



**Des Plaines River Watershed Workgroup
Executive Board
3/17/2016
1PM - 2PM
Lake County Central Permit Facility
500 W. Winchester Road, Libertyville IL 60048
(2nd Floor SMC Conference Room)**

Outcomes:

- Approve 2015 Annual POTW Monitoring Report
- Discuss Five-Year Workplan Items

Agenda

1. Call the meeting to order
2. Agenda Changes/Approval
3. Approve Previous Meeting minutes
4. Public Comment
5. Action Item: Approve 2015 Annual POTW Monitoring Report/Draft 5-Year Workplan Items
6. Action Item: Discuss/Approve Revised Meeting Schedule
7. Action Item: Financial Report: Ratify Invoices/Dues Receipts/Other
8. Discussion Item: Membership Updates
9. Discussion Item: Committee Reports (Monitoring/Lakes/Impairments)
10. New Business -
11. Next Executive Board April 21st – 2:30PM (per suggested meeting schedule revision)
12. Adjourn



Des Plaines River Watershed Workgroup

Executive Board

2/18/2016

11:00 AM-12:30 PM

Lake County Central Permit Facility, 500 Winchester Road, Libertyville IL 60048

Meeting Minutes

1. Call the meeting to order: Peter Kolb called the meeting to order at 11:09.
2. Approve Agenda. Peter suggested amending the agenda to discuss the five-year work plan. The motion was made by Paul, seconded by Brian. The motion passed unanimously.
3. Previous Meeting minutes. Michael Talbett made a motion to approve the minutes from the January 6th Executive Board meeting, Paul seconded the motion. The motion passed unanimously.
4. Public Comment: none.
5. Action Item: Approve 2016 Budget. Michael made the motion to approve the FY 2016 budget; Joe seconded the motion. The budget has changed from the annual meeting. Mike Warner adjusted the dues and membership to more closely match what we have received in 2015. We actually received \$230,000. The estimate of future dues is still conservative. The previous budget did not reflect the full Suburban Labs' scope of work. An addition of \$3,000 is needed for data formatting. Their contract also needs to be extended through June 2016 for them to complete their scope of work.
Peter asked that the fiscal year be labeled on the budget. Brian noticed that the June 2016 SL line item was off by \$8,000. It will be changed to \$30,252 and the total in that column changed. The FY2015 adopted budget shows some actual contract numbers instead of the projected numbers. The motion passed unanimously.
6. Action Item: Approve Suburban Labs Amendment. A motion to approve the SL contract amendment made by Brian and seconded by Joe. Mike Warner explained that \$3,000 needs to be added to the contract. The Excel spreadsheet that is part of their deliverable was not in the format accepted by Illinois EPA grant. Additionally, the contract needs to be extended through the end of June 2016 because they got started late. The motion passed unanimously.
7. Discussion Item: Water Quality/Nutrient Trading Future Work Plan Suggestion. Don Hey spoke about developing a nutrient trading program. There was discussion about incorporating this into our 5 year workplan. Don said we need to codify the construction and operation procedures that we are going to use to take contaminants out of the water. We propose n, p, and carbon mostly from air emissions, suspended solids, dissolved solids, pharmaceuticals, and mercury. We need to form a series of organizations to develop enough water quality credits – wetlands large enough to take out the contaminants in a cost effective way. Incorporate wetland mitigation banking and flood control. Need a feasibility study to further understand and document costs of construction, operation, marketing, etc. Treatment wetlands need to be

monitored. Monitor what is coming in and what is going out. Great Lakes Water Quality Commission. Peter said that we have no money in the DRWW budget for projects. Our objective is to identify projects for others to implement. Brian asked who would be the owner of the wetlands. Michael mentioned the Forest Preserve District. Don said he is working with a family that owns agricultural land.

8. Work plan:

Items to include: complete the watershed based plan, complete 2-year data collection monitoring, develop a reduced monitoring plan, provide annual POTW upstream downstream monitoring report, Nutrient Implementation Plan, list permit dates, compliment POTWs nutrient reduction plan with watershed wide nutrient reduction plan. Also include chloride reduction strategy: monitoring – how many samples, when and how much can cost and reduction. Peter stated that a bullet point list with approximate dates would be sufficient.

9. Next Executive Board Meeting March 17th – 1:00PM at CPF. Monitoring Committee at 9:30.

10. Adjourn: Scott made a motion to adjourn. Paul seconded the motion. The motion to adjourn was approved unanimously.

Executive Board Members Present:

Peter Kolb, Lake County Public Works

Brian Dorn, NSWRD

Michael Talbett, Kildeer

Paul Kendzior, Libertyville

Scott Phippen, Lincolnshire

Joe Robinson, NSWRD

Mike Adam, Lake County Health Department

Other Attendees:

Andrea Cline, Geosyntec

Rob Flood, NSWRD

Al Giertych, Lake County Department of Transportation

Don Hey, Wetlands Research Inc.

Austin McFarlane, Lake County Public Works

Paul Kendzior, Libertyville

Sharon Osterby, Lake County Stormwater Management Commission

Kathy Paap, Wetlands Research Inc.

Steve Vella, Libertyville

Mike Warner, Lake County SMC

Patty Werner, Lake County SMC

Mark Willobee, Geosyntec



Des Plaines River Watershed Workgroup 2015 Annual Report

1. Basis for the Formation of the DRWW

The Des Plaines River Watershed Workgroup (DRWW) is a voluntary, dues paying organization with a mission to bring together a diverse coalition of stakeholders to work together to improve water quality in the Des Plaines River and its tributaries in a cost effective manner to meet Illinois EPA requirements. Membership of the DRWW consists of MS4 communities, Publically Owned Treatment Works (POTWs), and other interested parties. The Workgroup consists of Agency members represented by NPDES permit holders, Associate members which are non-permit holding organizations, and individual members. The DRWW will monitor water quality in the river and tributaries, prioritize and implement water quality improvement projects, and secure grant funding to offset the cost. Monitoring data will allow for a greater understanding of the water quality impairments, identify priority restoration activities, and track water quality improvements. The Workgroup is committed to an approach for attaining water quality standards that focuses on stakeholder involvement, monitoring, and locally led decision-making based on sound science.

2. The Des Plaines River Watershed

The Des Plaines River watershed covers over 130,000 acres or just over 200 square miles in Lake County, Illinois. The Des Plaines River starts just west of Kenosha, Wisconsin and flows south through Racine and Kenosha Counties in Wisconsin, and then through Lake, Cook, and Will Counties in Illinois. The river then joins the Sanitary and Ship Canal in Lockport, flows west through Joliet, before converging with the Kankakee River to form the Illinois River. The Illinois River then flows into the Mississippi River, which flows south to the Gulf of Mexico. In Lake County, there are nine subwatersheds that make up the larger Des Plaines River watershed: North Mill Creek, Mill Creek, Newport Drainage Ditch, Bull Creek, Indian Creek, Buffalo Creek, Aptakistic Creek, Upper Des Plaines mainstem and Lower Des Plaines mainstem.

The Des Plaines River watershed includes 33 Lake County municipalities, 12 townships, and two drainage districts. There are eight publically owned treatment facilities that discharge approximately 80 million gallons a day of treated wastewater to the Des Plaines River within Lake County. The majority of the mainstem of the river is bordered by forest preserve and open space.

3. Membership

The DRWW has built a strong membership base by demonstrating value to members. In 2015, the Workgroup has gained the support of 21 members, securing \$230,202 of membership dues, 47,500 of direct grant funds, which is leveraging an additional grant for watershed planning. Membership dues, along with in-kind services and grant money,

fund all activities of the Workgroup. Membership in the group consists of Municipalities, Lake County, publically owned treatment works (POTWs), consulting firms, and environmental not-for-profits. In the next year, the DRWW will work to increase membership through outreach to additional municipalities, townships, park districts, and non-governmental agencies. Meeting schedules are posted on the website and are open to the public.

DRWW Agency Members:

| | | |
|----------------------------------------|-------------------------|-------------------------|
| Village of Buffalo Grove | Village of Lake Zurich | Village of Deerfield |
| Village of Libertyville | Village of Grayslake | Village of Lincolnshire |
| Village of Green Oaks | Village of Lindenhurst | Village of Gurnee |
| Village of Kildeer | Village of Vernon Hills | Village of Third Lake |
| North Shore Water Reclamation District | | Lake County |
| Lake County Forest Preserve District | | |

DRWW Associate Members:

Cardno JFNew
Lake County Stormwater Management Commission
Sierra Club

4. Executive Committees Role and Responsibilities

Workgroup officers shall include a President, Vice President, Treasurer, and Secretary. All officers must be the Authorized Delegate of an Agency Member. The Workgroup shall be governed by an Executive Board comprised of the four officers and the chairpersons of the three standing committees – Monitoring Committee, Impairments Committee, and Lakes Committee. Each member of the Executive Board shall be entitled to discuss and vote on matters coming before the Board. The immediate past president of the Workgroup shall be an ex-officio, nonvoting member of the Executive Board. A meeting of the Executive Board may be called upon a minimum ten days written notice by either the President or three members of the Executive Board. Four members of the Executive Board present at any meeting thereof shall constitute a quorum. A simple majority vote of a quorum shall control the policies and actions of the Executive Board. The President shall have general supervision of the affairs of the Workgroup and the Executive Board, shall preside at their respective meetings, and have the responsibility of overseeing contracts. The Vice President shall act in the absence of the President. The Treasurer, or his designee, shall receive and deposit all Workgroup monies, pay all bills approved by the Executive Board, and be responsible for all banking and reporting requirements to state and federal agencies. The Secretary, or his designee, shall maintain the records of the Workgroup, keep and distribute minutes and records of attendance of all meetings, and distribute all Workgroup notices and make a report to the membership of all such activities at the Annual Meeting. The President shall serve as the principal spokesperson for the Workgroup and shall represent DRWW in discussions of mutual concern with governmental agencies or associations.

5. Budget

Des Plaines River Watershed Workgroup 2015 BUDGET PROJECTED REVENUE AND COSTS

| | FY2015 |
|----------------------------------------------------------------------------------------------------------|-------------------|
| REVENUE | |
| Dues - Membership dues | \$ 210,000 |
| Federal/State Grants - Illinois EPA 319 Grant | \$ 47,500 |
| Carryover Addition | |
| Other | \$ - |
| Total Revenue | \$ 257,500 |
| EXPENSES | |
| Consultants - Technical Support | \$ 50,000 |
| Consultants - Monitoring Compilation and Statistics | \$ - |
| Contractuals - Monitoring Strategy and QAPP Refinement (2015 RFP) | \$ 47,500 |
| Contractuals - Water Chemistry Monitoring - Suburban Labs | \$ 66,508 |
| Contractuals - Sediment Chemistry Analysis - Suburban Labs (2016 ^{2/3} - 2017 ^{1/3}) | |
| Contractuals - Bioassessment Monitoring/Sediment Collection (2016 ^{2/3} - 2017 ^{1/3}) | |
| Carryover | \$ 82,992 |
| Total Expenses | \$ 247,000 |
| Contingency Reserve (5% of Projected Dues Target) | \$ 10,500 |

6. DRWW Work Groups

a.) Monitoring Committee

- **Water/Sediment Sampling/Analysis Programs**

Contracted with Suburban Laboratories Inc.

- Started with 45 Monitoring Locations
- Three water column collection dates in 2015 (Sept, Oct, Nov)

- **Bioassessment Monitoring Plans**

Contracted with Midwest Biodiversity Institute

- Study Fish, Macroinvertebrates, Habitat
- Currently reviewing Monitoring Plan sample sites from a geometric standpoint
- Sampling to begin May 2016

- **Flow Monitoring Plans**

Contracted with Burns & McDonnell

- Collect Stream Flow Data
- 21 Sites (including existing 6 USGS Sites)
- Allow evaluation of Mass Loadings
- Assessment of Impact of Stream Flow on Biological Diversity

b.) Lake Committee

The committee initiated quarterly meetings in 2016. A summary of the committee's first meeting follows:

- Inventory of lakes in the watershed
 - 94 lakes >6 acres
 - 51 lakes >20 acres
 - Future work will create detailed categorical breakdown (i.e., glacial, wetland, impoundment)

- Monitoring
 - The Lake County Health Department has summary data on most of the lakes. Updated information on water quality and shoreline condition has or will be collected in 2015-2017.
- Identification of data gaps
- Interconnectedness of lakes and streams
 - Chemical and biological

c.) Impairments Committee

The impairments committee is in the formation process, recruiting members from both non-point and point source facilities. A basic concept has been developed on the issues the impairments committee will be addressing once the monitoring results are available. The focus of the committee will be to develop strategies for all DRWW agency members to implement to address EPA water quality mandates. The committee will begin holding regular meetings once the monitoring results are received.

7. Five Year Plan (Draft)

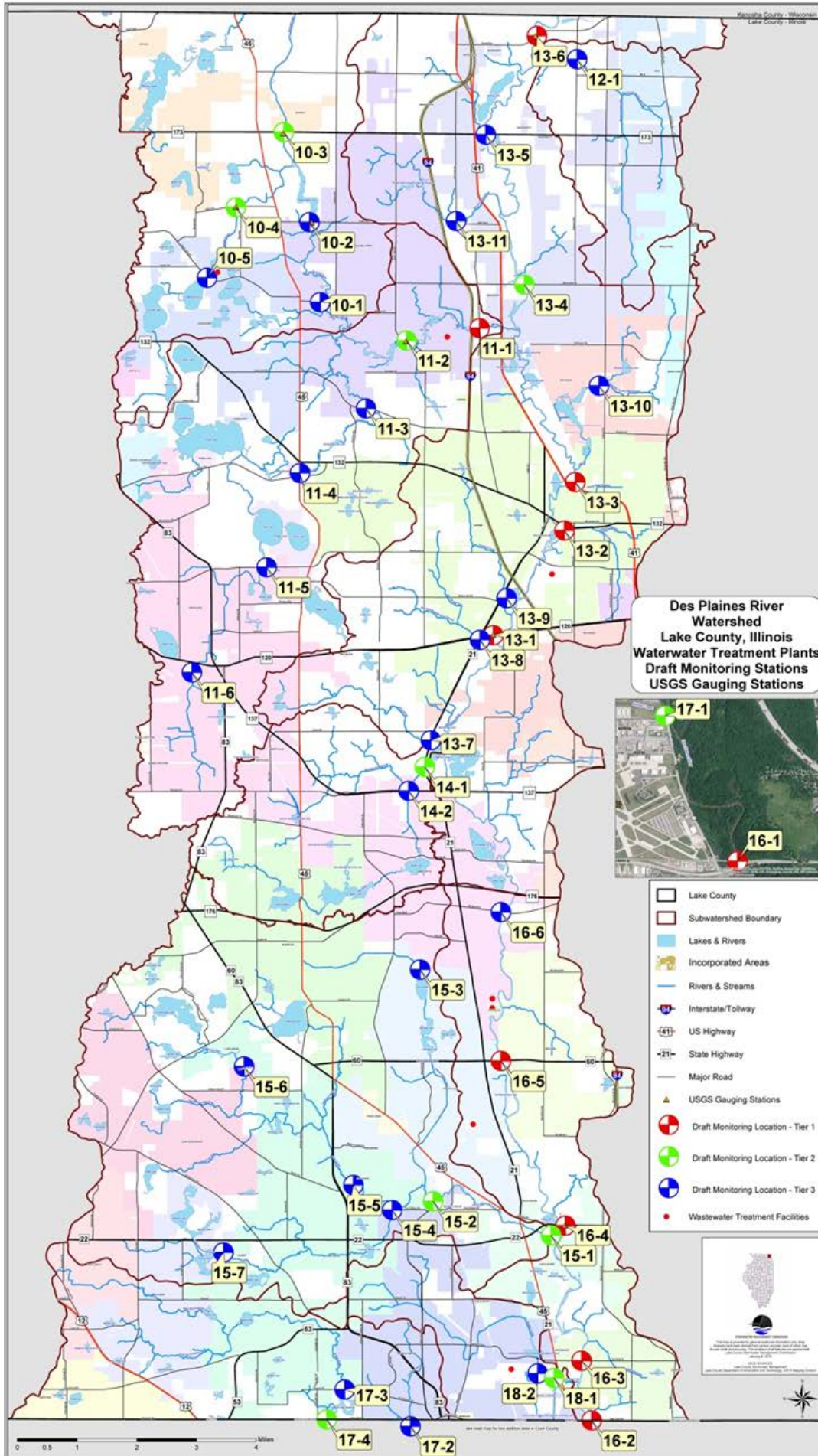
- a. Complete watershed work plan and monitoring effort.
- b. Research Nutrient Trading Programs.
- c. Assess CAW's chloride variance plan and investigate modeling a similar program for use within the watershed.
- d. Revise monitoring program to assess impacts of improvement activities within the watershed.
- e. Prepare and submit to IEPA a Nutrient Reduction Strategy for the Des Plaines River Watershed in Lake County.

8. Watershed Map

Attachment #1 of this document contains a detail map of the watershed and includes a listing of the specific Monitoring Point Locations.

9. Monitoring Data Summary

Attachment #2 of this document contains the analytical data collected. The information collected and submitted from this watershed based monitoring program is intended to satisfy NPDES Permit monitoring requirements (MS4 and POTW Upstream/Downstream Special Condition) for each Membership Agency.



Des Plaines River Watershed Workgroup

| 2016 Meeting Schedule | | | | Meeting Dates/Times | | | | | | | | | | | | | | | | | | | |
|-----------------------|------------|-------------------------------------------|-------------------------------------------------------------------------------------------|---------------------------|---------|---------|----------------------------|------------------------------|---------------------|---------|---------|---------|---------|---------|---------|---------|---------|----------|----------|----------|----------|--------|--------|
| Meeting Type | Recurrence | Regular Date/Time* | Location | *Wednesday January 6th | 1/28/16 | 2/11/16 | *Thursday February 18th | 3/3/16 | 3/17/16 | 4/21/16 | 4/28/16 | 5/19/16 | 6/16/16 | 7/21/16 | 7/28/16 | 8/18/16 | 9/15/16 | 10/20/16 | 10/27/16 | 11/17/16 | 12/15/16 | | |
| Monitoring Committee | Monthly | 3rd Thursday/ 1PM | Lake County SMC Office 500 W Winchester Road Libertyville, IL | Meeting Time 10AM | | | 9:30AM | 9:30AM | | 1PM | | | 1PM | 1PM | | | 1PM | 1PM | | | | 1PM | |
| Lakes Committee | Quarterly | 4th Thursday/ 10AM | Lake County Health Department Office 500 W Winchester Road Libertyville, IL | | 10AM | | | | | | 10AM | | | | 10AM | | | | | 10AM | | | |
| Executive Board | Monthly | 3rd Thursday/ 2:30PM | Lake County SMC Office 500 W Winchester Road Libertyville, IL | Meeting Time 11:30AM | | | 11AM | 11AM CANCELLED | 1PM* Rescheduled | 2:30PM | | | | 2:30PM | 2:30PM | | | | 2:30PM | 2:30PM | | | 2:30PM |
| General Membership | Quarterly | 3rd Thursday/ Every 3 months 1:30PM | North Shore Water Reclamation District 14770 William Koepsel Dr Gurnee, IL 60031 | | | 10AM | | | | | | | 1:30PM | | | | 1:30PM | | | | | 1:30PM | |

**Please note exceptions to regular meeting dates
SMC will provide light fare for Monitoring Committee and Executive Board Meetings*

DRWW

**Des Plaines River Watershed Workgroup-Statement of Account
For the period Feb 1 thru April 30 2016**

500 W Winchester Rd
Libertyville, Illinois 60048
Phone 847 377 7700

4th Quarter

mwarner@lakecountyil.gov
wmorey@lakecountyil.gov

| | | |
|--------------------------|----------------------|--------------------------|
| Beginning Balance | \$ 172,523.19 | carry from FY2015 |
| Ending Balance | \$ 329,191.69 | |

| | Total Prior to Current Period | Current Period | Total To Date | Received Date | Balance |
|--------------------------------------------|------------------------------------------|-----------------------|----------------------|--------------------------|----------------------|
| BEGINNING ACCOUNT BALANCE | | | | | \$ 172,523.19 |
| Annual Dues Contributions Received: | | | | | |
| Lake County | \$ 25,000.00 | \$ - | \$ 25,000.00 | 3/8/2016 | |
| Lake County Public Works | \$ 60,000.00 | \$ - | \$ 60,000.00 | 3/8/2016 | |
| Village of Deerfield | \$ 231.00 | | \$ 231.00 | 3/14/2016 | |
| Village of Round Lake Beach | \$ 512.00 | | \$ 512.00 | 3/14/2016 | |
| Village of Buffalo Grove | \$ 3,722.00 | \$ - | \$ 3,722.00 | 3/14/2016 | |
| NSWRD | \$ 83,126.00 | | \$ 83,126.00 | 3/14/2016 | |
| Other Contributions Received | | | | | |
| | | \$ - | \$ - | | |
| | | \$ - | \$ - | | |
| Total Received: | \$ - | \$ - | \$ 172,591.00 | | |

Expenditures Paid:

**DRWW
Ratification**

| | | | | | |
|--------------------------------|-------------|-----------------------|---------------------|-----------|--|
| Geosyntec #18161019 | | \$ 8,610.00 | \$ 8,610.00 | 2/11/2016 | |
| Geosyntec #18161051 | | \$ 7,312.50 | \$ 7,312.50 | 2/11/2016 | |
| | | \$ - | \$ - | | |
| | | \$ - | \$ - | | |
| | | \$ - | \$ - | | |
| Total Expenditures Paid | \$ - | * \$ 15,922.50 | \$ 15,922.50 | | |

| | | | | | |
|-------------------------------|--|--|--|--|----------------------|
| ENDING ACCOUNT BALANCE | | | | | \$ 329,191.69 |
|-------------------------------|--|--|--|--|----------------------|

* detail attached