

**Des Plaines River Watershed Workgroup**

**Executive Board**

**6/16/2016**

**2:30 PM-4:00 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 2:30 pm.
2. Approve Agenda: Paul Kendzior made a motion to approve the agenda. Michael Talbett seconded the motion. The motion passed unanimously.
3. Previous Meeting minutes: Brian Dorn made a motion to approve the minutes with the change that Paul Kendzior's name was misspelled. Scott Pippen seconded the motion. The motion passed unanimously.
4. Public Comment: None.
5. Financial Summary Report. Mike Warner recommended the fiscal year be changed to match the fund date at the next Executive Board meeting. The fund date is the same as the County's fiscal year which is December 1-November 30. The problem arises at the end of the fiscal year - rollovers take time to process it because the Board needs to vote to approve that. This would require a change in the bylaws. Only new money is presented on the financial summary. The budget should be shown from the beginning of the fiscal year, not just new money. Lincolnshire, Third Lake, and LCFPD are missing. Scott Pippen will look into Lincolnshire. Mike Warner mentioned that Lake County SMC is doing a lot of work with the watershed plan and next year the group will have a large project list before them.
6. Action Item: LCFPD/LCDOT Additional Funding IGA/MOU for Expanded Monitoring Study. Mike Warner said that the money will be used to expand SL's and MBI's contracts. Brian Dorn made a motion to approve the MOU between SMC and LCFPD. Paul Kendzior seconded the motion. The motion approved unanimously. Michael Talbett made a motion to approve the MOU with LCDOT. Joe Robinson seconded the motion. The motion approved unanimously.
7. Action Item: Approve Suburban Labs Contract Amendment. Joe Robinson provided a summary from the Monitoring Committee. The Committee recommends the approval of the SL contract for \$115,000 for water column chemistry and sediment chemistry. Scott Pippen made a motion to approve the contract. Mike Adam seconded the motion. The motion passed unanimously.
8. Action Item: Approve Midwest Biodiversity Institute Contract Amendment. Joe Robinson said the Monitoring Committee recommended the approval of the contract amendment with MBI. Michael Talbett made the motion to accept the amendment with the condition that MBI changes the 77 sites on the cost estimate spreadsheet to 69 sites. Paul Kendzior seconded the motion. The motion passed unanimously.

9. Action Item: Approve Geosyntec Professional Services Contract. Mike Warner talked through the new contract for Geosyntec. All changes have been finalized except the indemnification clause. Andrea Cline will change work order monetary value to match the scope of work. Brian Dorn said the work should be restricted to technical tasks. The group can cut at least \$50,000 out by cutting out administrative and holding the database tasks over to next year. Brian thinks we need Geosyntec's assistance on technical tasks. Andrea was directed to reduce Task 3, cut out Task 4. Task 4 is something they can do themselves. Tasks 5 and 6 can be deferred until next fiscal year, until we have the data. Scott Phippen is hesitant to cut anything until we can figure out who will fill that role and stated that the contract is for an amount not to exceed. Peter Kolb recommended that Tasks 5 and 6 be taken out. Mike Warner suggested a six-month contract and mentioned that it is public funds and we have an obligation to the public. Michael Talbett mentioned that Andrea should be directed to initiate each task. Scott Phippen would feel comfortable with a six-month contract and stated that the group is still evolving. Peter Kolb pointed out that it is actually a five-month contract and that he is in favor of that option which comes to \$32,500, Tasks 5 and 6 deferred, subject to Tasks 1-4 for the amounts in the Scope of Services and to a mutual agreed upon indemnification clause with Task 4 not initiated until directed by the board. Scott Phippen made the motion. Paul Kendzior seconded the motion. The motion passed unanimously.
10. New Business: Peter Kolb asked Mike Warner to give an update periodically regarding the Des Plaines River Watershed-Based Plan.
11. Next Executive Board Meeting July 21<sup>st</sup> – 2:30PM at CPF.
12. Adjourn: Mike Adam made a motion to adjourn. Joe Robinson 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

Leslie Berns, Lake County Forest Preserve District

**Other Attendees:**

Jim Bakk

Andrea Cline, Geosyntec

Wally Diettrich, Village of Lincolnshire

Wendy Morey, Lake County SMC

Steve Vella, Libertyville

Mike Warner, Lake County SMC