

# **Lake County Illinois**

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



## **Minutes Report - Final**

**Thursday, October 5, 2023**

**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 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/86259913217>

Meeting ID: 862 5991 3217

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**

*The meeting was called to order by Chairman Schmit at 6:00 p.m.*

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

*Others present: Lisle Stalter, Jodi McCarthy, Amy Wagner, Mary Eggert, Grant Benjamin (V), Eric Steffen (V), Jenny Brennan (V) and SMC Staff: Kurt Woolford, Arnold Donato, Kelcey Traynoff, Mike Prusila, Brian Frank*

**Present** 9 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner - Alternate Parekh, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

**4. PUBLIC COMMENT**

*Chairman Schmit asked if there were any public comments. There were none.*

**5. [23-1427](#)**

*Approval of September 7, 2023 meeting minutes*

*Approval was requested for the September 7, 2023 meeting minutes.*

**A motion to approve September 7, 2023 meeting minutes was made by Commissioner Schlick, seconded by Commissioner Sode. Motion passed by voice vote.**

**Aye:** 7 - Commissioner - Alternate Campos, Commissioner Hood, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

**Not Present:** 2 - Commissioner Hewitt and Commissioner - Alternate Parekh

**6. COMMISSION REPORTS**

**6.1 Director's Report**

**6.1. Staffing Updates**

**a**

*Mr. Kurt Woolford provided a staffing update. Mr. Woolford explained a part-time wetland position was advertised and filled. Mr. Woolford added that a consultant contract was included in the packet to assist with the Capital Improvement Program, due to a staff member leaving.*

**6.1. Fiscal Year 2024 Budget Update**

**b**

*Mr. Woolford provided an update on the FY2024 budget. Mr. Woolford explained that five of the six new program requests were recommended: Stormwater Management Comp Plan Update, Stormwater part-time Wetland Specialist, Stream Channel Maintenance Pilot Program, Lake Michigan PCB TMDL Compliance, and Stormwater Staff Augmentation for Outfall and Facility Inspections. The next action item for the budget will be at the Joint Committee (PBZ&E and F&A) Budget Meeting on October 18th.*

## 6.1. Draft Wetland Legislative Topic

c

*Mr. Woolford discussed a draft legislative item to support initiatives to minimize the loss of wetlands. After a brief discussion, Chairman Schmit asked if there were any objections to proceed with this legislative item. There were none.*

## 6.2 Chairman's Report

*Chairman Schmit discussed the staffing difficulties SMC is experiencing but HR and the County have been working together to get SMC back to being fully staffed. Additionally, Chairman Schmit stated that he believes SMC is making a difference in the County with the DCEO projects.*

## 6.3 Commissioner's Report

## 7. ACTION ITEMS

### 7.1 [23-1426](#)

Approval of September 2023 Treasurer's Reports

*Mr. Arnold Donato presented the SMC, RSMP, NBWW Treasurer's Reports for September 2023. The DRWW September reports were incomplete, and the complete reports will be brought to the next Commission meeting for approval.*

**A motion to approve was made by Commissioner Pedersen, seconded by Commissioner Sode, that this commission action item be approved. Motion passed by unanimous roll call vote.**

**Aye:** 8 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

**Not Present:** 1 - Commissioner - Alternate Parekh

### 7.2 [23-1421](#)

Approval of Joint-Funding Agreements with the United States Geological Survey (USGS) for operation and maintenance of stream and precipitation gauges, in the amounts of \$61,240

*Mr. Donato requested approval of two joint-funding agreements with the USGS for operation and maintenance of stream and precipitation gauges in the amount of \$61,240. The two joint-funding agreements will be for: 1. The Mill Creek Streamflow Gauge, Des Plaines River at Russell Road Precipitation Gauge, and Des Plaines River at Gurnee Precipitation Gauge with an annual cost-share of \$14,740 and 2. The Des Plaines River at Lincolnshire Streamflow Gauge with a total local funding commitment of \$46,500 for a three-year period from October 1, 2023 to September 30, 2026.*

**A motion to approve was made by Commissioner - Alternate Campos, seconded by Commissioner - Alternate Weidenfeld. Motion passed by a unanimous roll call vote.**

**Aye:** 8 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

**Not Present:** 1 - Commissioner - Alternate Parekh

7.3 [23-1432](#)

Approval of Contract with Ciorba Group, Inc. for General Engineering Services in the amount of \$100,000

*Mr. Kurt Woolford requested approval of a contract with Ciorba Group, Inc. for general engineering services in the amount of \$100,000. The contract will run through April of 2024 and at that time, the contract will either be extended, or SMC will put out a RFP. Commissioner Weidenfeld asked if SMC was recruiting (or had the ability to recruit) for the Capital Improvement Manager position? Mr. Woolford explained that SMC does have the ability to recruit but the current staffing focus is on the wetland positions. Commissioner Schlick asked if this was a net-positive, and ultimately cheaper, to hire a consultant for this position? Mr. Woolford explained that the contract with the consultant is close to equal with the previous employee's salary. Commissioner Sode asked if the contract was going to be set up so that there will be one point of contact for SMC to work with? Mr. Woolford explained that yes, this was part of the negotiation with the consultant, and there would be a main point of contact.*

**A motion to approve was made by Commissioner Sode, seconded by Commissioner - Alternate Weidenfeld. Motion passed by a unanimous roll call vote**

**Aye:** 8 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

**Not Present:** 1 - Commissioner - Alternate Parekh

7.4 [23-1422](#)

Resolution accepting grant award and authorizing an emergency appropriation for Park City Stormwater Projects in the amount of \$2,600,000 and funded by the IL Department of Commerce and Economic Opportunity (DCEO) in Fund 743 Lake County Regional Stormwater Management Projects Fund.

- \$2,600,000 was appropriated in Public Act 102-0017 for Park City Stormwater Projects in Lake County, to be awarded by the Department of Commerce and Economic Opportunity (DCEO). Thus far, DCEO has awarded a grant of \$2,600,000 of the total appropriated funding for Park City Stormwater Projects to Lake County Stormwater Management Commission.
- No additional local match is required by DCEO, however additional funding will be provided by project partner to reimburse the Stormwater Management Commission for project administration. An emergency appropriation is needed as the funds from this grant are not included in the current fiscal year budget.
- The grant period is September 1, 2023 through August 31, 2025.
- Lake County Stormwater Management Commission will administer the grant, spend appropriated funds and execute any and all agreements with partners related to this allocation and distribution of DCEO Funds for Lake County Regional Stormwater Management Projects PC.

*Mr. Mike Prusila requested approval of a DCEO grant agreement for Drainage Improvements in Park City in the amount of \$2,600,000.*

*Staff Summary:*

- \$2,600,000 was appropriated in Public Act 102-0017 for Park City Stormwater Projects in Lake County, to be awarded by the Department of Commerce and Economic Opportunity (DCEO). Thus far, DCEO has awarded a grant of \$2,600,000 of the total appropriated funding for Park City Stormwater Projects to Lake County Stormwater Management Commission.
- The grant period is September 1, 2023 through August 31, 2025.

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

**Aye:** 8 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

**Not Present:** 1 - Commissioner - Alternate Parekh

#### 7.5 [23-1423](#)

Approval of Watershed Development Ordinance (WDO) Community Recertifications

- Village of Barrington (Standard)
- Village of Deer Park (Standard and IWLC)
- Village of Fox River Grove (Standard and IWLC)
- Village of Lake Zurich (Standard)
- Village of Mundelein (Standard)
- Lake County PB&D (Standard)
- Village of Port Barrington (Standard)
- Village of Round Lake Beach (Standard)
- Village of Volo (Standard and IWLC)

*Mr. Brian Frank requested approval of WDO Community Recertification for the following communities.*

- *Village of Barrington (Standard), no conditions*
- *Village of Deer Park (Standard and IWLC), no conditions*
- *Village of Fox River Grove (Standard and IWLC), no conditions*
- *Village of Lake Zurich (Standard), no conditions*
- *Village of Mundelein (Standard), no conditions*
- *Lake County PB&D (Standard), no conditions*
- *Village of Port Barrington (Standard), no conditions*
- *Village of Round Lake Beach (Standard), no conditions*
- *Village of Volo (Standard and IWLC), no conditions*

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

**Aye:** 8 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

**Not Present:** 1 - Commissioner - Alternate Parekh

7.6 [23-1424](#)

Approval of One Month Extension of Community Re-certification Process

*Mr. Brian Frank requested approval of a one-month extension for the Community Recertification process.*

**A motion was made by Commissioner Hewitt, seconded by Commissioner Sode, that this commission action item be approved. Motion passed by a unanimous voice vote.**

**Aye:** 8 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

**Not Present:** 1 - Commissioner - Alternate Parekh

**INFORMATION SECTION**

8.1 [23-1425](#)

September 2023 Regulatory Reports

*Ms. Kelcey Traynoff explained that the Regulatory Reports for September did not make it into the packet. She also explained that SMC is still seeing a wide variety of submittals and they are being reviewed in the order they are received.*

**Correspondence**

**Community Relations/Public Info**

**9. EXECUTIVE SESSION**

**Motion to enter into executive session for the semi-annual review of closed session minutes pursuant to 5ILCS 120/2 (c) (21) and for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of employees of the public body 5 ILCS 120/2 (c) (1) made by Commissioner Pedersen, second by Commissioner Sode. Motion passed by a unanimous roll call vote. The Commissioners entered executive session at 6:26pm.**

**Aye:** 9 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner - Alternate Parekh, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

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

**Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of employees of the public body 5 ILCS 120/2(c) (1)**



## 10. ACTION ITEMS

After semi-annual review of the closed session minutes and the discussion of Executive Director's annual performance, the Commissioners returned to open session at 7:04pm.

### 10.1 Approval of Released/opened to the public Executive Session Meeting Minutes

Motion to approve and open the March 2, 2023 executive session minutes made by Commissioner Pedersen, second by Commissioner Sode, motion passed by a unanimous voice vote.

Motion that the remaining executive session minutes have been determined to be closed, the basis for keeping them closed remains, and they shall remain closed made by Commissioner Sode, second by Commissioner Hewitt. Motion passed by a unanimous voice vote.

Aye: 9 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner - Alternate Parekh, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

### 10.2 SMC determination of Executive Director annual salary increase for Fiscal Year 2024

Motion to establish Executive Director, Kurt Woolford, salary at \$185,000 plus existing car allowance, beginning December 1st, 2023, made by Commissioner Hewitt, second by Commissioner - Alternate Weidenfeld. Motion passed by a unanimous roll call vote (9-0-0).

Aye: 9 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner - Alternate Parekh, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

## 11. ADJOURNMENT

A motion to adjourn was made by Commissioner - Alternate Campos, seconded by Commissioner Schlick. Motion passed by a unanimous voice vote. Meeting adjourned at 7:07pm.

Aye: 9 - Commissioner - Alternate Campos, Commissioner Hewitt, Commissioner Hood, Commissioner - Alternate Parekh, Commissioner Pedersen, Commissioner Schlick, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld