

Lake County Illinois

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



Meeting Minutes - Draft

Thursday, November 6, 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/87319402487>

Meeting ID: 873 1940 2487

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 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

Others present: Karen Fox, RuthAnne Hall, Scott Hamilton, Andrea Larson, Nicholas Kallmyer, Janice Aull (V) and SMC Staff: Kurt Woolford, Kelcey Traynoff, Christine Sher, Mike Prusila, Ernesto Huaracha, Jacob Jozefowski (V), Sharon Østerby (V)

4. PUBLIC COMMENT

Mr. Scott Hamilton, a member of the Forest Creek HOA, shared his concerns with the Greenway Chase development in Libertyville. Mr. Hamilton provided SMC with a written copy of his public comment, which is attached. These comments again included recommendation for a higher level of flood protection, specifically adoption of the 500-year floodplain for regulatory use in the Watershed Development Ordinance. Mr. Hamilton also shared his concerns with the wetland impacts associated with the development.

5. APPROVAL OF MINUTES

25-1457

Approval of October 9, 2025 meeting minutes

Attachments: [SMC October 9, 2025 meeting minutes draft](#)

Approval was requested for the October 9, 2025 meeting minutes.

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

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

6. COMMISSION REPORTS

6.1 Director's Report

Mr. Woolford reported on the following items.

•Updates on IDNR-OWR's county-wide floodway delegation to SMC, specifically in non-designated floodways, and how this will affect permitting in Lake County. Mr. Woolford stated that he met with IDNR-OWR regarding their interpretation on floodway permitting and that staff are performing a GIS analysis on the extent of this change, which appears to primarily affect communities in the western portion of Lake County. A follow-up meeting with IDNR-OWR is tentatively scheduled and Mr. Woolford will update the Commission at

the next meeting.

- The FY25 DCEO-STOCIP Project Expense Match (PEM) Administrative Revenue Transfer. Mr. Woolford is currently working with the County's Comptroller and CFO to determine the amount of revenue to be transferred to the County. Commissioner Maine asked for an estimated range of the amount that will be transferred. Mr. Woolford shared that the amount may be between \$500,000 and \$3M. Commissioner Weidenfeld asked if it was possible to set up an engineering fund, from the money received, for municipalities to use who may not have the funds for engineering projects. Mr. Mike Prusila explained that that was the intent of the policy developed for the PEM. It would cover the administrative costs of running a capital program as well as funding engineering for projects, so they are ready to go when SMC receives the appropriations from the State.

- The FY26 Budget, Levy, and Emergency Appropriation. Mr. Woolford explained that the \$2.6M for engineering consultants, approved by SMC, was not included in the CAO recommended budget. However, the CAO stated at the budget hearing that SMC has a large fund balance and when SMC needs the money, an emergency appropriation could be done for \$2.6M from the fund balance.

- The FY26 Work Program for the DCEO-STOCIP program. A handout was shared with the Commissioners to provide more information on the Work Program, including approved funding amounts for several capital improvement projects in order to achieve shovel-ready status. Mr. Woolford specifically discussed the Del Mar Woods project and his suggestion to submit it to WMB as an SMC-sponsored project for FY26. Commissioner Maine asked if WMB was only for Lake County or could it be used outside the county. Mr. Woolford stated that based on the WMB Policies and Procedures allow for funds to only be spent on projects in Lake County. Mr. Prusila clarified that the watershed workgroups are different and have dues-paying members outside of Lake County and funding is used within each watershed that spans multiple counties.

- The FY26 Staffing Proposal. SMC currently has 22 full-time positions, 2 part-time positions, and 2.5 vacant positions. The vacant positions being removed from SMC would reduce the total positions down to 20 full-time and 1 part-time and reducing the headcount would be an opportunity for a reorganization within SMC. Mr. Woolford explained the reorganization, which would create two new positions, reclassify the salary grade for Water Resource Professionals, change several reporting lines, and be budget neutral with the use of vacancy savings. Chairman Schmit added that SMC wants to be able to keep the current staff and make the salaries competitive and he believes this can be accomplished through the reorganization. Commissioner Frank stated that most of the SMC Board members were present during the budget meeting when Mr. Woolford discussed the proposed reorganization, and the Board wants to support the action, but County Administration felt that it wasn't ready for approval.

6.2 Chairman's Report

Chairman Schmit shared that he will be meeting with IDNR-OWR next week to discuss permits issued for developments in Fox Lake.

6.3 Commissioner's Report

7. ACTION ITEMS

7.1 [25-1458](#)

Approval of September and October 2025 Treasurer's Report

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

Ms. Kelcey Traynoff presented and requested approval of the September 2025 DRWW and NBWW Treasurer's Reports and the October 2025 Treasurer's Reports.

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

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

7.2 [25-1459](#)

Approval of 2026 Stormwater Management Commission meeting schedule

Attachments: [2026 SMC Meeting Schedule](#)

Ms. Traynoff presented and requested approval of the 2026 Stormwater Management Commission Meeting Schedule. She pointed out that the January meeting was cancelled and not included in the schedule.

Commissioner Hunter motioned to amend the schedule so that the September 3rd meeting be moved to September 10th to avoid Labor Day weekend. The motion to amend was seconded by Gust.

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

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

7.3 [25-1460](#)

Approval of 2026 Technical Advisory Committee meeting schedule

Attachments: [2026 TAC Meeting Schedule](#)

Ms. Traynoff presented and requested approval of the 2026 Technical Advisory Committee Meeting Schedule.

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

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

7.4 [25-1461](#)

Approval of 2026 Municipal Advisory Committee meeting schedule

Attachments: [2026 MAC Meeting Schedule](#)

Ms. Traynoff presented and requested approval of the 2026 Municipal Advisory Committee meeting schedule.

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

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

7.5 [25-1463](#)

Approval of an Intergovernmental Agreement between the SMC and the Village of Lake Zurich for the North Branch Buffalo Creek Improvements at Bristol Trails Park with a Project Expense Match (PEM) value of \$49,548.90, subject to final legal review.

Attachments: [DCEO SMC Lake Zurich IGA Buffalo Creek Bristol Trl Park](#)
[Lake Zurich Bristol Trails Location Map](#)

Mr. Prusila presented and requested approval of the IGA between SMC and the Village of Lake Zurich for the North Branch Buffalo Creek Improvements at Bristol Trails Park with a PEM value of \$49,548.90, subject to final legal review.

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

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

7.6 [25-1464](#)

Approval of an Intergovernmental Agreement between the SMC and the Village of Round Lake Beach for the Round Lake Drain Master Plan Phase 1 Project with a Project Expense Match (PEM) value of \$48,356.17, subject to final legal review.

Attachments: [DCEO SMC Lake Beach IGA Round Lake Drain Ph 1](#)
 [Round Lake Drain Ph1 Location Map](#)

Mr. Prusila presented and requested approval of the IGA between SMC and the Village of Round Lake Beach for the Round Lake Drain Master Plan Phase 1 Project with a PEM value of \$48,356.17, subject to final legal review.

A motion to approve was made by Commissioner Hunter, seconded by Commissioner - Alternate O'Brien. Motion passed by a unanimous roll call vote.

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

7.7 [25-1465](#)

Approval of contract service request with Gewalt Hamilton Associates, Inc. Vernon Hills, Illinois for engineering and design services for the Lake Zurich and Echo Lake Regional Study and Flood Mitigation Project in Lake Zurich and Ela Township, Illinois in the amount of \$175,000.00.

Attachments: [Lake Zurich and Echo Lake Regional Study and Flood Mitigation Project](#)
 [Lake County 2025 Capital Priorities Booklet](#)
 [Echo Lake Project Location Map](#)

Mr. Ernesto Huaracha presented and requested approval of the contract service request with Gewalt Hamilton Associates, Inc. for engineering and design services for the Lake Zurich and Echo Lake Regional Study and Flood Mitigation Project in Lake Zurich and Ela Township in the amount of \$175,000.00.

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

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

7.8 [25-1466](#)

Presentation of Indian Creek Stream Assessment and Community Outreach.

Attachments: [Indian Creek Community Meeting Mailing](#)
 [Indian Creek 30 Day Notice Stream Assessment Mailing](#)
 [Indian Creek Location Map](#)

Mr. Jacob Jozefowski presented on the Indian Creek Stream Assessment and community outreach. Mr. Jozefowski discussed the project timeline and explained that the project was originally going to be submitted as a WMB project, but there was no local match, and the project scope was not clearly defined. SMC hosted a community outreach meeting to talk with residents about the current condition of Indian Creek and to discuss ideas for water quality and drainage improvements. At the meeting residents expressed their interest to improve water quality but were not supportive of removal of a specific dam. Following the community outreach meeting, the stream assessment was conducted between October 1, 2025 and October 17, 2025 and Mr. Jozefowski discussed the general observations following the assessment. These observations included eroded streambanks, invasive vegetation, downed trees crossing the creek, and debris to be removed. The dam was also noted to be failing, but SMC did not consider any potential work at the dam as part of the study, given the strong local opposition. A large debris jam was also observed downstream that is likely affecting drainage in the floodway. The next step following the assessment is to work with the individual property owners to remove the debris jam.

Commissioner Schmit asked who would be paying for the debris removal. Mr. Jozefowski explained that the first step is to talk with the property owners, but SMC is waiting for legal review to determine the amount of maintenance work SMC can do.

Commissioner Maine asked if the dam removal would be considered a best management practice (BMP) and what was the objection to removing the dam. Mr. Jozefowski explained that from a natural resource perspective, dam removal would be considered a BMP, and this specific dam was identified as a stakeholder recommendation to consider for removal in the most recent Des Plaines River Watershed Plan. The objection to the dam removal was from property owners who felt the dam provided aesthetic benefits for individual properties.

Andrea Larson, with the Village of Buffalo Grove, added that the Village is in support of removing the dam because it is causing bank erosion on Village property in area that is difficult to maintain, and it is causing water to backup upstream making it difficult for the Village to address their upstream infrastructure.

Commissioner Rockingham asked when the dam was constructed and who constructed it. Mr. Jozefowski said that SMC looked back at aerial imagery, and it looked like the dam was constructed back when the area was farmland or a tree nursery.

This was an information item only.

7.9 [25-1467](#)

Presentation by staff on properties owned or managed by Lake County Stormwater Management Commission (SMC).

Attachments: [SMC-County Owned Properties 10-31-25](#)

Ms. Sharon Østerby presented on properties that SMC currently owns or manages. Ms. Østerby shared that there are 44 parcels throughout the county that are managed by SMC, and these are made up of 17 county-owned parcels and 28 SMC-owned parcels. In 2025, SMC is targeting to complete the transfer of 10 of these properties to the local municipalities.

Commissioner Frank asked for confirmation that SMC was not looking to retain property and to only act as the interim owner before the properties are transferred. Mr. Woolford stated that the goal was not to retain property and to significantly reduce SMC's parcels. This was an information item only.

**Staff noted that the number of parcels and properties presented at the meeting were incorrect. The correct information is as follows. SMC manages 49 parcels/PINs and 45 homes/addresses. Of these parcels and properties, the county owns 19 parcels and 17 properties and SMC owns 30 parcels and 28 properties.*

8. **INFORMATION SECTION**

8.1 **Regulatory Reports**

8.1 [25-1369](#)

Regulatory Reports October 2025

Attachments: [October 2025 Regulatory Reports](#)
[Wetland Restoration Fund Budget-Updated 10-27-25](#)

Ms. Traynoff presented the Regulatory and Wetland Restoration Fund (WRF) Status Report for October 2025.

8.2 **Correspondence**

8.2.a [25-1478](#)

Illinois Environmental Protection Agency Acceptance of Lake Michigan and North Branch Chicago River Watershed Plans

Attachments: [Lake Michigan Plan IL EPA Acceptance Letter](#)
[North Branch Plan IL EPA Acceptance Letter](#)

Mr. Prusila shared information on the two acceptance letters from the IEPA for the Lake Michigan and North Branch Chicago River Watershed Plans.

8.3 **Community Relations/Public Info**

8.3.a [25-1470](#)

Daily Herald - Fox River floating garden proposal

Attachments: [Daily Herald eEdition - Floating Garden](#)

Mr. Woolford shared an article from the Daily Herald on CMAP's Century Plan and the article featured the Lakefront Park project in Fox Lake.

An additional article from the Daily Herald was also included in the agenda that discussed a proposed ecopark on the Fox River in St. Charles.

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 Hunter, seconded by Member Pedersen. Motion passed by a unanimous roll call vote. The Commissioners entered executive session at 7:20pm.

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

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 May 1, 2025

After returning from executive session at 7:23pm, Chairman Schmit asked for a motion to approve the Executive Session minutes from May 1, 2025. Motion to approve made by Commissioner - Alternate Gust, seconded by Member Hunter. Motion passed by a unanimous roll call vote.

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

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

Chairman Schmit asked for a motion to approve the Executive Session minutes from October 9, 2025. Motion to approve made by Commissioner - Alternate Gust, seconded by Member Hunter. Motion passed by a unanimous roll call vote.

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

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

Commissioner Maine made the motion to follow Counsel's recommendation on which, if any, Executive Session minutes should be released. The motion was seconded by Commissioner Hewitt. Motion passed by a unanimous roll call vote.

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld

11. ADJOURNMENT

A motion to adjourn was made by Commissioner Rockingham, seconded by Commissioner - Alternate Gust. Motion passed by a unanimous voice vote. Meeting adjourned at 7:26pm.

Aye: 12 - Commissioner Frank, Commissioner Hewitt, Commissioner Pedersen, Commissioner Maine, Commissioner - Alternate Casbon, Commissioner Hunter, Commissioner Rockingham, Commissioner - Alternate Gust, Commissioner - Alternate O'Brien, Commissioner Schmit, Commissioner Sode and Commissioner - Alternate Weidenfeld