



Executive Committee Meeting

SOLID WASTE AGENCY OF NORTHERN COOK COUNTY EXECUTIVE COMMITTEE MEETING MINUTES

**SWANCC Office
77 W Hintz Road, Suite 200
Wheeling, IL 60090
Wednesday March 27th, 2024
11:30 AM**

I. Call to Order

Chairman Sfondilis called the meeting of the Executive Committee to order at 11:32 AM. 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
Randall Recklaus	Manager	Arlington Heights
Hon. Paul Hoefert	Mayor	Mount Prospect
Jon Sfondilis	Manager	Wheeling

Absent

Matt Roan	Manager	Elk Grove Village
Matt Formica	Manager	Glenview
Hon. Karen Darch (remote)	President	Barrington

Others in Attendance

Hon. George Van Dusen, Skokie
Derke Price, Agency Attorney, Ancel Glink (remote)
Christina Seibert, SWANCC Executive Director
Cecilia Anderson, SWANCC Administrative Intern
Lisa Woody, SWANCC Director of Programs and Administration
Isabel Vargas, SWANCC Communications Specialist

II. Motion to Participate Remotely

Director Hoefert made a motion to permit Executive Committee Members listed above to participate remotely. Director Recklaus seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

III. Approval of Minutes

On a motion by Director Recklaus and seconded by Director Hoefert, a roll call vote was taken, and the December 13, 2023 meeting minutes were unanimously approved.



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IV. Financial Update

February 2024 Payment Request Ratification – Chairman Sfondilis reviewed the February 2024 Payment Request totaling \$1,136,524.03 comprised of the following: \$1,092,777.72 from the Operations Fund and \$43,746.31 for the estimated March 2024 payroll.

March 2024 Payment Request – Chairman Sfondilis reviewed the March 2024 Payment Request totaling \$1,057,570.97 comprised of the following: \$1,028,498.46 from the Operations Fund and \$29,072.51 for the estimated April 2024 payroll.

Director Hoefert made a motion to ratify the February 2024 Payment Request and to approve the March 2024 Payment Request and to forward them to the Board of Directors. Director Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Treasurer's Reports and Budget Documents for February 2024 – Executive Director Seibert reviewed the February 2024 Report which shows a balance of \$3,911,213.94 as of February 29, 2024.

Director Hoefert made a motion to accept the February 2024 Treasurer's Report and forward it to the Board of Directors. Director Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Final FY2025 Budget for Approval – Executive Director Seibert reviewed the FY2025 budget with its proposed O&M tipping fee of 53.33 per ton and Fixed Cost tipping fee of \$7.74 per ton. Staff recommends that the Executive Committee present the FY2025 budget to the Board of Directors with a recommendation to adopt the proposed budget.

Director Hoefert made a motion to forward the Final draft budget to the Board of Directors for presentation at the April 10, 2024 meeting. Director Recklaus seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

V. Glenview Transfer Station

GTS Roof Replacement- A/E Services Change Order for Mechanical Upgrades- Executive Director Seibert announced that ARCON's mechanical consultant CS2 design group completed a detailed site inspection in February and concurred with ARCON's concerns recommending that we replace two rooftop air condensing units to accommodate the new roof construction.

Director Hoefert made a motion to approve the change order with ARCON in the amount of \$26,000 for the mechanical consulting services to be provided by CS2 Design Group in association with the GTS roof replacement. Director Recklaus seconded the motion. A roll call vote was taken, and the motion was unanimously approved.



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VI. Old Business

Report of the Nomination Committee on the Appointment of Officers and Executive Committee Members- Executive Director Seibert reviewed the recommended individuals to serve in the positions expiring in 2024.

Director Thill made a motion to approve the report of the nomination committee recommendations. Director Recklaus seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

VII. New Business

IGA with SWALCO for Household Hazardous Waste Collection Events—Executive Director Seibert announced a one-day hazardous household waste (HHW) collection event hosted in partnership with the Solid Waste Agency of Lake County (SWALCO). The event is to be hosted jointly by Skokie and Evanston on July 27 at Westfield Orchard Mall in Skokie. Staff recommends the Executive Committee authorize the Executive Director to execute the IGA with SWALCO for hosting HHW collection events.

Director Hoefert made a motion to approve the IGA with SWALCO for HHW collection Events. Director Recklaus seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Proposed Amendment of SWANCC's Founding Agreement and By-Laws—Executive Director Seibert reviewed the proposal from staff and legal counsel and recommends that the Executive Committee recommend the Board of Directors concur with the amendment to the Founding Agreement to allow appointment of a staff person to serve as an Alternate Director on SWANCC's Board of Directors.

Director Recklaus made a motion to forward the proposed amendment to the Board of Directors for presentation at the April 10th, 2024 meeting. He further recommended the Board of Directors be noticed of the amendment to the By-Laws that is required at least 30 days prior to consideration at a meeting of the Board of Directors and that the By-Laws amendment be placed on the agenda for the next Board meeting held after adoption of the amendment to the Founding Agreement by all Members. Director Hoefert seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Executive Director's Report – Executive Director Seibert presented her status report. She highlighted the following:

- OSHA employee complaint notice from Groot regarding indoor air quality at the GTS.
- A successful Document Destruction event at the GTS on March 9, 2024
- The battery EPR bill was heard in their respected communities and passed with bipartisan report.



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- Successful development and deployment of the Illinois Battery Awareness campaign
- Advisory Council for the Statewide Recycling Needs Assessment.
- Introduction of Isabel Vargas, SWANCC's new Communication's Specialist.

VIII. Executive Session

Personnel – Section 2(c)(1) of the Open Meetings Act - Director Recklaus made a motion to enter executive session for matters of personnel. Director Hoefert seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

IX. Public Comment – none

X. Adjournment

At 12:58 PM, there being no further business, Director Hoefert made a motion to adjourn which was seconded by Director Thill. The motion was unanimously approved.

MOTION TO PARTICIPATE REMOTELY

AYES

Hon. John Thill
Mr. Randall Recklaus
Hon. Paul Hoefert
Jon Sfondilis

NAYS

ABSENT

Mr. Matt Roan
Matt Formica
Hon. Karen Darch

MOTION TO APPROVE DECEMBER 2023 MEETING MINUTES

AYES

Hon. John Thill
Mr. Randall Recklaus
Hon. Paul Hoefert
Jon Sfondilis

NAYS

ABSENT

Mr. Matt Roan
Matt Formica
Hon. Karen Darch

**MOTION TO RATIFY THE DECEMBER 2023 PAYMENT REQUEST AND
APPROVE THE JANUARY 2024 PAYMRNT REQUEST AND
FORWARD THEM TO THE BOARD OF DIRECTORS**

AYES

Hon. John Thill
Mr. Randall Recklaus
Hon. Paul Hoefert
Jon Sfondilis

NAYS

ABSENT

Mr. Matt Roan
Matt Formica
Hon. Karen Darch



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**MOTION TO ACCEPT THE DECEMBER 2023 TREASURERS REPORT AND
FORWARD IT TO THE BOARD OF DIRECTORS**

AYES

Hon. John Thill
Mr. Randall Recklaus
Hon. Paul Hoefert
Jon Sfondilis

NAYS

ABSENT

Mr. Matt Roan
Matt Formica
Hon. Karen Darch

MOTION TO FORWARD THE DRAFT FY2025 BUDGET TO THE BOARD OF DIRECTORS

AYES

Hon. John Thill
Mr. Randall Recklaus
Hon. Paul Hoefert
Jon Sfondilis

NAYS

ABSENT

Mr. Matt Roan
Matt Formica
Hon. Karen Darch

MOTION TO ADJOURN

AYES

Hon. John Thill
Mr. Randall Recklaus
Hon. Paul Hoefert
Jon Sfondilis

NAYS

ABSENT

Mr. Matt Roan
Matt Formica
Hon. Karen Darch

Material included in the Executive Committee packet for March 27, 2024:

- . March 27, 2024 Meeting Agenda*
- . January 24, 2024 Meeting Minutes*
- . February 2024 Payment Request memo dated February 23, 2024*
- . March 2024 Payment Request memo dated March 22, 2024*
- . February 2024 Financial Report memo dated March 22, 2024*
- . Final FY2025 Budget for Approval memo dated March 19, 2024*
- . GTS Roof Replacement- A/E Services Change Order for Mechanical Upgrades memo dated March 21, 2024*
- . Report of the Nomination Committee Recommendations Memo dated March 19, 2024*
- . IGA with SWALCO for Household Hazardous Waste Events Memo dated March 19, 2024*
- . Monthly Status Report memo dated March 21, 2024*