



**NBWW EXECUTIVE BOARD MEETING MINUTES**

**1. Call Meeting to Order**

Brandon Janes, North Branch Chicago River Watershed Workgroup (NBWW) President, called the meeting to order at 1:32pm.

**2. Roll Call**

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

**3. Public Comment – None**

**4. Approve June 14, 2023, NBWW Executive Board Meeting Minutes**

Bodden motioned to accept the June 14, 2023, Executive Board Meeting Minutes, seconded by Bielak. The motion passed with unanimous vote.

**5. Old Business**

**a. Monitoring Committee & NARP Update**

Flood gave an update for the Monitoring Committee. The Monitoring Committee voted in a new member, Anna Braum with the Forest Preserve District of Cook County, Larry Bridges, now with the Skokie Consolidated Drainage District (SCDD – combined West Skokie and East Skokie Drainage District) and a new alternate, Ethan Hoffman with Village of Lincolnshire. The Monitoring Committee recommends not to put the IPS model report on the NBWW website at this time and to revisit this discussion once NBWW has received training on the model. NSWRD finished their September 2023 NBWW water quality sampling. NSWRD has data from February, May, July, August, and September, which will be used for the NBWW annual report that is published in April. NSWRD also concluded the continuous monitoring on the Skokie River that was conducted from May to September. NSWRD has shared the data with Geosyntec to use in their modeling for the NARP. The NARP is proceeding along, and Geosyntec will provide an update next month.

**i. FY24 Proposed Monitoring Costs**

The Monitoring Committee decided to table a decision on when to perform the next cycle of bioassessment monitoring until after the NARP is complete. For budgeting purposes, Ashley Strelcheck, NBWW Coordinator, will account for potential bioassessment monitoring costs in 2026.

**6. Financial Report**

**a. Ratify FY23 Revenues-Expenditures:** Strelcheck presented the expenditures and revenues to the NBWW Executive Board for ratification. There were no questions. Ueltzen motioned to ratify the revenues and expenditures, seconded by Bielak. The motion passed with consensus via a roll call vote; Flood and Bodden abstained.

**b. NBWW Budget Review:** Strelcheck presented the FY2023 budget. There was a question about the projected MBI IPS model expense. Strelcheck shared that training could potentially take place in Spring 2024. The projected IPS model training expense is from a proposal estimate, not a contract. Previous MBI contracts just



involved IPS model integration, not training on the IPS model. The projected IPS model training expense is in the budget, so NBWW has the option to complete the IPS model training. However, NBWW is not contractually obligated.

- c. **FY24 NBWW Proposed Budget:** Strelcheck presented the draft FY24 NBWW Proposed Budget. There were no questions. Strelcheck will revise the 2026 revenues amount for approval at the November NBWW Executive Board meeting.
- d. **FY24 NBWW Proposed Membership Dues:** Strelcheck presented the draft FY24 NBWW Proposed Membership Dues. Bodden asked about translating NBWW's monitoring data into a form that is usable by everyone. The Executive Board discussed what this could look like and whether this could be a role for NSWRD, Lake County Stormwater Management Commission (SMC), or a consultant. Strelcheck noted that SMC does not have the capacity to take this on. The Executive Board agreed to table this idea and to discuss it again at the next meeting. Strelcheck will check the proper procedure for requesting proposals. Strelcheck will bring this agenda item for approval at the November NBWW Executive Board meeting.

## 7. New Business

### a. **Vote for NBWW Letter of Support: Skokie River Channel Improvements Park District Highland Park Countywide BMP Implementation Proposed Project**

Strelcheck noted that NBWW has previously sent Letters of Support for proposed water quality projects to help bolster their grant applications. Strelcheck gave a brief overview of the Skokie River Channel Improvements Park District Highland Park Countywide BMP Implementation Proposed Project and presented a past NBWW Letter of Support template that could be updated for this project. Flood motioned to send a NBWW Letter of Support for the Skokie River Channel Improvements Park District Highland Park Countywide BMP Implementation Proposed Project, seconded by Ueltzen. The motion passed with unanimous vote.

### b. **FY24 NBWW Meeting Locations**

Strelcheck explained why the Patty Turner Center is not an ideal meeting location anymore and that she is trying to find a central meeting location for everyone. Strelcheck noted that the Monitoring Committee supports continuing to meet at the Village of Deerfield Village Hall. The Executive Board agreed that the Village of Deerfield Village Hall is an ideal meeting location. Strelcheck will coordinate with Janes offline about reserving the Village of Deerfield Village Hall for NBWW 2024 meetings. Strelcheck added that the Deerfield Public Library could be a backup meeting location. There were no objections.

## 8. Member Remarks - None

## 9. **Next Meeting:** NBWW Executive Board Meeting: November 08, 2023, Village of Deerfield, Village Hall, 850 Waukegan Rd, Deerfield, IL 60015 (Council Chambers Board Room)

## 10. **Adjournment** – 2:18pm

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



NORTH BRANCH  
CHICAGO RIVER  
WATERSHED  
WORKGROUP

## NBWW Executive Board Meeting

Wednesday, October 11, 2023 at 1:30pm – 2:30pm

Village of Deerfield, Village Hall

850 Waukegan Rd, Deerfield, IL 60015

### NBWW Executive Board Meeting Attendees

NAME	ORGANIZATION
Ashley Strelcheck	Lake County Stormwater Management Commission, NBWW Coordinator
Brandon Janes	Village of Deerfield, NBWW President
Chuck Bodden	North Shore Water Reclamation District
Jack Bielak	Village of Northbrook
Joesphine Meincke	North Shore Water Reclamation District
Leonard Dane	Fehr Graham Engineering & Environmental
Matt Ueltzen	Lake County Forest Preserve District
Rob Flood	North Shore Water Reclamation District, NBWW Monitoring Committee Chair
Robyn Flakne	Village of Glenview
Sharene Gould Dulabaum	Lake County Stormwater Management Commission