



Executive Committee Meeting

**Solid Waste Agency of Northern Cook County
77 W. Hintz Road, Suite 200
Wheeling, IL 60090
Wednesday, May 24, 2017
11:30 a.m.**

I. Call To Order

Mr. Rummel called the Meeting of the Executive Committee to order at 11:35 p.m. A roll call attendance was taken and a quorum was established.

<u>Name</u> ✓	Present <u>Position</u> ✓	<u>Municipality</u> ✓
Hon. John Thill	Trustee	Morton Grove
Tim Wiberg	Manager	Lincolnwood
Hon. Paul Hoefert	Trustee	Mount Prospect
Hon. Karen Darch	President	Barrington
Raymond Rummel	Manager	Elk Grove Village

<u>Name</u> ✓	Absent	<u>Municipality</u> ✓
Jim Norris	Manager	Hoffman Estates
Randall Recklaus	Manager	Arlington Heights

Others in Attendance
George Van Dusen, Mayor, Skokie
Jim Petri, Trustee, Elk Grove Village
Derke Price, Attorney, Ancel & Glink
Dave Van Vooren, Executive Director
Mary Allen, Recycling and Education Director
Lisa Woody, Assistant to the Executive Director

II. Approval of Minutes

On a motion by Mr. Thill to approve the April 12, 2017 meeting minutes, seconded by Ms. Darch, a vote was taken and the minutes were unanimously approved.

III. Financial Update

April 2017 Payment Request Ratification – Mr. Rummel reviewed the April Payment Request totaling \$979,810.55 which was comprised of the following: \$952,682.75 from the Operations Fund and \$27,127.80 for the estimated May payroll. The payment request had been approved by email and all bills were paid in April 2017.

Ms. Darch made a motion to ratify the April 2017 Payment Request. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

May 2017 Payment Request – Mr. Rummel reviewed the May Payment Request totaling \$898,017.53 which was comprised of the following: \$857,325.83 from the Operations Fund and \$40,691.70 for the estimated June payroll.



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Mr. Wiberg made a motion to approve the May 2017 Payment Request. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer’s Report and Revenue/Expense Reports for April 2017 – Mr. Rummel asked the committee to review the Treasurer’s Report for April 2017. The Treasurer’s Report shows a balance of \$1,815,147.00 as of April 30, 2017.

Mr. Hoefert made a motion to approve the April 2017 Treasurer’s Report and recommend it to the Board of Directors. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session – None.

V. Glenview Transfer Station (GTS)

Executive Director Van Vooren reported that Groot is continuing to work on maintenance issues identified in the maintenance report. The work planned for this summer includes the electrical issues followed by inspection of precast panels and caulking if required. There are plans to replace one of the scales in February/March 2018 when truck volume is lower. At the suggestion of Mr. Thill, Executive Director Van Vooren will investigate using solar panels with Groot’s representatives.

VI. Old Business – None.

VII. New Business

Executive Director’s Report – Mr. Van Vooren presented his May status report to the Committee. He highlighted that FY2017 Audit preparation has begun, the progress of the Patriot Acres compost processing facility, and legislative activity in Springfield.

2017 Interstate Battery Recycling Agreement – Interstate batteries has been recycling batteries for the Agency for 60 cents per pound since January of 2015. Due to increased shipping cost, Interstate has requested an increase of four cents per pound beginning July 1, 2017. After comparing program costs based on two other vendors, it was determined that Interstate Batteries still offer the best value to the Agency.

Mr. Hofert made a motion to authorize the Executive Director to enter a new contract with Interstate Battery at a price of 64 cents per pound, and on the recommendation of the Committee to extend the contract for a second year should Interstate be interested in the extension. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

VIII. Adjournment

At 12:10 p.m., there being no further business, Mr. Hoefert made a motion to adjourn which was seconded by Ms. Darch. The motion was unanimously approved.

MOTION TO APPROVE APRIL 12, 2017 MEETING MINUTES

AYES

NAYS

ABSENT

- Hon. John Thill
- Mr. Tim Wiberg
- Mr. Paul Hoefert
- Hon. Karen Darch
- Mr. Raymond Rummel

- Mr. James Norris
- Mr. Randall Recklaus



May 24, 2017 Executive Committee Minutes

MOTION TO RATTIFY THE APRIL 2017 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO APPROVE THE MAY 2017 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		

**MOTION TO RECOMMEND THE APRIL TREASURER’S REPORT TO THE BOARD
OF DIRECTORS**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO ENTER A CONTRACT WITH INTERSTATE BATTERIES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO ADJOURN

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		



May 24, 2017 Executive Committee Minutes

Material included in the Executive Committee packet for May 24, 2017:

- . April 12, 2017 Meeting Minutes*
- . April Payment Request memo dated April 21, 2017*
- . May Payment Request memo dated May 19, 2017*
- . April 2017 Treasurer's Report and Budget Document*
- . Interstate Battery, Batter Recycling Contract dated May 17, 2017*
- . Monthly Status Report memo dated May 17, 2017*



Executive Committee Meeting

**Solid Waste Agency of Northern Cook County
77 W. Hintz Road, Suite 200
Wheeling, IL 60090
Wednesday, June 28, 2017
11:30 a.m.**

I. Call To Order

Mr. Rummel called the Meeting of the Executive Committee to order at 11:40 a.m. A roll call attendance was taken and a quorum was established.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Hon. Paul Hoefert	Trustee	Mount Prospect
Hon. Karen Darch	President	Barrington
Jim Norris	Manager	Hoffman Estates
Tim Wiberg	Manager	Lincolnwood
Raymond Rummel	Manager	Elk Grove Village

Absent

Randall Recklaus	Manager	Arlington Heights
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Others in Attendance

George Van Dusen, Mayor, Skokie
Jim Petri, Trustee, Elk Grove Village
Derke Price, Attorney, Ancel & Glink
Dave Van Vooren, Executive Director
Mary Allen, Recycling and Education Director
Lisa Woody, Assistant to the Executive Director

II. Approval of Minutes

On a motion by Mr. Thill to approve the May 24, 2017 meeting minutes, seconded by Mr. Hoefert, a vote was taken and the minutes were unanimously approved. Mr. Norris abstained.

III. Financial Update

June 2017 Payment Request – Mr. Rummel reviewed the June Payment Request totaling \$945,564.19 which was comprised of the following: \$918,436.39 from the Operations Fund and \$27,127.80 for the estimated July payroll.

Mr. Hoefert made a motion to approve the June 2017 Payment Request. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer’s Report and Revenue/Expense Reports for May 2017 – Mr. Rummel asked the committee to review the Treasurer’s Report for May 2017. The Treasurer’s Report shows a balance of \$1,800,160.92 as of May 31, 2017.

June 28, 2017 Executive Committee Minutes

Mr. Hoefert made a motion to approve the April 2017 Treasurer's Report and recommend it to the Board of Directors. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session – None.

V. Glenview Transfer Station (GTS)

Executive Director Van Vooren reported that the roadway patching work has been completed and work will begin shortly on electrical issues. Executive Director Van Vooren will further research the option of using solar panels.

VI. Old Business – None.

VII. New Business

Special Programs Report – Mr. Van Vooren presented the FY2017 Second Half Special Programs Report and the FY2017 Large Waste Grant Report. Mr. Thill stated that he shared the reports with the Morton Grove Board and they were impressed with the recycling and education programs. Mary Allen asked that reminders be shared with Recycling Coordinators to advertise that sharps containers are available. She also indicated that she would be contacting Recycling Coordinators to see if it were possible to have more year-round “holiday light” collection bins available for residents.

Anderson Legislative Consulting Contract – Mr. Van Vooren stated that Anderson Legislative Consulting has worked with the Agency on many bills and has enhanced the Agency's communication with area legislators in Springfield. He recommends that their service contract for legislative support, tracking, and lobbying be extended for two years, through the FY2019 legislative session.

Mr. Norris made a motion to authorize the Executive Director to enter a new contract with Anderson Legislative Consulting. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

Everlights Contract – Mr. Van Vooren stated that Everlights is the Agency's current processor of florescent bulbs and mercury and has been picking up this material in most member communities. Due to increased costs, Everlights has proposed a modification to the pick-up process and have the filled containers shipped to their facility via FedEx. This change would allow the expense to the Agency to remain flat through the proposed contract period of 24 months. Mr. Norris suggested that any open items in the contract document be marked “reserved”.

Mr. Norris made a motion to authorize the Executive Director to enter a new 24-month contract with Everlights. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

Executive Director's Report - Mr. Van Vooren presented his June status report to the Committee. He highlighted that FY2017 Audit fieldwork is almost complete; that the Patriot Acres compost processing facility has not yet filed a permit request with IEPA which may delay the start of their operations; and that he has been working with Glencoe and Evanston on their RFPs for hauler contracts.

VIII. Adjournment

At 12:18 p.m., there being no further business, Mr. Thill made a motion to adjourn which was seconded by Ms. Darch. The motion was unanimously approved.



June 28, 2017 Executive Committee Minutes

MOTION TO APPROVE MAY 24, 2017 MEETING MINUTES

<u>AYES</u> Hon. John Thill Mr. Paul Hoefert Hon. Karen Darch Mr. Tim Wiberg Mr. Raymond Rummel	<u>NAYS</u>	<u>ABSENT</u> Mr. Randall Recklaus	<u>ABSTAIN</u> Mr. James Norris
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MOTION TO APPROVE THE JUNE 2017 PAYMENT REQUEST

<u>AYES</u> Hon. John Thill Mr. Paul Hoefert Hon. Karen Darch Mr. James Norris Mr. Tim Wiberg Mr. Raymond Rummel	<u>NAYS</u>	<u>ABSENT</u> Mr. Randall Recklaus
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**MOTION TO RECOMMEND THE MAY TREASURER’S REPORT TO THE BOARD
OF DIRECTORS**

<u>AYES</u> Hon. John Thill Mr. Paul Hoefert Hon. Karen Darch Mr. James Norris Mr. Tim Wiberg Mr. Raymond Rummel	<u>NAYS</u>	<u>ABSENT</u> Mr. Randall Recklaus
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**MOTION TO ENTER A CONTRACT WITH ANDERSON LEGISLATIVE
CONSULTING**

<u>AYES</u> Hon. John Thill Mr. Paul Hoefert Hon. Karen Darch Mr. James Norris Mr. Tim Wiberg Mr. Raymond Rummel	<u>NAYS</u>	<u>ABSENT</u> Mr. Randall Recklaus
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June 28, 2017 Executive Committee Minutes

MOTION TO ENTER A CONTRACT WITH EVERLIGHTS

AYES

Hon. John Thill
Mr. Paul Hoefert
Hon. Karen Darch
Mr. James Norris
Mr. Tim Wiberg
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

MOTION TO ADJOURN

AYES

Hon. John Thill
Mr. Paul Hoefert
Hon. Karen Darch
Mr. James Norris
Mr. Tim Wiberg
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

Material included in the Executive Committee packet for June 28, 2017:

- . *May 24, 2017 Meeting Minutes*
- . *June Payment Request memo dated June 23, 2017*
- . *May 2017 Treasurer's Report and Budget Document*
- . *Anderson Legislative Consulting Contract dated June 1, 2017*
- . *Everlights Contract dated June 20, 2017*
- . *Program Summary dated June 5, 2017*
- . *Summary of FY2017 Large Waste Grants dated June 5, 2017*
- . *Monthly Status Report memo dated June 23, 2017*



Executive Committee Meeting

Solid Waste Agency of Northern Cook County
77 W. Hintz Road, Suite 200
Wheeling, IL 60090
Wednesday, August 23, 2017
11:30 a.m.

I. Call To Order

Mr. Rummel called the Meeting of the Executive Committee to order at 11:37 a.m. A roll call attendance was taken and a quorum was established.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Hon. Paul Hoefert	Trustee	Mount Prospect
Jim Norris	Manager	Hoffman Estates
Tim Wiberg	Manager	Lincolnwood
Randall Recklaus	Manager	Arlington Heights
Raymond Rummel	Manager	Elk Grove Village

Absent

Hon. Karen Darch	President	Barrington
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Others in Attendance

George Van Dusen, Mayor, Skokie
Jim Petri, Trustee, Elk Grove Village
Greg Jones, Attorney, Ancel & Glink
Jim Savio, Sikich
Dave Van Vooren, Executive Director
Mary Allen, Recycling and Education Director
Lisa Woodydy, Assistant to the Executive Director

II. Approval of Minutes

On a motion by Mr. Wiberg to approve the June 28, 2017 meeting minutes, seconded by Mr. Thill, a vote was taken and the minutes were unanimously approved.

III. Financial Update

July 2017 Payment Request – Mr. Rummel reviewed the July Payment Request which was approved in July electronically. It totaled \$913,260.61 and was comprised of the following: \$886,132.81 from the Operations Fund and \$27,127.80 for the estimated August payroll.

Mr. Norris made a motion to ratify the July 2017 Payment Request. Mr. Recklaus seconded the motion. A vote was taken and the motion was unanimously approved.

August 2017 Payment Request – Mr. Rummel reviewed the August Payment Request totaling \$927,124.90 which was comprised of the following: \$844,650.06 from the Operations Fund, \$27,127.80 for the estimated September payroll, and \$55,347.04 for the second-half FY2017 Recycling Incentive Program payments.

August 23, 2017 Executive Committee Minutes

Mr. Hoefert made a motion to approve the August 2017 Payment Request. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for July 2017 – Mr. Rummel asked the committee to review the Treasurer's Report for July 2017. The Treasurer's Report shows a balance of \$1,793,808.81 as of July 31, 2017.

Mr. Recklaus made a motion to approve the July 2017 Treasurer's Report and recommend it to the Board of Directors. Mr. Norris seconded the motion. A vote was taken and the motion was unanimously approved.

FY2017 Audit – Mr. Jim Savio, partner with Sikich, the Agency's FY2017 auditor reviewed the findings of the FY2017 Audit and the management letter. He stated that the Agency received an unmodified opinion which is the highest rating. Mr. Savio also stated that during their audit, in review of the Agency's Investment Policy, they found a needed clarification for the use of a "Letter of Credit" as security for Agency funds. Staff stated that a revised Investment Policy has been reviewed by Mr. Price and it will be presented at the next Executive Committee meeting.

Mr. Hoefert made a motion to approve the FY2017 Audit and recommend it to the Board of Directors. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

FY2017 True-Up – Mr. Van Vooren reported that the annual true-up of actual waste deliveries for FY2017 has been completed. The Agency received 243,187.37 tons of solid waste from members which was 12,013.37 tons more than committed. In addition, the Agency's expenses came in under budget resulting in a final per ton cost of \$44.53.

Mr. Norris made a motion to approve the FY2017 True-up and recommend it to the Board of Directors. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session – None.

V. Glenview Transfer Station (GTS)

Executive Director Van Vooren reported that recently the HVAC and fire alarm have failed to operate and repairs are being completed. Electrical maintenance is planned for October and one of the scales is being considered for replacement in March 2018. Waste Connections is working on plans to retrofit some new safety strapping for workers who are tarping trucks and staff will be reviewing the plan before work begins.

VI. Old Business – None.

VII. New Business

FY2017 Second-half Recycling Incentive Program – Mr. Van Vooren presented the Second-half FY2017 Recycling Incentive Program Report. The value of recyclables collected in February, March, and April 2017 exceeded the processing cost by \$55,347.05. Checks to the nine participating communities were approved as part of the August 2017 Payment Request and will be distributed to their Finance Directors.

Executive Director's Report - Mr. Van Vooren presented his August status report to the Committee. He highlighted that he is continuing to communicate with the IEPA about the status of the Patriot Acres compost processing facility IEPA permit which has not yet been filed. He also stated that he has done some research on



August 23, 2017 Executive Committee Minutes

programs to fund solar panels. Groot has indicated that they do not have funds for the project but are open to a conversation on options.

VIII. Adjournment

At 12:07 p.m., there being no further business, Mr. Norris made a motion to adjourn which was seconded by Mr. Thill. The motion was unanimously approved.

MOTION TO APPROVE JUNE 28, 2017 MEETING MINUTES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Hon. Karen Darch
Mr. Paul Hoefert		
Mr. James Norris		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Raymond Rummel		

MOTION TO RATIFY THE JULY 2017 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Hon. Karen Darch
Mr. Paul Hoefert		
Mr. James Norris		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Raymond Rummel		

MOTION TO APPROVE THE AUGUST 2017 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Hon. Karen Darch
Mr. Paul Hoefert		
Mr. James Norris		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Raymond Rummel		



August 23, 2017 Executive Committee Minutes

**MOTION TO RECOMMEND THE JULY TREASURER’S REPORT TO THE BOARD
OF DIRECTORS**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Hon. Karen Darch
Mr. Paul Hoefert		
Mr. James Norris		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Raymond Rummel		

MOTION TO FORWARD THE FY2017 AUDIT TO THE BOARD OF DIRECTORS

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Hon. Karen Darch
Mr. Paul Hoefert		
Mr. James Norris		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Raymond Rummel		

MOTION TO ACCEPT THE FY2017 TRUE-UP

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Hon. Karen Darch
Mr. Paul Hoefert		
Mr. James Norris		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Raymond Rummel		

MOTION TO ADJOURN

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Hon. Karen Darch
Mr. Paul Hoefert		
Mr. James Norris		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Raymond Rummel		



August 23, 2017 Executive Committee Minutes

Material included in the Executive Committee packet for August 23, 2017:

- . June 28, 2017 Meeting Minutes*
- . July Payment Request memo dated July 24, 2017*
- . August Payment Request memo dated August 16, 2017*
- . July 2017 Treasurer's Report and Budget Document*
- . FY2017 Audit Review memo dated August 14, 2017*
- . FY2017 Member True-up memo dated July 25, 2017*
- . Recycling Rebate Program 2nd Half FY2017 memo dated June 12, 2017*
- . Monthly Status Report memo dated August 15, 2017*



Executive Committee Meeting

**Solid Waste Agency of Northern Cook County
77 W. Hintz Road, Suite 200
Wheeling, IL 60090
Wednesday, October 25, 2017
11:30 a.m.**

I. Call To Order

Mr. Rummel called the Meeting of the Executive Committee to order at 11:31 a.m. A roll call attendance was taken and a quorum was established.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Tim Wiberg	Manager	Lincolnwood
Hon. Paul Hoefert	Trustee	Mount Prospect
Hon. Karen Darch	President	Barrington
Raymond Rummel	Manager	Elk Grove Village

Absent

Jim Norris	Manager	Hoffman Estates
Randall Recklaus	Manager	Arlington Heights

Others in Attendance

George Van Dusen, Mayor, Skokie
Derke Price, Attorney, Ancel & Glink
Dave Van Vooren, Executive Director
Lisa Woody, Assistant to the Executive Director

II. Approval of Minutes

On a motion by Mr. Thill to approve the August 23, 2017 meeting minutes, seconded by Mr. Wiberg. A vote was taken and the minutes were unanimously approved.

III. Financial Update

September 2017 Payment Request – Mr. Rummel reviewed the July Payment Request which was approved in September electronically. It totaled \$989,272.25 and was comprised of the following: \$962,144.45 from the Operations Fund and \$27,127.80 for the estimated October payroll.

Ms. Darch made a motion to ratify the September 2017 Payment Request. Mr. Hoefert seconded the motion. A vote was taken and the motion was unanimously approved.

October 2017 Payment Request – Mr. Rummel reviewed the August Payment Request totaling \$878,476.92 and was comprised of the following: \$851,349.12 from the Operations Fund and \$27,127.80 for the estimated November payroll.

Ms. Darch made a motion to approve the October 2017 Payment Request. Mr. Wiberg seconded the motion. A vote was taken and the motion was unanimously approved.



October 25, 2017 Executive Committee Minutes

Treasurer's Report and Revenue/Expense Reports for September 2017 – Mr. Rummel asked the committee to review the Treasurer's Report for September 2017. The Treasurer's Report shows a balance of \$1,700,020.50 as of September 30, 2017.

Mr. Thill made a motion to approve the September 2017 Treasurer's Report and recommend it to the Board of Directors. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

Resolution 2018-01 – Recycling Incentive Program – Second-half FY2017 Recycling Incentive Program checks totaling \$55,347.05 were approved as part of the August 2017 Payment Request and distributed to the Finance Directors of to the nine participating communities. This resolution documents that disbursement for Agency Records.

Ms. Darch made a motion to approve Resolution 2018-01 and Mr. Wiberg seconded the motion. A vote was taken and the motion was unanimously approved.

Illinois Risk Insurance Renewal – Mr. Van Vooren reported that having received proposals from several providers, Illinois Counties Risk Management Trust provided better coverage for less cost for the Agency's liability insurance needs.

Mr. Wiberg made a motion to engage the services of Illinois Counties Risk Management Trust for another year to provide liability and workers compensation coverage for the agency beginning December 1, 2017. Mr. Hoefert seconded the motion. A vote was taken and the motion was unanimously approved.

FY2019 Budget Timeline – Mr. Van Vooren presented the FY2019 Budget timeline from the initial review by the Executive Committee on December 20, 2017 to adoption by the Board of Directors on April 11, 2018.

IV. Executive Session – None.

V. Glenview Transfer Station (GTS)

Executive Director Van Vooren reported that repairs have been completed following a vehicle impacting the main gate of the facility after hours. The repair costs were covered by the driver's insurance company. Most of the planned electrical maintenance has been completed. One of the scales is being considered for replacement in the early months of 2018.

VI. Old Business

Investment Policy Modification – Mr. Van Vooren explained that the use of a letter of credit "LOC" as collateral for the Agency's deposits in excess of the federal insurance limits is not specifically addressed in the existing investment policy. This security vehicle was reviewed and approved by the Agency's corporate attorney Derke Price as meeting the intended requirements of the collateralization outlined in the Agency's invest policy.

Mr. Hofert made a motion to recommend the modification of the Investment Policy to included Letters of Credit as collateral for Agency funds to the Board of Directors. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.



October 25, 2017 Executive Committee Minutes

VII. New Business

2018 Proposed Meeting Dates – Mr. Van Vooren presented the proposed meeting dates for 2018.

Executive Director’s Report - Mr. Van Vooren presented his October status report to the Committee. He highlighted that the one-day electronics and document destruction events have ended for the season.

VIII. Adjournment

At 12:00 p.m., there being no further business, Mr. Hoefert made a motion to adjourn which was seconded by Mr. Thill. The motion was unanimously approved.

MOTION TO APPROVE AUGSUT 23, 2017 MEETING MINUTES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO RATIFY THE SEPTEMBER 2017 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO APPROVE THE OCTOBER 2017 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		



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**MOTION TO RECOMMEND THE SEPTEMBER TREASURER’S REPORT TO THE
BOARD OF DIRECTORS**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO APPROVE RESOLUTION 2018-01 – 2nd HALF FY2017 RIP

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		

**MOTION TO ENGAGE THE SERVICES OF ILLINOIS COUNTIES RISK
MANAGEMENT TRUST FOR ONE YEAR**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		

**MOTION TO RECOMMEND TO THE BOARD A MODIFICATION OF THE
AGENCY INVESTMENT POLICY**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. James Norris
Mr. Tim Wiberg		Mr. Randall Recklaus
Mr. Paul Hoefert		
Hon. Karen Darch		
Mr. Raymond Rummel		



October 25, 2017 Executive Committee Minutes

MOTION TO ADJOURN

AYES

Hon. John Thill
Mr. Tim Wiberg
Mr. Paul Hoefert
Hon. Karen Darch
Mr. Raymond Rummel

NAYS

ABSENT

Mr. James Norris
Mr. Randall Recklaus

Material included in the Executive Committee packet for October 25, 2017:

- . *August 23, 2017 Meeting Minutes*
- . *September Payment Request memo dated September 22, 2017*
- . *October Payment Request memo dated October 20, 2017*
- . *September 2017 Treasurer's Report and Budget Document*
- . *Resolution for the 2nd Half of FY2017 Recycling Incentive Program memo dated October 18, 2017*
- . *2018 General Liability, Excess Liability & Workers Compensation Renewal memo dated October 16, 2017*
- . *FY 2019 Budget Timeline memo dated October 6, 2017*
- . *Investment Policy, SWANCC Addition of Letters of Credit as Collateralization memo dated August 29, 2017*
- . *2018 Board of Directors and Executive Committee Meeting Schedules memo dated October 17, 2017*
- . *Monthly Status Report memo dated October 19, 2017*



Executive Committee Meeting

**Solid Waste Agency of Northern Cook County
77 W. Hintz Road, Suite 200
Wheeling, IL 60090
Wednesday, January 24, 2018
11:30 a.m.**

I. Call To Order

Mr. Rummel called the Meeting of the Executive Committee to order at 11:36 a.m. A roll call attendance was taken. A quorum was established.

A motion was made by Mr. Norris to allow Mr. Wiberg and President Darch to participate by phone. The motion was seconded by Mr. Thill and the motion was approved.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Randall Recklaus	Manager	Arlington Heights
Jim Norris	Manager	Hoffman Estates
Tim Wiberg (phone)	Manager	Lincolnwood
Hon. Karen Darch (phone)	President	Barrington
Raymond Rummel	Manager	Elk Grove Village

Absent

Hon. Paul Hoefert	Trustee	Mount Prospect
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Others in Attendance

Mike Brink, Waste Management
Greg Jones, Attorney, Ancel & Glink
Dave Van Vooren, Executive Director
Lisa Woody, Assistant to the Executive Director

II. Approval of Minutes

On a motion by Mr. Thill to approve the October 28, 2017 meeting minutes, seconded by Mr. Recklaus. A vote was taken and the minutes were unanimously approved.

III. Financial Update

November 2017 Payment Request – Mr. Rummel reviewed the November Payment Request which was approved in November electronically. It totaled \$989,124.99 and was comprised of the following: \$947,594.86 from the Operations Fund and \$41,530.13 for the estimated December payroll.

Mr. Norris made a motion to ratify the November 2017 Payment Request. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

December 2017 Payment Request – Mr. Rummel reviewed the December Payment Request totaling \$916,603.50 and was comprised of the following: \$888,916.75 from the Operations Fund and \$27,686.75 for the estimated January payroll.



January 24, 2018 Executive Committee Minutes

January 2018 Payment Request – Mr. Rummel reviewed the January Payment Request totaling \$893,109.47 and was comprised of the following: \$865,422.72 from the Operations Fund and \$27,686.75 for the estimated January payroll.

Mr. Norris made a motion to approve the December 2017 and January 2018 Payment Requests. Mr. Recklaus seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for December 2017 – Mr. Rummel asked the committee to review the Treasurer's Report for December 2017. The Treasurer's Report shows a balance of \$1,521,863.19 as of December 31, 2017.

Mr. Norris made a motion to approve the December 2017 Treasurer's Report and recommend it to the Board of Directors. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

Resolution 2018-02 – Recycling Incentive Program – Ex. Director Van Vooren reviewed the performance of the first-half FY2018 Recycling Incentive Program. The RIP has received revenue of \$10,652.95 from the formula used to distribute funds to participating Members. Resolution 2018-02 disburses these funds to the nine participating communities.

Mr. Recklaus made a motion to approve Resolution 2018-02 and Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

FY2019 Draft Budget– Mr. Van Vooren presented the draft FY2019 Budget. The budget, reflects the continuation of the Agency's core mission of disposing of Member waste as well as the specialty collections and education programs. The FY2019 anticipated tipping fee of \$47.25 is less than the projected tipping fee in the previously approved five-year financing plan. Mr. Van Vooren stated that the only outstanding item to conclude the budget is the finalization of the CPI. This draft of the budget uses an estimated CPI of 2.7%. It is expected that the actual CPI will be less than estimated which will reduce the actual tipping rate to below proposed rate of \$47.25 per ton.

Mr. Norris made a motion to recommend the draft FY2019 Budget be referred to the Board of Directors for their consideration. Mr. Recklaus seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session – None.

V. Glenview Transfer Station (GTS)

Outbound Scale Replacement – Mr. Van Vooren informed the Committee that the primary scales used to monitor Member waste and Groot's performance are in need of replacement. The scales are original to the facility, installed in 1993, and are showing significant signs of deterioration. Over the years the scales have been maintained by Groot and its vendor, Allied Measurement. Mr. Folkerts, GTS manager, through Groot's relationship with Allied Measurement, received a proposal for the replacement of the outbound scale of approximately \$74,346.00. In checking the price Mr. Van Vooren consulted with Mr. Phil Kozlowski of APTIM and determined that the proposed cost is competitive. In discussing this work with Mr. Price, it was determined that the Agency could use our contractual relationship with Groot to have them contract and oversee the installation of the out-bound scale. Doing the scale project in this manner would place the burden of completion on Groot and removes the risk of installation from SWANCC.



January 24, 2018 Executive Committee Minutes

Mr. Norris made a motion allow the Executive to wave any competitive bidding requirements and approve the proposal by Allied Measurement to replace the outbound scale at the GTS at a price not to exceed \$74,346.00. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

VI. Old Business

VII. New Business

Nominating Committee Appointment – Mr. Van Vooren informed the Committee that four Agency Board Officer or Executive Committee terms expire April 30, 2018. It has been the practice of the Board to authorize the existing Executive Committee to serve as a nominating committee to serve as the nominating committee for the Agency. Mr. Rummel asked if any committee members that have expiring terms wished to continue in service. All members present indicated that if the Board wish for them to continue they would. Mr. Van Vooren indicated that a request to establish a nominating committee will be on the agenda of the February 2018 Board of Directors meeting.

Sexual Harassment Policy – The State of Illinois has adopted new regulations on establishing a sexual harassment policy. In order to comply, Mr. Price, the agency attorney, has developed a policy that meets all requirements for the state law.

Mr. Norris made a motion to recommend to the Board of Directors the adoption of Resolution 2018-03 establishing a sexual harassment policy for the agency. Mr. Recklaus seconded the motion. A vote was taken and the motion was unanimously approved.

Program and Outreach Summary – Mr. Van Vooren reviewed the Program and Outreach Summary for the first half of FY2018. He noted that he has been sharing this information with Member Managers and Administrators as he meets with them to review the Agency’s FY2017 activities.

Executive Director’s Report - Mr. Van Vooren presented his January status report to the Committee. He added that the developers of Patriot Acres are working on their permitting and expect approval from MWRD in January or February but still need approval from IEPA. It is unclear if they will be open for business in 2018.

VIII. Adjournment

At 12:17 p.m., there being no further business, Mr. Recklaus made a motion to adjourn which was seconded by Mr. Norris. The motion was unanimously approved.

MOTION TO APPROVE OCTOBER 25, 2017 MEETING MINUTES

AYES

- Hon. John Thill
- Mr. Randall Recklaus
- Mr. James Norris
- Mr. Tim Wiberg
- Hon. Karen Darch
- Mr. Raymond Rummel

NAYS

ABSENT

- Mr. Paul Hoefert



January 24, 2018 Executive Committee Minutes

MOTION TO RATIFY THE NOVEMBER 2017 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Paul Hoefert
Mr. Randall Recklaus		
Mr. James Norris		
Mr. Tim Wiberg		
Hon. Karen Darch		
Mr. Raymond Rummel		

**MOTION TO RATIFY THE DECEMBER 2017 PAYMENT REQUEST AND
APPROVE THE JANUARY 2018 PAYMENT REQUEST**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Paul Hoefert
Mr. Randall Recklaus		
Mr. James Norris		
Mr. Tim Wiberg		
Hon. Karen Darch		
Mr. Raymond Rummel		

**MOTION TO RECOMMEND THE DECEMBER 2017 TREASURER’S REPORT TO THE
BOARD OF DIRECTORS**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Paul Hoefert
Mr. Randall Recklaus		
Mr. James Norris		
Mr. Tim Wiberg		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO APPROVE RESOLUTION 2018-02 – 1ST HALF FY2018 RIP

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Paul Hoefert
Mr. Randall Recklaus		
Mr. James Norris		
Mr. Tim Wiberg		
Hon. Karen Darch		
Mr. Raymond Rummel		



January 24, 2018 Executive Committee Minutes

MOTION TO RECOMMEND THE DRAFT 2019 BUDGET TO THE BOARD OF DIRECTORS

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Paul Hoefert
Mr. Randall Recklaus		
Mr. James Norris		
Mr. Tim Wiberg		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO APPROVE THE PROPOSAL FOR SCALE REPAIR FROM ALLIED MEASUREMENT AND AUTHORIZE STAFF TO CONCLUDE A NEGOTIATED APPORTIONMENT OF THE COSTS BETWEEN GROOT AND THE AGENCY

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Paul Hoefert
Mr. Randall Recklaus		
Mr. James Norris		
Mr. Tim Wiberg		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO RECOMMEND THE ADOPTION OF RESOLUTION 2018-03 ESTABLISHING A SEXUAL HARRASSMENT POLICY TO THE BOARD OF DIRECTORS

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Paul Hoefert
Mr. Randall Recklaus		
Mr. James Norris		
Mr. Tim Wiberg		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO ADJOURN

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Paul Hoefert
Mr. Randall Recklaus		
Mr. James Norris		
Mr. Tim Wiberg		
Hon. Karen Darch		
Mr. Raymond Rummel		



January 24, 2018 Executive Committee Minutes

Material included in the Executive Committee packet for October 25, 2017:

- . *October 25, 2017 Meeting Minutes*
- . *November Payment Request memo dated November 21, 2017*
- . *December Payment Request memo dated December 20, 2017*
- . *January Payment Request memo dated January 19, 2018*
- . *December 2017 Treasurer's Report and Budget Document*
- . *Resolution for the 1st Half of FY2018 Recycling Incentive Program memo dated November 21, 2017*
- . *SWANCC – First Draft FY2019 Budget memo dated December 8, 2017*
- . *GTS, Outbound Scale Replacement memo dated January 12, 2018*
- . *Annual Nomination Process for Officers and Committee Members memo dated January 18, 2018*
- . *Sexual Harassment Policy Update memo dated December 12, 2017*
- . *Program and Outreach Summary, May through October 2017 memo dated December 8, 2017.*
- . *Monthly Status Report memo dated January 15, 2018*



Executive Committee Meeting

**Solid Waste Agency of Northern Cook County
77 W. Hintz Road, Suite 200
Wheeling, IL 60090
Wednesday, February 28, 2018
11:30 a.m.**

I. Call To Order

Mr. Rummel called the Meeting of the Executive Committee to order at 11:35 a.m. A roll call attendance was taken. A quorum was established.

A motion was made by Mr. Thill to allow President Darch to participate by phone. The motion was seconded by Mr. Hoefert and the motion was approved.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Tim Wiberg	Manager	Lincolnwood
Randall Recklaus	Manager	Arlington Heights
Hon. Paul Hoefert	Trustee	Mount Prospect
Jim Norris	Manager	Hoffman Estates
Hon. Karen Darch (phone)	President	Barrington
Raymond Rummel	Manager	Elk Grove Village

Absent

Others in Attendance

Derke Price, Attorney, Ancel & Glink
Dave Van Vooren, Executive Director
Mary Allen, Education and Recycling Director
Lisa Woody, Assistant to the Executive Director

II. Approval of Minutes

On a motion by Mr. Thill to approve the January 24, 2018 meeting minutes, seconded by Mr. Norris. A vote was taken and the minutes were unanimously approved.

III. Financial Update

February 2018 Payment Request – Mr. Rummel reviewed the February Payment Request totaling \$988,915.64 and was comprised of the following: \$961,228.89 from the Operations Fund and \$27,686.75 for the estimated March payroll.

Mr. Hoefert made a motion to approve the February 2018 Payment Request. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer’s Report and Revenue/Expense Reports for January 2018 – Mr. Rummel asked the committee to review the Treasurer’s Report for January 2018. The Treasurer’s Report shows a balance of \$1,703,862.68 as of January 31, 2018.

February 28, 2018 Executive Committee Minutes

Mr. Norris made a motion to approve the January 2018 Treasurer's Report and recommend it to the Board of Directors. Mr. Wiberg seconded the motion. A vote was taken and the motion was unanimously approved.

FY2019 Budget 2nd Draft– Mr. Van Vooren presented the second draft of the FY2019 Budget. The budget, reflects the continuation of the Agency's core mission of disposing of Member waste as well as the specialty collections and education programs. The FY2019 anticipated tipping fee of \$46.97 is less than the projected tipping fee in the previously approved five-year financing plan. Mr. Van Vooren stated that the only outstanding item to conclude the budget is the finalization of the CPI. This draft of the budget uses an estimated CPI of 2.0%. It is expected that the actual CPI will be less than estimated which will reduce the actual tipping rate to below proposed rate of \$46.97 per ton.

Mr. Recklaus made a motion to recommend the FY2019 Budget to the Board of Directors for Public Hearing. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session – None.

V. Glenview Transfer Station (GTS)

The outbound scale has been ordered but is not yet onsite. It is our hope that it will be installed before landscape season begins on March 15. The computer server that runs the cameras throughout the building has failed. Groot has been operating with limited camera usage without recording or remote access. New cameras have been installed by Groot's vendor and staff will have remote access to monitor the facility shortly.

VI. Old Business

2018 E-Waste Contract with COM2 – The Agency currently has an e-waste recycling contract with COM2 which terminates March 31, 2018. With the new Illinois legislation on e-waste recycling to commence on January 1, 2019, Mr. Van Vooren began discussions with COM2 to extend their contract through December 31, 2018. COM2 has agreed to extend the termination date of their current contract.

Mr. Hoefert made a motion authorize Executive to enter into a contract with COM2 recyclers for e-waste recycling from April 1, 2018 through December 31, 2018. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved

VII. New Business

2019 E-Waste Recycling Opt-In – Because of the newly mandated e-waste methodology, convenience standards, to continue to serve a collector SWANCC is required to register with the manufactures clearing house. This would provide financial assistance for recycling, transportation, and materials, but not staffing. The agency would work with the assigned recycler to provide needed service at requested locations and events.

Mr. Thill made a motion ratifying the Executive Director's submission for the 2019 E-Waste Opt-in participation for SWANCC to serve as a collector for e-waste in 2019. Mr. Recklaus seconded the motion. A vote was taken and the motion was unanimously approved

Executive Director's Report - Mr. Van Vooren presented his February status report to the Committee. He added that the developers of Patriot Acres have requested to tie in to the existing Sexton landfill leachate discharge pipe and have provided their storm water and wastewater plans. These plans have been forwarded to Aptim to review for capacity issues to determine if additional flow would restrict our existing site for current and potential development. Once this is complete they will still need approval from IEPA. It is unclear if they will be open for business in 2018.



February 28, 2018 Executive Committee Minutes

VIII. Adjournment

At 12:17 p.m., there being no further business, Mr. Hoefert made a motion to adjourn which was seconded by Mr. Norris. The motion was unanimously approved.

MOTION TO ALLOW PRESIDENT DARCH TO PARTICIPATE BY PHONE

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Paul Hoefert		
Mr. James Norris		
Mr. Raymond Rummel		

MOTION TO APPROVE JANUARY 24, 2018 MEETING MINUTES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Paul Hoefert		
Mr. James Norris		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO APPROVE THE FEBRUARY 2018 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Paul Hoefert		
Mr. James Norris		
Hon. Karen Darch		
Mr. Raymond Rummel		



February 28, 2018 Executive Committee Minutes

**MOTION TO RECOMMEND THE JANUARY 2018 TREASURER’S REPORT TO THE
BOARD OF DIRECTORS**

AYES

NAYS

ABSENT

- Hon. John Thill
- Mr. Tim Wiberg
- Mr. Randall Recklaus
- Mr. Paul Hoefert
- Mr. James Norris
- Hon. Karen Darch
- Mr. Raymond Rummel

**MOTION TO RECOMMEND THE 2019 BUDGET TO THE BOARD OF DIRECTORS
FOR PUBLIC HEARING**

AYES

NAYS

ABSENT

- Hon. John Thill
- Mr. Tim Wiberg
- Mr. Randall Recklaus
- Mr. Paul Hoefert
- Mr. James Norris
- Hon. Karen Darch
- Mr. Raymond Rummel

**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO ENTER INTO A
CONTRACT WITH COM2 FOR E-WASTE RECYCLING FROM APRIL 1
THROUGH DECEMBER 31, 2018**

AYES

NAYS

ABSENT

- Hon. John Thill
- Mr. Tim Wiberg
- Mr. Randall Recklaus
- Mr. Paul Hoefert
- Mr. James Norris
- Hon. Karen Darch
- Mr. Raymond Rummel



February 28, 2018 Executive Committee Minutes

**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO SUBMIT 2019 E-WASTE
OPT-IN FORM**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Paul Hoefert		
Mr. James Norris		
Hon. Karen Darch		
Mr. Raymond Rummel		

MOTION TO ADJOURN

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		
Mr. Tim Wiberg		
Mr. Randall Recklaus		
Mr. Paul Hoefert		
Mr. James Norris		
Hon. Karen Darch		
Mr. Raymond Rummel		

- Material included in the Executive Committee packet for February 28, 2018:*
- . January 24, 2018 Meeting Minutes*
 - . February Payment Request memo dated February 23, 2018*
 - . January 2018 Treasurer’s Report and Budget Document*
 - . FY2019 Budget Update – second draft memo dated February 15, 2018*
 - . COM2 E-Waste Contract 2018 memo dated February 15, 2018*
 - . E-Waste Opt-In Request for 2019 memo dated February 15, 2018*
 - . Monthly Status Report memo dated February 15, 2018*



Executive Committee Meeting

**Solid Waste Agency of Northern Cook County
77 W. Hintz Road, Suite 200
Wheeling, IL 60090
Wednesday, April 25, 2018
11:30 a.m.**

I. Call To Order

Mr. Rummel called the Meeting of the Executive Committee to order at 11:35 a.m. A roll call attendance was taken. A quorum was established.

A motion was made by Mr. Norris to allow President Darch to participate by phone. The motion was seconded by Mr. Thill and the motion was approved.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Tim Wiberg	Manager	Lincolnwood
Jim Norris	Manager	Hoffman Estates
Hon. Karen Darch (phone)	President	Barrington
Raymond Rummel	Manager	Elk Grove Village

Absent

Randall Recklaus	Manager	Arlington Heights
Hon. Paul Hoefert	Trustee	Mount Prospect

Others in Attendance

Derke Price, Attorney, Ancel & Glink
George Van Dusen, Mayor, Skokie
Dave Van Vooren, SWANCC Executive Director
Mary Allen, SWANCC Education and Recycling Director
Lisa Woody, SWANCC Assistant to the Executive Director
Matt Formica, Village Manager, Glenview
Donald Owen, Deputy Village Manager, Glenview
James Tigue, Civil Engineer, Glenview
Mike Brink, Waste Management

II. Approval of Minutes

On a motion by Mr. Thill to approve the February 28, 2018 meeting minutes and seconded by Mr. Norris; a vote was taken and the minutes were unanimously approved.

III. Financial Update

March 2018 Payment Request Ratification – Mr. Rummel reviewed the March Payment Request totaling \$890,665.16 and comprised of the following: \$862,978.41 from the Operations Fund and \$27,686.75 for the estimated April payroll. This payment request had previously been approved by email vote.



April 25, 2018 Executive Committee Minutes

April 2018 Payment Request – Mr. Rummel reviewed the April Payment Request totaling \$909,590.41 and comprised of the following: \$881,903.66 from the Operations Fund and \$27,686.75 for the estimated May payroll.

Mr. Thill made a motion to ratify the March 2018 Payment Request and approve the April 2018 Payment Request. Mr. Norris seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer’s Report and Revenue/Expense Reports for March 2018 – Mr. Rummel asked the committee to review the Treasurer’s Report for January 2018. The Treasurer’s Report shows a balance of \$1,777,973.09 as of March 31, 2018.

Mr. Norris made a motion to approve the March 2018 Treasurer’s Report and recommend it to the Board of Directors. Mr. Wiberg seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session – None.

Mr. Norris made a motion to approve the recommendation of the Executive Director and council to not release the reviewed executive session minutes and that there is still cause to hold them confidential. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

V. Glenview Transfer Station (GTS)

The outbound scale replacement is almost complete. New cameras have been installed by Groot’s vendor and staff now has remote access to monitor the facility.

VI. New Business

Executive Director’s Report - Mr. Van Vooren presented his April status report to the Committee. He highlighted the success of the first one-day event of the season, hosted by Skokie, that despite the weather serviced 942 vehicles. All the permanent electronics collection sites are now open for the season. Staff is continuing to monitor SB1597 which proposes to reduce plastic bag usage through a fee per bag.

VII. Old Business

Update on Patriot Acres Request Concerning MWRD Permit – Mr. Van Vooren reviewed Aptim’s analysis of the effect on capacity additional discharge from Patriot Acres would make on the Agency’s existing structure at River and Central Roads. He also discussed the possible impact on landscape business at the transfer station. The committee discussed environmental concerns raised by information provided by the Village of Glenview.

Mr. Van Vooren said he would follow up with IEPA on the progress of Patriot Acres permit application as well as coordinate with attorney Price to draft a memo to the Board of Directors on the actions of the Executive Committee.

Mr. Norris made a motion to recommend to the Board of Directors that the Agency not be a co-applicant on the MWRD permit and not participate in the routing of sewage for Patriot Acres property. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

Mr. Norris made a motion that based upon the information on environmental impacts submitted by the Village of Glenview, including the Aptim report, to recommend to the Board of Directors that the Agency join Glenview in opposing the application to construct a compost facility on the Sexton Landfill site. Mr. Wiberg seconded the motion. A vote was taken and the motion was unanimously approved.



April 25, 2018 Executive Committee Minutes

VIII. Adjournment

At 12:30 p.m., there being no further business, Mr. Thill made a motion to adjourn which was seconded by Mr. Norris. The motion was unanimously approved.

MOTION TO ALLOW PRESIDENT DARCH TO PARTICIPATE BY PHONE

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Randall Recklaus
Mr. Tim Wiberg		Hon. Mr. Paul Hoefert
Mr. James Norris		
Mr. Raymond Rummel		

MOTION TO APPROVE FEBRUARY 28, 2018 MEETING MINUTES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. Karen Darch		Mr. Randall Recklaus
Hon. John Thill		Hon. Paul Hoefert
Mr. Tim Wiberg		
Mr. James Norris		
Mr. Raymond Rummel		

MOTION TO RATIFY THE MARCH 2018 PAYMENT REQUEST AND TO APPROVE THE APRIL 2018 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. Karen Darch		Mr. Randall Recklaus
Hon. John Thill		Hon. Paul Hoefert
Mr. Tim Wiberg		
Mr. James Norris		
Mr. Raymond Rummel		

MOTION TO RECOMMEND THE MARCH 2018 TREASURER’S REPORT TO THE BOARD OF DIRECTORS

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. Karen Darch		Mr. Randall Recklaus
Hon. John Thill		Hon. Paul Hoefert
Mr. Tim Wiberg		
Mr. James Norris		
Mr. Raymond Rummel		



April 25, 2018 Executive Committee Minutes

MOTION TO NOT RELEASE HISTORICAL EXECUTIVE SESSION MINUTES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. Karen Darch		Mr. Randall Recklaus
Hon. John Thill		Hon. Paul Hoefert
Mr. Tim Wiberg		
Mr. James Norris		
Mr. Raymond Rummel		

MOTION TO NOT BE A CO-APPLICANT ON MWRD PERMIT WITH PATRIOT ACRES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Randall Recklaus
Mr. Tim Wiberg		Hon. Paul Hoefert
Mr. James Norris		Hon. Karen Darch
Mr. Raymond Rummel		

MOTION TO JOIN GLENVIEW IN OPPOSING CONSTRUCTION OF A COMPOST FACILITY ON SEXTON LANDFILL SITE

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Randall Recklaus
Mr. Tim Wiberg		Hon. Paul Hoefert
Mr. James Norris		Hon. Karen Darch
Mr. Raymond Rummel		

MOTION TO ADJOURN

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		Mr. Randall Recklaus
Mr. Tim Wiberg		Hon. Paul Hoefert
Mr. James Norris		Hon. Karen Darch
Mr. Raymond Rummel		

Material included in the Executive Committee packet for April 25, 2018:

- . February 28, 2018 Meeting Minutes*
- . March Payment Request memo dated March 22, 2018*
- . April Payment Request memo dated April 20, 2018*
- . March 2018 Treasurer’s Report and Budget Document*
- . Update Patriot Acres Request to have Agency be Co-applicant on MWRD Permit memo dated April 17, 2018*
- . Monthly Status Report memo dated April 17, 2018*