

DuPage River Salt Creek Workgroup
Via Zoom Webinar
June 24, 2020
9:00-11:00 AM
Membership Meeting Agenda

Please register in advance for this webinar at

https://zoom.us/webinar/register/WN_A25K5x9pSQ-NNsUKPSmjhA

1. Approval of April 29, 2020 meeting minutes (Attachment 1).

2. Presentation: Restore Salt Creek

Public outreach to inform the proposal to modify the Graue Mill dam has started. The project is fundamental to meeting long term use support goals in Salt Creek. The presentation will revisit how the dam was selected by both the DRSCW's TMDL alternative plan and its aquatic life priority assessments, details on the proposed project design, and schedule of the Public Outreach activities planned over the next few months.

Presenter: Stephen McCracken and Deanna Doohaluk (TCF)

3. NPDES Permit Special Conditions

- **NPDES Permits and Reporting** -- No update at this time.
- **2020 Permit Negotiations** – Draft permit language and a proposed future project list has been developed from the updated IPS outputs have been shared with the negotiations team. The draft language and project list have also been shared with our EAG partners. A dialogue on the proposal is on-going. IEPA has agreed to temporarily postpone issuing the permits while the conversation is conducted. If the EAG's agree to the proposition to the draft language, a Special Condition Permit Holders meeting will be scheduled to discuss the details of the proposed permit condition language.

4. Physical Project Update (ongoing)

- **Oak Meadows** – Post project biological sampling for 2019 is complete. Project area will be sampled in 2021 as part of the Salt Creek bioassessment.
- **Fawell Dam Modification**
 - On May 22, 2020 Dr. Boyd Kynard from BK Riverfish presented a concept plan to install a BK Riverfish fish ladder system to the Project Committee. Staff, V3, and BK Riverfish are working through some design constraints (including modification of the downstream riffle, location of ladder entrance and exit, floodgate mobility, hydraulic impact, bollards, maintenance considerations, etc.) needed to finalize the concept plan. The draft implementation plan will be shared with DC SWM for their input and approval on the project.
 - The Project Consultants are also drafting the necessary permit documentation for IDNR-OWR, USACE, and DuPage County.
 - If DC SWM approves the installation of the BK Fish ladder in Fawell Dam, a MOU for the maintenance/ownership of the ladder will need to be drafted and signed by the DRSCW and DC. Requests for examples of such documents have been made to various members.

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- **Graue Mill Dam**
 - **Project Schedule** – Due to the COVID-19 restrictions, the project has been delayed. Details on the various tasks are provided below.
 - **Survey/WOTUS** – All fieldwork is completed (bathymetric and topographic survey, sediment sampling, and wetland delineation). DC SWM Wetland Boundary Assessment was held on June 3, 2020. AECOM has also submitted a proposed plan for additional sediment sampling to define the extent of the contamination. This request is under staff review.
 - **Master Plan** – Updated rendering based on comments from staff, the FPDDC and DRSCW Project Committee has been provided by AECOM.
 - **Open Houses** – Due to the COVID-19 restrictions, the Open Houses have been moved to a virtual format and will be held via Zoom on July 7, 2020 at 7pm and July 9, 2020 at 11am. Aileron will facilitate the virtual open houses.
 - Advertising for the Open Houses began the week of June 8, 2020 and all materials including Open House registration will be posted on RestoreSaltCreek.org. Advertising will include email communications with DRSCW members and friends; all stakeholder contacts received during and since the initial survey process; a Press Release (1-2 weeks prior to the meetings) coordinated through Aileron; and a public notice in the Daily Herald.
 - Following the Virtual Open Houses, a comment period on the project will be open for approximately 30-days through August 7, 2020. Comments will be submitted electronically provided a survey/google form accessed via RestoreSaltCreek.org
 - Deliverables from the Open Houses will include 1) comment log; 2) FAQ/C and response to questions and comments; and 3) a document describing how comments will be incorporated into the final Master Plan.
- **Partner Outreach**
 - Staff has been holding/scheduling informational meetings on the project with stakeholders including the Graue Mill and Museum (June 10, 2020), Fullersburg Historical Foundation (via Dr. Tata), Elmhurst News and Current Events Facebook Group (June 12, 2020), and Sierra Club River Prairie Group (June 16, 2020) prior to the “official” Open Houses. Staff is also reaching out to other stakeholder groups to discuss scheduling informational meetings. Staff is considering a presentation to DuPage County Mayors and Managers.
 - A conference call with the Village of Oak Brook was held on June 1, 2020 at their request to discuss the proposed project and public comment process.
 - Meetings with the Mayor of Elmhurst and FPDDC Commissioner Martha Murphy will be rescheduled to occur prior to the Open Houses. A meeting with FPPDC Commissioner Tim Whelan has occurred.
 - Press communication both prior to, during, and after the Open Houses will be coordinated through Aileron.

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- Project website is live at RestoreSaltCreek.org. Staff is also working on additional outreach materials including fliers, fact sheets, eblasts, and social media posts. These materials will be shared with the Membership via email.
- **News Articles** – No update at this time.
- **Pre-project Monitoring** - MBI completed pre-project biological and physical habitat sampling in September 2019. A second round of pre-project biological and physical habitat sampling is scheduled for Summer 2020.
- **Budget Amendment** - Attention is brought to a Board budget amendment to move \$6,500 from the Special Condition Contingency funds to the Fullersburg Wood Outreach project for the video/filming editing contract with Sikich (\$6000) and for Zoom webinar hosting (\$500).
- **Spring Brook Phase II** – The MOU between the DRSCW and FPDDC has been signed by both parties and the funds have been transferred to the FPDDC.

5. Physical Project Update (not yet started)

- **Lower East Branch** – Project scoping will begin in early 2020 once the 2019 fish data is available.
- **Lower West Branch** – No update at this time.

6. Nutrient Implantation Plan (NIP)

- **NSAC Update** – No update.
- **Nutrient Loss Reduction Strategy (NLRS)** – No update at this time.
- **Trading Analysis**
Point Source (PS) to PS Trading – No update at this time.

Stream Crediting Trading – The next step needed is to host a meeting between the Trading Consultant Team, MBI staff (Yoder and Rankin), and DRSCW staff. Due to the COVID-19 restrictions, the team is strategizing the best way to host this meeting. The overwhelming consensus is it would be best done in person but with travel restrictions, this may be impossible in the short term.

Current (MWRD) Nutrient Trading Effort (INTI) – Current has suspended their trading initiative.

USEPA National Water Quality Trading Policy – No update at this time.

- IWEA NARP Workshop – As the IWPC conference was canceled due to the COVID-19 shelter in place order, the next NARP workshop will be rescheduled.
- **Related to Nutrient Trading** – As they are completed, please submit PDOPs and FSs to DRSCW staff.

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- **QUAL Model Update**
 - Data Collection is ongoing. Focus is now on obtaining watershed specific information for Salt Creek (FEQ model, water quality data, etc.).
 - Model set-up is ongoing for the East Branch DuPage River. Work on the calibration of the East Branch model is scheduled for June 2020.
- **Non-Point Source Washoff Model**
 - **Leaf litter Study** – Staff is developing a work proposal for this project and hopes to present it to the Project Committee in June 2020. This will include review of the leaf litter questionnaire sent out by County Stormwater.
 - V3 has offered pro-bono GIS services to support the leaf litter study. Staff are working with them to adapt data in the IPS data base to this purpose. Thanks to V3.
 - **Other Related Work** – Staff is investigating the use of the IPS for determining NPS impacts to headwater and non-effluent dominated streams.
- **Expanded DO Monitoring Program** – The program will continue in the West Branch DuPage River watershed in 2020.
- **IPS Model Update**
 - The update IPS methodology and Peer Review was presented to the Project Committee on May 15, 2020. A recording on the presentation is available on the DRSCW YouTube channel at <https://www.youtube.com/watch?v=Ueg38jsj-gE&feature=youtu.be>
 - Written materials for both the IPS Update and Peer Review are still in development and will be shared with the Project Committee when complete.
 - A summary of the IPS Tool was prepared for our EAG partners. This includes a list of next generation priority projects (see discussion on 2020 Negotiations in Item 3 of this agenda for more information).

7. **Springfield Regulatory and Legislative Updates** – Stephen and Deanna will schedule a visit to the IEPA for Summer 2020 once the COVID-19 situation stabilizes.

Non-Permit Activities

8. Bioassessment Plan

- Salt Creek Bioassessment – Staff has received the Final Salt Creek 2013/2016 report from MBI and is conducting a final review. Staff has identified a few requested changes that still need to be made but have told MBI to focus on the IPS final draft. Once the final report is reviewed and accepted, it will be posted on the DRSCW website and final payment will be made.

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- East Branch Bioassessment – MBI is working on completing the 2019 DRAFT Bioassessment report.
- West Branch bioassessment – Scheduled for 2020.
 - Chemical sampling began around May 15, 2020.

9. Upper Salt Creek 319 Watershed Plan – The Section 319 (h) Nonpoint Source Pollution Control Financial Assistance Program for 2021 grants to is now open. The deadline is August 3rd 2020.

10. Monitoring

- The FY19/20 DRSCW Summary of MS4 Related Activities (including all 2019 monitoring) was provided to all members on May 8, 2020.
- Fecal coliform sampling will be conducted on the West Branch DuPage River in 2020 (MS4 program support).
- Conductivity monitoring began in early December 2019 and is complete.
- Continuous DO monitoring was started in mid-May 2020. Thank you to DC SWM and PWS for your support on this effort.
- The plastics samples will be collected in summer 2020.

11. Chlorides

- The 2020 chloride workshops are tentatively scheduled for October 8, 2020 for Parking Lots and Sidewalks and October 14 & 15, 2020 for Municipal Roads. These may become virtual conferences.
- Tollway Offset – A final draft of the Elmhurst application is finally ready and is being reviewed by staff at Elmhurst prior to submittal to the Tollway.
- SB2138 (liability for contractors) – No update at this time.
- Sensible Salting Committee – No update at this time.
- TLWQS for Chlorides – A proposal for an area wide monitoring program is being developed.
- ILR00 and Chlorides – No update at this time.
- BMP and Loading Study – Continuous chloride data has been organized by watershed and season, and water quality loadings have been calculated for the study period. QAQC has been carried out on the calculations. The loadings are currently being regressed against possible explanatory variables. This analysis will provide an indication of the effectiveness of the DRSCW's chloride education and reduction efforts.
- Street Sweeping Data – This study was halted due to shelter-in-place and will be moved to next Spring.

12. Other Activities

- Website – We are updating the website and database portal.
- Coal Tar Sealants Update – No update at this time.

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- ACOE DuPage River Feasibility Study – No update at this time.
- Newsletter—The Summer 2020 newsletter is underdevelopment.
- Utility Management – No update at this time.

13. Business Items (new business)

- **Invoice Summary– April 1, 2020 to June 11, 2020**

Vendor/Project	Invoice Number	Amount (\$)	Status
AECOM - Fullersburg Woods Dam	200033702	22,368.47	Paid
AECOM - Fullersburg Woods Dam	2000353862	28,349.27	Paid
Aileron - Fullersburg Woods Dam	Per Contract	8000.00	Paid
AJ Gallagher - Directors & Officers Insurance	N/A	1000.00	Paid
FPD DuPage County - Spring Brook Creek Pmt	N/A	160,000.00	Paid
HACH - Probe Maintenance Agreements	N/A	22,056.15	Paid
Hartford - Crime Insurance	N/A	506.00	Paid
Lauterbach & Amen - Audit (partial pmt)	2019-20	4950.00	Paid
Liberty Mutual - General Liability Insurance	N/A	250.00	Paid
MBI - East Branch DR 2019 Bio Assessment	1736	3688.15	Paid
MBI - East Branch DR 2019 Bio Assessment	1770	24,911.51	Pending
Microbac Labs - Chloride Sampling	LA0B00696	120.00	Paid
Microbac Labs - Chloride Sampling	LA0C00260	100.00	Paid
Tetra Tech - Phosphorus Trading	51587883	13,408.00	Paid
Tetra Tech - QUA2kw	51590579	13,982.50	Paid
V3 - Fawell	220469	1219.39	Paid
V3 - Fawell	320283	5191.09	Pending
V3 - Fawell	420275	457.27	Pending

- **Financial reports through May 31, 2020** (Attachment 2).
- **Membership Dues Payments Update (through June 11, 2020)** (Attachment 3).
 - Agency Membership dues and Special Condition assessment invoices were sent in early June. Associate Membership dues invoices will be sent in the next few weeks.
 - Staff will prepare a 5-minute video highlighting the mission and work of the DRSCW that could be shared with Member Agency elected officials. The purpose of this video will be to educate elected officials on the benefits of DRSCW membership.

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- **Insurance Update** – The annual insurance policies for General Liability, Crime, and Directors & Officers have been renewed. Following staff's consultation with Dino Gavanes (Itasca insurance agent & Village Trustee), the following additions have been made to the Hartford Crime policy: \$250,000 for Depositors Forgery, \$25,000 for Computer Systems Restoration, \$25,000 for Identity Recovery, \$15,000 for Deception Fraud, \$15,000 for Virtual Currency and \$50,000 for Counterfeit Currency. The premium for this additional coverage is \$76.
- **Annual Audit** – The annual audit has been completed by Lauterbach & Amen and reviewed by staff and Larry Cox. Once the audit report has been finalized, it will be sent to the full Executive Board for review and approval.
- **Contract Renewal with The Conservation Foundation (TCF)** – Contract for 2020-21 is included for your review (Attachment 4).
 - *A motion is needed to approve the 2020-21 TCF contract.*
- **Vacant Executive Board Position** – With the retirement of Nick Menninga (Downers Grove Sanitary District) in March 2020, there was a vacancy on the Board. President Gorman asked Amy Underwood (Downers Grove Sanitary District) to fill the position. She accepted and the Board voted their approval at the June 11 Executive Board meeting to have her fill the vacant seat.

14. DRSCW Calendar, Presentations and Press Coverage

- TMDLs – Thinking Beyond Permit Limits, River Rally (virtual conference), May 2020 (D. Doohaluk)
- IPS model - Project IID and NARP development, Lower Des Plaines Watershed Group, 5/14/2020 (S. McCracken)

15. Workgroup Meeting Schedules

August 26, 2020 from 9AM-11AM
October 28, 2020 from 9AM-11AM
December 9, 2020 from 9AM-11AM
February 24, 2021 from 9AM-11AM
April 28, 2021 from 9AM-11AM

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President Gorman called the meeting to order at 9:02am.

- 1. Approval of February 26, 2020 meeting minutes** (Attachment 1). *D. Streicher made a motion to approve the minutes. S. Zehner seconded the motion. The motion passed unanimously.*
- 2. Presentation: The Survivability of the COVID-19 Virus in Air, Water, Wastewater, and Various Surfaces**
Presenter: Charles P. Gerba, Professor of Epidemiology and Bio-statistics in the Department of Environmental Science. University of Arizona.
- 3. Presentation: Conserving riverine fish populations in dammed rivers: maintaining population connectivity using upstream fish passage at barriers**

National reviews conclude riverine fishes are the most threatened group of freshwater fishes in the USA. Dams and culverts on streams can create a barrier to upstream migrations by riverine fish, and thus, break a population's connectivity, creating up and downstream segments divided by the barrier. This situation results in a dis-functional non-adaptive life-history. The new upstream fish ladder invented by BK-Riverfish,llc is a relatively inexpensive modular technical fish ladder designed to pass diverse riverine fishes with poor-moderate swimming abilities over dams or through culverts. This presentation provides information on the ladder, performance of the 73-ft-long prototype ladder at Stockdale Mill Dam, Eel River, IN, and the suitability of the ladder to pass migratory fish species upstream at the Falwell Dam-culvert system.

Presenter: Dr. Boyd Kynard, BK RiverFish

- 4. TMDL Update** – No update at this time. This work has been completed and the item will be removed from the agenda following the April 2020 General Membership Meeting.
- 5. NPDES Permit Special Conditions**
 - NPDES Permits and Reporting**
 - 2019 Special Condition Annual Report** – The 2019 Annual Report has been completed and can be found on the DRSCW website at <https://drscw.org/activities/project-identification-and-prioritization-system/>
 - 2020 Permit Negotiations** – On March 11, 2020 staff met with Kim Knowles (Prairie Rivers Network (via phone)), Cindy Skrukrud (Sierra Club), Albert Ettinger (council for EAGs). The EAGs requested additional information on the IPS model, draft permit language, and potential future projects. The Negotiations Team and Staff are

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preparing these documents and will share with Special Condition holders once complete.

6. Physical Project Update (ongoing)

- **Oak Meadows** – Biological sampling for 2019 is complete. MBI has prepared a detailed report on the pre and post project monitoring at Oak Meadows. This report can be found as Attachment 3 of the 2019 Annual Report (link provided above).
- **Fawell Dam Modification**
 - On March 3 & 4, 2020 Dr. Boyd and Brian Kynard from BK Riverfish met with the Project Team (staff, consultants from V3, and staff from the FPDDC). Their visit included two (2) visits to the Fawell Dam and a meeting with the IDNR, FPDDC and DC SWM staff. Based on the information learned during the BK Riverfish visit, the Project Team feels that the ladder is a potential option for fish passage at the Fawell Dam. Several steps still need to be taken before committing to the concept. These include working through Fawell Dam specific design constraints (impact of downstream riffle, location of ladder entrance and exit, flood gate consideration, hydraulic impact, maintenance consideration, etc.) and then proceeding with securing permits from IDNR-OWR, USACE, and DuPage County. Work on these constraints is ongoing.
- **Graue Mill Dam**
 - **Project Schedule** – Due to the COVID-19 restrictions, the project has been delayed. Details on the various tasks are provided below.
 - **Survey/WOTUS** – All fieldwork is completed (bathymetric and topographic survey, sediment sampling, and wetland delineation). AECOM/AES submitted the Wetland Report to the ACOE and DuPage County on February 3, 2020. DRSCW has paid the DCSWM fee for Wetland Boundary Assessment. AECOM has also submitted a proposed plan for additional sediment sampling to define the extent of the contamination. This request is under staff review.
 - **Master Plan** – Renderings are ongoing. On March 2, 2019 staff met with the FPDDC staff to discuss potential “extras” (signs, canoe/kayak launches, etc.) to be included in the Master Plan. These items will be incorporated into the Master Plan where appropriate.
 - **Open Houses** – The Open Houses were originally scheduled for April 14 & 15, 2020. Due to closures at the facilities, these meetings will not be able to be held till June 2020. Staff is working with the two venues, Central Park West, Oak Brook and the Wilder Mansion, Elmhurst to secure dates in June. AECOM, Aileron, and Staff had a conference call on March 26, 2020 to discuss options if the meetings need to be held virtually. If the Open Houses are not able to be held in June, they will be moved to a virtual platform.

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- **Partner Outreach** - Salt Creek Watershed Network has requested staff attend their April meeting to talk about the project and how they can help (meeting held remotely). Meeting with the Mayor of Elmhurst has been postponed. Once renderings are complete, Staff and Board Members will schedule individual meetings with each of the FPDDC Commissions to present the Master Plan. Additional partner meeting will also be scheduled.
- **News Articles** – *Restoration at Oak Meadows*: An article on the restoration work at The Preserve at Oak Meadows was published in the Daily Herald on March 21/22, 2020. *Dams in NE Illinois* – A virtual press conference was held on April 7, 2020 to discuss dam removals in Illinois. Presentations on ongoing/future dam removal/modification work were given by representatives from IDNR, DRSCW, Kane County, FRSG, Friends of the Chicago River and Chicago Park District. Confirmations in attendance have been received from the Chicago Sun Times, Daily Herald, Patch, Aurora Beacon News, NW Herald, Independent News, Kane County Chronicle, WBEZ, and Journal Topics. To date, articles resulting from the press conference have been published in the Sun Times and the Kane County Chronicle.
- **Pre-project Monitoring** - MBI completed pre-project biological and physical habitat sampling in September 2019.
 - *L. Cox made a motion to authorize staff to negotiate a contract with MBI not to exceed \$12,500 (approved budget amount) for the 2020 pre-project sampling for the Fullersburg Woods dam modification project. S.Baert seconded the motion. The motion passed unanimously.*
- **Spring Brook Phase II** – The Project Committee and Executive Board have approved the draft project funding agreement with the FPDDC (Attachment 2). The expenditure was allocated in the 2020-21 budget. DRSCW's Projects Committee and the Executive Board have agreed to sign the agreement. Following signature, the agreement will be submitted to the FPDDC Board of Commissioners for review and signature.
 - *L. Cox made a motion to approve the funding agreement with the FPDDC for \$160,000 for M&M at Spring Brook Phase II dam removal and restoration site is required. S.Baert seconded the motion. The motion passed unanimously.*
 - *S. Baert made a motion to authorize staff to negotiate a contract with MBI not to exceed \$10,000 (approved budget amount) for the 2020 post-project sampling for the Springbrook #1 Phase 2 dam removal and stream restoration project. D. Streicher seconded the motion. The motion passed unanimously.*

7. Physical Project Update (not yet started)

- **Lower East Branch** – Project scoping will begin in early 2020 once the 2019 fish data is available.
- **Lower West Branch** – No update at this time.

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8. Nutrient Implantation Plan (NIP)

- **NSAC Update** – No update.
- **Nutrient Loss Reduction Strategy (NLRS)** – No update at this time.
- **Trading Analysis**
Point Source (PS) to PS Trading – No update at this time.

Stream Crediting Trading – The consultant team has submitted a revised scope of work for development of the stream crediting trading. The revised scope is under review by Staff.

Current (MWRD) Nutrient Trading Effort (INTI) – Current has suspended their trading initiative.

USEPA National Water Quality Trading Policy – No update at this time.

- IWEA NARP Workshop – As the IWPC conference was canceled due to the COVID-19 shelter in place order, the next NARP workshop will be rescheduled.
- **Related to Nutrient Trading** – As they are completed, please submit PDOPs and FSs to DRSCW staff.
- **QUAL Model Update**
 - Data Collection is ongoing. Staff has requested that members submit the following information that will assist with model development: 1) Records on leaky sewers and/or results of smoke testing; 2) Maps/locations of known septic areas; 3) Surveyed cross sections (mainstem Salt Creek, East Branch DuPage, West Branch DuPage, and Lower DuPage) that were prepared as part of any H&H modeling efforts, stream restoration projects or similar; and 4) Any information on water withdrawals and/or groundwater studies.
 - Model set-up is ongoing for the East Branch DuPage River.
- **Non-Point Source Washoff Model**
 - Staff will consult with the Project Committee on developing a scope and possible RFP for this project. This will include review of the leaf litter questionnaire sent out by County Stormwater.
 - Staff is investigating the use of the IPS for determining NPS impacts to headwater and non-effluent dominated streams.
- **Expanded DO Monitoring Program** – The program will continue in the West Branch DuPage River watershed in 2020.

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- **IPS Model Update** – MBI is reviewing editing the database, dashboard and drafting the user manual. We are awaiting the updated drafts from MBI.
 - The North Branch Workgroup and the LDRWC have received their first invoice under the joint agreement.
 - MBI was contacted to assist and review the write up of the IPS for the Annual Report. This write up will also be used for the outreach to the Environmental Groups
 - A summary of the IPS Tool is being prepared for our EAG partners. This will include a draft list of next generation priority projects.
- **Springfield Regulatory and Legislative Updates** – Stephen and Deanna will schedule a visit to the IEPA for Summer 2020 once the COVID-19 situation stabilizes.

Non-Permit Activities

9. Bioassessment Plan

- Staff has received the Final Salt Creek 2013/2016 report from MBI and is conducting a final review. Once the report is reviewed and accepted, it will be posted on the DRSCW website and final payment will be made.
- East Branch Bioassessment – Chemical, biological and physical data collection in the East Branch watershed is finished for 2019. Sediment sampling was completed for 10 of the 14 sites scheduled for sediment. The 4 remaining sites were unable to be sampled due to weather and flow conditions.
 - Staff is working with MBI to provide all requested data (water quality, etc.) needed to complete the Bioassessment Report.
- Chemical and physical data was collected at three reference sites. MBI was unable to collect the biological data at the biological reference sites due to high stream flows.
- The West Branch DuPage River bioassessment is scheduled for 2020. Staff met with MicroBac on March 20, 2020 to kickoff the chemical sampling in the West Branch. MicroBac will begin sampling around May 15, 2020.
 - A motion to authorize staff to negotiate a contract with MBI not to exceed \$144,120 (approved budgeted amount) for the 2020 West Branch DuPage River biological and physical habitat sampling is required.
 - A motion to authorize staff to negotiate a work order with MicroBac not to exceed \$59,320 (approved budgeted amount) for the 2020 West Branch DuPage River chemical monitoring is required.
 - A motion to authorize expenditure of funds not to exceed \$5,960 (approved budgeted amount) for the 2020 reference site monitoring and MS4 parameter monitoring is required.
 - *S. Baert made a motion to authorize the expenditures of funds presented above for the 2020 Bioassessment Chemical/Physical/Biological monitoring, reference site monitoring and MS4 parameter monitoring. D. Streicher seconded the motion. The motion passed unanimously.*

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10. Upper Salt Creek 319 Watershed Plan – Staff received a notice of receipt of the submitted 604 B grant application from IEPA. Preliminary funding notices will be sent in June 2020 with final award notification in August 2020. If awarded, the project would begin in October 2020.

11. Monitoring

- Fecal coliform sampling will be conducted on the West Branch DuPage River in 2020 (MS4 program support).
- Conductivity monitoring began in early December 2019 and ended in March 2020.
- The plastics samples will be collected in spring 2020.

12. Chlorides

- The 2020 chloride workshops are tentatively scheduled for October 8, 2020 for Parking Lots and Sidewalks and October 14 & 15, 2020 for Municipal Roads.
- Tollway Offset – Elmhurst has entered their data into the salt management model. A contract has been signed with Fortin to review the outputs prior to being submitted to the Tollway.
- SB2138 (liability for contractors) – No update at this time.
- Sensible Salting Committee – No update at this time.
- TLWQS for Chlorides – IPCB Hearings on the chloride TLWQS were held on February 18, 2020. The IEPA, Petitioners, and Commenters have a few issues to resolve and will then submit the revised petition to the IPCB for review.
- ILR00 and Chlorides – No update at this time.
- BMP and Loading Study – Continuous chloride data has been organized by watershed and season, and water quality loadings have been calculated for the study period. The next analysis steps will be to QAQC the calculations, and develop methods for accounting for the variability in temperatures and precipitation, municipal salt application events, and the way salt application events are defined and tracked. Adjustments will be performed using those methods, and the resulting loading trends will be presented in a future report. This analysis will provide an indication of the effectiveness of the DRSCW's chloride education and reduction efforts.
- The Chloride Committee will review the street sweeping data and discuss moving onto a more rigorous study. Several communities have shown an interest in participating. The Chloride Committee is also working with DMMC Public Works Committee on a review of area application rates.

13. Other Activities

- Cal Tar Sealants Update – No update at this time.
- ACOE DuPage River Feasibility Study – No update at this time.

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- Newsletter — Staff is working on a newsletter for Spring/Summer. One article has already been completed for the upcoming newsletter.
- Utility Management – No update at this time.

14. Business Items (new business)

- **Invoice Summary– February 6, 2020 to March 31, 2020**

Invoice Payments from February 6, 2020 to March 31, 2020

Vendor/Project	Invoice Number	Amount (\$)	Status
Baxter & Woodman - Reimb due to LDRWC	N/A	200.00	Paid
Baxter & Woodman - CL Wkshp	210051	1515.00	Paid
Planning/Attendance	Fee/Travel Expenses	3976.00	Paid
BK Riverfish - Fawell Consultation	1739	8949.43	Paid
MBI - Fullersburg PreProj Monitoring	1741	12205.14	Paid
MBI - IPS Update	LA9K00552	30.00	Paid
Microbac - Street Debris Sampling	51558706	8075.00	Paid
Tetra Tech - QUAL2kw	N/A	1165.41	Paid
The Conservation Fdn - Feb Salary New Hire	1119496	644.41	Paid
V3 - Fawell	1219315	1041.01	Paid
V3 - Fawell	120252	1016.16	Paid
V3 - Fawell	220469	1219.39	Pending

- **Financial reports through March 31, 2020** (Attachment 3).
- **Membership Dues Payments Update (through April 3, 2020)** (Attachment 4).
 - Membership dues and Special Condition assessment invoices are to be sent in April/May 2020.
- **Vacant Executive Board Position** – With the retirement of Nick Menninga (Downers Grove Sanitary District) in March 2020, there is a vacancy on the Board. The position will remain open until filled by President Gorman at a later date.

15. DRSCW Calendar, Presentations and Press Coverage

- Chloride and Winter Management, La Grange Environmental Quality Commission, La Grange. March 12, 2020 (S. McCracken) CANCELLED

DuPage River Salt Creek Workgroup
Via Zoom Webinar
April 29, 2020
9:00-11:00 AM
Membership Meeting Minutes

- Alternatives at the Graue Mill Dam- Salt Creek Watershed Network April 6, 2020 (virtual conference) (S. McCracken)
- Dam Removals in Northeast Illinois Press Conference (virtual), April 7, 2020 (S. McCracken)
- TMDLs – Thinking Beyond Permit Limits, River Rally (virtual conference), May 2020 (D. Doohaluk)

16. Workgroup Meeting Schedules

June 24, 2020 from 9AM-11AM

August 26, 2020 from 9AM-11AM

October 28, 2020 from 9AM-11AM

December 9, 2020 from 9AM-11AM

D. Streicher made a motion to adjourn at 10:46am. J. Slevnik seconded the motion. The motion passed unanimously.

Dupage River/Salt Creek Workgroup
Profit & Loss Budget vs. Actual
March through May 2020

ATTACHMENT 2.

	May 20	Mar - May 20	Budget
Ordinary Income/Expense			
Income			
Program Income			
Agency Membership Dues	0.00	119,553.00	481,285.00
Associate Membership Dues	0.00	0.00	4,870.00
Individual Membership Dues	0.00	63.00	
Special Condition Assessments	0.00	135,983.00	2,941,390.00
Total Program Income	0.00	255,599.00	3,427,545.00
Interest-Savings, Short-term CD	3,179.60	7,505.03	36,700.00
Total Income	3,179.60	263,104.03	3,464,245.00
Expense			
Administration			
Accounting Fees			
Audit	4,950.00	0.00	5,950.00
Tax Returns	0.00	4,950.00	1,000.00
Total Accounting Fees	4,950.00	4,950.00	6,950.00
Registration/Filing Fees	0.00	0.00	30.00
Fixed Office Expense	986.00	2,958.00	12,070.00
Insurance - Liability, D and O	0.00	1,756.00	3,000.00
Laptop, battery, powercord, etc	0.00	0.00	2,650.00
Meeting Expenses	0.00	0.00	700.00
Memberships	0.00	0.00	750.00
Outside Contract Services	0.00	0.00	1,000.00
Software	0.00	0.00	400.00
Staff Salaries	18,565.40	55,696.20	228,540.00
Staff 401(k) Match	241.85	725.55	3,260.00
Staff Expenses			
Cell Phones	0.00	0.00	2,140.00
Mileage	0.00	0.00	3,570.00
Travel/Tolls/Parking	0.00	0.00	410.00
Postage, Mailing Service	0.00	0.00	180.00
Printing and Copying	0.00	0.00	50.00
Staff Training	0.00	0.00	2,000.00
Supplies	0.00	0.00	200.00
Other Costs	0.00	0.00	50.00
Total Staff Expenses	0.00	0.00	8,600.00
Website			
Consultant	0.00	0.00	3,000.00
Website Hosting	0.00	0.00	350.00
Total Website	0.00	0.00	3,350.00
Total Administration	24,743.25	66,085.75	271,300.00

**Dupage River/Salt Creek Workgroup
Profit & Loss Budget vs. Actual**
March through May 2020

	May 20	Mar - May 20	Budget
Program Expenses			
IPS Tool Update			
IPS Update	0.00	0.00	9,790.00
LDRWC IPS Update Payments	0.00	-4,068.38	-14,000.00
Power Bi Workshop	0.00	0.00	18,000.00
IPS Implementation	0.00	0.00	15,000.00
Total IPS Tool Update	0.00	-4,068.38	28,790.00
Monitoring			
Data Management			
Geodatabase - maintenance	0.00	0.00	5,000.00
Database hosting fee	0.00	0.00	150.00
Staffing cost	0.00	0.00	3,000.00
Total Data Management	0.00	0.00	8,150.00
DO Monitoring			
DO - Supplies	0.00	0.00	550.00
Probe Maintenance	22,056.15	22,056.15	22,680.00
Reference Site - Chemical	0.00	0.00	5,000.00
Total DO Monitoring	22,056.15	22,056.15	28,230.00
QHEI Staff Training	0.00	0.00	9,000.00
Watershed Monitoring			
EBDR			
Biological & Habitat	24,911.51	28,599.66	83,720.00
Total EBDR	24,911.51	28,599.66	83,720.00
WBDR			
Biological & Habitat	0.00	0.00	144,120.00
Chemical	0.00	0.00	59,320.00
Total WBDR	0.00	0.00	203,440.00
Salt Creek			
Biological & Habitat	0.00	0.00	6,940.00
Total Salt Creek	0.00	0.00	6,940.00
MS4 Support	0.00	0.00	690.00
Chemical Monitoring Supplies	0.00	0.00	310.00
Total Watershed Monitoring	24,911.51	28,599.66	295,100.00
Total Monitoring	46,967.66	50,655.81	340,480.00
Chloride Reduction Program			
Chloride Workshops			
Expenses	0.00	0.00	6,110.00
Registration Fees	0.00	0.00	-7,130.00
Reimbursements/sponsorships	0.00	0.00	-500.00
Total Chloride Workshops	0.00	0.00	-1,520.00
Phase II			
Baxter & Woodman	0.00	0.00	13,780.00
Total Phase II	0.00	0.00	13,780.00
Tollway MOU - Chloride Offset	0.00	0.00	3,000.00

**Dupage River/Salt Creek Workgroup
Profit & Loss Budget vs. Actual**
March through May 2020

	May 20	Mar - May 20	Budget
Future Initiatives			
Chloride Sampling	0.00	220.00	1,040.00
Future Initiatives - Other	0.00	0.00	9,520.00
Total Future Initiatives	0.00	220.00	10,560.00
Total Chloride Reduction Program	0.00	220.00	25,820.00
Total Program Expenses	46,967.66	46,807.43	395,090.00
Special Conditions Projects			
Oak Meadows PostProj Monitoring	0.00	0.00	6,920.00
Fullersburg Woods			
Fullersburg - Concept Plan	0.00	8,000.00	6,500.00
Fullersburg - Dam Modification	28,349.27	50,717.74	470,000.00
Fullersburg - Stream Monitoring	0.00	0.00	12,570.00
Total Fullersburg Woods	28,349.27	58,717.74	489,070.00
Fawell Dam	6,867.75	10,354.77	1,555,000.00
NIP - NPS Feasibility Analysis	0.00	0.00	56,350.00
NPS Phosphorus Feasibility	0.00	0.00	73,000.00
Phosphorus Trading Program	13,408.00	13,408.00	154,980.00
QUAL2Kw	13,982.50	22,057.50	160,180.00
Southern EB Stream Enhancement	0.00	0.00	200,000.00
Southern WB Stream Enhancement	0.00	0.00	100,000.00
Spring Brook	0.00	0.00	170,000.00
Contingency	0.00	0.00	200,000.00
Total Special Conditions Projects	62,607.52	104,538.01	3,165,500.00
Total Expense	134,318.43	217,431.19	3,831,890.00
Net Ordinary Income	-131,138.83	45,672.84	-367,645.00
Net Income	-131,138.83	45,672.84	-367,645.00

Dupage River/Salt Creek Workgroup

Balance Sheet

As of May 31, 2020

06/05/20

Cash Basis

May 31, 20

ASSETS	
Current Assets	
Checking/Savings	
Itasca Bank	118,048.30
Axos Bank Money Market	5,599.58
Capital One 360 Savings Account	225,186.53
Certificates of Deposit	
TIAA/EverBank 5316	108,974.88
Total Certificates of Deposit	108,974.88
WinTrust Wealth Mgmt CDs	2,715,000.00
Total Checking/Savings	3,172,809.29
Total Current Assets	3,172,809.29
Fixed Assets	36,711.23
TOTAL ASSETS	3,209,520.52
LIABILITIES & EQUITY	
Equity	3,209,520.52
TOTAL LIABILITIES & EQUITY	3,209,520.52

Membership Dues Received To Date

ATTACHMENT 3.

June 11, 2020

Agency Name	Dues FY 20-21	Assessment	20-21 Total Due	20-21 Total Received
Village of Addison	22,072	144,482	166,554	-
Village of Arlington Heights	905		905	-
City of Aurora	1,003		1,003	-
Village of Bartlett	10,528	62,552	73,080	-
Village of Bensenville	11,044	3,459	14,503	-
Village of Bloomingdale	10,522	58,643	69,165	-
Village of Bolingbrook	10,700	85,669	96,369	-
Village of Carol Stream	15,603	91,788	107,391	-
Village of Clarendon Hills	582		582	-
Downers Grove Sanitary District	22,840	186,976	209,816	-
Village of Downers Grove	6,863		6,863	-
DuPage County Public Works*	26,061	212,473	238,534	-
DuPage County Stormwater Mgmt*	33,141		33,141	-
City of Elmhurst	21,368	135,983	157,351	157,351
Glenbard Wastewater Authority	33,145	272,305	305,450	-
Village of Glen Ellyn	3,341		3,341	-
Village of Glendale Heights	13,543	89,409	102,952	-
Village of Hanover Park	8,290	41,135	49,425	-
Village of Hinsdale	647		647	-
Village of Hoffman Estates	2,842		2,842	-
Village of Itasca	7,893	1,913	9,806	-
Village of Lisle	3,361		3,361	-
Village of Lombard	4,813		4,813	-
MWRDGC	98,184	1,049,547	1,147,731	98,185
City of Naperville	9,544		9,544	-
City of Northlake	1,505		1,505	-
Village of Oak Brook	4,093		4,093	-
City of Oakbrook Terrace	926		926	-
Village of Palatine	4,627		4,627	-
Village of Roselle	9,680	57,793	67,473	-
Salt Creek Sanitary District	7,034	56,093	63,127	-
Village of Schaumburg	7,851		7,851	-
Village of Streamwood	611		-	-
Village of Villa Park	2,451		2,451	-
City of Warrenville	2,834		2,834	-
City of West Chicago	6,169		6,169	-
West Chicago Winfield WA	15,682	129,863	145,545	-
Village of Westchester	0		0	-
Village of Western Springs	611		611	-
Village of Westmont	2,036		2,036	-
Wheaton Sanitary District	5,503	151,281	156,784	-
City of Wheaton	18,529		18,529	-
City of Winfield	1,445		1,445	-
City of Wood Dale	8,133	52,693	60,826	-
Village of Woodridge	2,730		2,730	-
Lower DuPage R. Watershed Coalition		57,332	57,332	-
Total	481,285	2,941,389	3,422,063	255,536

Membership Dues Received To Date

Associate Members	June 11, 2020	2019-2020 Dues	19-20 Total Received
AECOM		212	
Arcadis US Inc.			
Baxter & Woodman, Inc		212	
Black & Veatch		212	
Cardno			
Carollo Engineers			
CDM Smith			
Christopher B. Burke Engineering, Inc.		212	
Clark Dietz		212	
Clark Hill			
Deuchler Engineering Corporation		212	
Donohue and Associates		212	
DuPage County Health Department			
Elmhurst-Chicago Stone Company		212	
Engineering Resource Associates			
Forest Preserve District of Cook County			
Forest Preserve District of DuPage County		130	
Geosyntec Consultants		212	
Hey and Associates, Inc.		212	
HR Green, Inc.			
Huff & Huff, Inc.		212	
Illinois Department of Transportation		130	
Illinois State Toll Highway Authority		130	
Industrial Systems, Ltd.			
Inter-Fluve, Inc.			
K-Tech Specialty Coatings, Inc.			
LaGrange Park, Village of		130	
Lisle Township Highway Department		130	
Metro Strategies			
Monroe Truck Equipment			
Morris Engineering			
Naperville Park District		130	
Naperville Township Road District		130	
Prairie Rivers Network		130	
RHMG Engineers, Inc.			
RJN Group			
Robinson Engineering		212	
Ruekert & Mielke, Inc.			
Salt Creek Watershed Network		130	
Sierra Club, River Prairie Group		130	
Strand Associates, Inc.		212	
The Conservation Foundation		130	
The Morton Arboretum		130	
Trotter and Associates		212	
V3 Companies		212	
York Township Highway Dept.		130	

2020-21 STAFFING AGREEMENT BETWEEN DRSCW AND TCF

STAFFING AGREEMENT BETWEEN THE DUPAGE RIVER SALT CREEK WORKGROUP AND
THE CONSERVATION FOUNDATION 2020-21

THIS AGREEMENT is entered into by and between the DUPAGE RIVER SALT CREEK WORKGROUP (DRSCW), an Illinois not-for-profit corporation, and THE CONSERVATION FOUNDATION (TCF), an Illinois not-for-profit corporation, concerning the provision of staffing services by TCF to DRSCW as described herein.

WHEREAS, DRSCW and TCF share mutual goals of maintaining and improving water quality in the watersheds of Salt Creek and the East and West Branches of the DuPage River; and

WHEREAS, TCF retains professional staff necessary to perform various tasks associated with monitoring and improving water quality in these watersheds; and

WHEREAS, DRSCW and TCF both desire to utilize TCF personnel to provide services for DRSCW projects and activities.

NOW, THEREFORE, in consideration of the above stated preambles and the mutual covenants and promises hereinafter contained, DRSCW and TCF formally covenant, agree, and bind themselves as follows to wit:

1. The term of this Agreement shall commence on July 1, 2020 and end on June 30, 2021.

The parties acknowledge that this Agreement, subject to any amendment thereto, may be continued in future years, however, such continuation is subject to written approval by both parties.

2. During the term, TCF shall provide technical staff to perform tasks as directed by the DRSCW President or other members of the DRSCW Executive Board. These tasks may include, but are not limited to, the following: prepare agendas and minutes and attend all DRSCW meetings; deposit revenue checks; review invoices and prepare disbursement

2020-21 STAFFING AGREEMENT BETWEEN DRSCW AND TCF

checks; administer investments; maintain accurate financial records and provide financial reports; manage and direct DRSCW projects and consultants working on DRSCW projects; coordinate and maintain data from DRSCW monitoring programs; apply for and manage grants; prepare an annual budget and five year financial plan for submission to the DRSCW President each year; maintain an independent DRSCW website; assure timely response for DRSCW-related calls to the TCF-provided cell phone; conduct correspondence on behalf of DRSCW; subject to the authority of the President, represent DRSCW and respond timely to requests from DRSCW members and Executive Board members. The assignment of individual TCF technical staff to perform DRSCW work shall be subject to DRSCW approval and assigned staff shall maintain their expertise with current developments in the profession.

3. DRSCW shall pay TCF, in the manner provided below, for 97.5% of the cost of the following full-time positions: Stephen McCracken, Director of DRSCW, and 77.5% Deanna Doohaluk, DRSCW Watershed Projects Manager. TCF is assuming the responsibility to schedule and pay 2.5% of each of the above-named full-time positions. These hours will be used for TCF-related activities and shall be documented by the Director of DRSCW and the DRSCW Watershed Projects Manager. In the event of a vacancy in either or both of these positions, DRSCW shall consult with TCF on whether and how to proceed to fill such vacancies. No other individuals may be assigned to these vacant positions without the written approval of DRSCW. No payment will be made by DRSCW to TCF for any vacancies or unpaid time in these positions.

2020-21 STAFFING AGREEMENT BETWEEN DRSCW AND TCF

4. DRSCW shall pay TCF, in the manner provided below, for fifteen (15) hours per week for the hourly part-time position currently held by Nancy Cinatl for accounting tasks, 40% of the cost of the full-time salaried position of Environmental Scientist, currently held by Alex Handel and 10% of the communications position currently held by Lea Rodbarry. These three individuals shall be generally supervised and directed by TCF. When performing tasks for DRSCW, these employees shall be supervised by the Director of DRSCW and/or Watershed Projects Manager. In the event of a vacancy in either of these positions, DRSCW shall consult with TCF on how best to fulfill those required duties, and payment shall be based on that mutual understanding.
5. Beginning on July 1, 2020, the fee for professional services under this Agreement shall be \$19,375.27. As stated previously, this monthly amount may be reduced by any hourly and direct expenses as explained in Paragraphs 3 and 4 if there are vacancies during the term of this contract.
6. The fee for overhead items provided to DRSCW under this Agreement shall be a fixed amount of \$1250.00 per month for generally fixed expenses such as office space, utilities, telephone, copy machine (including color copies), fax, and other office equipment. TCF shall provide DRSCW with documentation of these fixed expenses upon request.
7. DRSCW shall reimburse TCF for other direct expenses related to services provided to DRSCW under this Agreement, including, but not limited to, office supplies, monitoring supplies, cell phones, travel by car at IRS rate per mile, staff services other than those described in Paragraphs 3 and 4, etc. TCF shall submit itemized

2020-21 STAFFING AGREEMENT BETWEEN DRSCW AND TCF

invoices on a bi-monthly basis for DRSCW review and approval.

8. DRSCW agrees to reimburse TCF for said costs in the following manner: DRSCW shall pay to TCF the fixed amounts described in Paragraphs 5 and 6 on the first day of each month for services to be provided during that month. DRSCW shall pay approved expenses described in Paragraph 7 within 30 days of receipt of TCF's invoice. TCF shall reimburse or credit DRSCW within thirty (30) days of said submittal for any difference between the Agreement amounts and the actual hours worked or paid, as provided in Paragraph 3.
9. Both parties acknowledge that TCF personnel providing services to DRSCW are subject to all TCF human resource and related policies and are not employees of DRSCW.
10. TCF shall procure and maintain in-force continuously from the effective date of this Agreement, and any extension thereof, until one year following termination of this Agreement, the following minimum levels of insurance: Workers' Compensation Insurance, covering all Subcontractor employees, at statutory limits as required by law and Employer's Liability to a limit of \$1,000,000 Each Accidental, \$1,000,000 Disease Aggregate/\$1,000,000 Disease per Employee; General Liability Insurance on an Occurrence basis in the amount of \$5,000,000 each occurrence and \$5,000,000 general aggregate, \$5,000,000 products and completed operations aggregate, (limits may be met by combination of primary and umbrella coverages); Professional Liability Insurance with a minimum limit of \$1,000,000 for each claim. DRSCW shall be named as an additional insured on all such policies.

2020-21 STAFFING AGREEMENT BETWEEN DRSCW AND TCF

11. DRSCW shall indemnify and hold TCF harmless from and against any and all liabilities, demands, claims, suits, losses, damages, causes of action, fines or judgments, including costs and attorney's fees, and related expenses that arise out of the actions of DRSCW, and DRSCW assumes all the risk in the operation of its business hereunder and shall be solely responsible and answerable for any and all payments, accidents or injuries to persons or property arising out of the performance by DRSCW under this Agreement.
12. TCF shall indemnify and hold DRSCW harmless from and against any and all liabilities, demands, claims, suits, losses, damages, causes of action, fines or judgments, including costs and attorney's fees, and related expenses that result from the intentional acts or omissions of TCF.
13. This Agreement may be terminated in whole or in part, in writing by either party in the event of substantial failure ("termination by default") by the other party to fulfill its obligations under this Agreement through no fault of the terminating party, provided that no such termination may be effected unless the other party is given (1) not less than twenty-one (21) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate and (2) an opportunity for consultation with the terminating party prior to termination. In addition, DRSCW and TCF reserve the right to terminate this Agreement if its respective board of directors determines funding is not available to continue this Agreement or that the mission of either organization is not furthered by continuing this affiliation.
14. This document shall be a final embodiment of the Agreement by and between

2020-21 STAFFING AGREEMENT BETWEEN DRSCW AND TCF

DRSCW and TCF. No oral changes, modifications, or additions to this Agreement shall be permitted or allowed. Changes, modifications, or additions to this Agreement shall be made only in writing and contain the necessary and proper signatures of DRSCW and TCF.

15. Any dispute arising under or in connection with the Agreement or related to any matter which is the subject of the Agreement shall be subject to the exclusive jurisdiction of the state and/or federal courts located in DuPage County, in the State of Illinois.
16. In the event that any provisions of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provisions hereto.
17. This Agreement shall be binding upon and inure to the benefits of the parties hereto, their successors and assigns.

Dated in Naperville, Illinois, this _____ day of _____, 2020.

THE CONSERVATION FOUNDATION

By: _____
President

Attest: _____

Title: _____

2020-21 STAFFING AGREEMENT BETWEEN DRSCW AND TCF

Dated in Lombard, Illinois, this _____ day of _____, 2020.

DUPAGE RIVER SALT CREEK WORKGROUP

By: _____
President

Attest: _____
Treasurer