

**ROCK RIVER WATERSHED GROUP
MEETING MINUTES
ROCK RIVER WATER RECLAMATION DISTRICT
JUNE 9, 2021**

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

Attendees responded to roll call.

Board members present: Dan Barber, Rockton; Anne George, Woodstock; Brent Anderson, Belvidere; Ed Cox, Rockfalls; Josh McNitt, Dixon; Greg Cassaro, RRWRD; Jeff Reininger, South Beloit; Sean Von Bergen, Winnebago County.

Also in attendance was Pat Kelsey of Deuchler Engineering.

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

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

Reininger made the motion.

Cox seconded.

Cassaro called for a vote.

All AYES were declared.

Minutes from last month's meeting are approved.

Cassaro turned the floor over to Barber for the Treasurer's Report. Barber stated that he has received all necessary agency funds except from Sterling. As it stands, the current balance of the Group rests at \$208,528.69. The first invoice from Deuchler Engineering was received for the amount of \$1,796.25.

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

Reininger made the motion.

Cassaro seconded.

Cassaro called for a vote.

All AYES were declared.

Payment of invoice to Deuchler Engineering is approved.

Moving on to Old Business, Cassaro opened the floor for discussion on a future website representing the Watershed Group. Cassaro asked the group for suggestions of what would be essential information to put on the website, or if the Group thinks a website is even necessary.

Reininger suggested the complete meeting minutes could be available for public access on the site, to which Cassaro responded that the names of the members, their contact information, and the Group's logo could also be posted. Kelsey chimed in that a Group website could be vital for future operations. While a website isn't required just yet, the Group is going to need some kind of mechanism to share information to the general public and a website would be the best course of action for this. Additionally, the IEPA would want the Group to be in command of some level of public notification. Barber suggested the Group start looking at companies that could achieve this and get a ballpark for what it would cost. However, Cox noted that the cost for a website would be based upon the size of it and the amount of data the Group was making available. Kelsey suggested Deuchler provide the Group information on the websites of other Watersheds to get a comparative for size and cost so the Group can make a more informed decision on contracting out this project.

In further discussions on the website, the Group considered having the site be affiliated with one of the agency's already existing company websites rather than creating a whole new standalone site for the Group. While this is possible, the Group determined that it would be more prudent to have a standalone site that the group's web master would control, still be able to take advantage of the groups not-for-profit benefits, and not having to take an of a portion of an agency's website.

In New Business, Cassaro asked the Group their opinion on the frequency of which the Group meets. Currently the Group meets the second Wednesday of every month. In consideration of the agency members that have the longest commute to attend meetings, Cassaro asked the Group if they would like to meet every other month. George asked Kelsey if he thought it was a good idea to decrease the meeting frequency, to which Kelsey responded that it would be best to keep up the current momentum and continuing meeting once a month so as to not delay the timeline of the NARP workplan. The Group decided to maintain the meeting frequency of the second Wednesday of every month.

The last item in New Business was the topic of the bylaws as it relates to Freeport's withdrawal from the Group. After Freeport submitted their official withdrawal request, their \$5000 seed money provided to the Group was returned. An unofficial verbal request was then proffered by Freeport to be an associate member of the Group. The bylaws state that a formal written request must be submitted to the Group. No action taken.

The last item of business was the Reports of Subcommittees. The engineering consultant subcommittee were unable to meet prior to this meeting, so their first meeting will be rescheduled. The next regular Watershed meeting will be scheduled **Wednesday, July 14th at 10:00AM**. The subcommittee will meet before the regular meeting on **Wednesday, July 14th at 9:00AM**. Action items for the next meeting will include a data request from Deuchler Engineering. Deuchler would like each agency to submit data including influent and effluent data from the plants, phosphorous feasibility studies, and phosphorous optimization studies for years

2010 through present. In return, Deuchler will provide the Group with information on other Watershed websites to help determine the scope of work the Group needs to request. Cassaro asked the Group if there were any additional comments before the meeting adjourned, to which no member responded.

Cassaro asked for a motion to adjourn the meeting.

Barber made the motion.

Anderson seconded.

The meeting adjourned at 10:41AM.