



Chicago Area Waterways CHLORIDE WORKGROUP

Microsoft Teams Meeting June 15, 2022, 1:00PM Annual Membership Meeting Minutes

Meeting opened by John Schaefer, President, at 1:02pm

- Welcome and Introductions
 - Reminder to submit Membership Forms if your organization hasn't already. List of organizations that haven't submitted a membership form yet is in the slides.
- Approval of March 2022 Meeting Minutes
 - Motion to Approve by Edgar Cano (City of Evanston), Second by Joel Van Essen (Village of Orland Park)
 - Voice/Hand vote due to poll not working, Motion Passed
- Elections
 - Board Member and Officer Slate:
 - President: John Schaefer – Village of Homewood
 - Vice President: Edgar Cano – City of Evanston
 - Treasurer/Secretary: Joel Van Essen – Village of Orland Park
 - At-Large: Ed Staudacher – MWRDGC
 - At-Large: Pat Bonham – City of Chicago
 - At-Large: Vacant
 - At-Large: Vacant
 - Motion by Edgar Cano (City of Evanston) to approve, Second by Brigitte Berger-Raish (Village of Wilmette)
 - Poll Launched, Motion passed (17 votes yes, 0 No, 0 abstain)
- Bylaws Update
 - Following discussion at the May Board Meeting, the board suggested that the additional membership category be scraped in favor of changing the bylaws and agency membership category to reflect TLWQS for Chloride eligibility. (Change proposed in red underlined text)
 - Article III Membership. Section 2. Agency Member – Any agency, organization, or company holding or eligible for a TLWQS for Chloride permit for a discharge into the Chicago Area Waterway System watershed and its tributaries. An Agency Member shall be entitled to two (2) votes at CAWCW meetings.



Chicago Area Waterways CHLORIDE WORKGROUP

- Question came up over the Chicago Area Waterway System, as it is a specific description of a defined watershed. It was explained that this correct as this workgroup is specific to that defined watershed and the Lower Des Plaines Watershed Group provides workgroup support to the TLWQS permittees located in the Lower Des Plaines Watershed Group.
- Motion to approve the bylaws changes by Edgar Cano (City of Evanston), Second by Joel Van Essen (Village of Orland Park)
- Poll Launched, motion passed (18 votes yes, 0 no, 0 abstain)

- FY 2022-2023 Budget and Dues Presentation and Voting
 - See slides and meeting packet for full overview of budget and dues for 2022-2023.
 - Request for invoices for dues. Hanna explained that she will be sending invoices for dues in July, along with a current W9 for the workgroup. If there are any vendor forms that need to be filled out to help process the invoices, please reach out to Hanna and she will get those completed for you.
 - No questions regarding specific categories for the budget or dues.
 - Motion to approve the budget and dues for FY 2022-2023 by Joel Van Essen (Village of Orland Park), second by John Brunke (Village of Flossmoor).
 - Poll Launched, motion passed (16 votes yes, 0 no, 0 abstain)

- Staffing Agreement with The Conservation Foundation
 - Full staffing agreement was sent out to the workgroup membership in the meeting packet. Hanna provided a brief summary. No major changes, just updating for dates and the key work items for staff. Hanna shared the key work items in the meeting slides and went over the items.
 - Motion to approve the Staffing Agreement with The Conservation Foundation by Edgar Cano (City of Evanston), Second by Patrick Bonham (City of Chicago)
 - Poll Launched, motion passed (17 votes yes, 0 no, 0 abstain)

- Chloride TLWQS Update
 - USEPA Approved the Chloride TLWQS in Mid-May (May 13, 2022) and this started the clock for key deadlines for the Chloride TLWQS. We are waiting on the IEPA to provide the final permit, Hanna requested that if anyone gets a copy of the final permit to please share it with the workgroup staff (workgroup staff have requested to get a copy of it).



Chicago Area Waterways CHLORIDE WORKGROUP

- Hanna shared in the meeting slides a reminder of all the upcoming deadlines for the Chloride TLWQS. There was a request to include the deadlines on the workgroup website as well, Hanna will ensure that the deadlines get updated to the website.
- Workgroup staff will finalize PMP as soon as final permit is out to be sure we are not missing any changes. Staff will also get the Annual Report template together in time for the September meeting so that members can review it and make sure they are collecting the information they need to have to be able to complete the report following the winter season.
- Hanna shared save the date for Virtual Deicing Workshops. This training will meet requirement of annual training for Chloride TLWQS. The training will be done same as last year, pay once per workshop and share the link among staff in your organization. Costs will be shared closer to the workshop registration time frame.
- Mentoring Session Update
 - TLWQS Basics mentoring sessions were well received and feedback from the sessions was positive. Slides are still available on the workgroup website. If anyone missed the mentoring sessions and has questions or would like staff to present to their staff, please reach out we should be able to coordinate a presentation.
 - Co-hosted 4 general sessions with the Lower Des Plaines Watershed Group – approximately 80 attendees across these 4 sessions. Also hosted 2 sessions for Cook County Staff and 1 session for City of Chicago staff.
 - Next topics include: PMP working session, how to use liquids, how to make brine, in-person “How to” calibration workshops, weather/pavement temperature/application rates.
 - Group preferred the next mentoring session topic be the PMP working sessions this summer and following the PMP working session do mentoring sessions on Liquids and Brine. Calibration will be saved for fall ahead of November calibration deadline as many organizations use the same trucks for leaf collection
 - Hanna will work on finding a location and date for the PMP session and will reach out to the group towards the end of the summer to get the Liquid/Brine sessions set up for September.
- Update on Salt Smart Parking Lots and Sidewalks Training and Certification Program



Chicago Area Waterways CHLORIDE WORKGROUP

- Steering Committee sharing great feedback and meetings going really well. Steering committee includes private contractors, vendors, government agencies, watershed workgroups, and others.
- Looking for more participation in Steering Committee for Application Rate and Training Program discussions. If any CAWCW members want to participate, they are welcome to! Please email Hanna to participate. Someone from your staff familiar with Sidewalk or Parking Lot maintenance would be ideal.
- Working on choosing a graphic designer to finalize the manual and other documents like training slides and handouts.
- Developing application rate guidance for parking lots and sidewalks from the steering committee to encourage participants to reduce their salt use. These rates will not be prescriptive, “you must use this only”, but instead intended as guidance to encourage reduced salt use.
- Working on developing the training program, we are meeting on June 20th to talk through topic priorities and timing for trainings. Planning to shoot for about 3.5 hours with breaks.
- Focusing training more broadly to include the management level staff but also the operator level staff. Planning for different trainings: Private Contractor specific training and broad training for other target audiences.
- 2022-2023 Workgroup Meetings
 - Third Wednesday of the Last Month of the Quarter at 1pm
 - September 21
 - December 14
 - March 15
 - June 21
 - Workgroup chose to change the December meeting date to December 14 from December 21 due to the holidays.
 - Group preferred Microsoft Teams for virtual meetings and chose to continue with the virtual meetings due to ease of less travel as the watershed covers such a wide area.
- Opened meeting for discussion and questions.

John Schaefer, President, closed the meeting at 2:07pm.