



NBWW EXECUTIVE BOARD MEETING MINUTES

1. Call Meeting to Order

Introductions & Roll Call

Brandon Janes, North Branch Chicago River Watershed Workgroup (NBWW) President, called the meeting to order at 2:04pm.

Executive Board members present were **Brandon Janes** (President), Village of Deerfield; **Matt Farmer**, Village of Northbrook; **Rob Flood**, North Shore Water Reclamation District (NSWRD); **Al Giertych**, Lake County Division of Transportation (LCDOT); **Robyn Flakne**, Village of Glenview; **Emily Grimm**, Village of Winnetka; and **Matt Ueltzen**, Lake County Forest Preserve District (LCFPD). A roll call was performed and an NBWW Executive Board quorum was present.

2. Public Comment – None

3. NBWW Meeting Minutes Approvals

- a. Approve March 09, 2022 NBWW Executive Board Meeting Minutes
Flood motioned to accept the March 09, 2022, Executive Board Meeting Minutes, seconded by Ueltzen. The motion passed with unanimous vote.

4. Financial Report

- a. **Ratify Revenues-Expenditures:** Ashley Strelcheck, NBWW Coordinator, presented the expenditures and revenues to the NBWW Executive Board for ratification. Grimm motioned to ratify the revenues and expenditures, seconded by Ueltzen. The motion passed with unanimous consensus via a roll call vote.
- b. **FY2022 Budget:** Strelcheck presented the FY2022 draft budget to the Executive Board. No questions or comments from the Executive Board.

5. Old Business

- a. **Introduce Mia Gerace:** Mia Gerace, SMC Stormwater Coordinator, was introduced to the Committee members and will be the NBWW Coordinator during Ashley Strelcheck's maternity leave.
- b. **Monitoring Committee NARP RFP Recommendations:** Flood provided a summary of the Monitoring Committee's revisions to the NARP RFP.
- c. **NBWW NARP RFP Approval:** A motion to approve and post the RFP with discussed edits was made by Giertych, seconded by Flood. The motion passed with a unanimous vote.
 - i. **Interview and Evaluation Team:** Janes and Grimm volunteered to be a part of the NBWW NARP Consultant Interview and Evaluation Team.
 - ii. **Executive Board Special Meeting Date for Interviews & Consultant Selection:** President Janes approved the need for a Special Executive Board Meeting on May 25th to conduct interviews for those that bid on the NBWW NARP RFP.
- d. **In-Person vs. Virtual Meetings:** Strelcheck briefed the Board on the current guidance on virtual meetings based on feedback from the State's Attorney. The current guidance states that the need to meet virtually must be



warranted by an emergency. Members who attend virtually are not able to vote. The Board will revisit this topic at the June meeting and consider drafting a policy that would allow voting members who attend virtually to vote if they are not able to attend in person due to an emergency, illness, or other compromising circumstance.

- i. **Monitoring Committee Meeting Location Request:** Strelcheck briefed the Board that the Monitoring Committee is interested in meeting in a more centralized watershed location to make the commute for some Board/Committee members easier to ensure a quorum in future meetings.

6. New Business

- a. **NBWW Deicing Workshop Sponsorship \$250:** A motion to approve a \$250 sponsorship to the Regional Deicing Workshops was made by Farmer, seconded by Ueltzen. The motion passed with a unanimous vote via a roll call vote.

7. Member Remarks – None

8. Next Meetings:

General Membership Meeting: Wednesday, May 11, 2022

Executive Board Meeting: Wednesday, June 08, 2022

9. Adjournment – 2:51 pm

Ueltzen a motion to adjourn, seconded by Farmer. The motion passed with unanimous vote.

NBWW Executive Board Meeting Attendees

NAME	ORGANIZATION
Al Giertych	Lake County Division of Transportation
Ashley Strelcheck	Lake County Stormwater Management Commission & NBWW Coordinator
Brandon Janes	Village of Deerfield, NBWW President
Chuck Bodden	North Shore Water Reclamation District
Emily Grimm	Village of Winnetka
Leonard Dane	Fehr Graham Engineering & Environmental
Matt Farmer	Village of Northbrook
Matt Ueltzen	Lake County Forest Preserve District
Mia Gerace	Lake County Stormwater Management Commission
Michele Mracheck	East Skokie Drainage District
Rishab Mahajan	Geosyntec Consultants, Inc.
Rob Flood	North Shore Water Reclamation District
Robyn Flakne	Village of Glenview