rosati's	5350 · Director Expens...	LUC-16 lunch	234.61			719.95
05/16/2025		Intuit	6000 · OFFICE EXPE...	QuickBooks Pl...	1,078.92			1,798.87
05/21/2025		USPS	6010 · DELIVERY:60...	Postage	82.45			1,881.32
05/21/2025	2849	PNC Bank	1000 · UNRESTRICT...	Account 0548			430.85	1,450.47
05/21/2025	2850	PNC Bank	1000 · UNRESTRICT...	Account 2562			30.88	1,419.59

DeKalb County SWCD

6/4/2025 10:27 AM

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

From 05/01/2025 through 05/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/01/2025			-split-	Deposit			960.00	25,976.86
05/02/2025			4125 · NRCS Contribu...	Deposit			5,073.00	31,049.86
05/05/2025			4901 · Reimbursements	Deposit			4,060.81	35,110.67
05/06/2025			-split-	Deposit			49,525.00	84,635.67
05/06/2025		Ed Cowan	1200 · Accounts Recie...				923.80	85,559.47
05/06/2025	2840	Andry's Fish Farm	5000 · COST OF GOO...	Fish Order IL 2...	7,869.35			77,690.12
05/09/2025	To Print	FirStar	-split-	36-2438424	3,992.46			73,697.66
05/09/2025	To Print	Illinois Dept. of Reve...	2100 · PAYROLL LIA...	36-2438424 000	840.93			72,856.73
05/13/2025			4400 · Sales:4400.4 · ...	Deposit			1,450.00	74,306.73
05/14/2025	2841	Upcycle Products	5000 · COST OF GOO...	Rain Barrels an...	4,232.50			70,074.23
05/14/2025	2842	Verizon Wireless	6020 · TELEPHONE:6...	Cell Phone Act...	130.62			69,943.61
05/14/2025	2843	Jeff Woodyatt	6020 · TELEPHONE:6...	Phone Stipend	60.00			69,883.61
05/14/2025	2844	Dean H Johnson	-split-		2,644.99			67,238.62
05/14/2025	2845	Jeffery P. Woodyatt	-split-		1,976.42			65,262.20
05/19/2025			-split-	Deposit			110.00	65,372.20
05/19/2025		Don Weberpal Trust	1200 · Accounts Recie...				476.40	65,848.60
05/20/2025	2846	DeKalb County Phea...	6500 · Reimbursed Ex...	Brian Wascher ...	50.00			65,798.60
05/20/2025	2847	LePrint Express	6000 · OFFICE EXPE...	NRI Binding	25.05			65,773.55
05/21/2025	2848	Conserv FS	6150 · VEHICLES EX...	Vehicle Gas I...	203.45			65,570.10
05/21/2025	2849	PNC Bank	2050 · CREDIT CARDS	Account 0548	430.85			65,139.25
05/21/2025	2850	PNC Bank	2050 · CREDIT CARDS	Account 2562	30.88			65,108.37
05/28/2025	2851	Dean H Johnson	-split-		2,644.99			62,463.38
05/28/2025	2852	Jeffery P. Woodyatt	-split-		1,976.42			60,486.96
05/30/2025			-split-	Deposit			240.00	60,726.96
05/30/2025		Hudson Farm Trust	1200 · Accounts Recie...				2,084.56	62,811.52

DeKalb County SWCD
Balance Sheet
As of June 4, 2025

	Jun 4, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 · UNRESTRICTED CASH	64,031.18
1001 · Unrestricted Waterman Bank	72,011.39
1100 · RESTRICTED CASH Waterman Bank	32,296.02
Total Checking/Savings	168,338.59
Accounts Receivable	
1200 · Accounts Recievable	2,403.37
Total Accounts Receivable	2,403.37
Other Current Assets	
1350 · Assets Held by DCFB Foundation	104,150.16
1355 · Accounts Held by DCCF	146,553.08
Total Other Current Assets	250,703.24
Total Current Assets	421,445.20
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	426,608.14
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2050 · CREDIT CARDS	1,462.75
Total Credit Cards	1,462.75
Other Current Liabilities	
2100 · PAYROLL LIABILITIES	4,020.01
2155 · Accured Wages	814.86
2160 · Accured Vacation	6,812.80
Total Other Current Liabilities	11,647.67
Total Current Liabilities	13,110.42
Total Liabilities	13,110.42
Equity	
3900 · Retained Earnings	423,434.60
Net Income	-9,936.88
Total Equity	413,497.72
TOTAL LIABILITIES & EQUITY	426,608.14