



Executive Committee Meeting

Wednesday, May 27, 2015

11:30 a.m.

**Solid Waste Agency of Northern Cook County
77 W Hintz Road, Suite 200
Wheeling, IL 60090**

I. Call To Order

Chairman Norris called the Meeting of the Executive Committee to order at 11:30 a.m. at the Solid Waste Agency of Northern Cook County office. A roll call attendance was taken.

Present		
<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. Karen Darch (via phone)	Mayor	Barrington
Raymond Rummel	Manager	Elk Grove Village
Todd Hileman	Manager	Glenview
Tim Wiberg	Manager	Lincolnwood
Hon. Paul Hoefert (11:34)	Trustee	Mount Prospect
James Norris	Manager	Hoffman Estates

Absent

Others in Attendance

Hon. John Thill, Morton Grove Trustee
Dave Van Vooren, Executive Director
Steven Schilling, Assistant Executive Director
Mary Allen, Recycling and Education Director
Cameron Ruen, Marketing Coordinator
Lisa Wooddy, Administrative Manager
Phil Kowalski, CB&I

On a motion by Mr. Wiberg to authorize phone participation for Mayor Darch, seconded by Mr. Hileman, a vote was taken and the motion was approved.

II. Approval of Minutes

On a motion by Mr. Wiberg to approve the April 8, 2015 meeting minutes, seconded by Mr. Hileman, a vote was taken and the minutes were approved. Mr. Hileman abstained.



May 27, 2015 Executive Committee Minutes

III. Financial Update

April and May 2015 Payment Request – Mr. Norris asked the committee to ratify the April Payment Request.

Mr. Rummel made a motion to ratify the April Payment Request. Mr. Hileman seconded the motion. A vote was taken and the motion was unanimously approved.

The May Payment Request has a total of \$906,841.56 was comprised of the following: \$3,380.76 from the Administrative Fund, \$865,898.42 from the Operations Fund, and \$37,562.38 for the estimated April payroll.

Mr. Wiberg made a motion to accept the May Payment Request. Mr. Hileman seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for April 2015 – Mr. Norris asked the committee to review the Treasurer's Report for April. The Treasurer's Report shows a balance of \$3,547,675.12 as of April 30, 2015. Mr. Van Vooren noted that May 1, 2015 was the closing of the trustee agreement for the bond payments. SWANCC invoices need to be directed to the Agency for this fiscal year.

IV. Executive Session

Litigation – Upon a motion by Mr. Rummel, seconded by Mr. Wiberg, the Committee entered into executive session, after a unanimous roll call vote, at 11:39 a.m., to discuss litigation under Section 2(c)(11), review of historical Executive Session Minutes to be released 2(c)(21), and Preliminary GTS RFP Update - Section 2(c)(5 and 6) of the of the Open Meetings Act.

The Committee reconvened in its regular open session at 12:22 p.m.

V. Glenview Transfer Station (GTS)

FY2015 Commercial Waste Program – Mr. Schilling reported on commercial volumes received at the Glenview Transfer Station in FY2015. The FY2015 profit represents the largest revenue since the program inception in FY1995. He added that a state inspection was conducted on April 7, 2015. No violations were noted.

VI. Old Business

Updated on E-Waste – Mr. Van Vooren reported that weight totals are increasing at events and permanent collection locations with April invoices exceeding overall monthly allocations for the collection program. Staff recommends continuing to evaluate the program and if necessary, take steps to discontinue the service starting November 1, 2016 in addition to revisiting the adoption of HB 1455 upon adoption which states that collectors shall not be charged for covered electronic devices. The committee agreed to the recommendation.



May 27, 2015 Executive Committee Minutes

Executive Committee Nominations – Mr. Van Vooren provided an update of the nominating committee for Officers of the Agency.

On a motion by Mr. Wiberg to recommend the nominations to the Board of Directors, seconded by Mr. Hileman, a vote was taken and the minutes were approved.

VII. New Business

FY2015 2nd Half Recycling Incentive Program – Mr. Van Vooren reported on recycling volumes for participating member communities in the Recycling Incentive Program.

On a motion by Mr. Rummel to recommend Resolution 2016-01 to the Board of Directors, seconded by Mr. Hileman, a vote was taken and the resolution was recommended for approval to the Board of Directors.

Executive Director's Report – Mr. Van Vooren presented the report to the Committee. He highlighted legislation regarding e-waste.

VIII. Adjournment

There being no further business, a motion by Mr. Hoefert, and seconded by Mr. Hileman, to adjourn the meeting at 12:38 p.m. was unanimously approved.

MOTION TO AUTHORIZE TO APPROVE VOTING BY PHONE

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. Karen Darch		
Raymond Rummel		
Tim Wiberg		
Todd Hileman		
James Norris		

MOTION TO APPROVE APRIL 8, 2015 MEETING MINUTES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. Karen Darch		
Raymond Rummel		
Tim Wiberg		
Todd Hileman		
James Norris		



May 27, 2015 Executive Committee Minutes

MOTION TO RATIFY APRIL PAYMENT REQUEST

AYES

NAYS

ABSENT

Hon. Karen Darch
Raymond Rummel
Tim Wiberg
Todd Hileman
James Norris

MOTION TO APPROVE MAY PAYMENT REQUEST

AYES

NAYS

ABSENT

Hon. Karen Darch
Raymond Rummel
Tim Wiberg
Todd Hileman
James Norris

MOTION TO APPROVE APRIL TREASURERS REPORT

AYES

NAYS

ABSENT

Hon. Karen Darch
Raymond Rummel
Tim Wiberg
Todd Hileman
James Norris

MOTION TO ENTER EXECUTIVE SESSION

AYES

NAYS

ABSENT

Raymond Rummel
Tim Wiberg
Hon. Joe Sweeney
James Norris
Hon. Paul Hoefert
Hon. Karen Darch
Todd Hileman

MOTION TO APPROVE NOMINATIONS TO BOARD OF DIRECTORS

AYES

NAYS

ABSENT

Raymond Rummel
Tim Wiberg
Hon. Joe Sweeney
James Norris
Hon. Paul Hoefert
Hon. Karen Darch
Todd Hileman



May 27, 2015 Executive Committee Minutes

**MOTION TO RECOMMEND RECYCLING INCENTIVE PROGRAM
PAYMENTS TO BOARD OF DIRECTORS**

AYES

Raymond Rummel
Tim Wiberg
Hon. Joe Sweeney
James Norris
Hon. Paul Hoefert
Hon. Karen Darch
Todd Hileman

NAYS

ABSENT

Material included in the Executive Committee packet for May 27, 2015:

- . April 8, 2015 Meeting Minutes*
- . April Payment Request memo dated April 18, 2015*
- . May Payment Request memo dated May 22, 2015*
- . FY2015 Commercial Waste Program memo dated May 21, 2015*
- . Update, Electronics Recycling memo dated May 18, 2015*
- . Appointment of Nominating Committee, Update memo dated May 18, 2015*
- . FY2015 Recycling Incentive Program – Second Installment memo dated May 20, 2015*
- . Status Report memo dated May 22, 2015*



Executive Committee Meeting

Wednesday, June 24, 2015

11:30 a.m.

**Solid Waste Agency of Northern Cook County
77 W Hintz Road, Suite 200
Wheeling, IL 60090**

I. Call To Order

Chairman Norris called the Meeting of the Executive Committee to order at 11:35 a.m. at the Solid Waste Agency of Northern Cook County office. A roll call attendance was taken.

Present		
<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. Karen Darch (via phone)	Mayor	Barrington
Todd Hileman	Manager	Glenview
Tim Wiberg	Manager	Lincolnwood
Hon. Paul Hoefert	Trustee	Mount Prospect
James Norris	Manager	Hoffman Estates
Absent		
Raymond Rummel	Manager	Elk Grove Village

Others in Attendance

Hon. George Van Dusen, SWANCC Board Chairman, Mayor of Skokie
Hon. John Thill, Morton Grove Trustee
Dave Van Vooren, Executive Director
Steven Schilling, Assistant Executive Director
Mary Allen, Recycling and Education Director
Cameron Ruen, Marketing Coordinator
Lisa Wooddy, Administrative Manager
Phil Kowalski, CB&I

On a motion by Mr. Hileman to authorize phone participation for Mayor Darch, seconded by Mr. Hoefert, a vote was taken and the motion was approved.

II. Approval of Minutes

On a motion by Mr. Wiberg to approve the May 27, 2015 meeting minutes, seconded by Mr. Hoefert, a vote was taken and the minutes were approved.



June 24, 2015 Executive Committee Minutes

III. Financial Update

June 2015 Payment Request – Mr. Norris asked the committee to review the June Payment Request.

The June Payment Request has a total of \$1,173,802.86 was comprised of the following: \$1,117,459.28 from the Operations Fund, and \$56,343.58 for the estimated July payroll.

Mr. Hoefert made a motion to accept the June Payment Request. Mr. Hileman seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for May 2015 – Mr. Norris asked the committee to review the Treasurer's Report for May. The Treasurer's Report shows a balance of \$2,287,174.36 as of May 31, 2015. Mr. Van Vooren noted that May 1, 2015 was the closing of the trustee agreement for the bond payments. SWANCC invoices need to be directed to the Agency for this fiscal year.

Mr. Hoefert recommended the May Treasurer's Report to the Board of Directors. Mr. Wiberg seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session

Litigation – Upon a motion by Mr. Hoefert, seconded by Mr. Hileman, the Committee entered into executive session, after a unanimous roll call vote, at 11:42 a.m., to discuss litigation under Section 2(c)(11), review of historical Executive Session Minutes to be released 2(c)(21), and Preliminary GTS RFP Update - Section 2(c)(5 and 6) of the of the Open Meetings Act.

The Committee reconvened in its regular open session at 12:23 p.m.

V. Glenview Transfer Station (GTS)

Update – Mr. Van Vooren reported that in May, \$61,000 of commercial landscape and garbage were brought to the GTS, which is the highest month of extra revenue in the history of the transfer station. These numbers may account for a healthy economy.

VI. Old Business - None

VII. New Business

Matters Arising Out of Executive Session –

On a motion by Mr. Hoefert to concur in the recommendation of the Executive Committee to the Board of Directors to reject all proposals to purchase the Glenview Transfer Station; concur in the recommendation of the Executive Committee to reject alternative models to the proposed operating contract prepared by the Agency; and to award the Operating Contract to Groot Industries on the final and best pricing terms submitted by Groot, said proposal being the lowest cost for overall operation



June 24, 2015 Executive Committee Minutes

and in the best interests of the Agency, seconded by Mr. Hileman, a vote was taken and the motion was approved.

On a motion by Mr. Hileman to accept the performance evaluation of the Executive Director and a 3-year term, seconded by Mr. Wiberg, a vote was taken and the motion was approved.

January – April 2015 Special Programs Summary – Mr. Van Vooren presented the report to the Committee on school programs at varying levels throughout the region. Some schools are at the level of basic core recycling, while others are entering into food scrap and zero waste efforts.

Executive Director's Report – Mr. Van Vooren presented the report to the Committee. He highlighted legislation regarding e-waste, the Agency's electronics recycling vendor to reduce their processing costs for monitors and televisions, and a letter to the Governor to sign HB 1455.

VIII. Adjournment

There being no further business, a motion by Mr. Hoefert, and seconded by Mr. Hileman, to adjourn the meeting at 12:34 p.m. was unanimously approved.

MOTION TO AUTHORIZE TO APPROVE VOTING BY PHONE

AYES

Tim Wiberg
Hon. Paul Hoefert
Hon. Karen Darch
Todd Hileman
James Norris

NAYS

ABSENT

Raymond Rummel

MOTION TO APPROVE MAY 27, 2015 MEETING MINUTES

AYES

Hon. Karen Darch
Tim Wiberg
Hon. Paul Hoefert
Todd Hileman
James Norris

NAYS

ABSENT

Raymond Rummel

MOTION TO APPROVE JUNE PAYMENT REQUEST

AYES

Hon. Karen Darch
Tim Wiberg
Hon. Paul Hoefert
Todd Hileman
James Norris

NAYS

ABSENT

Raymond Rummel



June 24, 2015 Executive Committee Minutes

MOTION TO APPROVE MAY TREASURERS REPORT

AYES

NAYS

ABSENT

Hon. Karen Darch
Tim Wiberg
Hon. Paul Hoefert
Todd Hileman
James Norris

Raymond Rummel

MOTION TO ENTER EXECUTIVE SESSION

AYES

NAYS

ABSENT

Hon. Karen Darch
Tim Wiberg
Hon. Paul Hoefert
Todd Hileman
James Norris

Raymond Rummel

**MOTION TO REJECT SELLING THE TRANSFER STATION AND ACCEPTING THE
GROOT CONTRACT FOR OPERATING THE TRANSFER STATION**

AYES

NAYS

ABSENT

Hon. Karen Darch
Tim Wiberg
Hon. Paul Hoefert
Todd Hileman
James Norris

Raymond Rummel

**MOTION TO ACCEPT THE EXECUTIVE DIRECTOR PERFORMANCE
EVALUATION AND CONTINUATION OF THREE YEAR TERM**

AYES

NAYS

ABSENT

Hon. Karen Darch
Tim Wiberg
Hon. Paul Hoefert
Todd Hileman
James Norris

Raymond Rummel

Material included in the Executive Committee packet for June 24, 2015:

- . May 27, 2015 Meeting Minutes*
- . June Payment Request memo dated June 19, 2015*
- . January – April 2015 Special Program Summary memo dated June 5, 2015*
- . Status Report memo dated June 18, 2015*



Executive Committee Meeting

**Wednesday, August 26, 2015
11:30 a.m.**

**Solid Waste Agency of Northern Cook County
77 W Hintz Road, Suite 200
Wheeling, IL 60090**

I. Call To Order

Chairman Rummel called the Meeting of the Executive Committee to order at 11:35 a.m. at the Solid Waste Agency of Northern Cook County office. A roll call attendance was taken.

Present		
<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. Karen Darch	Mayor	Barrington
Hon. John Thill	Trustee	Morton Grove
Todd Hileman	Manager	Glenview
James Norris	Manager	Hoffman Estates
Raymond Rummel	Manager	Elk Grove Village

Absent		
Tim Wiberg	Manager	Lincolnwood
Hon. Paul Hoefert	Trustee	Mount Prospect

Others in Attendance

Hon. George Van Dusen, SWANCC Board Chairman, Mayor of Skokie
Derk Price, SWANCC Counsel, Ancel and Glink
Colleen DeKraker, Miller, Cooper & Co.
Susan Jones, Miller, Cooper & Co.
Dave Van Vooren, Executive Director
Mary Allen, Recycling and Education Director
Cameron Ruen, Marketing Coordinator
Lisa Woody, Administrative Manager

II. Approval of Minutes

On a motion by Ms. Darch to approve the June 24, 2015 meeting minutes, seconded by Mr. Hileman, a vote was taken and the minutes were approved.



August 26, 2015 Executive Committee Minutes

III. Financial Update

July 2015 Payment Request – Mr. Rummel asked the committee to review the July Payment Request.

The July Payment Request has a total of \$1,330,988.99 was comprised of the following:
\$1,175,100.82 from the Operations Fund, \$37,619.52 for the estimated August payroll, and
\$118,268.65 for the Recycling Incentive Program payouts.

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

August 2015 Payment Request – Mr. Rummel asked the committee to review the August Payment Request.

The August Payment Request has a total of \$1,260,451.63 was comprised of the following:
\$1,222,889.25 from the Operations Fund, and \$37,562.38 for the estimated August payroll.

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

Treasurer's Report and Revenue/Expense Reports for July 2015 – Mr. Rummel asked the committee to review the Treasurer's Report for July. The Treasurer's Report shows a balance of \$2,644,853.06 as of July 31, 2015.

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

FY2015 Financial Audit – Mr. Van Vooren introduced Susan Jones and Coleen DeKraker of Miller, Cooper & Co. Susan Jones gave a summary of the audit report and management letter stating that the Agency received an unqualified, unmodified opinion, which is the highest level of assurance available. She noted that debt payments had been fulfilled for the bonds as of May 1, 2015.

Mr. Norris made a motion to recommend the financial audit to the Board of Directors. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session - None

Executive Session Minutes – Mr. Hileman made a motion to approve and not release the June 25, 2015 Executive Session minutes. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.



August 26, 2015 Executive Committee Minutes

V. Glenview Transfer Station (GTS)

Update – Mr. Van Vooren reported that the Agency continues to see an increase in commercial waste at the Glenview Transfer Station.

VI. Old Business - None

VII. New Business

Update – Anderson Legislative Contract – Mr. Van Vooren service reviewed the contract with Anderson Consulting for legislative support, tracking and lobbying for fiscal year 2014-15. He noted that the relationship was beneficial the last year regarding electronics recycling bills and expects to utilize the company for a longer-term electronics recycling option in 2016.

Ms. Darch made a motion to approve and not release the June 25, 2015 Executive Session minutes. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

Executive Director's Report – Mr. Van Vooren presented the report to the Committee. He highlighted that the GTS contract has been completed; staff is also working with Members on garbage collection contracts. Mr. Van Vooren further stated that HB 1455 had passed regarding electronics recycling, and staff is engaged with current electronics recycling vendor Com2 about its program and impacts at the present time staff is not anticipating any e-waste changes in FY2016.

VIII. Adjournment

There being no further business, a motion by Ms. Darch, and seconded by Mr. Hileman, to adjourn the meeting at 12:20 p.m. was unanimously approved.

MOTION TO APPROVE JUNE 24, 2015 MEETING MINUTES

AYES

NAYS

ABSENT

James Norris
Hon. John Thill
Hon. Karen Darch
Todd Hileman
Raymond Rummel

Tim Wiberg
Hon. Paul Hoefert

MOTION TO RATIFY JUNE PAYMENT REQUEST

AYES

NAYS

ABSENT

James Norris
Hon. John Thill
Hon. Karen Darch
Todd Hileman
Raymond Rummel

Tim Wiberg
Hon. Paul Hoefert



August 26, 2015 Executive Committee Minutes

MOTION TO APPROVE JULY PAYMENT REQUEST

AYES

NAYS

ABSENT

James Norris
Hon. John Thill
Hon. Karen Darch
Todd Hileman
Raymond Rummel

Tim Wiberg
Hon. Paul Hoefert

MOTION TO APPROVE JULY TREASURERS REPORT

AYES

NAYS

ABSENT

James Norris
Hon. John Thill
Hon. Karen Darch
Todd Hileman
Raymond Rummel

Tim Wiberg
Hon. Paul Hoefert

MOTION TO APPROVE ANDERSON LEGISLATIVE CONTRACT

AYES

NAYS

ABSENT

James Norris
Hon. John Thill
Hon. Karen Darch
Todd Hileman
Raymond Rummel

Tim Wiberg
Hon. Paul Hoefert

Material included in the Executive Committee packet for August 26, 2015:

- . June 24, 2015 Meeting Minutes*
- . June Payment Request memo dated June 19, 2015*
- . July Payment Request memo dated July 23, 2015*
- . FY2015 Financial Audit Review memo dated August 17, 2015*
- . Legislated Consulting, Professional Services Contract for Anderson Consulting memo dated August 13, 2015*
- . Status Report memo dated August 19, 2015*



Executive Committee Meeting

Wednesday, September 23, 2015

11:30 a.m.

**Solid Waste Agency of Northern Cook County
77 W Hintz Road, Suite 200
Wheeling, IL 60090**

I. Call To Order

Chairman Rummel called the Meeting of the Executive Committee to order at 11:35 a.m. at the Solid Waste Agency of Northern Cook County office. A roll call attendance was taken.

Present

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

Absent

James Norris	Manager	Hoffman Estates
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Others in Attendance

Hon. George Van Dusen, SWANCC Board Chairman, Mayor of Skokie
Derke Price, SWANCC Counsel, Ancel and Glink
Dave Van Vooren, Executive Director
Mary Allen, Recycling and Education Director
Cameron Ruen, Marketing Coordinator
Lisa Woody, Administrative Manager

II. Approval of Minutes

On a motion by Ms. Hileman to approve the August 26, 2015 meeting minutes, seconded by Mr. Thill, a vote was taken and the minutes were approved.

III. Financial Update

September 2015 Payment Request – Mr. Rummel asked the committee to review the September Payment Request.



September 23, 2015 Executive Committee Minutes

The September Payment Request has a total of \$1,268,763.81 was comprised of the following: \$1,231,201.43 from the Operations Fund, and 37,562.38 for the estimated October payroll.

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

Treasurer's Report and Revenue/Expense Reports for August 2015 – Mr. Rummel asked the committee to review the Treasurer's Report for August. The Treasurer's Report shows a balance of \$2,196,118.52 as of August 31, 2015.

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

FY2015 True-Up – Mr. Van Vooren reported that the Agency collectively under delivered on committed waste tonnage in FY2015 by 1%, or 1,999.87 tons. The Agency also was under on the FY2015 budgeted expenses resulting in a total true-up due to members of \$316,037.51

Mr. Hoefert made a motion to approve EC Resolution 2016-01. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session - None

V. Glenview Transfer Station (GTS)

Update – Mr. Van Vooren reported that the Agency is now operating under new rates the Glenview Transfer Station, since September 1, 2015. There have been no reductions in volumes from small commercial operators taken in. The Agency can expect to see a higher revenue stream if monthly waste volumes remain the same due to the lower disposal costs. He added that staff is looking at maintenance issues at the GTS and is working with Groot to conduct the repairs.

VI. Old Business - None

VII. New Business

Executive Director's Report – Mr. Van Vooren presented the report to the Committee. He highlighted 1) that the True-up has been completed and will be sent to the Board of Directors for the October meeting; 2) staff continues to work on issues related to electronics recycling and in obtaining pricing from vendors; 3) an introduction to next meeting related to the Agency mission; 4) a formal process letter from Prospect Heights regarding membership has been received and staff is working on responding; 5) that Cameron Ruen, Marketing Coordinator, will be leaving the Agency at the beginning of October after almost 11 years of service to the Agency; and 6) that he has been communicating to Members' Finance Departments to use the worst case scenario of \$47.00 as a tipping fee for municipal budgeting purposes.



September 23, 2015 Executive Committee Minutes

VIII. Adjournment

There being no further business, a motion by Mr. Wiberg, and seconded by Ms. Darch, to adjourn the meeting at 12:11 p.m. was unanimously approved.

MOTION TO APPROVE AUGUST 26, 2015 MEETING MINUTES

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

MOTION TO APPROVE SEPTEMBER PAYMENT REQUEST

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

MOTION TO APPROVE AUGUST TREASURERS REPORT

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

MOTION TO APPROVE EC RESOLUTION 2016-01 FY2015 TRUE-UP

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



September 23, 2015 Executive Committee Minutes

Material included in the Executive Committee packet for, 2015:

- . August 26, 2015 Meeting Minutes*
- . September Payment Request memo dated September 18, 2015*
- . FY2015 True-up memo dated September 10, 2015*
- . EC Resolution 2016-01: FY2015 True-Up*
- . Status Report memo dated September 17, 2015.*
- . Handout: SWANCC Mission*
- . Handout: Agency Response Letter to Prospect Heights*



Executive Committee Meeting

Wednesday, October 28, 2015

11:30 a.m.

**Solid Waste Agency of Northern Cook County
77 W Hintz Road, Suite 200
Wheeling, IL 60090**

I. Call To Order

Chairman Rummel called the Meeting of the Executive Committee to order at 11:34 a.m. at the Solid Waste Agency of Northern Cook County office. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. Karen Darch	Mayor	Barrington
James Norris	Manager	Hoffman Estates
Hon. Paul Hoefert	Trustee	Mount Prospect
Todd Hileman	Manager	Glenview
Raymond Rummel	Manager	Elk Grove Village

Absent

Hon. John Thill	Trustee	Morton Grove
Tim Wiberg	Manager	Lincolnwood

Others in Attendance

Hon. George Van Dusen, SWANCC Board Chairman, Mayor of Skokie
Hon. James Petri, Trustee, Elk Grove Village
Derke Price, SWANCC Counsel, Ancel and Glink
Dave Van Vooren, Executive Director
Steven Schilling, Assistant Executive Director
Mary Allen, Recycling and Education Director
Lisa Woody, Administrative Manager

II. Approval of Minutes

On a motion by Mr. Hoefert to approve the September 23, 2015 meeting minutes, seconded by Ms. Darch, a vote was taken and the minutes were approved.

III. Financial Update

October 2015 Payment Request – Mr. Rummel asked the committee to review the October Payment Request.



October 28, 2015 Executive Committee Minutes

The September Payment Request totaled \$870,272.33 and was comprised of the following: \$834,962.32 from the Operations Fund, and 35,310.01 for the estimated November payroll.

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

Treasurer's Report and Revenue/Expense Reports for September 2015 – Mr. Rummel asked the committee to review the Treasurer's Report for September. The Treasurer's Report shows a balance of \$1,992,603.29 as of September 30, 2015.

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

FY2016 Recycling Incentive Program– Mr. Van Vooren stated that due to the modification of the RIP by the new operating contract, the Agency would distribute \$74,796.10 in RIP payments based on the old contract which was in effect May 1, 2015 through August 31, 2015. The new RIP program does not include the \$5/ton floor price for recycling and Mr. Van Vooren advised that communities need to address revenue sharing as part of their municipal hauling contracts.

Mr. Hoefert made a motion to approve EC Resolution 2016-02. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session - None

V. Glenview Transfer Station (GTS)

Update – Mr. Schilling reported that there has been a smooth transition to the new contract and that the Glenview Transfer Station is functioning well. There has been an increase in revenue from commercial deliveries. Members are on track to over deliver in FY2016 and recycling is down slightly.

VI. Old Business

Illinois Risk Insurance Renewal – Mr. Van Vooren stated that Illinois Counties Risk Management Trust remains the best option of the Agencies risk insurance. IRMA was contacted as an alternate provider but due to their \$50,000 annual minimum policy it is not a cost competitive option. Staff recommended a one year contract with Illinois Counties Risk Management Trust for general liability, excess liability and workers compensation coverage for 2016.

Mr. Hoefert made a motion to approve renewal of the contract with Illinois Counties Risk Management Trust for 2016 risk insurance. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.



October 28, 2015 Executive Committee Minutes

SWANCC Mission Statement Review – The committee discussed the best way to update the mission and goals of the Agency. After discussion, it was decided that a Task Force would be convened to review the mission and discuss the best method to solicit input from the members. The Committee felt that there should be a review and evaluation of the Agency's programs and goals set out by the 2014 Solid Waste Management Plan. The Task Force will report to the Executive Committee at their next meeting.

VII. New Business

Executive Director's Report – Mr. Van Vooren presented the report to the Committee. He highlighted that there is currently an extremely competitive marketplace for collection and disposal services and that members should review the timing of their existing contracts to maximize potential opportunities.

VIII. Adjournment

There being no further business, a motion by Mr. Hoefert, and seconded by Mr. Hileman, to adjourn the meeting at 12:55 p.m. was unanimously approved.

MOTION TO APPROVE SEPTEMBER 23, 2015 MEETING MINUTES

AYES

Hon. Karen Darch
James Norris
Hon. Paul Hoefert
Todd Hileman
Raymond Rummel

NAYS

ABSENT

Hon. John Thill
Tim Wiberg

MOTION TO APPROVE OCTOBER PAYMENT REQUEST

AYES

Hon. Karen Darch
James Norris
Hon. Paul Hoefert
Todd Hileman
Raymond Rummel

NAYS

ABSENT

Hon. John Thill
Tim Wiberg

MOTION TO APPROVE SEPTEMBER TREASURERS REPORT

AYES

Hon. Karen Darch
James Norris
Hon. Paul Hoefert
Todd Hileman

NAYS

ABSENT

Hon. John Thill
Tim Wiberg



October 28, 2015 Executive Committee Minutes

Raymond Rummel

MOTION TO APPROVE EC RESOLUTION 2016-02 FY2016 RIP

AYES

NAYS

ABSENT

Hon. Karen Darch
James Norris
Hon. Paul Hoefert
Todd Hileman
Raymond Rummel

Hon. John Thill
Tim Wiberg

MOTION TO APPROVE RENEWAL OF LIABILITY INSURANCE

AYES

NAYS

ABSENT

Hon. Karen Darch
James Norris
Hon. Paul Hoefert
Todd Hileman
Raymond Rummel

Hon. John Thill
Tim Wiberg

Material included in the Executive Committee packet for October 28, 2015:

- . September 23, 2015 Meeting Minutes*
- . October Payment Request memo dated October 23, 2015*
- . September 2015 Treasurer's Report and Budget Document*
- . FY2016 RIP memo dated October 19, 2015*
- . EC Resolution 2016-02: FY2016 RIP*
- . 2016 Liability and Workers Comp Insurance Renewal memo dated October 15, 2015*
- . SWANCC Mission Statement Review memo dated October 15, 2015*
- . Status Report memo dated October 22, 2015*



Executive Committee Meeting

Wednesday, November 18, 2015

11:30 a.m.

**Solid Waste Agency of Northern Cook County
77 W Hintz Road, Suite 200
Wheeling, IL 60090**

I. Call To Order

On a motion by Mr. Norris to allow Ms. Darch to participate by phone, seconded by Mr. Hoefert, a vote was taken and the motion was approved.

Chairman Rummel called the Meeting of the Executive Committee to order at 11:33 a.m. at the Solid Waste Agency of Northern Cook County office. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. Karen Darch-By phone, left at 12:01pm	Mayor	Barrington
James Norris	Manager	Hoffman Estates
Hon. Paul Hoefert	Trustee	Mount Prospect
Todd Hileman	Manager	Glenview
Hon. John Thill	Trustee	Morton Grove
Tim Wiberg	Manager	Lincolnwood
Raymond Rummel	Manager	Elk Grove Village

Absent

None

Others in Attendance

Hon. James Petri, Trustee, Elk Grove Village
Derke Price, SWANCC Counsel, Ancel and Glink, 12:01 pm
Dave Van Vooren, Executive Director
Steven Schilling, Assistant Executive Director
Lisa Woody, Administrative Manager

II. Approval of Minutes

On a motion by Mr. Hoefert to approve the October 28, 2015 meeting minutes, seconded by Mr. Hileman, a vote was taken and the minutes were approved.



November 18, 2015 Executive Committee Minutes

III. Financial Update

November 2015 Payment Request – Mr. Rummel asked the committee to review the November Payment Request.

The November Payment Request totaled \$942,391.22 and was comprised of the following: \$834,537.47 from the Operations Fund, 33,057.6501 for the estimated November payroll, and \$74,796.10 for the Recycling Incentive Program.

Mr. Norris made a motion to approve the November Payment Request. Mr. Hoefert seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for October 2015 – Mr. Rummel asked the committee to review the Treasurer's Report for September. The Treasurer's Report shows a balance of \$2,025,989.87 as of October 30, 2015.

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

IV. Executive Session

Mr. Hoefert made a motion to go into executive session to discuss personnel under Section 2 (c) (1) of the Open Meeting Act. Mr. Hileman seconded the motion. A vote was taken and the motion was unanimously approved. The committee entered Executive Session at 12:02pm.

V. Glenview Transfer Station (GTS)

Update – Mr. Schilling reported that the GTS has been running smoothly. There has been an increase in member deliveries and with most communities reporting, recycling has also increased.

VI. Old Business

Solid Waste Management Plan Goals – Mr. Van Vooren provided an update of progress on the Agency's 2014 Solid Waste Management Plan (SWMP). He highlighted that Primary Goal RD#4, to develop a local HHW solution for member residents, is stalled due to budget issues in Springfield. Once a state budget has been adopted the goal will be revisited. Staff will continue to make progress on the primary and secondary goals with resources provided through the annual budget. It was decided that an update to the SWMP would be provided to the Committee at six-month intervals and that a separate report would be presented after scheduled interviews with manager/administrators to provide their input on the value of these goals to their communities.



November 18, 2015 Executive Committee Minutes

2016 Meeting Dates – The committee reviewed the proposed meeting dates for 2016 and will present them to the Board of Directors at the December meeting.

VII. New Business

Executive Director's Report – Mr. Van Vooren presented the report to the Committee and highlighted the following items: 1) He has begun scheduling meeting with managers/administrators to obtain feedback on continuing to drive value to members. Due to holidays this is expected to be completed by early January. 2) The GTS transition is now expected to occur in the February-April time frame which will allow Groot to work out any issues with their system before implementation. 3) Several e-waste vendors have indicated that they have no guarantee of funding from OEMs in 2016 and this will make it difficult to contract a vendor for these services without greatly increasing cost to the Agency. Mr. Van Vooren will keep the Committee updated on these issues.

VIII. Adjournment

There being no further business, a motion by Mr. Hoefert, and seconded by Mr. Hileman, to adjourn the meeting at 12:55 p.m. was unanimously approved.

MOTION TO ALLOW PRESIDENT DARCH TO PARTICIPATE BY PHONE

AYES

NAYS

ABSENT

James Norris
Hon. Paul Hoefert
Todd Hileman
Hon. John Thill
Tim Wiberg
Raymond Rummel

MOTION TO APPROVE OCTOBER 28, 2015 MEETING MINUTES

AYES

NAYS

ABSENT

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



November 18, 2015 Executive Committee Minutes

MOTION TO APPROVE NOVEMBER PAYMENT REQUEST

AYES

NAYS

ABSENT

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

MOTION TO RECOMMEND OCTOBER TREASURERS REPORT TO BOD

AYES

NAYS

ABSENT

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

MOTION TO ENTER EXECUTIVE SESSION

AYES

NAYS

ABSENT

James Norris
Hon. Paul Hoefert
Todd Hileman
Hon. John Thill
Tim Wiberg
Raymond Rummel

Hon. Karen Darch

MOTION TO ADJOURN

AYES

NAYS

ABSENT

James Norris
Hon. Paul Hoefert
Todd Hileman
Hon. John Thill
Tim Wiberg
Raymond Rummel

Hon. Karen Darch

Material included in the Executive Committee packet for November 18, 2015:

- . October 28, 2015 Meeting Minutes*
- . November Payment Request memo dated November 16, 2015*
- . October 2015 Treasurer's Report and Budget Document*
- . SWANCC-Review SWMP Goals memo dated November 2, 2015*
- . 2016 Board of Directors and Executive Committee Meeting Schedules memo dated November 16, 2015*
- . Status Report memo dated November 13, 2015*



Executive Committee Meeting

Wednesday, December 16, 2015

11:30 a.m.

**Solid Waste Agency of Northern Cook County
77 W Hintz Road, Suite 200
Wheeling, IL 60090**

I. Call To Order

Chairman Rummel called the Meeting of the Executive Committee to order at 11:35 a.m. at the Solid Waste Agency of Northern Cook County office. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. Paul Hoefert	Trustee	Mount Prospect
Todd Hileman	Manager	Glenview
Hon. John Thill	Trustee	Morton Grove
Tim Wiberg	Manager	Lincolnwood
Raymond Rummel	Manager	Elk Grove Village

Absent

Hon. Karen Darch
James Norris

Others in Attendance

Derke Price, SWANCC Counsel, Ancel and Glink
Dave Van Vooren, Executive Director
Lisa Wooddy, Administrative Manager
Henrietta Saunders, League of Women Voters
Mary Hummel, League of Women Voters

II. Approval of Minutes

On a motion by Mr. Hoefert to approve the November 16, 2015 meeting minutes, seconded by Mr. Thill, a vote was taken and the minutes were approved.

III. Financial Update

December 2015 Payment Request – Mr. Rummel asked the committee to review the December Payment Request.

The December Payment Request totaled \$808,386.93 and was comprised of the following:
\$758,800.46 from the Operations Fund and 49,586.47 for the estimated January payroll.



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Mr. Hoefert made a motion to approve the December Payment Request. Mr. Hileman seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for November 2015 – Mr. Rummel asked the committee to review the Treasurer's Report for November 2015. The Treasurer's Report shows a balance of \$ 2,142,866.47 as of November 30, 2016. There was a discussion of risk and the current policy on the amount of reserves held by the Agency.

Mr. Wiberg made a motion to recommend the Treasurer's Report to the Board of Directors and a directive to clarify the policy for reserves. Mr. Hileman seconded the motion. A vote was taken and the motion was unanimously approved.

Resolution 2016-03: Updated Bank Signature Card – Mr. Rummel asked the committee to review Resolution 2016-03 to add Mr. Rummel to the bank signature card and to remove former Assistant Executive Director Schilling.

Mr. Hoefert made a motion to approve Resolution 2016-03 Mr. Hileman seconded the motion. A vote was taken and the motion was unanimously approved.

Chairman Rummel requested that the budget discussion and Executive Session be moved to later in the agenda. The committee concurred.

IV. Glenview Transfer Station (GTS)

Update – Mr. Van Vooren reported that the GTS will continue to take landscape waste through December 19, 2015 because of the mild weather.

V. Old Business - None

VI. New Business

Executive Director's Report – Mr. Van Vooren presented the December report to the Committee. There were no questions on the report.

VII. Financial Update (continued)

Draft FY2017 Budget – Mr. Van Vooren reviewed the first draft of the FY2017 Budget. He highlighted that due to the new contract costs and no CPI increase the GTS operator expenses have significantly decreased. Member waste is also down slightly over the FY2016 estimates. The budget includes additional funds in repair and maintenance to provide for spot repair of the ring road around the GTS. Other changes from the FY2016 budget include a decrease due to staffing changes and an increased cost for electronics recycling. Adjustments will be made after the next meeting with the presentation of the results of community interviews. The overall first draft of the FY2017 budget



December 16, 2015 Executive Committee Minutes

results in a tipping fee of \$46.35 which is a 20% decrease from FY2016. Mr. Hileman asked about the Agency's existing required fund balance. Mr. Van Vooren stated that the Project Use Agreement requires up to two time monthly budgeted expenses. Mr. Hileman then asked for further details on the expenditures and Mr. Van Vooren stated that there would be further detail in the next draft of the budget.

Mr. Rummel asked if there were any comments from the public on the Draft FY2017 Budget. There were no comments.

VIII. Executive Session

Mr. Hoefert made a motion to go into executive session to discuss personnel under Section 2 (c) (1) and to review minutes under Section 2 (c) (21) of the Open Meeting Act. Mr. Hileman seconded the motion. A vote was taken and the motion was unanimously approved. The committee entered Executive Session at 12:10pm.

IX. Adjournment

There being no further business, a motion by Mr. Wiberg, and seconded by Mr. Hoefert, to adjourn the meeting at 12:23 p.m. was unanimously approved.

MOTION TO APPROVE NOVEMBER 18, 2015 MEETING MINUTES

AYES

Hon. Paul Hoefert
Todd Hileman
Hon. John Thill
Tim Wiberg
Raymond Rummel

NAYS

ABSENT

Hon. Karen Darch
James Norris

MOTION TO APPROVE DECEMBER PAYMENT REQUEST

AYES

Hon. Paul Hoefert
Todd Hileman
Hon. John Thill
Tim Wiberg
Raymond Rummel

NAYS

ABSENT

Hon. Karen Darch
James Norris



December 16, 2015 Executive Committee Minutes

**MOTION TO RECOMMEND NOVEMBER TREASURERS REPORT TO BOD AND
CLARIFY THE RESERVE POLICY**

AYES

Hon. Paul Hoefert
Todd Hileman
Hon. John Thill
Tim Wiberg
Raymond Rummel

NAYS

ABSENT

Hon. Karen Darch
James Norris

MOTION TO APPROVE RESOLUTION EC 2016-03

AYES

Hon. Paul Hoefert
Todd Hileman
Hon. John Thill
Tim Wiberg
Raymond Rummel

NAYS

ABSENT

Hon. Karen Darch
James Norris

MOTION TO ENTER EXECUTIVE SESSION

AYES

Hon. Paul Hoefert
Todd Hileman
Hon. John Thill
Tim Wiberg
Raymond Rummel

NAYS

ABSENT

Hon. Karen Darch
James Norris

MOTION TO ADJOURN

AYES

Hon. Paul Hoefert
Todd Hileman
Hon. John Thill
Tim Wiberg
Raymond Rummel

NAYS

ABSENT

Hon. Karen Darch
James Norris

Material included in the Executive Committee packet for December 16, 2015:

- . November 18, 2015 Meeting Minutes*
- . December Payment Request memo dated December 11, 2015*
- . November 2015 Treasurer's Report and Budget Document*
- . SWANCC-First Draft of the FY2017 Budget memo dated December 11, 2015*
- . Status Report memo dated December 11, 2015*

Handouts for the Executive Committee meeting for December 16, 2015:

- . Resolution #EC2016-03, Authorizing Banking Relationship with MB Financial Bank, Signature Cards*



Executive Committee Meeting

Wednesday, January 27, 2016

11:30 a.m.

**Solid Waste Agency of Northern Cook County
77 W Hintz Road, Suite 200
Wheeling, IL 60090**

I. Call To Order

Chairman Rummel called the Meeting of the Executive Committee to order at 11:30 a.m. at the Solid Waste Agency of Northern Cook County office. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Hon. Karen Darch	President	Barrington
Todd Hileman	Manager	Glenview
James Norris	Manager	Hoffman Estates
Tim Wiberg	Manager	Lincolnwood
Raymond Rummel	Manager	Elk Grove Village

Absent

Hon. Paul Hoefert

Others in Attendance

George Van Dusen, Mayor, Skokie
James Petri, Trustee, Elk Grove Village
Derke Price, SWANCC Counsel, Ancel and Glink
Dave Van Vooren, Executive Director
Mary Allen, Recycling and Education Director
Lisa Woody, Administrative Manager

II. Approval of Minutes

On a motion by Mr. Thill to approve the December 16, 2015 meeting minutes, seconded by Mr. Hileman, a vote was taken and the minutes were approved.

III. Financial Update

January 2016 Payment Request – Mr. Rummel asked the committee to review the January Payment Request.



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The January Payment Request totaled \$896,067.44 and was comprised of the following: \$863,009.79 from the Operations Fund and 33,057.65 for the estimated February payroll.

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

Treasurer's Report and Revenue/Expense Reports for December 2015 – Mr. Rummel asked the committee to review the Treasurer's Report for December 2015. The Treasurer's Report shows a balance of \$ 1,998,410.16 as of December 30, 2015. There was a discussion of risk and the current policy on the amount of reserves held by the Agency.

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

Operation and Maintenance Fund Balance Policy – Mr. Van Vooren explained that the Agency's current cash policy is based on the previous policy required by the bond financing which requires the Agency to have 2/12ths of the annual budget available at the beginning of the month and the Agency can draw down to 1/12th of the annual budget to cover routine bills throughout the month. This policy is no longer required with the full payment of the bonds. The Committee discussed requirements for a new cash policy so to maintain sufficient cash liquidity to pay monthly invoices. The policy should reflect the risk associated with non-payment, which is low and the largest payment cycle. Using the current policy, there would exist an unobligated reserve of as large as \$851,000. The Committee wanted to evaluate the requirements of the Agency's fixed assets before making a recommendation on the use of the unobligated reserves.

Fixed Assets Maintenance Policy – In developing the FY2017 budget, Mr. Van Vooren reviewed the Agency's fixed assets and the need to establish a structure to finance the repair and maintenance of the Agency's main asset, the Glenview Transfer Station. Mr. Van Vooren provided several approaches to developing a fund for major repairs. The Committee asked Mr. Van Vooren to pursue evaluation of the roof, access road, and HVAC in order to make a decision on the required fund balance.

Second Draft FY2017 Budget – Mr. Van Vooren reviewed the second draft of the FY2017 Budget. This draft includes the increased toll charges that went into effect January 1, 2016 and the anticipated increase on January 1, 2017. It also includes stable cost for battery recycling and a \$20,000 increase in cost for electronics recycling due to labor and transportation increases.

Chairman Rummel requested that the Summary of the Managers Meetings be discussed before the budget discussion continue. The committee concurred.

IV. Old Business

Summary of Managers Meeting – Mr. Van Vooren summarized his meeting with managers to obtain feedback on the Agency's overall value regarding programs and services. He stated that overall the Members see value in the services that SWANCC provides through collective purchasing and in the knowledge and programs SWANCC makes available to them. The committee asked that Mr. Van



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Vooren meet with managers on an annual basis as part of the budgeting process to get their feedback regarding programs and services.

V. Financial Update (continued)

Second Draft FY2017 Budget – The second draft of the FY2017 budget will include the existing level of programs and services as indicated by the managers in their meetings. Staff anticipates a slight decrease in member waste delivery based on the three year rolling average. Overall the second draft of the FY2017 budget results in a tipping fee of \$46.07 which is \$3.10 per ton lower than the September 2015 revised FY2016 budget.

Chairman Rummel requested that the Executive Session be moved to the end of the meeting. The committee concurred.

VI. Glenview Transfer Station (GTS)

Toll Highway Rate Increase – Mr. Van Vooren reported that Groot Industries has requested an increase in the disposal rate due to the increase in tolls for over the road trucks by the Illinois Tollway Authority. He explained that as part of the new contract the tolls were removed from the embedded cost of disposal to separate it from the CPI increase.

Mr. Norris made a motion approve the toll highway rate increase. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

VII. New Business

Executive Director's Report – Mr. Van Vooren presented the January report to the Committee. He stated that there were few options for e-waste and that SWANCC's current vendor, COM2, could provide services at an increased cost for labor and transportation. He has also met with another vendor who will provide pricing for services by the end of the week. SWANCC has received a request for support for a national medication take-back program at pharmacies. Mr. Norris made a motion that SWANCC support the bill and it was seconded by Mr. Darch. A vote was taken and the motion was unanimously approved.

Ms. Darch stated that these services have been helpful to her community when residents request information on programs that are beyond the expertise of community staff. Mary Allen offered to provide details on request for any member who would like to know more about the educational services provided in their communities.

VIII. Executive Session

Mr. Hileman made a motion to go into executive session to discuss personnel under Section 2 (c) (1) and to review minutes under Section 2 (c) (21) of the Open Meeting Act. Ms. Darch seconded the



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motion. A vote was taken and the motion was unanimously approved. The committee entered Executive Session at 12:50pm.

IX. Adjournment

There being no further business, a motion by Mr. Norris, and seconded by Mr. Thill, to adjourn the meeting at 12:57 p.m. was unanimously approved.

MOTION TO APPROVE DECEMBER 16, 2015 MEETING MINUTES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAINED</u>
Hon. John Thill		Hon. Paul Hoefert	Hon. Karen Darch
Todd Hileman			James Norris
Tim Wiberg			
Raymond Rummel			

MOTION TO APPROVE JANUARY 2016 PAYMENT REQUEST

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

MOTION TO RECOMMEND DECEMBER TREASURERS REPORT TO BOD

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

MOTION TO APPROVE GROOT REQUEST FOR DISPOSAL RATE INCREASE FOR TOLL HIGHWAY RATE INCREASE

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



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MOTION TO SUPPORT NATIONAL MEDICATION TAKE-BACK AT PHARMACIES

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Tim Wiberg
Raymond Rummel

Hon. Paul Hoefert

MOTION TO ENTER EXECUTIVE SESSION

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Tim Wiberg
Raymond Rummel

Hon. Paul Hoefert

MOTION TO ADJOURN

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Tim Wiberg
Raymond Rummel

Hon. Paul Hoefert

Material included in the Executive Committee packet for January 27, 2016:

- . December 16, 2015 Meeting Minutes*
- . January Payment Request memo dated January 22, 2016*
- . December 2015 Treasurer's Report and Budget Document*
- . O&M Fund Balance Policy memo dated January 18, 2016*
- . Fixed Assets, Maintenance Policy memo dated January 19, 2016*
- . SWANCC-Second Draft of the FY2017 Budget memo dated January 15, 2016*
- . Groot Industries Request for Disposal Rate Increase for Toll Increase memo dated January 6, 2016*
- . Summary of Managers Meeting to Review Programs and Services memo dated January 18, 2016*
- . Status Report memo dated January 21, 2016*



Executive Committee Meeting

**Wednesday, March 9, 2016
5:00 p.m.**

**Oakton Community College
Conference Center, Room 1610
1600 East Golf Road, Des Plaines, IL 60016**

I. Call To Order

Mr. Norris called the Meeting of the Executive Committee to order at 5:05 p.m. in room 1610 at Oakton Community College. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Hon. Karen Darch	President	Barrington
Todd Hileman	Manager	Glenview
James Norris	Manager	Hoffman Estates
Tim Wiberg	Manager	Lincolnwood
Hon. Paul Hoefert	Trustee	Mount Prospect
Raymond Rummel (arrived 5:09pm)	Manager	Elk Grove Village

Absent

none

Others in Attendance

George Van Dusen, Mayor, Skokie
James Petri, Trustee, Elk Grove Village
Derke Price, SWANCC Counsel, Ancel and 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 January 27, 2016 meeting minutes, seconded by Ms. Darch, a vote was taken and the minutes were approved, with Mr. Hoefert abstaining.

III. Financial Update

February 2016 Payment Request – Mr. Norris asked the committee to ratify the February Payment Request which had been approved by email vote.



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The February Payment Request totaled \$846,169.07 and was comprised of the following: \$811,579.48 from the Operations Fund and 34,589.59 for the estimated March payroll. Mr. Hoefert made a motion to ratify the February Payment Request. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for January 2016 – Mr. Norris asked the committee to review the Treasurer's Report for January 2016. The Treasurer's Report shows a balance of \$2,152,747.90 as of January 31, 2016.

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

Final Draft FY2017 Budget – Mr. Van Vooren reviewed the final draft of the FY2017 Budget. This final draft shows a decrease in the tipping fee of \$3.10 per ton from the September 2015 revised FY2016 Budget primarily due to the implementation of the new GTS operating contract which began September 1, 2016. The final tipping fee for FY2017 is projected to be \$46.06 with Members delivering slightly less weight than FY2016.

Mr. Van Vooren indicated that the last open item was the development of the fixed asset schedule. He has interviewed several companies with regards to the operation and maintenance issues at the GTS and they should be able to complete their analysis in sixty days. Upon completion of the study he could make a recommendation on the Fixed Asset Maintenance Policy by the June Executive Committee meeting.

Mr. Hoefert made a motion to recommend the Final Draft FY2017 Budget to the Board of Director's for Public Hearing. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

IV. Executive Session – None

Chairman Rummel asked that the January 27, 2016 executive session minutes be approved in open session. On a motion to approve by Mr. Norris seconded by Ms. Darch, a vote was taken and the executive session minutes were approved.

V. Glenview Transfer Station (GTS)

Mr. Van Vooren reported that landscape waste collection would begin March 15, 2016.

VI. Old Business - None

VII. New Business

Legislative Update – Mr. Van Vooren provided an update on pending bills before the Illinois House and Senate that have some impact on SWANCC's mission. He specifically pointed out three bills.



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The first, House Bill 4202, which creates the plastic bag and film recycling act which prohibits manufacturers from selling bags without being registered and establishing a plan to recycle them. This bill denies Home Rule powers. The committee discussed the bill and agreed with Staff's recommendation to support the bill.

The second bill, House Bill 6029, amends the Solid Waste Planning Act to provide that county solid waste management plans include a food scrap composting element. After discussion the committee recommended opposing the bill or recommending that SWANCC be exempted from being part of the county's plan.

The third bill, Senate Bill 2202, amends the Illinois Municipal Code to provide that material that is recyclable is not garbage or refuse. After discussion, the committee recommended SWANCC be neutral on this issue because although it does restrict municipalities' ability to franchise for collection, construction and demolition materials are a small issue and this bill would not lead to inefficient collection.

E-Waste Recycling Contract – Mr. Van Vooren presented the COM2 e-waste recycling contract for 2016. He recommended that the Executive Committee approve the contract with the increased labor and transportation costs over last year in order to provide the service to residents.

Mr. Norris made a motion to approve the one-year contract with Com2 for e-waste recycling. Mr. Hoefert seconded the motion. A vote was taken and the motion was unanimously approved.

Executive Director's Report – Mr. Van Vooren presented the February report to the Committee. He added that Daniels International has agreed to renew their contract for disposal of pharmaceuticals and sharps at the same cost as FY2016. Chairman Rummel asked for a consensus to approve the Daniels contract with ratification to occur at the next Executive Committee meeting. The committee agreed.

Chairman Rummel stated that the next Executive Committee meeting is during spring break and suggested that the Committee change the date to 5pm on April 13, 2016 prior to the Board of Director's meeting. The Committee agreed.

VIII. Adjournment

There being no further business, a motion by Mr. Hoefert, and seconded by Ms. Darch, to adjourn the meeting at 5:40 p.m. was unanimously approved.



March 9, 2016 Executive Committee Minutes

MOTION TO APPROVE JANUARY 27, 2016 MEETING MINUTES

AYES

NAYS

ABSENT

ABSTAINED

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Tim Wiberg

Hon. Paul Hoefert

MOTION TO RATIFY FEBRUARY 2016 PAYMENT REQUEST

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Tim Wiberg
Hon. Paul Hoefert

MOTION TO RECOMMEND JANUARY TREASURERS REPORT TO BOD

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Tim Wiberg
Hon. Paul Hoefert

**MOTION TO RECOMMEND THE FINAL DRAFT OF THE FY2017 BUDGET TO BOD
FOR PUBLIC HEARING**

AYES

NAYS

ABSENT

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



March 9, 2016 Executive Committee Minutes

MOTION TO APPROVE JANUARY 27, 2016 EXECUTIVE SESSION MINUTES

AYES

NAYS

ABSENT

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

MOTION TO APPROVE THE COM2 E-WASTE RECYCLING CONTRACT

AYES

NAYS

ABSENT

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

MOTION TO ADJOURN

AYES

NAYS

ABSENT

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

Material included in the Executive Committee packet for March 9, 2016:

- . January 27, 2016 Meeting Minutes*
- . February Payment Request memo dated February 19, 2016*
- . January 2015 Treasurer's Report and Budget Document*
- . SWANCC-Final Proposed FY2017 Budget memo dated March 3, 2016*
- . 2016 Illinois Legislative Session memo dated February 29, 2016*
- . Contract for E-Waste COM2 Recycling memo dated March 3, 2016*
- . Status Report memo dated March 2, 2016*



Executive Committee Meeting

**Wednesday, April 13, 2016
5:00 p.m.**

**Oakton Community College
Conference Center, Room 1606
1600 East Golf Road, Des Plaines, IL 60016**

I. Call To Order

Mr. Rummel called the Meeting of the Executive Committee to order at 5:08 p.m. in room 1606 at Oakton Community College. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Hon. Karen Darch	President	Barrington
Todd Hileman	Manager	Glenview
James Norris	Manager	Hoffman Estates
Hon. Paul Hoefert	Trustee	Mount Prospect
Raymond Rummel	Manager	Elk Grove Village

Absent

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Tim Wiberg	Manager	Lincolnwood

Others in Attendance

George Van Dusen, Mayor, Skokie
James Petri, Trustee, Elk Grove Village
John Moran, Trustee, Park Ridge
Barry Krumstok, Manager, Rolling Meadows (arrived 5:32pm)
Adam Simon, SWANCC Counsel, Ancel and Glink
Dave Van Vooren, Executive Director
Lisa Woody, Assistant to the Executive Director

II. Approval of Minutes

On a motion by Mr. Norris to approve the March 9, 2016 meeting minutes, seconded by Mr. Hileman, a vote was taken and the minutes were approved.



April 13, 2016 Executive Committee Minutes

III. Financial Update

March 2016 Payment Request – Mr. Rummel asked the committee to ratify the March Payment Request which had been approved by email vote.

The March Payment Request totaled \$863,750.92 and was comprised of the following: \$829,161.33 from the Operations Fund and 34,589.59 for the estimated April payroll. Mr. Norris made a motion to ratify the February Payment Request. Mr. Hoefert seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for February 2016 – Mr. Rummel asked the committee to review the Treasurer's Report for January 2016. The Treasurer's Report shows a balance of \$2,156,333.69 as of February 29, 2016.

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

IV. Executive Session – None

Mr. Rummel stated that the Managers on the Executive Committee have been communicating on Mr. Van Vooren's annual performance review and may consider using the time scheduled for the next Executive Committee meeting to complete their review. There will be further communication on this in the coming weeks.

V. Glenview Transfer Station (GTS)

Mr. Van Vooren reported that Waste Management would be delivering waste to the GTS this week because of maintenance work being done on their transfer station in Wheeling. They will be paying the regular contractor rate and probably deliver between 200 and 300 tons at a \$2.90/ton profit to the Agency.

March proved to be a strong month for contractor deliveries at the transfer station with over \$80,000 collected. This increase in deliveries is not expected to decline in the coming months.

Spring maintenance is being done at the transfer station including filling potholes on the ring road and work on an overhead door.

VI. Old Business

Nominations of Officers and Executive Committee Appointments –Executive Director Van Vooren stated that Officers and the Executive Committee of SWANCC hold two year terms. Those officers whose terms expire at April 30, 2016 include: George Van Dusen, Chairman of the Board of Directors; Ray Rummel, Secretary/Treasurer of the Board of Directors, Chairman of the Executive Committee, Executive Committee member; Jim Norris, Vice-Chair of the Executive Committee,



April 13, 2016 Executive Committee Minutes

Executive Committee member; and Todd Hileman, Executive Committee member. After contacting all existing officers and all Board Members for recommendations Mr. Van Vooren reported that all officers and Executive Committee members that have expiring terms indicated they would stay on if that was the Board's pleasure. Furthermore, there were no other Board Members that indicated a desire to serve at this time. .

Mr. Hoefert made a motion to recommend to the Board of Directors that all existing officers and current Executive Committee members be re-appointed. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

Sharps and Non-Controlled Prescription Drug Disposal – Daniels Sharpsmart, Inc., the Agency's existing vendor for disposal of prescription drugs and sharps, has indicated their willingness to extend their contract at current pricing. They have been the Agency's vendor for these services for the past three years and provided good customer service.

Ms. Darch made a motion to extend the Agency's contract with Daniels Sharpsmart, Inc. for FY2017. Mr. Thill seconded the motion. A vote was taken and the motion was unanimously approved.

VII. New Business

Executive Director's Report – Mr. Van Vooren presented his March report to the Committee. He highlighted four items. He is working with HR Green to evaluate the GTS and develop a fixed asset maintenance funding report. Three member communities, Glencoe, Winnetka, and Skokie, have recently awarded new recycling contracts and have reduced their costs and provided additional recycling opportunities. Mr. Van Vooren has been working with Taylor Anderson, Anderson Legislative Consulting, to continue to review legislation in Springfield including e-waste and C&D recycled materials legislation. Finally, the Agency has seen an increase in e-waste recycling both at one-day events and ongoing facilities.

VIII. Adjournment

At 5:36p.m., there being no further business, Mr. Norris made a motion to adjourn which was seconded by Ms. Darch. The motion was unanimously approved.

MOTION TO APPROVE MARCH 9, 2016 MEETING MINUTES

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Hon. Paul Hoefert
Raymond Rummel



April 13, 2016 Executive Committee Minutes

MOTION TO RATIFY MARCH 2016 PAYMENT REQUEST

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Hon. Paul Hoefert
Raymond Rummel

MOTION TO RECOMMEND FEBRUARY TREASURERS REPORT TO BOD

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Hon. Paul Hoefert
Raymond Rummel

**MOTION TO RECOMMEND THE NOMINATION OF EXISTING OFFICERS AND
EXECUTIVE COMMITTEE APPOINTMENTS TO THE BOD**

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Hon. Paul Hoefert
Raymond Rummel

**MOTION TO EXTEND THE DANIELS SHARPSMART CONTRACT FOR DISPOSAL
OF MEDICATIONS AND SHARPS**

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Hon. Paul Hoefert
Raymond Rummel



April 13, 2016 Executive Committee Minutes

MOTION TO ADJOURN

AYES

Hon. John Thill
Hon. Karen Darch
Todd Hileman
James Norris
Hon. Paul Hoefert
Raymond Rummel

NAYS

ABSENT

Material included in the Executive Committee packet for April 13, 2016:

- . March 9, 2016 Meeting Minutes*
- . March Payment Request memo dated March 18, 2016*
- . February 2016 Treasurer's Report and Budget Document*
- . Appointment of Officers and Committee Members memo dated March 22, 2016*
- . Sharps and Non-controlled Prescription Drug Disposal memo dated April 4, 2016*
- . Status Report memo dated April 4, 2016*



Executive Committee Meeting

Wednesday, April 27, 2016

11:30 a.m.

Solid Waste Agency of Northern Cook County

77 W. Hintz Road, Suite 200, Wheeling, IL

Wednesday, April 27, 2016

I. Call To Order

Mr. Rummel called the Meeting of the Executive Committee to order at 11:33 a.m. at SWANCC's office. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. John Thill	Trustee	Morton Grove
Tim Wiberg	Manager	Lincolnwood
Todd Hileman	Manager	Glenview
Hon. Karen Darch	President	Barrington
James Norris	Manager	Hoffman Estates
Raymond Rummel	Manager	Elk Grove Village

Absent

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Hon. Paul Hoefert	Trustee	Mount Prospect

Others in Attendance

James Petri, Trustee, Elk Grove Village
Derke Price, SWANCC Counsel, Ancel and Glink
Dave Van Vooren, Executive Director
Mary Allen, Education and Recycling Director
Lisa Woody, Assistant to the Executive Director
George Van Dusen, Mayor, Skokie (arrived 11:39am)

II. Approval of Minutes

On a motion by Mr. Thill to approve the April 13, 2016 meeting minutes, seconded by Ms. Darch, a vote was taken and the minutes were approved.



April 27, 2016 Executive Committee Minutes

III. Financial Update

April 2016 Payment Request – The April Payment Request totaled \$1,008,141.35 and was comprised of the following: \$973,551.76 from the Operations Fund and 34,589.59 for the estimated May payroll. Mr. Norris made a motion to approve the April Payment Request. Mr. Hileman seconded the motion. A vote was taken and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for March 2016 – Mr. Rummel asked the committee to review the Treasurer's Report for March 2016. The Treasurer's Report shows a balance of \$2,323,120.02 as of March 31, 2016.

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

IV. Executive Session – Mr. Norris made a motion to enter executive session to discuss personnel under Section 2(c)(1) of the Open Meetings Act. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved. The committee entered Executive Session at 11:38 am.

The committee resumed its regular session at 11:55 am.

Matters Arising out of Executive Session – Mr. Norris made a motion to accept the sub-committee's recommendation on the Executive Director's compensation and contract extension. Ms. Darch seconded the motion. A vote was taken and the motion was unanimously approved.

Glenview Transfer Station (GTS)

Mr. Van Vooren reported that Waste Management made deliveries of waste to the GTS this month because of maintenance work being done on their transfer station in Wheeling. Everything ran smoothly.

HR Green will do a walk-through of the GTS next week as part of developing a fixed asset maintenance report. Mr. Van Vooren is working with Nathan Gaskill of Lauterbach & Amen to develop the funding report.

V. Old Business - None

VI. New Business

Executive Director's Report – Mr. Van Vooren presented his April report to the Committee. He highlighted several items: Staff is working with Ms. Colleen DeKraker of Miller Cooper to commence work on the FY2016 audit. Audit field work is tentatively set for the first week of June. Staff has had an initial meeting with Mr. Folkerts, GTS manager, regarding the change in reporting software to begin May 1. Staff training will occur over the next several weeks. Mr. Van Vooren has been working



April 27, 2016 Executive Committee Minutes

with Taylor Anderson, Anderson Legislative Consulting, to monitor legislation in Springfield including e-waste and C&D recycled materials legislation.

VII. Adjournment

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

MOTION TO APPROVE APRIL 13, 2016 MEETING MINUTES

AYES

NAYS

ABSENT

Hon. John Thill
Mr. Tim Wiberg
Todd Hileman
Hon. Karen Darch
James Norris
Raymond Rummel

MOTION TO APPROVE APRIL 2016 PAYMENT REQUEST

AYES

NAYS

ABSENT

Hon. John Thill
Mr. Tim Wiberg
Todd Hileman
Hon. Karen Darch
James Norris
Raymond Rummel

MOTION TO RECOMMEND MARCH TREASURERS REPORT TO BOD

AYES

NAYS

ABSENT

Hon. John Thill
Mr. Tim Wiberg
Todd Hileman
Hon. Karen Darch
James Norris
Raymond Rummel

MOTION TO ENTER EXECUTIVE SESSION

AYES

NAYS

ABSENT

Hon. John Thill
Mr. Tim Wiberg
Todd Hileman
Hon. Karen Darch
James Norris
Raymond Rummel



April 27, 2016 Executive Committee Minutes

**MOTION TO ACCEPT SUB-COMMITTEE'S RECOMMENDATION ON
EXECUTIVE DIRECTOR'S COMPENSATION AND CONTRACT EXTENSION**

AYES

NAYS

ABSENT

Hon. John Thill
Mr. Tim Wiberg
Todd Hileman
Hon. Karen Darch
James Norris
Raymond Rummel

MOTION TO ADJOURN

AYES

NAYS

ABSENT

Hon. John Thill
Mr. Tim Wiberg
Todd Hileman
Hon. Karen Darch
James Norris
Raymond Rummel

Material included in the Executive Committee packet for April 27, 2016:

- . April 13, 2016 Meeting Minutes*
- . April Payment Request memo dated April 22, 2016*
- . March 2016 Treasurer's Report and Budget Document*
- . Status Report memo dated April 22, 2016*