

McHenry County Regional Planning Commission
Meeting Minutes
May 10, 2007

Call to Order

Chairman Eldredge called the meeting to order at 6:00 p.m.

Roll Call

Commissioners Present: Charles Eldredge, Chairman; James McNutt, James Coughlin, Dennis Dreher, Timothy Culbertson, Craig Hubert, John Jung, Jr., Nancy Schietzelt, Jeremy Shaw, C. William Swenson, Jerry Davenport and RB Thompson

Commissioners Absent: Frank Harrison and Ronald Bauman

Staff Present: SuzAnne Ehardt, Maryanne Wanaski, Matthew Hansel, Cindy Sassaman, Jean Hervert-Niemann, Darrell Moore and Marc McLaughlin

Public: See attached list.

Minutes Approval

Ms. Schietzelt mentioned that the Water Resource Subcommittee information was missing from the minutes. Motion by Mr. McNutt, seconded by Mr. Culbertson to approve the minutes of April 12, 2007 noting the Water Resource information is to be added. All members present voting aye. Motion carried.

Public Participation

Michelle Kuhlman explained that she was in attendance to see what happens at the Planning Commission meetings. Gerson Widoff wanted to express his appreciation for the effort put forth by the Commission. He also asked how to get information on what is happening with the Commission. Chairman Eldredge explained the website and how to obtain current information. Mr. Dreher noted that they may subscribe to the listserv and can also submit comments on the website.

Director's Remarks

Ms. Ehardt reminded Commissioners that if emails pertain to Commission business those emails should be copied to staff as well. This is to avoid a FOIA violation.

Ms. Ehardt noted that if there is communication outside of the Commission she would defer the response to Chairman Eldredge. Ms. Ehardt attended the McHenry County Council of Governments (MCOG) meeting under the direction of the County Board. Mr. Jung attended the meeting as well and asked for cooperation from the communities and also to keep the lines of communication open.

Presentation

Jason Osborne of the McHenry County Division of Transportation presented a powerpoint presentation of the "Status of Regional Transportation Plans in McHenry County". The presentation is attached to the minutes and has been posted to the 2030 website.

Mr. Davenport left the meeting at 6:45 p.m. Mr. Culbertson left the meeting at 8:00 p.m.

Old Business

LEAM Proposal – CDBG application June 1, 2007 – Ms. Wanaski provided the proposal from LEAM which clarified the landcover categories and also provided the cost for the scope of work proposed. Ms. Wanaski stated the Department has been exploring the option of applying for CDBG funding for the LEAM project. In subcommittee meetings the importance is on groundwater and transportation. In comparison to what MCDOT is spending, which is near \$490,000, this investment in LEAM is not a huge amount in the big picture. He feels we should begin the process. It was noted that MCDOT uses CATS model which is totally different from the LEAM models. Ms. Schietzelt found the online training that would be provided on an on-going basis to be appealing. On-going fees would apply for this feature. In addition, information could be shared with other communities.

Motion by Ms. Schietzelt, seconded by Mr. Swenson to direct staff to complete the application for CDBG funding for the LEAM project. All members present voting aye. Motion carried.

Methodology of plan document – Ms. Wanaski informed the Commission that this item will remain on the agenda. She mentioned that the plan should start at the local level and build from there concentrating on the basics. As the Commission learned during the transportation presentation, funding is limited. She suggested taking a grass roots approach and discuss how to keep the best of the best. Mr. Hubert asked if the staff will be drafting and the Commission critiquing. Ms. Ehardt stated that the staff has the ability to write the document, but the recommendations are to come from the subcommittees. Ms. Wanaski recommended having a community profile located in the back of the plan document. Mr. Dreher suggested creating a template and allow the community to tell their own story. He also thought the Commission should speak to neighboring communities and townships. The Commission agreed with this concept. The County should be the leader and be able to recognize what can and cannot be accomplished. Mr. Dreher asked if a policy or outline was available to follow when writing segments. Ms. Ehardt will have staff provide an outline so everyone is on the same page.

Intergovernmental Survey- Ms. Ehardt reported that the Intergovernmental and Communications Subcommittees have produced the survey. The staff has included data on file and recommends municipalities check and fill out missing information on the survey. This would essentially save time for local officials allowing them to only enter in information that is incorrect. Examples of the survey were provided to the Commission and as explained, the sources for the figures on the survey were identified.

Ms. Wanaski informed the Commission that the initial letters have been sent out to the Townships. At this time, they are looking for any other items from other subcommittees to be included on the survey. Mr. Hubert expressed concern that a copy of the letter sent out to the Townships was not provided to the Commission. (Staff later provided copies to the Commission.) After reviewing the example survey it was determined that some numbers may be incorrect and should be double checked. Ms. Schietzelt asked how to proceed if a subcommittee has questions for the survey but they do not follow the current format. Ms. Ehardt requested that the questions be submitted regardless of their form. The absolute deadline for submitting any additional questions for the survey is Thursday, May 17, 2007. Once the three test community surveys are mailed out and returned, the Commission or at minimum the Chairman of the subcommittee will meet with the community. Mr. Dreher asked if a cover letter will be included with the survey. He would like the letter to explain how the information will be used. It was noted that this information could also be used in the community profile that was mentioned earlier in the meeting. Mr. Coughlin suggested that we ask for a contact person for verification for who completed the survey. The surveys will target the City Managers, Planners or elected officials. MCDOT has an interest in existing and proposed road improvements, greenways, bike path information and requested that question be included. It was decided the Chairman and Subcommittee chairman will sign the cover letter with the survey length at approximately 4-5 pages including maps and attachments.

Subcommittee Reports

Agriculture - The subcommittee met jointly with Water Resources and Open Space subcommittees.

Communications – The subcommittee would like to speak face to face, with township highway commissioners, and adjacent counties. Chairman Eldredge and Mr. Koehler or John Jung will speak with elected officials. They will use the listserv as a primary communication tool. When a subcommittee meets with an organization or agency they should be added to the listserv.

Community Character – The subcommittee will be meeting with the Regional Superintendent of Schools and Mike Iwanki, Superintendent for Veterans Assistance on May 27, 2007.

Economic Development – The subcommittee met with representatives from the gravel/trucking industry where concerns were discussed. Several other Regional Planning Commission members also attended.

Water Resources - A joint meeting with the Open Space Subcommittee, Water Resources Subcommittee and the Agriculture Subcommittee was held on April 26, 2007. At that meeting Ed Weskerna from MCS&WCD and Dave Brandt from NRCS were guests. Mr. Dreher noted that it was a real wake-up call. They spoke about dealing with complaints and high water tables. The next meeting will discuss wastewater and the underlying implications with land use. Open Space and Natural Resources subcommittees are meeting jointly at 7:30 p.m. on May 24th. Ders Anderson will be speaking about greenways.

Infrastructure – Mr. Culbertson left the meeting early. Mr. Coughlin stated they met with Jason Osborne and that is what prompted the invite to present the 2020 Transportation Plan to the whole Commission.

Intergovernmental – None

Open Space – Met jointly with Water Resources and Agriculture subcommittees.

Members Comments

Ms. Ehardt and Mr. Dreher were commended on their presentation at MCOG.

Chairman's Comments

Summary of Action Items:

1. Staff was directed to complete CDBG application/forms for funding the LEAM project.
2. Staff to provide outline of planning process.
3. Staff to draft a cover letter to accompany survey.
4. Determine Township meeting dates and set up appointments.

Public Comment

None

Motion to adjourn by Mr. Thompson, seconded by Mr. McNutt. All members present voting aye. Motion carried.

Meeting adjourned at 9:40 p.m.

