

**ROCK RIVER WATERSHED GROUP
MEETING MINUTES
FOUR RIVERS SANITATION AUTHORITY
AUGUST 18, 2021**

Greg Cassaro called the Rock River Watershed Group to order at 10:00AM. The meeting was held in the Board Room at the Graceffa Administration Building, 3501 Kishwaukee Street, Rockford, Illinois. Non-voting members attended through GoToMeeting, Board members attended in person.

Attendees responded to roll call.

Board members present: Greg Cassaro, FRSA; Adam Lanning, Rochelle; Brent Anderson, Belvidere; Matt Trotter, Rock Falls; Michael Christensen, FRSA; Sean Von Bergen, Winnebago County. On the phone was Troy Stinson, Strand representative and Sterling by proxy of Scott Howard.

Cassaro opened the floor for discussion of last month's meeting minutes.

Cassaro asked that a motion be made to approve the minutes.

Lanning made the motion.

Anderson seconded.

Cassaro called for a vote.

All AYES were declared.

Minutes from last month's meeting are approved.

Next on the floor was the Treasurer's Report. In Barber's absence, Lanning will be presenting the report. The account balance for the Group currently stands at \$220,574.44. Cassaro asked the Group if they would like to have a copy of the Treasurer's Report moving forward; the consensus agreed that it would be helpful to have this information as to the account standing.

Cassaro asked that a motion be made to approve the Treasurer's Report.

Anderson made the motion.

Christensen seconded.

Cassaro called for a vote.

All AYES were declared.

Treasurer's Report is approved.

Moving on to Old Business, Christensen took the floor to update the Group on the process of obtaining a Watershed Group website. Christensen stated that he's been in contact with Janel Stahr of Stahr Media. Stahr shared that the building of the website would typically

take about 6-8 weeks, contingent on the Group's ability to provide the information to Stahr that should be included in the site. Ed Cox previously obtained the quote for this service which was reasonably priced. With Cox's retirement, his successor to the RRWG, Matt Trotter, volunteered to be the liaison with the media host.

The next item in Old Business pertains to the final invitation to local agencies to join the RRWG. The invitation was drafted up by Deuchler and provided to the members of the Board in attendance. Cassaro stated that he'd like to have the Group weigh in on any thoughts before giving Deuchler the green light. Cassaro told the Group that he would be calling Jim Grant from Harvard later today to discuss Harvard's interest in membership. Von Bergen asked if there was a list of agencies that this invitation would be sent out to. Cassaro responded not at this time, though agreed a list would be helpful for the Group in making sure that all necessary agencies are invited and none left out. Cassaro would like to get the invitation and the list finalized so the invitations can be sent out by the end of the month. Lanning suggested that the Group also consider posting an open invitation cover letter to a common water community portal, so any local agencies that weren't considered can reach out to RRWG. Cassaro responded that he would look into this.

Cassaro asked that a motion be made to approve the text of the invitation.

Lanning made the motion.

Christensen seconded.

Cassaro called for a vote.

All AYES were declared.

The invitation text has been approved. An RRWG letterhead will be created to include on the invitations before release.

In New Business, Cassaro had been nominated to represent the RRWG during a lunch webinar with the IWEA. Cassaro shared how the webinar went, as well as his conversation with Fred Andes, legal counsel for the AWWA. Andes expressed interest in speaking with the Group free of charge, to which the Group agreed would be beneficial. Cassaro will reach out to Andes to see if he would be available to attend the September meeting.

Cassaro asked the Group if there were any Reports of Committees. Lanning reminded the Group that any agency that has not yet submitted their data to Deuchler needs to do so. Deuchler will be attending the meeting in September and will be able to bring up the topic again then.

The last item of business was the Action Items for the next meeting. This includes formulating an invitation list of local agencies, submit all necessary data to Deuchler, and the invite to Andes to present. The subcommittee will convene next month, so Lanning will coordinate with Deuchler. For the regular RRWG meeting date and time, Cassaro stated he'd like the Group to return to the outline of second Wednesdays each month. Cassaro noted, however, that there were several members absent from this meeting; if the trend continues, the Group should consider altering the meeting frequency to every other month. Until such time, the next

meeting will be scheduled on **Wednesday, September 8th at 10:00AM**. Subcommittee meeting information to follow for necessary members.

Cassaro asked for a motion to adjourn the meeting.

Anderson made the motion.

Christensen seconded.

Cassaro called for a vote.

All AYEs were declared.

The meeting adjourned at 10:25AM.