

Note: These minutes are not official until approved by the Union / Virgil Ditches & East Branch of the Kishwaukee River Watershed Steering Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.

**UNION /VIRGIL DITCHES & EAST BRANCH OF THE KISHWAUKEE RIVER
WATERSHED STEERING COMMITTEE MINUTES**

January 13, 2016

The Union/Virgil Ditches & East Branch of the Kishwaukee River Watershed Steering Committee (WSC) met on January 13, 2016 at 3:00 p.m. in the Conference Room East of the DeKalb County Administration Building, in Sycamore, Illinois. In attendance were Committee members Dean Johnson, Karen Miller, Donna Prain, Roger Steimel, Nathan Schwartz, Anita Zurbrugg, Brian Gregory, and Paul Miller. Also in attendance DeKalb County staff Marcellus Anderson.

- 1. Roll Call** – *Jeremy Lin was noted absent.*
- 2. Approval of Agenda** – *Ms. Zurbrugg moved to approve the agenda as amended, seconded by Mr. Steimel, and the motion carried unanimously.*
- 3. Approval of Minutes** – *Ms. Prain noted a typographical error and then moved to approve the minutes from December 9, 2015 as amended, seconded by Ms. Miller, and the motion carried unanimously.*
- 4. County Parking Lot BMP Project**

The Committee has been discussing the possibility of the construction of one or more best management practices (BMPs) for water quality as part of the newly-completed parking lot on the DeKalb County Sycamore Campus. Specifically, the County could include infiltration basins within the two dry-detention areas that will be constructed during the Spring of 2016 to manage runoff from the parking lot. Initial cost estimates are \$18,000 for the infiltration basins, and \$12,000 for a third proposed pond with informational signage.

The Committee discussed a grant application from the County to the DeKalb County Community Foundation to utilize a portion of the \$72,000 held by the County for watershed projects. Members observed the high visibility of the projects and the need to anticipate continued maintenance of the ponds.

The Committee also briefly discussed other prospective projects and the need to appropriately prioritize projects. Ms. Zurbrugg noted that the grant process was generally by invitation and suggested that this project was in keeping with the Watershed Plan objectives. She noted that once future watershed plans were in place a Steering Committee would be needed to prioritize projects.

Ms. Zurbrugg and Mr. Schwartz offered to coordinate the information on the infiltration project and generate the grant application to the Community Foundation.

Mr. Miller moved that the Committee endorse the grant application as proposed to incorporate the infiltration basins into the detention areas and informational signage, seconded by Mr. Steimel, and the motion carried unanimously.

5. Watershed Coordinator and Dissolution of the Watershed Steering Committee

The Committee has previously discussed the possibility of a Watershed Coordinator position being created to oversee implementation of the East Branch Kishwaukee River Watershed Plan, as well as provide assistance and direction on future watershed plans and water quality/quantity issues throughout the County. Part of that discussion has been regarding whether the Watershed Steering Committee need continue as a body if a Coordinator can be appointed to oversee continued implementation efforts.

Ms. Zurbrugg briefly discussed the importance of the sustainability of the position if created.

Mr. Johnson noted that he had previously provided an outline of the position which was generated from job descriptions of watershed coordinator positions.

Mr. Miller emphasized that he felt the Coordinator position would be important for the continuing implementation of the watershed plans as they are created.

The Committee briefly debated whom the Coordinator would report to and if the Steering Committee continues to be need following the creation of the position.

Mr. Miller observed that if the Coordinator needed an entity to report to that the Stormwater Management Committee could serve that role.

Ms. Prain felt that the Steering Committee, which is focused on the watershed plan, would be a better option than the Stormwater Committee.

Ms. Zurbrugg stressed the important of continuity and oversight to provide quality results.

Mr. Miller observed that some members of the Steering Committee (for example Kane County staff) might be less interested in continuing on the Committee as the effort shifts to a different watershed.

The Committee Members continued to discuss the need for the Steering Committee to continue. Mr. Gregory suggested that an “at large” type of committee be created as an advisory group for the watershed coordinator. The Committee then discussed the need for the advisory group to be formal or informal in make-up.

Ms. Miller reported that Kane County would like a quarterly contact with the Watershed Coordinator and an annual meeting to prevent the lose of communication regarding the watershed plan.

Ms. Prain reminded the Members about the need for a stakeholder group for future watershed plan applications which would need to be separate from the proposed Advisory group.

Ms. Zurbrugg made a motion that before dissolution of the Steering Committee that the Committee approve a proposal for the Watershed Coordinator position which would include an outline of the advisory committee to which the coordinator will report, seconded by Ms Prain. and the motion carried unanimously.

6. **Next Meeting** -- The Steering Committee will next meet on Wednesday February 10, 2016 at 3:00 pm in the Conference Room East.

7. **Adjournment** -- *Mr. Gregory motioned to adjourn, seconded by Mr. Steimel, and the motion carried unanimously.*

Respectfully submitted,

Dean Johnson
Chairman, DeKalb County Union Ditch/Virgil Ditch Watershed Steering Committee

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