



Des Plaines River Watershed Workgroup

Executive Board

07/16/2020 2:00 pm

[Virtual Meeting](#) (Meeting ID: 841 5489 0805, Password: 986137)

Meeting Minutes

Discussion and Possible Approval of the Following:

1. Call the Meeting to Order

Jacob Jozefowski called the meeting to order at 02:01 pm.

2. Roll Call

Jacob Jozefowski performed roll call. Al Giertych, Michael Talbett, Paul Kendzior, Dave Miller, Joe Robinson, and Mike Adam were present. A quorum was present.

3. Public Comment

There was no public comment.

4. Approve 06/18/2020 Executive Board Meeting Minutes

Dave Miller motioned to approve the 06/18/2020 Des Plaines River Watershed Workgroup (DRWW) Executive Board Meeting Minutes. The motion was seconded by Paul Kendzior and passed with unanimous consensus via roll call vote.

5. Approval of Financial Report

a. Invoice(s) Approval

i. Suburban Labs Invoice #177098

The Suburban Labs Invoice #177098 was originally presented to the DRWW Executive Board at the 06/18/20 meeting, where the board voted to hold payment until all data was received and QA/QC'd. All data has been received and meets the DRWW's quality standards.

Dave Miller motioned to approve the Suburban Labs invoice #177098. The motioned was seconded by Pail Kendzior and passed with unanimous consensus via roll call vote.

b. Expense-Revenue Ratification

The DRWW received \$14,534 in membership dues since the last expense revenue ratification. The total 2020 revenue and carry over is \$241,960. The DRWW has received 98% of the projected revenue for the 2020 budget. The total current total expenditures for 2020 is \$73,655.59, leaving a remaining balance of \$168,304.41.

Michael Talbett motioned to ratify the Expense-Revenue as presented. The motion was seconded by Mike Adam and approved with unanimous consensus via roll call vote.

6. Joe Robinson Retirement, Recognition of Achievements, and Reflections on time with DRWW

Joe Robinson retired on 07/16/2020. Joe expressed gratitude for everyone that has contributed to the efforts to improve water quality in the Des Plaines River. Joe's work has been crucial for the establishment and success of the Des Plaines River Watershed Workgroup.

7. Officer Nomination(s)

a. Steve Waters, North Shore Water Reclamation District (NSWRD) Special Projects Manager, for Monitoring/Water Quality Improvements Committee Chair

Joe Robinson recommended Steve Waters for the Monitoring/Water Quality Improvements Committee Chair.

Al Giertych motioned to approved Steve Waters as a DRWW board member. The motion was seconded by Dave Miller and passed with unanimous consensus via roll call vote.

The vote to approve Steve Waters as Chair of the Monitoring/Water Quality Improvements Committee will occur at the August 20, 2020 DRWW General Membership Meeting.

8. Committee Approval(s)

a. Nick Huber, Lake County Forest Preserve District Restoration Ecologist, to replace Jim Anderson on the Monitoring/Water Quality Improvements Committee

Dave Miller motioned to approve Nick Huber to replace Jim Anderson on the Monitoring/Water Quality Improvements Committee. The motioned was seconded by Al Giertych and approved with unanimous consensus via roll call vote.

9. Alternate Approval(s)

- a. Brian Kuebker as Paul Kendzior's alternate.**
- b. Michael Talbett will propose an alternate in a future meeting.**
- c. Pati Vitt as Jim Anderson's alternate**

- d. Gina Piotrowski as Dave Miller's alternate.**
- e. Rob Flood as Steve Water's alternate.**
- f. Andrew Rutter as Nick Huber's alternate.**

Dave Miller motioned to approve all alternates as presented in agenda items 9a-9f. The motion was seconded by Paul Kendzior and passed with unanimous consensus. Jim Anderson abstained from voting.

10. Old Business

a. NARP Recapture Ordinance Discussion.

Since the 06/18/2020 Executive Board meeting, Jacob Jozefowski and Brian Dorn confirmed that no formal decisions have been made regarding recapturing an equitable portion of expenses the DRWW has incurred from new members. Participating agencies have contributed significant effort and resources to the DRWW. The DRWW Executive Board would like to clearly state its intent to recapture an equitable portion of these expenses from non-participating agencies who join the DRWW at a later date. The Executive Board chose to update the DRWW bylaws to include language that clearly states the intent to recapture an equitable portion of past expenses from new members. Jacob Jozefowski will email draft bylaw language to the DRWW Executive Board. A 30-day public comment period will be initiated once the Executive Board agrees to the final language for the bylaw revision.

b. Nutrient Assessment Reduction Plan (NARP) Deadline Extension Request

The Illinois EPA indicated it would not give a NARP extension at this time in the draft comments for the NSWRD Gurnee facility's NPDES permit. Instead, the Illinois EPA will review the need for an extension at a later date. The NSWRD intends to request that the Illinois EPA reconsider the extension due to uncertainty from COVID impacts.

c. NSWRD Continuous Monitoring

The NSWRD purchased and installed continuous monitoring probes in the Des Plaines River Mainstem at Russel Rd., Highway 120 and Half Day Rd in late June. These are temporary installments which will be replaced with permanent structures to allow access from the bridge deck during high flow events. This design will be similar to structures used by the Metropolitan Water Reclamation District of Greater Chicago.

d. Bylaw update.

The DRWW executive board has previously considered removing the Lake County specific language from the DRWW bylaws to allow organizations in Kenosha and Cook counties to join. This was in response to interested communities being unable to join a watershed workgroup because of the large gap in coverage between the DRWW and the Lower Des Plaines River Watershed Workgroup (LDRWW). Redefining the DRWW boundary may have multiple

impacts on the organization. Potential impacts considered included increased dues for entities with jurisdiction in both Lake and Cook County, expanded monitoring requirements to accommodate new MS4 communities, and budget impacts. There was also discussion on what areas to include in the potentially redefined boundary. Options considered included using the planning area from the Des Plaines River Watershed-Based Plan, using HUC boundaries, and coordinating with the Lower Des Plaines River Watershed Workgroup to close the gap in coverage between the two workgroups. The Executive Board asked Jacob Jozefowski to reach out to the LDRWW and determine if they would be interested in working with the DRWW to close this gap. If the LDRWW is interested, Jacob Jozefowski will also reach out the communities in the potential expanded boundary to determine their interest in joining. If there is interest, the DRWW will have to determine how the expanded boundaries would impact the DRWW budget before any changes are made.

e. Dues methodology.

The DRWW bylaws require that dues be set each year by recommendation of the Executive Board and approval at the Annual Meeting. The membership dues were initially calculated in 2014 and there is not a clear record of the dues structure methodology. The workgroup has continued to use the 2014 due amounts despite the expanded membership and budget. There has been discussion of potential inequities in the dues structure. For example, the Lake County Forest Preserve District (LCFPD) has stated that they shouldn't pay the same amount for naturalized land area that is providing a net benefit for the workgroup as developed land areas with extensive impervious surface coverage and the Village of Long Grove has requested a per capita cap on dues to make them more affordable for municipalities with less development. Additionally, the DRWW must determine how it will fund NARP development. Due to these factors it may be a good time to revisit the DRWW dues methodology; however, there is concern that a major change in dues structure during the COVID pandemic may cause communities to reassess their membership in the group. The Executive Board asked Jacob Jozefowski to create a draft dues structure that divides costs in an equitable manner. This structure will be discussed via a group email and in future executive board meetings. These discussions will determine if an updated dues structure is warranted at this time.

f. August General Membership Meeting Agenda

i. Elections

All votes must be done via roll call for remote meetings. There was discussion on the best way to do general membership roll call votes when needed. Jacob Jozefowski will determine if a Zoom poll would satisfy the requirements of SB2135.

There will be special elections at the August 2020 General Membership meeting to fill vacancies from Executive Board officers retiring. The Executive Board determined that the special election terms will be limited to the next officer election instead of the typical two-year term. This was done to keep the officer election cycle consistent.

ii. Dues Amendment

The Village of Long Grove has had previous discussions with the DRWW Executive Board about putting \$0.60 per capita cap on DRWW membership dues. The DRWW told the Village of Long Grove that it would present the dues methodology amendment to the General Membership at the August 2020 meeting.

Joe Robison motioned to present a \$0.60 per capita dues cap for General Membership vote at the August 2020 meeting. The motion was seconded by Al Giertych and approved with unanimous consensus via roll call vote.

11. New Business

a. Meeting recordings on the website meeting archive.

Discussion of this agenda item was postponed until the next Executive Board meeting due to time constraints.

b. DRWW Executive Board in-person meeting discussion.

DRWW Executive Board meetings will still be held virtually.

12. Next Executive Board Meeting September 17, 2020 at 2:00 pm

13. Adjourn

Al Giertych motioned to adjourn. The motion was seconded by Mike Adam and approved with unanimous consensus via roll call vote.