

Lake County Illinois

*Central Permit Facility
500 W. Winchester Rd
Libertyville, Illinois 60048-1331*



Meeting Minutes - Draft

Thursday, May 1, 2025

6:00 PM

500 W. Winchester Rd - Libertyville, Illinois

Lake County Stormwater Management Commission

PUBLIC ATTENDANCE: There are two options for the public to attend the meeting: (1) in-person attendance at on the 2nd floor Central Permit Facility building 500 W. Winchester Road, Libertyville, Illinois, or (2) remote / virtual attendance through the link:

<https://us02web.zoom.us/j/87213468423>

Meeting ID: 872 1346 8423

One tap mobile

+13126266799,,85137896784# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

RECORDING: Meetings, including Public Comment, will be recorded.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the Lake County Stormwater Management Commission. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present 8 - Commissioner - Alternate Gust, Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

Others present: Paula Randall, RuthAnne Hall, Grant Benjamin (V), Janice Aull (V) and SMC staff: Kurt Woolford, Kelcey Traynoff, Brian Frank, Mike Prusila, Jeff Laramy, Christine Sher, Michelle Pope, Anna Niedzinski, Dijana Silber (V)

4. PUBLIC COMMENT

5.1 [25-0624](#)

Approval of March 6, 2025 meeting minutes

Attachments: [SMC March 6, 2025 meeting minutes draft](#)

Approval was requested for the March 6, 2025 meeting minutes.

A motion to approve was made by Commissioner Sode, seconded by Commissioner Pedersen. Motion passed by a unanimous roll call vote.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

5.2 [25-0625](#)

Approval of March 11, 2025 Special meeting minutes

Attachments: [SMC March 11, 2025 Special meeting minutes draft](#)

Approval was requested for the March 11, 2025 special meeting minutes.

A motion to approve was made by Commissioner Hewitt, seconded by Commissioner Sode. Motion passed by a unanimous roll call vote.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

6. COMMISSION REPORTS

6.1 Director's Report

6.1.a [25-0650](#)

Comprehensive Stormwater Management Plan Update

Attachments: [Comp Plan Project Timeline.May 2025 SMC](#)

Mr. Kurt Woolford briefly discussed the alternate member voting status and noted that voting status for SMC's alternates has not been achieved yet. Mr. Woolford mentioned that the voting status for alternate members would be voted on again once the municipal

elections were done. The next item Mr. Woolford discussed was the SMC officer elections, which will be held at the June 5th SMC meeting. Mr. Mike Prusila then discussed the status of the Comprehensive Plan. Mr. Prusila discussed the timeline and highlighted the four open houses that were held as part of the Plan update along with the survey that closed on April 30th. Mr. Prusila shared that staff anticipate receiving draft products this summer, which will then be presented to the Commission in the fall. Commissioner Pedersen asked about attendance at the public meetings and Mr. Prusila stated that between the four meetings, there were about 70-80 attendees in total.

6.2 Chairman's Report

6.2. Municipal Elections

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Chairman Schmit discussed the municipal elections, which will be conducted by the Lake County Municipal League.

6.3 Commissioner's Report

7. ACTION ITEMS

7.1 [25-0626](#)

Approval of March and April 2025 Treasurer's Report

Attachments: [RSMP Treasurer's Report March 2025](#)
 [RSMP Treasurer's Report April 2025](#)
 [SMC Treasurer's Report March 2025](#)
 [SMC Treasurer's Report April 2025](#)
 [DRWW Treasurer's Report March 2025](#)
 [DRWW Treasurer's Report April 2025](#)
 [NBWW Treasurer's Report March 2025](#)
 [NBWW Treasurer's Report April 2025](#)

Ms. Kelcey Traynoff presented and requested approval of the March and April 2025 Treasurer's Reports.

A motion to approve was made by Commissioner Hewitt, seconded by Commissioner Rockingham. Motion passed by a unanimous roll call vote.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

7.2 [25-0632](#)

Ratification of Des Plaines River Watershed Workgroup (DRWW) and Geosyntec Consultants, Inc. (Geosyntec) FY2025 Service Order

Attachments: [DRWW Geosyntec contract](#)
 [DRWW meeting minutes](#)

Ms. Anna Niedzinski presented and requested ratification of the Des Plaines River Watershed Workgroup (DRWW) and Geosyntec Consultants, Inc. FY2025 service order.

A motion to ratify was made by Commissioner Maine, seconded by Commissioner Sode. Motion passed by a unanimous roll call vote.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

7.3 [25-0634](#)

Approval of contract amendment #1 with Geo-Logic Associates, Inc. Geneva, Illinois for Consulting Services in the not-to-exceed amount of \$94,430.00.

Attachments: [DRWW GLA Contract Amendment #1](#)

Ms. Niedzinski presented and requested approval of contract amendment #1 with Geo-Logic Associates, Inc. for consulting services in the not-to-exceed amount of \$94,430.00.

A motion to approve was made by Commissioner Pedersen, seconded by Commissioner Hewitt. Motion passed by a unanimous roll call vote.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

7.4 [25-0641](#)

Preliminary discussion on FY2026 New Program Requests (NPR)

Mr. Woolford began the discussion on the FY2026 New Program Request (NPR) Process, which includes reporting on performance measures for prior NPRs received in FY24/FY25. Mr. Woolford handed out a list of the NPRs that SMC received in FY24 and provided the following updates: 1) Comprehensive Stormwater Management Plan Update – ongoing; 2) Part-time Wetland Specialist position – filled; 3) Stream and Channel Maintenance pilot program – ongoing; 4) Lake Michigan PCB Mercury TMDL Compliance Testing – ongoing; 5) Staff Augmentation for Outfall and Facility Inspections – on hold. Mr. Woolford also handed out a list of projects for the Maintenance Pilot Program. Commissioner Maine asked if SMC received or would be requesting \$60,000 for the Stream and Channel Maintenance pilot program. Mr. Woolford clarified that SMC received \$60,000 for the pilot program in FY24, and the continuation of annual funds is recommended to be offset from SMC's SIRF program. Commissioner Maine inquired on the duration of the pilot program and Mr. Woolford responded that the Maintenance Pilot Program would be terminated upon adoption of the Comprehensive Stormwater Management Plan update.

Commissioner Hewitt asked about the McArthur Drive SIRF project. Mr. Frank provided an update and noted that the City of Waukegan are working on it after SMC provided assistance. Mr. Woolford added that SMC would be working with LCDOT on the York House Road improvements to make sure the storm sewer system has enough capacity for the offsite flow from the Village of Beach Park and also from the area where McArthur

Drive is. Commissioner Hewitt and Mr. Woolford agreed that a meeting with the City of Waukegan is the preferred next step.

Mr. Woolford began the discussion on FY26 NPRs and the process. After some discussion, and in consideration of the current workload capacity, the Commission's direction was to not submit any NPRs for FY26.

This was an information item only.

8. INFORMATION SECTION

8.1 [25-0627](#)

Regulatory Reports March and April 2025

Attachments: [March 2025 Regulatory Reports](#)

[April 2025 Regulatory Reports](#)

[Wetland Restoration Fund Budget-Updated 4-23-25](#)

Ms. Traynoff presented the Regulatory and Wetland Restoration Fund (WRF) Status Reports for March and April 2025.

8.2 Correspondence

Ms. Traynoff shared an email that SMC staff received from a Lake Bluff resident requesting a professional expert opinion on a possible property rezoning in North Chicago. Mr. Woolford added that SMC's narrow purview of authority does not include zoning and land use decisions, and staff would respond accordingly.

8.3 Community Relations/Public Info

8.3.a [25-0628](#)

Permeable Surface Development Regulatory Guidance Memorandum #2025-01

Attachments: [SMC RGM #2025-01 Permeable Surfaces](#)

Mr. Frank presented and discussed the Regulatory Guidance Memo for Permeable Surface Development.

8.3. [25-0649](#)

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Horizontal Directional Drilling (HDD) Technical Standard and Contingency Plan

Attachments: [HDD Technical Standard and Contingency Plan](#)

Mr. Frank presented and discussed the Horizontal Directional Drilling Technical Standard and Contingency Plan.

8.3.c [25-0646](#)

Wetland Restoration Fund Des Plaines River Watershed Request for Proposal

Attachments: [WRF Des Plaines RFP](#)

Mr. Frank provided information on the Request for Proposal (RFP) for the Wetland Restoration Fund for the Des Plaines River Watershed. The RFP will be open until May 30th.

8.3. [25-0629](#)

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Daily Herald - Lake monitoring pilot program

Attachments: [Daily Herald - Lake County Lake Lovers](#)

Ms. Traynoff discussed an article from the Daily Herald on the Lake Monitoring pilot program in Lake County.

8.3. [25-0631](#)

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Daily Herald - Seavey Ditch and Lake Charles restoration project

Attachments: [Daily Herald - Seavey Ditch and Lake Charles](#)

Ms. Traynoff discussed an article from the Daily Herald on the Seavey Ditch and Lake Charles Restoration project (SMC DCEO).

8.3.f [25-0642](#)

Lake-McHenry County Separate Storm Sewer System (MS4) Pollution Prevention Workshop May 21, 2025

Attachments: [Lake-McHenry MS4 Workshop Flyer](#)

Ms. Niedzinski provided information on the Lake-McHenry MS4 Pollution Prevention Workshop being held on May 21st.

8.3. [25-0648](#)

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2025 American Society of Civil Engineers (ASCE) Infrastructure Report Card Executive Summary

Attachments: [2025 ASCE Infrastructure Report Card Executive Summary](#)

Mr. Woolford provided information on the 2025 ASCE infrastructure report card.

9. **EXECUTIVE SESSION**

Motion to enter into executive session to review the executive session minutes and semi-annual review of closed session minutes pursuant to 5 ILCS 120/2 (c) (21) made by Member Sode, seconded by Member Rockingham. The Commissioners entered executive session at 6:53pm.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

9.1 Executive Session to review the executive session minutes and semi-annual review of closed session minutes pursuant to 5 ILCS 120/2 (c) (21)

10. REGULAR SESSION (for action on Executive Session items)

10.1 Commission action approving the Executive Session minutes from November 7, 2024

After returning from executive session at 7:01pm, a motion to approve the executive session meeting minutes from November 7, 2024 made by Member Hewitt, seconded by Member Sode. Motion passed by a unanimous roll call vote.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

10.2 Commission action approving the Executive Session minutes from January 9, 2025

Motion to approve the executive session meeting minutes from January 9, 2025 made by Member Hewitt, seconded by Member Sode. Motion passed by a unanimous roll call vote.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

10.3 Approval of Executive Session minutes determined to be released/opened to the public

Motion to not release any remaining executive session meeting minutes, maintaining confidentiality, made by Member Maine, seconded by Member Hewitt. Motion passed by a unanimous roll call vote.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine

11. ADJOURNMENT

Motion to adjourn was made by Member Rockingham, seconded by Member Sode. Motion passed by a unanimous voice vote. Meeting adjourned at 7:05pm.

Aye: 7 - Commissioner Hood, Commissioner Rockingham, Commissioner Schmit, Commissioner Sode, Commissioner Hewitt, Commissioner Pedersen and Commissioner Maine