

**Kane County Hazard Mitigation  
Coordination Committee  
Meeting Minutes  
May 21, 2009**

**CALL TO ORDER**

The meeting was called to at 1002 hours by Sean Madison and Karen Kosky.

**ATTENDANCE**

**Members present – from sign-in:**

Don Gatske - City of Batavia, Karen Kosky – Kane County Environmental Management  
Jason Verachtert – Kane County GIS, Mark Flaherty – Aurora EMA,  
Jan Kraus – Village of Hampshire, George Brust – Hampshire  
Jon Mensching – Carpentersville, Mike Glock – North Aurora  
Chuck Behm – South Elgin Public Works, T.J. Moore – East Dundee Public Works  
Sandy Bell – Village of Big Rock, Mike Joswick – Gilberts Police Dept.,  
Mark VanKerkhoff – Kane County Dir. Buildings and Comm. Services.,  
Laura Andersen – Village of Campton Hills, Sean Madison – Kane County OEM, and Deborah  
Dortmund – Kane County OEM.

**Welcome & Introduction:** Sean welcomed everyone and asked the group to introduce themselves. Sean introduced Deborah who will be taking notes and sending out the meeting minutes. Deb stated that is why the sign up sheet changed. She is creating a database with everyone's information, mailing address, e-mail address, office phone, cell phone etc.

**Old Business / Pending Issues:**

Nothing noted

**Environmental Management Report:**

Karen had several projects to report about.

**FEMA / IEMA But-Out Report:**

The county has been pursuing for some time the flood prone property buyouts. They took a year, several years ago, to identify the groups of flood prone properties within the county. There were 18 different areas of flood prone property clusters. Once the properties were identified, information was gathered to see if the properties were eligible for elevation or buyouts thru FEMA Grant programs. Two and 1/2 years ago, the original grant application was submitted to FEMA. The original application was for five elevations and 2 buy outs. When that grant was awarded, it was only awarded for three buyouts and no elevations, because FEMA would not do the elevations in the floodway.

They are currently preparing the offer letters to the homeowners regarding the buyouts. She hopes to have the buyouts completed by the end of the year. There are the two buyouts for South Elgin and one in the Richardson subdivision in East Dundee.

There was a brief discussion regarding the East Dundee buyout and if it was part of the forest preserve purchase.

### **Kane County Storm Water Ordinance Changes**

You may or may not be familiar with the Kane County stormwater ordinance. But there have been several changes that have just been put through to make the ordinance more compliant for the NFIP (National Flood Insurance Program). At this time the changes have been made by the county and adopted by all the affected municipalities.

The KC Storm Water Committee is now looking to adopt additional language into the ordinance, to formally adopt a “cumulative damages language” into the ordinance. Currently, if a property is damaged (in a flood, fire, tornado, any hazard) during any 1 event (and the property is in the flood plain) and the damage is 50% or greater of the total cost of the structure, the property owner needs to bring the property up to code when making the repairs. The cumulative damage clause would create a situation where if a property was damaged for the 1<sup>st</sup> time to 20% of its value, damaged a 2<sup>nd</sup> time to 20% of its value, third time 10% damage, once it hits that 50% mark cumulatively, then when doing the repairs it must come up to compliance to the code. That official language has not been codified in the ordinance. The next committee meeting is in September and perhaps then the language maybe adopted in the next year.

Sean asked Chuck (South Elgin) if they have that ordinance with that type of cumulative damage clause. Brief discussion followed. Karen stated that it has always been the intent but when they looked at the specific language of the ordinance they found it needed attention.

### **Update on the County’s CRS (Community Rating System)**

There is a FEMA program where if you tally all the programs the community participates in for flood hazard mitigation you can apply to the CRS program and earn credit towards reduced flood insurance rates for the residents.

Kane County had applied to the program a few years ago. There have been a series of things that needed to be accomplished. There had to be an audit done. Once the audit was completed there were changes to the storm water ordinance language. There was additional information that needed to be acquired.

And just when all the checkmarks were complete, they realize that the audit had expired. So Kane County needs to go through another audit before they can submit the finalized application to apply to CRS program.

There maybe 2 or 3 other communities in Kane County that have earned CRS status. Once Kane County has its application finalized, it can be put on the web so other communities can utilize it for their application.

## **FEMA floodplain maps – map mod & studies**

FEMA has just completed its several year effort to update the floodplain maps.

They went through a program called *Map Modernization* and took all of the old maps and digitized versions of maps and went through a whole computer modernization to fit the maps to the new topographical data provided to them. They then created a seamless GIS layer of map data for the county. Those maps have been finalized and gone through their public comment period and the maps are to become regulatory in August.

They have asked all the communities to adopt those maps as official, and it is believed that most of the communities have added auto adopt wording in their ordinance to refer back to the Kane County ordinance, and Kane County's ordinance has wording to adopt those maps.

Included in those maps are a couple of new studies. One is a study of the floodplain boundaries in the Indian Creek watershed; another is the Sleepy Jelkes Creek watershed and then the Blackberry Creek watershed.

There are 2 larger studies that are not included in the August release of the maps. The first is the Big Rock and Welch Creek Watershed study and the other is the Kishwaukee River Headwaters Watershed which included the Eakin, Coon Creek and Union watersheds. Those study areas are to be submitted to FEMA for inclusion, as soon as the new maps come out for revisions. Hopefully by the end of next year those will be officially incorporated into the official FEMA Maps.

Brief discussion on the Kishwaukee watershed study – it stops at the County line.

Side discussion – the minutes will be sent to all the members of this committee. This allows everyone to see what happened at the meeting even if they missed the meeting. Sean stated he had discussed it with Karen and we have the option of posting them to the website as well so the public can review them.

## **Plan Actions during 2008**

Sean asked if there were any plan projects or action items that anyone has been working on since the last report.

(Building Dept.)

As a result of the last flooding along the Fox River, some homeowners in unincorporated Kane County are proceeding with voluntary elevations. They have been trying to work very closely with Scott Hajek on the finer points of the storm water ordinance and trying to translate that into materials that they can use and take to the public. They have diagrams regarding setting your new floor level at flood level versus above it and what types of material to use. They have information of the types of building materials that should be used, how the floor should be constructed, etc. The materials are handouts that are available to the public.

## **NIMS**

(Sean) The County is continuing with the ICS 300 and ICS 400 classes. The June and July classes, as scheduled, are still open. There has been discussion with Burlington Fire for weekend classes for the POC (paid-on-call) and volunteer firefighters in October (ICS300) and November (ICS 400). Currently the fire departments looking at those classes are Burlington, Hampshire and Pingree Grove.

It was asked if the classes could be opened up to others. Sean stated if there was enough space and depending on how many students those three departments send to those classes. It was discussed that Burlington Fire would host it and therefore have first shot to send their members. Also there is a student / instructor ratio that needs to be maintained so we would need to be sure there were enough instructors. It was suggested that the class could be moved to one of the schools if more space was needed.

If there was a bigger demand then they would look into moving it to one of the school auditoriums, but they would also need additional class rooms for the break out sessions.

George noted that if they needed to move to larger space in Hampshire, to contact him and he would act a liaison. He stated that the middle school could probably hold about 150. 150 students is really too many for one class. Sean noted that they were required to have 1 instructor per 10 students because of the closer hands on requirements of the break out sessions. If the sign-up numbers were really high, Sean stated that he may be able to look into getting a few instructors from another area.

Discussion continued

Sean stated he would contact CDP and see if they would allow a greater student to instructor ratio. He mentioned that the fire departments in the southern end of the county also still needed classes for their POC and volunteer members.

## **Mutual Aid System**

### **Kane County Public Works**

The last meeting held was approximately two months ago and they were looking at the Illinois Public Works mutual aid network. It is a State-wide mutual aid system; the same as the fire departments MABAS and police / law enforcement departments ILEAS and applying it to Public Works.

It was activated for the 1st time for the storms in the southern part of the State. Five or six public works departments went down to assist. The system works; each jurisdiction has to sign on and there is a dues structure that goes by population. The dues were very reasonable. The information was given out to the public works departments.

Some of the Public Works departments are looking to adopt it, The County EMA Mutual Aid agreement is still in force. It covers more than just public works. But this one will allow a mechanism for resources outside the county to come in if we need them for public works.

It was noted that Batavia has passed it.

One of the issues is that the municipality has given the County a copy of their resource list. Sean stated that it may need to be separated out and put into a separate database, a public works resource database.

As it is understood, the municipality calls the County or local emergency management, the County calls IL Pub Works person (Keith) and they would get the assets.

Sean said he spoke to Mike from Montgomery and he stated that they were going to hold off on having another meeting to give people time to get the ordinances passed.

Additional discussion followed.

### **5-year plan update**

The Hazard Mitigation plan was sent to FEMA thru IEMA. We received a document that stated that we needed to fix / correct some items first. We shall go over the document and comments from FEMA with any questions – (via overhead presentation). Some of the issues were straight forward and easy to fix. Most of the items were included in the plan; they just wanted it expanded a bit.

- How was the public notified of the plan update and participate in the current planning process? The public is being notified via the mitigation web site on the County's main site. The IEMA mitigation people say that way is fine they just want it talked about more and it was suggested they we put a 'screen shot' in there. We should add that we are not putting ads in the paper, and we are not taking out notices due to funding issues.
- Stormwater received a grant (in 2003). The outcome of that needs to be added to the plan. So we are going to add that as an annex to the plan. Karen stated that it was the Repetitive flood loss identification program project. Sean stated there will be an executive summary of that project in the basic plan and then the entire document will be added as an annex.
- Explain how the planning team reviewed and analyzed each section of the plan; include member surveys, meeting minutes, criteria that were used. We basically did most of this via e-mail this time. Next time we will not do the main part of the review via e-mail. They (FEMA) were not thrilled with that.
- Include 'brick & mortar' fundable projects and projects for the jurisdictions participating in the plan; and cover all hazards. Does it cover projects for each hazard? Are there identifiable actions items from each jurisdiction requesting FEMA approval of the plan? In the previous plan, all the action items were generic in scope. They applied to everyone. Now FEMA would like projects specific to each area that is getting credit for the plan, i.e. Carpentersville is doing this and Batavia is doing that.
- Identify items and actions that need to be current to address new buildings and infrastructure. Many are actions items that have been submitted are flood related.
- We need to add flood action items and identify them as being compliant with NFIP. If you have submitted projects and they are going to help with the flood insurance program let Sean know. We need to find some of these action items to add to the plan.

- Add and update new action items and address how they will be implemented and administered. Of our current action items, Sean stated that he added the information but apparently they would like the information in a certain format. Is it complete? Is it continuing? Are we unable to accomplish it and why? What additional information is needed?

If an action item has been completed, we are leaving it in the plan (for reference) to show what we did. The original deadlines have been left in the plan for reference. Under the deadlines, information was added to state that when a new code came out that they would like to adopt them. A paragraph was added to the beginning of this section to explain all this.

- Annual reports (to the County board) are to be included as another annex to the plan.
- Discuss the 2009 plan; the method and schedule to evaluate it, and the schedule for the 5 year update (2014).
- Has anyone – any municipality or jurisdiction – used any of the information from the mitigation plan in any of their own plan? Who did and what amount did they use? We need to add that to the plan; “X” jurisdiction used the information in “blank” plan. [At the county level we are going to look at the 2030 plan to see if the mitigation plan is discussed in there.](#)
- How are we going to continue to get the public involved / public input & involvement?

#### Chapter 10 –

The goals are good and the guidelines are good. The new section is in red.

When an action item was added or changed etc., the date (year) will be added and if earlier /previous item then a status will be added.

FEMA may be looking at funding projects so we should show them we have projects that are needed. Not everything has to be flood related and actually everything should not be flooding related. Aurora is looking at battery back ups to siren system and Carpentersville is looking at an EOC project. FEMA will look at the items placed in the mitigation plan when you submit a grant application.

All the projects that have been submitted so far fit under one of the action item categories listed  
 - Flood control projects etc.

If it is something that is not in there and it involves natural hazard mitigation then we can add a new action item. Everyone please look at chapter 10 and review it.

Campton Hills asked about the Storm water engineering studies. Sean was unsure if FEMA would accept it but write it up and submit it.

TJ talked to the State after the 2007 floods – need a study before doing anything. The municipality has to pay for the study then they can have ‘a crack’ at the projects.

So if the study was in the plan, and the study identified a project, perhaps they would look and see the study was listed in the plan therefore they may fund part of the project.

## **New section – Chapter 11 - Plan Update**

Sean stated that he added a new chapter to the plan. Everything under 11.1 was already in the plan but scattered about, now we will put the information in one place. FEMA was not thrilled with the bulk of the review being conducted via e-mail. Bullet points were added for specific items such as how the public was notified and involved, the surrounding county involvement,

The Guidelines for next year, and who is responsible for the update in 5 years. The County's ordinance to adopt the original plan specified the Environmental Management Dept. – now Environmental Building Management – and our office (OEM) as providing staff for the committee to work.

We can assume that the next ordinance adopting the plan will have similar wording so that our two offices are tasked to update the plan. It is stated that with the assistance of other county offices and municipalities, everyone will work together to update the plan.

It is discussed that we meet at least twice a year. We need to add an agenda item, starting with the next meeting, for any plan updates. Therefore we will be talking about it and we may have nothing for the first couple of meetings, but if you think about something bring it up in the meeting, it will be recorded and when we do the updates we will have a running list of things we want to address with the plan update.

The committee should acquire the latest mitigation plan crosswalk. The crosswalk was not available when we began our update a year ago, and we did not receive it until the update was almost complete. We will want to make sure that what is required in the latest version of the crosswalk is what we have in the plan when the time comes.

In 2014 the plan will be 10 years old and probably in need of an extensive update.

It is suggested that we get a grant and hire a contractor to work on that overhaul. Who knows what the future will bring for our two departments and if we will have enough time to dedicate to such an extensive update of the plan.

### Schedule for Plan update

IEMA wants the plan 3 months before the expiration date; therefore we need to start on the rewrite 12 to 14 months before that. There is a paragraph in the plan talking about what happened this time, where FEMA came back with additional items for the plan before they approve it. We should aim to get the plan to IEMA 4 months before the expiration date.

Technically our plan expired May 11<sup>th</sup>. We have a draft plan into FEMA so they are counting it as having a draft plan on file so we are compliant.

### Committee involvement

There will be more meetings in the update year. Perhaps 4 meetings in that year, and use all 4 meetings to update the plan and the changes can be reviewed each time. We will continue to use e-mails as a way to convey changes and ideas but that will not be our primary means. We will use the meetings as the primary review for the plan.

Each municipality and county department will need to provide updates and information on the new activities, completed projects and on going items etc.

### Public Involvement

We note that our main method was to use the County web site to announce meetings. Perhaps in the update year possibly put a notice on the main county web page as well as the main stormwater management web page. It was suggested that each municipality could also put a link on their web page and a little blurb in their community newsletter when it comes time for more community involvement. This will not cost us any money. If funding is available perhaps a notice can be put in the main newspapers. It was mentioned that a press release could be submitted to the newspapers. With the original plan, the media did a lot of articles that are included in the plan. Perhaps local radio stations with community event listings may also be able to put out the word of the plan update and public involvement.

A question was asked as to how the plan was submitted. FEMA requires it in hard copy format as well as on CD. The 'old plan' is still available on the website. Once the revised/draft version has been sent back from FEMA it will be added to the website. That will be the plan approved pending adoption. The county and municipalities will have to adopt the revised plan. (Please send digital copies of the resolutions adopting the plan to Sean so they can be added to the plan). Then the plan and all the resolutions go back to FEMA and they will grant final approval. They give us 1 year to adopt it.

Sean stated as he continues to go thru the cross walk additional e-mails will be going out to confirm or review points.

**Open Comments:** None noted

### **Next Meeting – October 14, 2009**

The next meeting is Wednesday October 14, 2009 at 10:00 AM at the County Complex, located at 719 S Batavia Ave, building A, in the Auditorium.

Meeting adjourned 11:20am

Respectfully Submitted,

Deborah Dortmund  
KCOEM Administrative Assistant

### **Note: Attachments are not posted to the website**

#### **Attachments :**

Plan Cross walk  
Committee member roster - please update your information and send it to Deborah.