



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; **Keeley Evans**, Village of Northbrook; **Robyn Flakne**, Village of Glenview; **Chuck Bodden**, 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 meeting attendees is at the bottom of the meeting minutes.

3. Public Comment – None

4. Approve October 9, 2024, NBWW Executive Board Meeting Minutes

Ueltzen motioned to accept the October 9, 2024, Executive Board Meeting Minutes, seconded by Bodden. The motion passed with a unanimous vote.

5. Financials

a. Ratify NBWW Revenues-Expenditures: Anna Niedzinski, NBWW Meeting Coordinator, presented the expenditures and revenues to the NBWW Executive Board for ratification. Anna mentioned that any open FY24 NBWW contracts need to send their final FY24 invoices after November 30, 2024 to close out the fiscal year contracts. Contact Ashley Strelcheck for any questions on this. 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, Bodden – abstain, Flood - abstain.

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

6. Old Business

a. Monitoring Committee update

Rob Flood, Monitoring Committee Chair, gave a summary of the 12:30pm Monitoring Committee meeting (see November 13, 2024 meeting minutes for the full summary).

b. Nutrient Assessment Reduction Plan Watershed Scenarios Discussion & Selection

Rob provided a summary of the combined watershed scenarios presented at the Monitoring Committee meeting. The Monitoring Committee is recommending the watershed scenarios numbers 1, 2, 4, 5 and 6 to the Executive Board for approval to Geosyntec to run in their NARP models. The Monitoring Committee also recommended to start with 100 pounds of phosphorus on watershed scenario #6. Bodden motioned to accept the Monitoring Committee's recommendations to the Executive Board, seconded by Evans. The motion passed with a unanimous vote.

c. Draft (revised) Water Quality Summary Report Member Comments

The Executive Board members did not have any additional comments; all comments were submitted to Ashley Strelcheck, NBWW Coordinator, prior to the meeting and presented at the meeting by Anna Niedzinski, Lake



County Stormwater Management Commission (meeting coordinator). Geosyntec will provide the final report to the NBWW the first week of December for a final review with potential approval at the January 8, 2024 meeting. The Monitoring Committee recommended paying the remaining balance of the contract when the final report is submitted.

7. New Business

a. NSWRD FY25 Technical Services Agreement

The Executive Board had no revisions or questions on the NSWRD FY25 Technical Services Agreement and the Monitoring Committee recommended approval of the Agreement to the Executive Board. Ueltzen motioned to approve the NSWRD FY25 Technical Services Agreement, seconded by Evans. The motion passed via a roll call vote; Janes – aye, Evans – aye, Flakne – aye, Frank – aye, Ueltzen – aye, Bodden – abstain, Flood - abstain.

b. NBWW Draft Annual Newsletter Approval

The Executive Board had no revisions or questions on the 2024 draft Annual Newsletter and the Monitoring Committee recommended approval of the Annual Newsletter to the Executive Board. Ueltzen motioned to approve the NBWW Annual Newsletter, seconded by Frank. The motion passed with a unanimous vote.

8. Member Remarks

There are some Commissioner changes happening at the Skokie Consolidated Drainage District (SCDD) so there will be some changes to the NBWW Monitoring Committee positions for the SCDD at the January 8, 2025 Monitoring Committee meeting.

The Salt Smart Collaborative is providing two additional in-person and virtual workshops (sponsored by NBWW) this year on November 13, 2024 and November 19, 2024. There is still time to register if interested.

9. Next Meeting: NBWW Executive Board meeting: January 8, 2025, Deerfield, Village Hall, 850 Waukegan Rd, Deerfield, IL 60015 (Council Chambers Board Room)

10. Adjournment –1:52pm

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

NBWW Executive Board Meeting Attendees

NAME	ORGANIZATION
Anna Niedzinski	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
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