



NBWW Executive Board Meeting
Wednesday, April 9, 2025 at 1:30pm – 2:30pm
Village of Deerfield, Village Hall
850 Waukegan Rd, Deerfield, IL 60015

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 1:48pm.

2. Roll Call

Executive Board members present were **Brandon Janes** (President), Village of Deerfield; **Keeley Evans**, Village of Northbrook; **Robyn Flakne**, Village of Glenview; **Chuck Boddien**, North Shore Water Reclamation District (NSWRD); **Hayley Frank**, Village of Winnetka; **Matt Ueltzen**, Lake County Forest Preserve District (LCFPD); and **Rob Flood**, NSWRD and Monitoring Committee Chair. A roll call was performed, and an NBWW Executive Board quorum was present. A full list of attendees is at the bottom of the meeting minutes.

3. Public Comment – None

4. Approve March 19, 2025, NBWW Executive Board Meeting Minutes

Ueltzen motioned to accept the March 19, 2025, Executive Board Meeting Minutes, seconded by Flood. The motion passed with a unanimous vote.

5. Financials

a. Ratify NBWW Revenues-Expenditures:

Ashley Strelcheck, NBWW Meeting 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 Evans. The motion passed via a roll call vote; Janes – aye, Evans – aye, Flakne – aye, Frank – aye, Ueltzen – aye, Flood - aye.

b. NBWW Budget review:

Strelcheck presented the NBWW budget. There were no comments or questions.

6. Old Business

Monitoring Committee Update

Rob Flood, Monitoring Committee Chair, gave an update on the water column chemistry February sampling and the high chloride levels noted. The Monitoring Committee recommended sending an email to sites with the highest chloride monitoring site results (top 5) each year moving forward. This email would inform entities tributary to the high results at that location and recommendations to be more mindful of winter best practices and links to upcoming Winter Best Practice workshops. Strelcheck will draft some language for NBWW review in June or July and the emails are estimated to go out in August/September.

i. Nutrient Assessment Reduction Plan (NARP) Update

Flood provided a brief update on the Geosyntec NARP watershed scenarios presented at the Monitoring Committee meeting. Geosyntec concluded the effects of enhanced reaeration has localized impacts in the watershed on improving low DO but can be insignificant if baseline flows are low. Geosyntec also presented a brief (draft) outline of the NARP implementation plan and schedule to the NBWW Monitoring



Committee. The goal is to engage more NBWW members (including strong engagement from the MS4 communities) to help create more buy-in to the implementation stage.

b. NBWW microbial source tracking update

Flood and Strelcheck gave a brief overview of the NBWW top 10 highest E.coli monitoring sites from the 2023-2024 monitoring data. The data for E.coli was averaged and ranked for today's discussion. Strelcheck provided an overview of costs for potential microbial source tracking analysis from Grand Valley State University. Given the quotes Alana Bartolai has received from several facilities, the Monitoring Committee recommended approval to the Executive Board for negotiations and execution of a microbial source tracking contract not-to-exceed \$10,000. The NBWW Executive Board was interested in moving forward with negotiations for microbial source tracking services if NSWRD was able to accommodate the sampling schedule. Strelcheck, Flood and Alana Bartolai will be meeting with Grand Valley State University next week to gather more information.

i. Approve of negotiations and execution of a microbial source tracking contract not-to-exceed \$10,000

Flood motioned to approve negotiations and execution of a microbial source tracking contract not-to-exceed \$10,000 for the highest 5 E.coli sites, seconded by Evans. The motion passed via a roll call vote; Janes – aye, Evans – aye, Flakne – aye, Frank – aye, Ueltzen – aye, Bodden – aye, Flood - aye.

7. New Business - None

8. Member Remarks

Strelcheck verified with the NBWW Executive Board that the 2024 NBWW monitoring data could be posted on their website now that the Illinois EPA annual reporting deadline has passed for this year. The Executive Board agreed (no vote was needed for this).

The NBWW Executive Board had a discussion about the Executive Board being encouraged to attend Monitoring Committee meetings until the end of the year to stay informed and engaged with NBWW NARP updates and need for feedback. The Executive Board would like to move forward with combined Executive Board and Monitoring Committee meetings for the rest of the year. This item will be voted on at the next NBWW meetings.

9. Next Meeting: NBWW Executive Board meeting: June 11, 2025, Deerfield, Village Hall, 850 Waukegan Rd, Deerfield, IL 60015 (Council Chambers Board Room)

10. Adjournment –2:21pm

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

NBWW Executive Board Meeting Attendees

NAME	ORGANIZATION
Alana Bartolai	Lake County Health Department
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
Josephine Meincke	North Shore Water Reclamation District



NORTH BRANCH
CHICAGO RIVER
WATERSHED
WORKGROUP

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NAME	ORGANIZATION
Keeley Evans	Village of Northbrook
Matt Ueltzen	Lake County Forest Preserve District
Rob Flood	North Shore Water Reclamation District, NBWW Monitoring Committee Chair
Robyn Flakne	Village of Glenview