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2 **APPROVED**
3 MINUTES OF THE STORMWATER MANAGEMENT COMMISSION
4 VILLAGE OF NORTHBROOK
5 COOK COUNTY, ILLINOIS
6 August 1, 2023
7

8 **Commissioners Present (6):**

9 Chairman Thomas Burke
10 Greg Hoeft
11 Leonard Rago
12 Mike Reynolds
13 Peter Rosner
14 Adele Sturgis
15

16 **Members Not Present (1):**

17 Craig Hetue
18

19 **Others Present:**

20 Phil Barras – 1128 Jeffrey Court West
21 Jubie Ryan – 1448 Woodhill Drive
22

23 **Staff Present:**

24 Jack Bielak, Village Engineer
25

26 **Call to Order**

27 Chairman Burke called the meeting to order at 6:00 P.M. in the Terrace Room at Village Hall.
28

29 **1) Review of the Minutes from June 12, 2023 Meeting**

30 Member Sturgis stated that she had some comments regarding the previous meeting's minutes.
31

32 Member Sturgis suggested that on page 3, line 6, "Bielak stated that previous addendums
33 included an acronym page. . ." should be changed to "Bielak stated that previous addenda
34 included an acronym page. . ."
35

36 Member Sturgis suggested that on page 5, line 44, ". . . the report was much better than
37 previous addendums." should be changed to ". . . the report was much better than previous
38 addenda."
39

40 Member Sturgis suggested that on page 6, line 42, "Chairman Burke asked if ERA followed
41 previous addendums when quantifying benefit." should be changed to "Chairman Burke asked
42 if ERA followed previous addenda when quantifying benefit."
43

1 Member Sturgis suggested that on page 6, line 44, "Michalisko replied that they had followed
2 the previous addendums." should be changed to "Michalisko replied that they had followed the
3 previous addenda."

4
5 Member Sturgis suggested that on page 7, line 1, "Bielak stated that ERA should include that
6 they stayed consistent with previous addendums." should be changed to "Bielak stated that
7 ERA should include that they stayed consistent with previous addenda."

8
9 Member Hoeft made a motion, seconded by Member Reynolds to accept the minutes of the
10 June 12, 2023 meeting as amended. On a voice vote, the motion to approve the minutes as
11 presented passed, with no member abstaining.

12 13 **2) Hear from the Audience on Topics not on the Agenda**

14 Chairman Burke stated that they would hear from the Audience on topics not on the agenda.

15
16 No one from the Audience brought forth any topics.

17 18 **3) Old Business**

19 Bielak stated that there was no old business.

20 21 **4) New Business**

22 Chairman Burke stated that new business was the consideration of the Master Stormwater
23 Management Plan (MSMP) Addendum #3 final report.

24
25 Bielak presented Memo 4a describing the Addendum #3 process so far.

26
27 Chairman Burke asked if the Commission had any comments on the final report.

28
29 Member Sturgis replied that she was disappointed with the Project Prioritization Chart on
30 pages 7 and 51. She stated that it did not have a heading, unlike the Project Prioritization Chart
31 in Appendix D. She explained that there was redundancy and the page 7 Project Prioritization
32 Chart did not hold up with Project Prioritization Charts in previous addenda. She recommended
33 that the Appendix D Project Prioritization Chart replace the Project Prioritization Chart on page
34 7. She elaborated that after the change, the Project Prioritization Chart on pages 7 and 51
35 should be removed, as they were redundant.

36
37 Chairman Burke responded that in his opinion, the Project Prioritization Chart on page 7 was
38 okay as it was more of an executive summary. He stated that it did not have conflicting data
39 with the other Project Prioritization Charts, so it would be okay for them all to remain. He asked
40 whether other Commissioners had comments on the Project Prioritization Chart.

41
42 Member Reynolds replied that agreed with Chairman Burke's assessment of the Project
43 Prioritization Chart on page 7.

1 Bielak responded that they could put a note under the Project Prioritization Chart on page 7
2 that told the reader where to find the more detailed Project Prioritization Chart.

3
4 Member Rago commented that he would not want to get rid of the Project Prioritization Chart
5 on page 51.

6
7 Member Reynolds commented that if they would cut one of the tables, it should be the Project
8 Prioritization Chart in Appendix D. He explained that removing Appendix D would mean editing
9 the whole report to remove any reference to it, however.

10
11 Member Sturgis commented that in previous addenda, the Project Prioritization Chart would be
12 near the front of the report. She stated that this page was the most important page in the
13 report for the Trustees.

14
15 Bielak responded that adding the note under the Project Prioritization Chart on page 7 would
16 help with any confusion.

17
18 Member Hoeft commented that the Appendix D Project Prioritization Chart and page 7 Project
19 Prioritization Chart had the same title, however they were not the same. He stated that the
20 page 51 Project Prioritization Chart did not have a title.

21
22 Chairman Burke responded that they could add the word "Summary" to the title on page 7 and
23 add a title on page 51 that matched Appendix D. He stated that the note on page 7 would
24 reference both page 51 and Appendix D.

25
26 Member Sturgis commented that on page 6, the rainfall data lacked any point of reference.

27
28 Chairman Burke responded that the table was for monthly and yearly rainfall data.

29
30 Member Sturgis stated that the table did not show which storms were 10-year or 100-year
31 storms.

32
33 Chairman Burke responded that they were not defining that in the table.

34
35 Bielak stated that they had a lot of rainfall data and wanted to limit the table to a single page.

36
37 Member Sturgis responded that she would have liked the table to have shown which storms
38 were 10-year or 100-year storms. She explained that it would be a good reference for residents.

39
40 Chairman Burke stated that to calculate that, they would need the durations of the storm. He
41 explained that the depth would still be useful for residents.

42
43 Member Sturgis commented that there were no page numbers for the appendices.

1 Member Sturgis commented that some of the exhibits for the proposed conditions were hard
2 to read. She asked if there was anything that could be done about it.

3
4 Bielak stated that they had reached their contract limit for ERA, but had all of the Word and
5 PDF files. He explained that he would have Staff add page numbers to the Word file. He
6 elaborated that Staff would have to see if they could edit the PDF files that contained the
7 exhibits.

8
9 Member Rosner stated that the exhibits might be easier to view online.

10
11 Member Sturgis commented that the Non-Prioritized Projects section on page 45 should
12 include the number of projects that did not make it in the study.

13
14 Bielak stated that he would have Staff include that there were twenty-six projects that were not
15 included in the study.

16
17 Member Sturgis stated that it was important for the Trustees to know that there was a back log
18 of projects.

19
20 Member Sturgis stated that she had no further comments.

21
22 Member Reynolds stated that he had no further comments.

23
24 Member Hoeft stated that he had no further comments.

25
26 Member Rosner commented that on page 6, under the 2018 Total, "06-09-26" should be
27 changed to "06-26-18".

28
29 Member Rosner commented that on page 8, paragraph 2, "Accessor's" should be changed to
30 "Assessor's".

31
32 Member Rosner stated that overall, the report was great and that he had no further comments.

33
34 Member Rago commented that on page 11, paragraph 2, ". . . structures benefitted, followed
35 by the number of structures benefitted." Should be changed to ". . . structures benefitted,
36 followed by the number of properties benefitted."

37
38 Member Rago commented that on page 20, paragraph 2, ". . . Jeffery Courts East and South . .
39 ." Should be changed to ". . . Jeffery Courts North, West, and South . . ."

40
41 Member Rago stated that he had no further comments.

42
43 Bielak commented that on page 46 and elsewhere in the report, "intragovernmental" should be
44 changed to "intergovernmental".

1
2 Bielak stated that Staff would make the proper grammatical changes to the report based off the
3 Commission's comments.

4
5 Chairman Burke asked the Commission whether they were comfortable with recommending
6 the Master Stormwater Management Plan Addendum #3 Report to the Village Board of
7 Trustees.

8
9 Member Reynolds made a motion, seconded by Member Hoeft to recommend the Master
10 Stormwater Management Plan Addendum #3 final report to the Village Board of Trustees. On a
11 voice vote, the motion to recommend the Master Stormwater Management Plan Addendum #3
12 final report to the Village Board of Trustees passed, with no member abstaining.

13
14 Member Sturgis asked when Addendum #3 would be presented to the Board.

15
16 Bielak replied that he would try to get it in front of the Board as soon as possible. He stated that
17 he would let the Commission know once it was scheduled.

18
19 Member Reynolds asked whether the projects could be slotted into the Capital Improvement
20 Plan (CIP) before Addendum #3 was approved by the Board.

21
22 Bielak replied that Koepke was the only project currently slotted into the CIP. He stated that the
23 rest of the projects would be slotted in during the CIP process next year.

24
25 Resident Barras asked what the next steps would be after the report was presented to the
26 Board.

27
28 Chairman Burke replied that the Board might send it to the Public Works Committee. He
29 explained that this might not happen, however.

30
31 Resident Barras asked if there were any updates on the sewer fees.

32
33 Bielak replied that the Board was currently working on utility rate studies for all utility fees. He
34 stated that he had not been involved in the process so far.

35
36 Member Sturgis stated that the Village of Northbrook was one of two communities in the state
37 that used water usage as the basis for their stormwater fee. She explained that the fee should
38 be based on impervious coverage.

39
40 **5) Hear from Commissioners Concerning New Topics**

41 Bielak stated that he had given the Commission a memo regarding the MSMP 31 Willow Creek
42 project. He explained that it gave an update on the project and included photos that showed
43 Willow Creek before and after construction.

1 Bielak stated that Staff was working on a MSMP summary document. He explained that it
2 would be a memo summarizing everything that had been done since 2011 and it would also
3 include a table showing the costs.

4
5 Member Sturgis asked if costs were the planned costs or the actual costs

6
7 Bielak replied that the table would have the actual costs.

8
9 Chairman Burke stated the Willow Creek memo and pictures were great. He asked Bielak to
10 keep the Commission informed as the Village monitored the creek over the next three years.

11
12 Bielak stated that the amount of flooding calls from the subdivision had substantially
13 decreased. He explained that the creek was being maintained by the original contractor for
14 three years, afterward the Village would take over maintenance.

15
16 Member Sturgis asked whether the Village had to work with the homeowners who bordered
17 the creek.

18
19 Bielak replied that the Village worked closely with the residents during the project. He stated
20 that some residents had built into the public easement.

21
22 Member Sturgis asked whether the Commission would get a copy of the utility rate study.

23
24 Bielak replied that he would have to get back to her on that item. He explained that he did not
25 think the documents were finalized yet.

26
27 Resident Barras asked when the Village would reach out to the schools regarding the MSMP
28 projects.

29
30 Bielak replied that the Village would reach out once the design process had begun.

31
32 **6) Next Meeting Date: To Be Determined**

33 Bielak to schedule a meeting in October.

34
35 **7) Adjourn**

36 There being no further business, Member Rosner made a motion, seconded by Member Sturgis
37 to adjourn the meeting. On a voice vote, the motion was unanimously carried and the meeting
38 adjourned at 6:59 P.M.

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40
41
42
43 Respectfully submitted,
44 Michael Weller