



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 1:36pm.

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

2. Public Comment – None

3. NBWW Meeting Minutes Approvals

a. Approve June 22, 2022 NBWW Executive Board Meeting Minutes

Farmer motioned to accept the April 13, 2022 Executive Board Meeting Minutes, seconded by Flood. The motion passed with unanimous vote.

4. Financial Report

a. **Ratify Revenues-Expenditures:** Mia Gerace, Interim NBWW Coordinator, presented the expenditures and revenues to the NBWW Executive Board for ratification. Ueltzen motioned to ratify the revenues and expenditures, seconded by Farmer. The motion passed with unanimous consensus via a roll call vote.

b. **FY2022 Budget:** Gerace presented the FY2022 draft budget to the Executive Board. No questions or comments from the Executive Board.

5. Old Business

a. **IDOT Membership Approval:** Flakne motioned to approve IDOT as members of the NBWW, seconded by Farmer. The motion passed with unanimous vote.

b. **City of Waukegan Membership Update:** Gerace informed the Executive Board that the City of Waukegan contact was able to approve the use of funds to join the NBWW on the terms discussed at the previous NBWW Executive Board meeting. However, the City of Waukegan contact has been on an unforeseen medical leave. The membership agreement will be signed and a check will be cut when the City of Waukegan contact returns to work.

c. **City of Highwood Membership Removal:** Gerace updated the Executive Board that the City of Highwood's payment was a financial oversight, and there was never a payment. Flood motioned to remove the City of Highwood as members of the NBWW, seconded by Flakne. The motion passed with unanimous vote.

d. **Monitoring Committee Update:** Flood reported that the Monitoring Committee voted to recommend to the Executive Board that Geosyntec proceed with sampling for the NARP with the QAPP being approved by the Monitoring Committee as Geosyntec seeks approval from the Illinois EPA. Flood also distributed a summary of the results of the water quality data that North Shore Water Reclamation District collected and analyzed for the North Branch Chicago River from February to May 2022. The data looked normal compared to previous years'



data, except that chloride levels are high in February, which is consistent with the use road salts during the winter season. Flood also mentioned that E. Coli levels were high. Flood added that Josephine Meincke is his new alternate and that Debbie Antlitz has replaced Steve Silic as the Forest Preserves of Cook County Monitoring Committee representative.

6. New Business

- a. **Draft QAPP Review & NBWW 2022 NARP Monitoring Vote:** The Monitoring Committee voted to recommend to the Executive Board that Geosyntec proceed with sampling for the NARP with the QAPP being approved by the Monitoring Committee as Geosyntec seeks approval from the Illinois EPA. A motion was made by Flood to proceed with sampling under the draft QAPP as approved by the NBWW, seconded by Farmer. The motion passed with unanimous vote.
- b. **Approve by Appointment, Member-at-Large: Chuck Bodden, North Shore Water Reclamation District (Alternate: Steve Waters):** Due to Al Giertych retiring, a vacancy on the NBWW Executive Board has been opened. Ueltzen motioned to approve Chuck Bodden to the NBWW Executive Board by appointment, seconded by Farmer. The motion passed with unanimous consensus.
- c. **Elected Official Status:** Gerace reminded the Executive Board members that this is an election year for the NBWW. If any members wish to step down, they should email Gerace as soon as possible.
- d. **Monitoring Committee Nominations Needed:** Gerace reminded the Executive Board that there are two (2) vacancies because the Village of Wilmette and Libertyville Township are stepping down from their seats on the Monitoring Committee. Gerace asked the Executive Board members for recommendations on nominations so the vacancies can be filled at the August General Membership Meeting.

7. Member Remarks – Gerace asked for recommendations on possible presenters and presentation topics for the General Membership Meeting in August.

8. Next Meetings:

General Membership Meeting: August 10, 2022

Executive Board Meeting: September 14, 2022

9. Adjournment – 2:04 pm

Bodden motioned to adjourn, seconded by Flakne. The motion passed with unanimous vote.

NBWW Executive Board Meeting Attendees

NAME	ORGANIZATION
Brandon Janes	Village of Deerfield, NBWW President
Chuck Bodden	North Shore Water Reclamation District
Josephine Meincke	North Shore Water Reclamation District
Leonard Dane	Fehr Graham Engineering & Environmental
Matt Farmer	Village of Northbrook
Matt Ueltzen	Lake County Forest Preserve District



NORTH BRANCH
CHICAGO RIVER
WATERSHED
WORKGROUP

NBWW Executive Board Meeting

Wednesday, July 13, 2022 at 1:30pm – 2:30pm

Patty Turner Center, Members Room B

375 Elm Street Deerfield, IL 60015

NAME	ORGANIZATION
Mia Gerace	Lake County Stormwater Management Commission & Interim NBWW Coordinator
Rob Flood	North Shore Water Reclamation District
Robyn Flakne	Village of Glenview