

FINAL

MINUTES OF THE STORMWATER MANAGEMENT COMMISSION

VILLAGE OF NORTHBROOK

COOK COUNTY, ILLINOIS

October 18, 2023

Commissioners Present (6):

Chairman Thomas Burke

Craig Hetue

Greg Hoeft

Mike Reynolds

Peter Rosner

Adele Sturgis

Members Not Present (1):

Leonard Rago

Others Present:

Phil Barras – 1128 Jeffrey Court West

Staff Present:

Jack Bielak, Village Engineer

Michael Weller, Project Manager

Call to Order

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

1) Review of the Minutes from August 1, 2023 Meeting

Member Hoeft stated that he had some comments regarding the previous meeting's minutes.

Member Hoeft suggested that on page 5, line 25, "Barras asked . . ." should be changed to "Resident Barras asked . . ."

Member Hoeft suggested that on page 5, line 31, "Barras asked . . ." should be changed to "Resident Barras asked . . ."

Member Hoeft suggested that on page 6, line 13, "He explained that the ditch was . . ." should be changed to "He explained that the creek was . . .".

Member Hoeft suggested that on page 6, line 27, "Barras asked . . ." should be changed to "Resident Barras asked . . ."

1 Member Reynolds made a motion, seconded by Member Sturgis to accept the minutes of the
2 August 1, 2023 meeting as amended. On a voice vote, the motion to approve the minutes as
3 presented passed, with no member abstaining.

4

5 **2) Hear from the Audience on Topics not on the Agenda**

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

7

8 No one from the Audience brought forth any topics.

9

10 **3) Old Business**

11 Bielak stated that old business was a recap of the Master Stormwater Management Plan
12 (MSMP) Addendum #3 presentation given to the Board of Trustees. He explained that during
13 the presentation he went through each project and explained the process that Staff and the
14 Commission went through to select the projects. He stated that the Board was very receptive.
15 He explained that the Board commented how the Addendum showed the Village's commitment
16 to stormwater management.

17

18 Bielak stated that now the discussion would be how the Village funds these projects. He
19 explained that the new water rates and sanitary rates were approved. He elaborated that the
20 Board would be looking at the stormwater utility fee next.

21

22 Bielak stated that MSMP 37 – Koepke Road was already in the CIP due to existing plans for
23 roadway work on Koepke Road.

24

25 Bielak stated that Staff now needed to coordinate with the schools. He explained that MSMP 33
26 – Marcee Lane, Jeffery Courts, and Woodhill Drive and MSMP 34 – Woodbine Lane both
27 required coordination with School District 28.

28

29 Bielak stated that the Board had asked for a schedule for completing the projects. He explained
30 that his schedule was aggressive, but could be done. He elaborated that they needed to
31 allocate money for design. He stated that they were looking at three and a half years before
32 plan design started for MSMP 33 and MSMP 34. He explained that the Village would have to
33 discuss infrastructure maintenance with the schools and acquire right-of-way agreements with
34 the residents in the Jeffery Courts area.

35

36 Chairman Burke asked if there had been any discussion on changing how the stormwater utility
37 fee was done.

38

39 Bielak replied that he had spoken with Village Staff on the matter.

40

41 Bielak stated that he recently saw a presentation on impervious coverage which included using
42 drones to collect data within 1% accuracy. He explained the community can enter their
43 Equivalent Runoff Unit (ERU) and the program will divvy up the fee.

1 Member Sturgis asked if MSMP 37 would include standardizing the road.

2
3 Bielak responded that the project would not include that. He explained that it was Village policy
4 to not improve unimproved roads.

5
6 Resident Barras asked if there could be an Addendum #4 that would include projects that could
7 be scheduled before the Addendum #3 projects.

8
9 Chairman Burke responded that though it was possible, it was very unlikely. He explained that
10 there were usually many years between addenda.

11
12 Resident Barras stated that it made him nervous to see a three and a half year period before
13 design began.

14
15 Chairman Burke responded that there would be a lot of easements to acquire, which would
16 take time. He explained that working with the School District would be a very long process.

17
18 Resident Barras stated that from what he remembered, the design only included upsizing the
19 pipes in the Jeffery Courts back yards.

20
21 Bielak responded that the Jeffery Courts area was only a piece of the project needed for the
22 whole system to work.

23
24 Resident Barras asked when the Village would reach out to the school.

25
26 Chairman Burke replied that the Village would have to figure out funding first.

27
28 Member Sturgis asked if the Board had any comments on the backlog of projects.

29
30 Bielak replied that the Board understood that there were projects not being addressed in this
31 Addendum. He explained that the Board understood that they could only bite off so much with
32 this Addendum.

33
34 **4) New Business**

35 **a) Consideration of the Master Stormwater Management Plan Project 31 Memo**

36 Bielak stated that new business was the consideration of the Master Stormwater Management
37 Plan Project 31 Memo.

38
39 Bielak asked if there were any comments on the memo.

40
41 Chairman Burke stated that the memo was very clear.

42
43 Member Sturgis asked if the Covenant Village tributary could be improved in the future. She
44 explained that it was downstream of the Willow Creek Project.

1 Bielak stated that it was being dredged as a part of Covenant Village's new development. He
2 explained that the Village would also be requiring a three year maintenance plan. He
3 elaborated that there was also a new detention basin planned as a part of the development.
4

5 **b) Consideration of the Master Stormwater Management Plan Update Memo**

6 Bielak stated that new business was the consideration of the Master Stormwater Management
7 Plan Update Memo.
8

9 Bielak asked if there were any comments on the memo.
10

11 Member Sturgis stated that the years for the different plans were off. She explained that 1993
12 was the original plan, 1996 was the second edition, 2002 was the third edition, 2011 was the
13 fourth edition. She elaborated the 2011 plan was the Master Stormwater Management Plan,
14 before 2011 it was called the Stormwater Management Plan.
15

16 Bielak stated that the total investment to date was \$26,015,563.05, with \$2,579,000.00 of it
17 being paid for by grants. He explained that adjusted for inflation the total would be around
18 \$32,601,000.00.
19

20 Member Sturgis stated that she appreciated the hard work that Weller did in gathering the data
21 for the memo.
22

23 **5) Hear from Commissioners Concerning New Topics**

24 Member Sturgis asked that if there was a possibility of going over to ERUs for the stormwater
25 utility fee, then could it be done according to watersheds. She stated that there would need to
26 be follow up at the Development and Planning level so that they know how they are changing
27 impervious coverage. She explained that they did a study in the past and the difference in
28 change of impervious coverage in the different watershed had been substantial. She elaborated
29 that the change in impervious coverage had not been tracked since the study.
30

31 Bielak responded that the firm doing the stormwater utility fee study was a larger firm. He
32 stated that when the consultant did the study, the first thing they would find would be how
33 much money the Village needed, and what the Village currently had. He explained that the firm
34 would then recommend what the Village should do.
35

36 Member Sturgis stated that since the Village was doing a rate study, the Village should also get
37 information on impervious coverage in the watersheds. She explained that Development and
38 Planning should then be tracking it. She elaborated that it would also benefit Public Works.
39

40 Bielak stated that if they did the flyover every few years, they could also find unpermitted work.
41

42 Member Sturgis stated that she would like the Commission to work jointly with the
43 Sustainability Commission on a few things. She explained that detention basins need to be
44

1 stabilized correctly. She stated that in the project area for MSMP 32 – Wescott Road, Oak
2 Avenue, and Maple Avenue, there would be many trees removed as a part of the project. She
3 explained that there were areas on Western Avenue that had no trees. Member Sturgis stated
4 that the Village did not have adequate standards for rain gardens. She explained that there
5 were good standards across the state.

6
7 Bielak responded that for MSMP 32, they could look into the tree impact during the design
8 process. He stated that for the standards, he would look into the standards used by neighboring
9 communities. He explained that Staff had recently gotten Board approval for new engineering
10 standards, which included standards for detention basins. Bielak stated that the Commission
11 could send him any standards that they thought were good.

12
13 Member Hoeft asked if the Northbrook Park District worked with the Village when they did
14 improvements of their own.

15
16 Bielak replied that the Park District submitted permits for any of their improvements. He
17 explained that Staff had a good working relationship with the Park District.

18
19 Resident Barras asked when funding would become available.

20
21 Bielak replied that he expected the stormwater utility study to be done by the end of the year.
22 He stated that once the study is completed, then Staff would look at what was recommended.

23
24 Resident Barras asked if there was a plan B if the School District did not work with the Village.

25
26 Chairman Burke replied that they could not pursue a plan B as there was not an alternative plan
27 recommended in Addendum #3. He explained that if the School District said no then it was back
28 to the drawing board.

29
30 **6) Next Meeting Date: To Be Determined**

31 Bielak to schedule a meeting in the new year.

32
33 **7) Adjourn**

34 There being no further business, Member Sturgis made a motion, seconded by Member Rosner
35 to adjourn the meeting. On a voice vote, the motion was unanimously carried and the meeting
36 adjourned at 7:04 P.M.

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43 Respectfully submitted,
44 Michael Weller