



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); **Obaid Khalid**, Village of Winnetka; 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 November 8, 2023, NBWW Executive Board Meeting Minutes

Bielak motioned to accept the November 8, 2023, Executive Board Meeting Minutes, seconded by Ueltzen. The motion passed with unanimous vote.

5. Financials

a. Ratify FY23 Revenues-Expenditures: Ashley Strelcheck, NBWW Coordinator, 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 Flood. The motion passed with unanimous consensus via a roll call vote.

b. NBWW Budget Review: Strelcheck presented the NBWW budget. There were no comments or questions.

c. Action Item: Geosyntec Contract Amendment

Strelcheck presented the NBWW FY23 Geosyntec Contract Amendment #1 for approval. There were no comments or questions. Bodden motioned to approve the NBWW FY23 Geosyntec Contract Amendment #1 as presented, seconded by Bielak. The motion passed with unanimous consensus via a roll call vote.

d. Action Item: NBWW Water Quality Report RFP

Strelcheck presented the NBWW draft Water Quality Summary Report Request for Proposals (RFP). The Monitoring Committee recommended approval of the RFP with revisions to the Executive Board at the 12:30pm meeting. The Monitoring Committee revision request was to add in monitoring data points from water quality points and reach out to Geosyntec to gather additional monitoring data (for NARP) and get the physical data. Bodden motioned to approve the NBWW Water Quality Summary Report RFP with the proposed revisions, seconded by Khalid.

6. New Business

a. Action Item: Executive Board Member Adjustment: Primary: Obaid Khalid, Village of Winnetka & Alternate, Hayley Frank

Flood motioned to accept the updated primary and alternate positions for the Village of Winnetka, seconded



by Bodden. The motion passed with unanimous vote, with one abstaining from Khalid (6-1-0).

b. Action Item: New Executive Board Member Alternate: Aram Beladi, Village of Northbrook

Khalid motioned to accept the new alternate for the Village of Northbrook, seconded by Ueltzen. The motion passed with unanimous vote, with one abstaining from Bielak (6-1-0).

c. Action Item: NBWW 2023 Annual Newsletter Approval Recommendation

Bielak motioned to approve of the NBWW Annual Newsletter as presented, seconded by Flood. The motion passed with unanimous vote.

7. Old Business

a. Monitoring Committee & NARP Update

Flood gave an update from the Monitoring Committee meeting. NSWRD will start FY24 sampling in February (dates to be determined). NSWRD has compiled the FY23 monitoring data and will be starting the March Illinois EPA NPDES in-stream monitoring data submission on behalf of the permit holder members. Strelcheck will work with NSWRD staff to complete a cover letter and submittal package.

8. Member Remarks - None

9. Next Meeting: NBWW General Membership meeting: February 14, 2024, Lake Forest Municipal Services Building, Training Room, 800 N Field Dr, Lake Forest, IL 60045 (1:00pm – 3:00pm)

10. Adjournment – 2:08pm

Flood motioned to adjourn, seconded by Obaid. The motion passed with unanimous vote.

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
Hayley Frank	Village of Winnetka
Jack Bielak	Village of Northbrook
Matt Ueltzen	Lake County Forest Preserve District
Obaid Khalid	Village of Winnetka
Rob Flood	North Shore Water Reclamation District, NBWW Monitoring Committee Chair
Robyn Flakne	Village of Glenview