

***Regional Water Planning Committee Meeting
March 30, 2007
10:00 a.m. – 2:45 p.m.
Tremont, Illinois
Public Health Department***

- 10:00a.m. **Introductions****
- 10:05a.m. **Minutes – Paul Berg****
- 10:10a.m. **Operational Guidelines for Regional Planning Committee (Committee needs to discuss and determine revisions)****
- 10:40a.m. **Grant Guidelines (Dorland Smith can help us with this)****
- 10:55a.m. **Water Flow Model – Ed Gladfelter, Ed Mehnert Illinois State Geological Survey****
- 10:40a.m. **Questions and Answers – Committee and Technical Advisors****
- 12:00p.m. **Lunch****
- 12:30p.m. **RFQ, Scope of Work for Consultant, and List of Consultants (Mel Pleines and Dorland Smith)****
- 1:30p.m. **Budget – Dorland Smith****
- 1:40p.m. **Rules, Regulations, and Laws – George Groschen****
- 2:10p.m. **Interest Group Leader Responsibilities****
- 2:25p.m. **Next Meeting Location, Date, and Time, and Responsible Committee Host****
- 2:30p.m. **Bill Mullican Meeting – Mel Pleines****
- 2:35p.m. **Web Hosting – Ed Mehnert****
- 2:45p.m. **Adjournment****

Future Topic List:

BUDGET

GUIDELINES

RFQ

List of consultants

Evaluation Committee (needs to include MAC)

INTEREST GROUP LEADER RESPONSIBILITIES

SELECT NAME

MEETING LOCATION AND MEETING DATE AND TIME

TECHNICAL SUPPORT REPORTS

Minutes of Mahomet Aquifer Consortium – Regional Water Supply Planning Committee

March 30, 2007 10:00 am

The meeting was called to order at 10:05 a.m. Introductions of RWSPC and guests were made.

The motion was made, seconded, and carried to unanimously approve minutes.

Chair Paul Berg covered the basics of the open meetings act:

- Agendas must be posted 48 hours in advance
- The posting must be where the meeting will be held
- Majority of a quorum constitutes a meeting regardless of where those members meet i.e. coffee shop or on the street
- Can not take action on anything unless on formal agenda
- Question was raised if posting agenda on web was sufficient – no - should be on door or at location of meeting
- Closed session must be tape recorded and minutes taken then reviewed annually to see if they can be released to the public

Operational guidelines:

- Electronic suggestion sent to committee
- Mark reviewed his idea of 5.1 and proxies
- Discussion occurred
- Corrections noted in #2 – change northeastern to east central
- #3 where are recommendations made to - language added to read: The purpose of the RWSPC will be to serve as the planning committee to consider the current and future issues of water supply and demand and to develop plans that will be recommended to appropriate local, county, state units of government and others for implementation and action.
- #4, a new letter B was added and the remaining letters were reordered. The new letter B states: Develop water demand scenarios to the year 2050
- #5 proxies and alternatives
 - The pros and cons of using proxies and allowing alternates was discussed at length
 - Consensus was to not allow proxies and not allow alternates to participate
 - Mark Sheppard noted that he supported the use of proxies
 - The question was then raised on meeting attendance. It was the consensus of the committee that is a member misses three consecutive meetings the chairs or vice chair would contact the individual. This language should be added under point 5.1
 - Paul asked that the committee pick up on point 5.2 at the next meeting and move on due to a full agenda
 - 6.3 modified consensus needs to be discussed next meeting

Consensus was to accept Dorland's proposed changes on #8

Grant guidelines – Dorland:

- Discussed and distributed news release that has been released, MAC did this
- Grant funding break down
 - \$100,000 FY 2007
 - \$145,000 FY 2008
 - \$140,000 FY 2009
 - Reviewed 4 tasks
 - Discussed budget numbers related to those tasks
 - Reviewed budget as of March 16 – blue sheet
 - Task 1 & 4 detailed explanation – orange sheet
 - Tasks 2 detailed explanation – grey sheet
 - MAC administrative support detailed explanation – yellow sheet
- Water Flow Model
 - Ed Mehnert presented this visual tool to the committee
- Evelyn – Tazewell County Health Department
- Report on secretarial services and web master information that her staff is willing to offer to the committee
 - \$15/ hour for minutes plus mileage
 - \$25/hour for web hosting browser – this depends on the exact needs we might have
- Consensus to have Evelyn present some budget figures on these at the next meeting
- Ed Mehnert mentioned that he had discussed with Mindy Tidrick - 217-621-0305, the possibility of her doing the web mastering. Paul will contact her, she may have already spoke with Robbie about this.
- Some discussion centered around public participation and the exact set-up of the website

RFQ and scope of consultant:

- Barry Suits walked through draft RFQ
- Potential consultants
 - ISWS
 - Whitman and Associates – Indianapolis
 - Dziegielewski – Carbondale
 - Tim Feather, CDM – Carbondale
 - Farnsworth Group – Bloomington
 - Berns & Clancy Associates – Urbana
- May want to change from an RFP to an RFQ, this will put expansion on qualifications and price
- Suggestion was offered to get this edited and out in next 30 days
- First year FY budget is \$50,000 for a 3 year total of \$180,000

- We will need first information from consultant basically a year from now
- Suggestions was made that we should forgo RFQ process and hire the ISWS as our consultant
- Options in selecting consultants
 - Edit draft RFQ and send to potential consultants
 - Ask MAC to pick
 - Us pick one
- Brent O’Niell and Norris Bell and Tom Davis volunteered to work with the MAC Board on editing the RFQ and getting it out by next week to the potential consultants with a return deadline of one week prior to our next meeting. It would be our goal to get at least 2-3 proposals back and select the consultant at the next meeting. The consultants will be asked to reserve that date for a potential in-person presentation.

Rules, regulations and laws – Gary Clark:

- Illinois Groundwater Law: The rule of reasonable use – ISWS website

Interest Group Leader Responsibilities:

- Group shared what they have been doing to update their respective interest group
- Paul offered to set up a database for those that wanted updates instead of everyone sending stuff out

Next meeting:

- April 27, Havana Mason County Farm Bureau in Havana at 4:00 p.m. – 8:00 p.m.

Paul discussed that he is interested in staying as a chair. Motion was made, seconded and carried to change from temporary to permanent.

Meeting adjourned at 2:15 p.m.