



Executive Committee Meeting

**SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
EXECUTIVE COMMITTEE MEETING MINUTES**

**SWANCC Office
77 West Hintz Road, Suite 200,
Wheeling, IL 60090
Wednesday, June 24, 2020
11:30 AM**

I. Call To Order

Mr. Rummel called the meeting of the Executive Committee to order at 11:33 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
Jon Sfondilis (by phone)	Manager	Wheeling
Matt Formica (by phone)	Manager	Glenview
Hon. Karen Darch (by phone)	President	Barrington
Hon. Paul Hoefert (by phone, 11:45AM)	Trustee	Mount Prospect
Raymond Rummel (by phone)	Manager	Elk Grove Village

Absent

Randall Recklaus	Manager	Arlington Heights
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Others in Attendance

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

Ms. Darch made a motion to allow members to participate by phone. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Approval of Minutes

On a motion by Ms. Darch to approve the March 25, 2020 meeting minutes and seconded by Mr. Thill, a vote was taken, and the minutes were unanimously approved.

II. Financial Update

April 2020 Payment Request – Mr. Van Vooren reviewed the April 2020 Payment Request totaling \$1,052,988.40 and comprised of the following: \$1,008,744.25 from the Operations Fund and \$44,244.15 for the estimated May 2020 payroll.



June 24, 2020 Executive Committee Minutes

May 2020 Payment Request – Mr. Van Vooren reviewed the May 2020 Payment Request totaling \$914,225.14 comprised of the following: \$883,843.00 from the Operations Fund and \$30,382.14 for the estimated June 2020 payroll.

June 2020 Payment Request – Mr. Van Vooren reviewed the April 2020 Payment Request totaling \$945,305.83 and comprised of the following: \$914,923.69 from the Operations Fund and \$30,382.14 for the estimated July 2020 payroll.

Mr. Formica made a motion to ratify the April and May 2020 Payment Requests. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Ms. Darch made a motion to approve the June 2020 Payment Request. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for May 2020 – Mr. Van Vooren asked the committee to review the Treasurer's Report for May 2020. The Treasurer's Report shows a balance of \$1,724,070.67 as of May 31, 2020.

Mr. Thill made a motion to approve the May 2020 Treasurer's Report and recommend it to the Board of Directors. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

III. Executive Session - none

IV. Glenview Transfer Station

V. Old Business

Aptim – Des Plaines Landfill Project Contract Continuation – Mr. Van Vooren informed the committee that the initial review has been completed and the documents have been prepared to file compliant at IPCB. A change order has been requested to allow Aptim to serve as an expert witness and represent the agency at additional meetings with archdiocese and IEPA. The change order is for time and materials so if meetings do not occur, they will not be billed by Aptim. It is anticipated that the meetings will occur in late June or early July.

Mr. Sfondilis made a motion to approve the change order to Aptim in the amount of \$15,000 to assist in completing work for Des Plaines landfill enforcement action. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Everlights Contract for Fluorescent Bulb Recycling – Mr. Van Vooren informed the committee that Everlights, the Agency's existing fluorescent bulb and mercury recycling vendor, has offered to extend existing pricing for 2 years. Attorney Price has reviewed the contract and Staff recommends approval.



June 24, 2020 Executive Committee Minutes

Mr. Hoefert made a motion to authorize the Executive Director to enter into a new contract with Everlights for a period of 24 months to continue the fluorescent bulb and mercury disposal. Mr. Formica seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

EC Resolution 2021-01 – Ratification of agreement to Participate in IPBC through Buffalo Grove - Since 2013 the Agency has participated in the IPBC health/dental/life insurance plan through an intergovernmental agreement with the City of Evanston. In 2019, Evanston requested that the agreement be discontinued. The Village of Buffalo Grove has offered to assist the Agency in continuing its health/dental/life coverage through IPBC. On May 18, the Village of Buffalo Grove approved the intergovernmental agreement with the Agency.

Ms. Darch made a motion ratify Resolution EC 2021-01, “a Resolution of the Executive Committee of the Solid Waste Agency of Northern Cook County Authorizing Participation in the Intergovernmental Personal Benefit Cooperative” and the “Intergovernmental Agreement Between the Village of Buffalo Grove and The Solid Waste Agency of Northern Cook County” to provide health/dental/life insurance coverages for the Agency’s employees. Mr. Sfondilis seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

VI. New Business

Healthcare Waste Management Contract for Sharps and Medical Disposal – The Agency has offered a medication and sharps disposal program for over 10 years. The Agency’s current vendor, Daniels, has increased costs due to COVID and the Agency could expect to spend approximately \$4000/month for the program. The Agency’s previous vendor, LB Medwaste has recently merged with Healthcare Waste Management. Mary Allen requested a proposal from Healthcare Waste Management, and they have offered flat fee pricing of \$3000/month, not dependent on volume. Attorney Price reviewed contract and has no issues.

Mr. Hoefert made a motion recommend award a 2-year contract for the collection and disposal of prescription drugs and sharps to Healthcare Waste Management, Inc. at a first-year cost of \$36,000 and a second-year cost not to exceed \$37,500. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Executive Director’s Report – Mr. Van Vooren presented his status report.

VII. Adjournment

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



June 24, 2020 Executive Committee Minutes

MOTION TO ALLOW MEMBERS TO PARTICIPATE BY PHONE

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Mr. Raymond Rummel

NAYS

ABSENT

Hon. Paul Hoefert
Mr. Randall Recklaus

MOTION TO APPROVE MARCH 25, 2020 MEETING MINUTES

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Mr. Raymond Rummel

NAYS

ABSENT

Hon. Paul Hoefert
Mr. Randall Recklaus

MOTION TO RATIFY APRIL AND MAY 2020 PAYMENT REQUESTS

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Mr. Raymond Rummel

NAYS

ABSENT

Hon. Paul Hoefert
Mr. Randall Recklaus

MOTION TO APPROVE JUNE 2020 PAYMENT REQUEST

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Mr. Raymond Rummel

NAYS

ABSENT

Hon. Paul Hoefert
Mr. Randall Recklaus



June 24, 2020 Executive Committee Minutes

**MOTION TO FORWARD MAY 2020 TREASURER'S REPORT TO
THE BOARD OF DIRECTORS**

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Mr. Raymond Rummel

NAYS

ABSENT

Hon. Paul Hoefert
Mr. Randall Recklaus

**MOTION TO APPROVE CHANGE ORDER FOR APTIM TO COMPLETE WORK
ON DES PLAINES LANDFILL ENFORCEMENT ACTION**

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Mr. Raymond Rummel

NAYS

ABSENT

Hon. Paul Hoefert
Mr. Randall Recklaus

**MOTION TO APPROVE NEW TWO-YEAR CONTRACT WITH EVERLIGHTS
FOR FLUORESCENT BULB RECYCLING**

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Mr. Raymond Rummel

NAYS

ABSENT

Hon. Paul Hoefert
Mr. Randall Recklaus

**MOTION TO APPROVE EC RESOLUTION 2021-01
AGENCY TO PARTICIPATE IN IPBC THROUGH BUFFALO GROVE**

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Hon. Paul Hoefert
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus



June 24, 2020 Executive Committee Minutes

**MOTION TO APPROVE NEW TWO-YEAR CONTRACT WITH HEALTHCARE
WASTE MANAGEMENT FOR MEDICATION AND SHARPS DISPOSAL**

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Hon. Paul Hoefert
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

MOTION TO ADJOURN

AYES

Hon. John Thill
Mr. Jon Sfondilis
Mr. Matt Formica
Hon. Karen Darch
Hon. Paul Hoefert
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

Material included in the Executive Committee packet for June 24, 2020:

- . March 25, 2020 Meeting Minutes*
- . April 2020 Payment Request memo dated March 20, 2020*
- . May 2020 Payment Request memo dated March 20, 2020*
- . June 2020 Payment Request memo dated March 20, 2020*
- . May 29, 2020 Treasurer's Report*
- . Update Des Plaines Landfill, Enforcement Action memo dated June 10, 2020*
- . Everlights, Contractor for Disposal of Florescent bulbs and Mercury memo dated June 12, 2020*
- . Employee Health Insurance, IPBC Participation memo dated June 10, 2020*
- . Prescription Drugs and Sharps Disposal memo dated June 16, 2020*
- . Monthly Status Report memo dated June 17, 2020*



Executive Committee Meeting

**SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
EXECUTIVE COMMITTEE MEETING MINUTES**

**SWANCC Office
77 West Hintz Road, Suite 200,
Wheeling, IL 60090
Wednesday, August 26, 2020
11:30 AM**

I. Call To Order

Mr. Rummel called the meeting of the Executive Committee to order at 11:33 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
Hon. Paul Hoefert	Trustee	Mount Prospect
Hon. Karen Darch (by phone)	President	Barrington
Randall Recklaus (by phone)	Manager	Arlington Heights
Jon Sfondilis (by phone)	Manager	Wheeling
Matt Formica (by phone)	Manager	Glenview
Raymond Rummel (by phone)	Manager	Elk Grove Village

Absent

Others in Attendance

George Van Dusen, Mayor, Skokie
Jim Savio, Skikch, (by phone)
Derke Price, Attorney, Ancel & Glink (by phone)
Dave Van Vooren, SWANCC Executive Director
Lisa Wooddy, SWANCC Assistant to the Executive Director
Mary Allen, SWANCC Recycling and Education Director

Mr. Hoefert made a motion to allow members to participate by phone. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Approval of Minutes

On a motion by Mr. Recklaus to approve the March 25, 2020 meeting minutes and seconded by Mr. Sfondilis, a vote was taken, and the minutes were unanimously approved.



August 26, 2020 Executive Committee Minutes

II. Financial Update

July 2020 Payment Request – Mr. Van Vooren reviewed the July 2020 Payment Request totaling \$974,544.43 and comprised of the following: \$944,162.29 from the Operations Fund and \$30,382.14 for the estimated August 2020 payroll.

Mr. Hoefert made a motion to ratify the July 2020 Payment Request. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

August 2020 Payment Request – Mr. Van Vooren reviewed the August 2020 Payment Request totaling \$996,565.49 comprised of the following: \$966,183.35 from the Operations Fund and \$30,382.14 for the estimated September 2020 payroll.

Mr. Hoefert made a motion to approve the August 2020 Payment Request. Mr. Formica seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for July 2020 – Mr. Van Vooren asked the committee to review the Treasurer's Report for July 2020. The Treasurer's Report shows a balance of \$1,724,365.13 as of July 31, 2020.

Mr. Sfondilis made a motion to approve the May 2020 Treasurer's Report and recommend it to the Board of Directors. Mr. Formica seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

FY2020 Audit – Executive Director Van Vooren introduced Jim Savio of Sikich who reviewed the FY2020 Audit. Mr. Savio highlighted that an unmodified opinion was issued. He recommended reading the Management report as a good overview of the year.

Mr. Formica made a motion forward the FY2020 Audit to the Board of Directors. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

FY2020 True-up – Executive Director Van Vooren reviewed the true-up process. The Agency received 252,100.73 tons of waste in FY2020 and the actual cost to dispose of members \$46.22 which was \$1.21 lower than the budgeted amount. These numbers were used to calculate the member's actual cost for the fiscal year. This total due is compared to the amount paid to calculate the true-up which will be credited/debited over the last four months of FY2021. Mr. Van Vooren answered questions about deliveries from specific communities.

Mr. Hoefert made a motion forward the FY2020 True-up to the Board of Directors. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

III. Executive Session - none

IV. Glenview Transfer Station



August 26, 2020 Executive Committee Minutes

V. Old Business

Daniels Sharpsmart Contract for Sharps and Medical Disposal – In June the Committee approved a contract for sharps and medication disposal with Healthcare Waste Management. Upon notifying the Agency's current vendor, Daniels Sharpsmart, of the intended change, Daniels informed the Agency of the automatic extension clause unless given a 90-notice to end their contract. After confirming options with the Agency attorney, the Agency was able to negotiate a \$1000 monthly cost savings with Daniels and match the cost proposal under the Healthcare Waste Management proposal with an option to terminate if the IEPA offers other options for disposal of either sharps or medications.

Mr. Hoefert made a motion rescind the Healthcare Waste Management disposal contract. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Mr. Hoefert made a motion to authorize the amendment to the Daniel's contract for specialty disposal of sharps and medicine collected by the Agency's Member partners at a cost of \$3,000/month. Mr. Sfondilis seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Waste Management/Advanced Disposal Contract Update – Mr. Van Vooren informed the committee that the Waste Management/Advanced Disposal merger is concluding. Waste Management is required to sell assets by the DOJ to maintain competition in Chicagoland and their perspective purchaser is GFL, a Canadian firm operating in the Midwest, to meet the requirement of the DOJ for the merger. One of the assets to be transferred is the Rolling Meadows Transfer Station. Advanced Disposal requested the Agency to consent to the transfer due to an intergovernmental agreement which has expired. Attorney Price said that the Agency is not required to respond due to the agreement being expired. Rolling Meadows still uses this facility to drop off their member waste. Holding consent until agreement can be worked out between Rolling Meadows and GFL for delivery of required garbage may be to an advantage to Rolling Meadows in their negotiations. GFL is not acquiring any hauling contract so there needs to be resolution to this question of how Rolling Meadows waste will be delivered to the Agency for the Agency to be comfortable giving consent. Agency council will draft a response letter to Advanced Disposal.

VI. New Business

Executive Director's Report – Mr. Van Vooren presented his status report. He highlighted two inspections of the transfer station generated by complaints; one by a resident of an odor complaint on a Sunday. The building is closed on Sunday. He found no significant issues

The second complaint investigated by OSHA was that employees are being subjected to excessive dust. The dust is primarily generated by contractor waste such as drywall and other construction debris. Adding a misting system as discussed in previous meetings would cut down on dust and decrease the need to change the filters. The Agency benefits financially from the contractor waste and would not be adversely affected by any increased weight added by water on the garbage because the Agency's costs are based on the inbound scale, before misting, and Groot pays the water bill. Mr. Van Vooren asked that the committee approve Groot's request pursue permitting and design of a misting system at the approximate cost of \$75,000.



August 26, 2020 Executive Committee Minutes

Mr. Thill made a motion to authorize the Agency to work with Groot to prepare plans and install a misting system. Mr. Sfondilis seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

VII. Adjournment

At 12:33 AM, 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 ALLOW MEMBERS TO PARTICIPATE BY PHONE

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

MOTION TO APPROVE JUNE 24, 2020 MEETING MINUTES

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

MOTION TO RATIFY JULY 2020 PAYMENT REQUEST

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel



August 26, 2020 Executive Committee Minutes

MOTION TO APPROVE AUGUST 2020 PAYMENT REQUEST

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

**MOTION TO FORWARD JULY 2020 TREASURER'S REPORT TO
THE BOARD OF DIRECTORS**

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

MOTION TO FORWARD THE FY2020 AUDIT TO THE BOARD OF DIRECTORS

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

MOTION TO FORWARD THE FY2020 TRUE-UP TO THE BOARD OF DIRECTORS

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT



August 26, 2020 Executive Committee Minutes

**MOTION TO RECIND CONTRACT WITH HEALTHCARE WASTE
MANAGEMENT**

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

**MOTION TO APPROVE CONTRACT EXTENSION WITH DANIELS SHARPSMART FOR
MEDICATION AND SHARPS DISPOSAL**

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

**MOTION TO AUTHORIZE THE AGENCY TO WORK WITH GROOT TO INSTALL A MISTING
SYSTEM AT THE TRANSFER STATION**

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT



August 26, 2020 Executive Committee Minutes

MOTION TO ADJOURN

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Randall Recklaus
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

Material included in the Executive Committee packet for August 26, 2020:

- . June 24, 2020 Meeting Minutes*
- . July 2020 Payment Request memo dated March 20, 2020*
- . August 2020 Payment Request memo dated August 21, 2020*
- . July 2020 Treasurer's Report*
- . FY2020 Audit memo dated July 21, 2020*
- . FY2020 Member True-up memo dated July 29, 2020*
- . Prescription Drug and Sharps Disposal memo dated August 14, 2020*
- . Update Waste Management/Advanced Disposal Merger memo dated August 19, 2020*
- . Monthly Status Report memo dated August 20, 2020*



Executive Committee Meeting

**SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
EXECUTIVE COMMITTEE MEETING MINUTES**

**SWANCC Office
77 West Hintz Road, Suite 200,
Wheeling, IL 60090
Wednesday, September 23, 2020
11:30 AM**

I. Call To Order

Mr. Rummel called the meeting of the Executive Committee to order at 11:33 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
Hon. Paul Hoefert	Trustee	Mount Prospect
Jon Sfondilis (by phone)	Manager	Wheeling
Hon. Karen Darch (by phone)	President	Barrington
Matt Formica (by phone)	Manager	Glenview
Randall Recklaus (by phone)	Manager	Arlington Heights
Raymond Rummel	Manager	Elk Grove Village

Absent

Others in Attendance

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

Mr. Hoefert made a motion to allow members to participate by phone. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Approval of Minutes

On a motion by Mr. Hoefert to approve the August 26, 2020 meeting minutes and seconded by Ms. Darch, a vote was taken, and the minutes were unanimously approved.

II. Financial Update

September 2020 Payment Request – Mr. Van Vooren reviewed the September 2020 Payment Request totaling \$977,574.66 comprised of the following: \$932,001.45 from the Operations Fund and \$45,573.21 for the estimated October 2020 payroll.



September 23, 2020 Executive Committee Minutes

Mr. Sfondilis made a motion to approve the September 2020 Payment Request. Mr. Hoefert seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for August 2020 – Mr. Van Vooren asked the committee to review the Treasurer's Report for August 2020. The Treasurer's Report shows a balance of \$2,001,702.37 as of August 31, 2020.

Ms. Darch made a motion to approve the August 2020 Treasurer's Report and recommend it to the Board of Directors. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

III. Executive Session - none

IV. Glenview Transfer Station - none

V. Old Business

Com-2 Electronics Recycling Contract Renewal – The Agency has participated in the e-waste collection program outlined by the Consumer Electronics Recycling Act, "CERA", since 2019 which follows a convenience standard and establishes a manufacturer's clearing house to oversee the collection of materials. COM2 has been the Agency's partner, successfully servicing four continuing sites and sixteen one-day events and has been able to make required adjustments due to COVID-19. When planning for the 2021, the Agency was partnered with MRM who has selected Vintage Tech as their recycler. Vintage Tech is not able to offer a collection program similar to the Agency's existing program. Wanting to maintain the existing e-waste program, Mr. Van Vooren reached out to COM2 and was able to secure an agreement to maintain the existing program and meet all requirements without participating in the clearing house and at no change in 2020 pricing.

Mr. Thill made a motion to authorize the Executive Director to enter a contact with COM2 Recyclers for e-waste recycling of residentially generated material for 2021. Mr. Hoefert seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

VI. New Business

Executive Director's Report – Mr. Van Vooren presented his status report. He highlighted that the GTS OSHA inquiry has been cleared. It is the beginning of landscape season which will go until December 15th.

VII. Adjournment

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



September 23, 2020 Executive Committee Minutes

MOTION TO ALLOW MEMBERS TO PARTICIPATE BY PHONE

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

MOTION TO APPROVE AUGUST 26, 2020 MEETING MINUTES

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

MOTION TO APPROVE SEPTEMBER 2020 PAYMENT REQUEST

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

**MOTION TO FORWARD AUGUST 2020 TREASURER'S REPORT TO
THE BOARD OF DIRECTORS**

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT



September 23, 2020 Executive Committee Minutes

**MOTION TO APPROVE CONTRACT WITH COM2 RECYCLERS FOR RESIDENTIAL
ELECTRONICS RECYCLING IN 2021**

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

MOTION TO ADJOURN

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

Material included in the Executive Committee packet for September 23, 2020:

- . August 26, 2020 Meeting Minutes*
- . September 2020 Payment Request memo dated September 18, 2020*
- . August 2020 Treasurer's Report*
- . E-Waste Recycling Contract-2021 memo dated September 15, 2020*
- . Monthly Status Report memo dated September 17, 2020*



Executive Committee Meeting

**SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
EXECUTIVE COMMITTEE MEETING MINUTES**

**SWANCC Office
77 West Hintz Road, Suite 200,
Wheeling, IL 60090
Wednesday, October 28, 2020
11:30 AM**

I. Call To Order

Chairman Rummel 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
Hon. Paul Hoefert	Trustee	Mount Prospect
Hon. Karen Darch (by phone)	President	Barrington
Randall Recklaus (by phone)	Manager	Arlington Heights
Matt Formica (by phone)	Manager	Glenview
Raymond Rummel	Manager	Elk Grove Village

Absent

Jon Sfondilis	Manager	Wheeling
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Others in Attendance

George Van Dusen
Derke Price, Attorney, Ancel & Glink (by phone)
Mike Brink, Waste Management (by phone)
Dave Van Vooren, SWANCC Executive Director
Lisa Woody, SWANCC Assistant to the Executive Director

Mr. Hoefert made a motion to allow members to participate by phone. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Approval of Minutes

On a motion by Mr. Hoefert and seconded by Mr. Recklaus, a roll call vote was taken, and the August 26, 2020 meeting minutes were unanimously approved.

II. Financial Update

October 2020 Payment Request – Executive Director Van Vooren reviewed the October 2020 Payment Request totaling \$985,927.26 comprised of the following: \$955,545.12 from the Operations Fund and \$30,382.14 for the estimated November 2020 payroll.



October 28, 2020 Executive Committee Minutes

Mr. Hoefert made a motion to approve the October 2020 Payment Request. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for September 2020 – Executive Director Van Vooren asked the committee to review the Treasurer's Report for September 2020. The Treasurer's Report shows a balance of \$1,883,716.50 as of September 30, 2020.

Ms. Darch made a motion to approve the August 2020 Treasurer's Report and recommend it to the Board of Directors. Mr. Hoefert seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

III. Executive Session - none

IV. Glenview Transfer Station – Executive Director Van Vooren gave an update of work at the Glenview Transfer Station. Activity is slowing down mid-day, but it remains the busiest time of the day for deliveries. Landscape revenue is down slightly from last year. December 15th week is last week for landscape waste.

V. Old Business - none

VI. New Business

2021 Insurance Renewal – Executive Director Van Vooren reviewed the renewal process for general liability, excess liability, and workers compensation coverage for 2021. He recommended renewing the coverage with Illinois Counties Risk Management Trust for a one-year term. The cost of coverage increased 5%, however, ICRMT determined due to COVID-19 that a credit, due to decreased activity from last year, would be processed for all policies. The credit totaled \$2,043 and when applied to the invoices the Agency's total cost was \$40,787 or \$108 less than last year. Executive Director Van Vooren will review the coverage to determine if workplace violence is covered and will update the committee of his findings.

Mr. Hoefert made a motion to enter a one-year contract with Illinois Counties Risk Management Trust for general liability, excess liability, and workers compensation coverage for 2021 commencing December 1, 2020. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

The meeting schedule for November and December was discussed. The November Board of Directors meeting will be cancelled, the November Executive Committee meeting will be moved to 5pm on December ninth immediately preceding the December Board of Directors meeting, and the December Executive Committee meeting will be cancelled. The first review of the FY2022 Budget will be at the December ninth Executive Committee meeting.

Executive Director's Report – Executive Director Van Vooren presented his status report. He indicated that there would probably only be a one-week veto session with focus on the tax item on the November third ballot. He also informed the committee that the Department of Justice has approved



October 28, 2020 Executive Committee Minutes

the settlement agreement for the WM acquisition of Advanced Disposal. Another waste company, GFL, will acquire four assets in northern Illinois. There were some questions on how this will work for them since they don't have a fully integrated waste system in this region.

VII. Adjournment

At 12:04 PM, there being no further business, Mr. Thill made a motion to adjourn which was seconded by Mr. Recklaus. The motion was unanimously approved.

MOION TO ALLOW MEMBERS TO PARTICIPATE BY PHONE

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

MOTION TO APPROVE SEPTEMBER 23, 2020 MEETING MINUTES

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

MOTION TO APPROVE OCTOBER 2020 PAYMENT REQUEST

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel



October 28, 2020 Executive Committee Minutes

**MOTION TO FORWARD SEPTEMBER 2020 TREASURER'S REPORT TO
THE BOARD OF DIRECTORS**

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

MOTION TO APPROVE CONTRACT ICRMT FOR INSURANCE IN 2021

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

MOTION TO ADJOURN

AYES

NAYS

ABSENT

Hon. John Thill
Hon. Paul Hoefert
Mr. Jon Sfondilis
Hon. Karen Darch
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

Material included in the Executive Committee packet for October 28, 2020:

- . September 23, 2020 Meeting Minutes*
- . October 2020 Payment Request memo dated October 23, 2020*
- . September 2020 Treasurer's Report*
- . 2021 General Liability, Excess Liability & Workers Compensation Renewal memo dated October 6, 2020*
- . Monthly Status Report memo dated October 21, 2020*



Executive Committee Meeting

**SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
EXECUTIVE COMMITTEE MEETING MINUTES**

**SWANCC Office
77 West Hintz Road, Suite 200,
Wheeling, IL 60090
Wednesday, December 09, 2020
5:00 PM**

I. Call To Order

Chairman Rummel called the meeting of the Executive Committee to order at 5:00 PM. 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 (by phone)	President	Barrington
Jon Sfondilis (by phone)	Manager	Wheeling
Matt Formica (by phone)	Manager	Glenview
Raymond Rummel	Manager	Elk Grove Village

Absent

Randall Recklaus	Manager	Arlington Heights
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Others in Attendance

George Van Dusen
Derke Price, Attorney, Ancel & Glink (by phone)
Dave Van Vooren, SWANCC Executive Director
Lisa Woody, SWANCC Assistant to the Executive Director

Mr. Hoefert made a motion to allow members to participate by phone. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Approval of Minutes

On a motion by Ms. Darch and seconded by Mr. Hoefert, a roll call vote was taken, and the October 28, 2020 meeting minutes were unanimously approved.

II. Financial Update

November 2020 Payment Request – Executive Director Van Vooren reviewed the November 2020 Payment Request totaling \$1,003,905.04 comprised of the following: \$973,522.90 from the Operations Fund and \$30,382.14 for the estimated December 2020 payroll. This payment request had been approved previously by email vote by the Executive Committee and all bills have been paid.



December 09, 2020 Executive Committee Minutes

Treasurer's Report and Revenue/Expense Reports for October 2020 – Executive Director Van Vooren asked the committee to review the Treasurer's Report for October 2020. The Treasurer's Report shows a balance of \$2,065,017.03 as of October 31, 2020.

Mr. Hoefert made a motion to ratify the November 2020 Payment Request and approve the October Treasurer's Report and forward them to the Board of Directors. Mr. Sfondilis seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

FY2022 Budget Timeline - Executive Director Van Vooren presented the timeline for the FY2022 Budget. It has been condensed from previous years and combines the Public Hearing and the Adoption of the Budget at the April 14, 2021 meeting. The initial presentation to the Board of Directors will be February 10, 2021 which should provide ample time for review and input.

First Draft FY2022 Budget – Executive Director Van Vooren reviewed the first draft of the FY2022 Budget. He highlighted maintenance items including roof and road repair which will be included in this budget. A significant component of this draft is the CPI increase which is estimated at this time at 3%. This is actually likely to be more in the 2% to 1.5% range and he expects to have the actual CPI in the next draft to be reported at the end of January. The Member increase in committed tonnage is 1.2% based on the three-year rolling average of waste delivery for FY2018-FY2020. In this draft the proposed rate for FY2022 is \$49.71, a 2.96% increase from the FY2021 tipping rate of \$48.52. This includes \$30,000 allocated from cash reserves for maintenance.

Due to the COVID-19 pandemic, Executive Director Van Vooren wishes to extend his contract through April 2022. If the Committee approves, some additional funding would be included in the FY2022 budget for succession planning as well as strategic planning needed as the conclusion of the initial project use agreements approaches in 2031.

III. Executive Session – none

Ms. Darch made a motion to accept the advice of legal counsel and the Executive Director to not release of any historical Executive Session minutes. Mr. Hoefert seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

IV. Glenview Transfer Station – Executive Director Van Vooren gave an update that all is running well at the Glenview Transfer Station.

V. Old Business - none

VI. New Business

2021 Agency Meeting Dates – Executive Director Van Vooren reported the scheduled Board of Directors and Executive Committee meeting dates for 2021. No meetings will be held at Oakton Community College until at least June of 2021 so any Board of Directors meeting in that time frame will be moved to SWANCC's office. Also, when it is possible to conclude the meeting within the



December 09, 2020 Executive Committee Minutes

time available, the Executive Committee meetings will be moved to immediately before the Board of Directors meetings.

Executive Director's Report – Executive Director Van Vooren presented his status report. He highlighted that the only e-waste collection site now open is at the Glenview Transfer Station and that Staff is working with members to schedule one-day events for e-waste and document destruction for 2021. He also informed the committee that 5th3dr bank had stopped several fraudulent checks written on the Agency's checking account by a party in California. No funds were removed from the account and the Agency is adopting a Positive Pay system to prevent any fraudulent activities in the future.

VII. Adjournment

At 5:45 PM, there being no further business, Mr. Hoefert made a motion to adjourn which was seconded by Mr. Thill. The motion was unanimously approved.

MOION TO ALLOW MEMBERS TO PARTICIPATE BY PHONE

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

MOTION TO APPROVE OCTOBER 28, 2020 MEETING MINUTES

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus



December 09, 2020 Executive Committee Minutes

**MOTION TO RATIFY THE NOVEMBER 2020 PAYMENT REQUEST AND APPROVE
THE OCTOBER 2020 TREASURER'S REPORT AND FORWARD TO THE BOARD OF
DIRECTORS**

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

MOTION TO NOT RELEASE ANY HISTORICAL EXECUTIVE SESSION MINUTES

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

MOTION TO ADJOURN

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

Material included in the Executive Committee packet for December 9, 2020:

- . October 28, 2020 Meeting Minutes*
- . November 2020 Payment Request memo dated November 20, 2020*
- . October 2020 Treasurer's Report*
- . FY2022 Budget Timeline memo dated December 1, 2020*
- . SWANCC - First Draft FY2022 Budget memo dated December 3, 2020*
- . 2021 BOD and EC Meeting Schedules memo dated November 30, 2020*
- . Monthly Status Report memo dated November 30, 2020*



Executive Committee Meeting

**SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
EXECUTIVE COMMITTEE MEETING MINUTES**

**SWANCC Office
77 West Hintz Road, Suite 200,
Wheeling, IL 60090
Wednesday, January 27, 2021
11:30 AM**

I. Call To Order

Chairman Rummel 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
Hon. Paul Hoefert	Trustee	Mount Prospect
Hon. Karen Darch (remote)	President	Barrington
Jon Sfondilis (remote)	Manager	Wheeling
Matt Formica (remote)	Manager	Glenview
Randall Recklaus (remote)	Manager	Arlington Heights
Raymond Rummel	Manager	Elk Grove Village

Absent

none

Others in Attendance

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

Mr. Hoefert made a motion to allow members to participate remotely. Mr. Thill seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Approval of Minutes

On a motion by Mr. Thill and seconded by Ms. Darch, a roll call vote was taken, and the December 9, 2020 meeting minutes were unanimously approved.

II. Financial Update

December 2020 Payment Request – Executive Director Van Vooren reviewed the December 2020 Payment Request totaling \$977,740.99 comprised of the following: \$947,358.85 from the



January 27, 2021 Executive Committee Minutes

Operations Fund and \$30,382.14 for the estimated January 2021 payroll. This payment request had been approved previously by email vote by the Executive Committee and all bills have been paid.

January 2021 Payment Request – Executive Director Van Vooren reviewed the January 2021 Payment Request totaling \$1,110,265.52 comprised of the following: \$1,079,883.38 from the Operations Fund and \$30,382.14 for the estimated February 2021 payroll.

Mr. Hoefert made a motion to ratify the December 2020 Payment Request and approve the January 2021 Payment Request and forward them to the Board of Directors. Mr. Formica seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Treasurer's Report and Revenue/Expense Reports for December 2020 – Executive Director Van Vooren asked the committee to review the Treasurer's Report for December 2020. The Treasurer's Report shows a balance of \$1,693,115.89 as of December 31, 2020.

Ms. Darch made a motion to approve December 2020 Treasurer's Report and forward it to the Board of Directors. Mr. Hoefert seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

FY2022 Budget – Executive Director Van Vooren reviewed the draft of the FY2022 Budget. He highlighted maintenance items including roof and road repair which will be included in this budget. He also noted that adjustments were made for the transition of the Executive Director and strategic planning. A significant component of this draft is the CPI increase which will be 1.5%, the contract minimum due to the actual Chicagoland CPI for 2021 coming in at 0.9%. The Member increase in committed tonnage is 1.2% based on the three-year rolling average of waste delivery for FY2018-FY2020. Also included in this budget is \$30,000 allocated from cash reserves for maintenance. The proposed rate for FY2022 is \$49.09, a 1.19% increase from the FY2021 tipping rate of \$48.52.

Ms. Darch made a motion to recommend the FY2022 Budget to the Board of Directors. Mr. Hoefert seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

III. Executive Session

Mr. Recklaus made a motion to enter executive session to discuss personnel in accordance with Section 2(c) (1) of the Open Meetings Act at 12:01 pm. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

IV. Glenview Transfer Station

Sprinkler System Damage – Mr. Van Vooren discussed damage to the fire sprinkler system due to a rats' nest which was found during the annual sprinkler system test and check. The Agency's insurance has a \$50,000 deductible. Because of the system's age, over 25 years old, and the difficulty of finding parts for the analog electronics, quotes have been requested for replacing the system. The first quote received was for \$120,000 with a lead time of 6-8 weeks. Staff is waiting on quotes from other vendors. Although this equipment failure was not anticipated in the current



January 27, 2021 Executive Committee Minutes

budget, the agency is currently running a surplus of \$100,000 in commercial revenue which could offset the cost of repair.

V. Old Business

Agency Planning for 2031 and Executive Director Transition – This was discussed in executive session and there were no additional questions.

VI. New Business

Agency Office Space Lease Extension – Executive Director Van Vooren reviewed the current office lease contract with the Village of Wheeling. The notice date for renewal of the lease is February 2, 2021 and staff is requesting that the Executive Committee authorize the Executive Director to contact the Village of Wheeling to exercise the option for the second term running from August 1, 2021 through July 31, 2028. In response to questions on the annual step-up in cost of 3% over the term of the lease, Executive Director Van Vooren will review current leasing rates for similar office space in the area to determine if the cost is comparable and report his findings to the Board of Directors.

Mr. Hoefert made a motion to approve the extension of the contract with the Village of Wheeling for office space through July 31, 2028. Mr. Formica seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Executive Director's Report – Executive Director Van Vooren presented his status report. He said that Attorney Price and he directed correspondence to the DOJ on the sale of Waste Management assets to GFL Industries questioning whether GFL would be a viable player in the region if they don't have any hauling contracts. The DOJ has not yet responded to the comments and Attorney Price will contact the DOJ to see if any are forthcoming. Executive Director Van Vooren also responded to a question on the status of the Des Plaines landfill issue. The Village of Glenview is still waiting on responses from the Arch Diocese on the information that was given them on the status of the landfill. There have been some modifications to the permit for the proposed compost facility proposed for the site.

VII. Public Comment - none

VIII. Adjournment

At 12:46 PM, there being no further business, Mr. Hoefert made a motion to adjourn which was seconded by Ms. Darch. The motion was unanimously approved.



January 27, 2021 Executive Committee Minutes

MOION TO ALLOW MEMBERS TO PARTICIPATE BY PHONE

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

MOTION TO APPROVE DECEMBER 9, 2020 MEETING MINUTES

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

**MOTION TO RATIFY THE DECEMBER 2020 PAYMENT REQUEST AND APPROVE
THE JANUARY 2021 PAYMENT REQUEST AND FORWARD TO THE BOARD OF
DIRECTORS**

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

**MOTION TO APPROVE THE DECEMBER 2020 TREASURER'S REPORT AND
FORWARD TO THE BOARD OF DIRECTORS**

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica

NAYS

ABSENT



January 27, 2021 Executive Committee Minutes

Mr. Randall Recklaus
Mr. Raymond Rummel

MOTION TO FORWARD THE FY2022 BUDGET TO THE BOARD OF DIRECTORS

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

MOTION TO ENTER EXECUTIVE SESSION

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

**MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO WORK WITH GROOT
TO REPAIR/REPLACE THE GTS FIRE SPRINKLER**

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

**MOTION TO EXTEND CONTRACT WITH THE VILLAGE OF WHEELING FOR
OFFICE SPACE THROUGH JULY 31, 2028**

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch

NAYS

ABSENT



January 27, 2021 Executive Committee Minutes

Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

MOTION TO ADJOURN

AYES

Hon. John Thill
Hon. Paul Hoefert
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Matt Formica
Mr. Randall Recklaus
Mr. Raymond Rummel

NAYS

ABSENT

Material included in the Executive Committee packet for January 27, 2021:

- . December 9, 2020 Meeting Minutes*
- . December 2020 Payment Request memo dated December 22, 2020*
- . January 2020 Payment Request memo dated January 22, 2021*
- . December 2020 Treasurer's Report*
- . SWANCC - Draft FY2022 Budget memo dated January 20, 2021*
- . Glenview Transfer Station, Sprinkler System Damage memo dated January 20, 2021*
- . Agency Planning for 2031 and Executive Director Transition memo dated January 7, 2021*
- . SWANCC Office Space – Exercising Option to Extend memo dated January 20, 2021*
- . Monthly Status Report memo dated January 21, 2021*



Executive Committee Meeting

**SOLID WASTE AGENCY OF NORTHERN COOK COUNTY
EXECUTIVE COMMITTEE MEETING MINUTES**

**SWANCC Office
77 West Hintz Road, Suite 200,
Wheeling, IL 60090
Wednesday, March 24, 2021
11:30 AM**

I. Call to Order

Chairman Rummel 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
Hon. Paul Hoefert	Trustee	Mount Prospect
Matt Formica	Manager	Glenview
Hon. Karen Darch (remote)	President	Barrington
Jon Sfondilis (remote)	Manager	Wheeling
Raymond Rummel	Manager	Elk Grove Village

Absent

Randall Recklaus	Manager	Arlington Heights
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Others in Attendance

Hon. George Van Dusen, Skokie
Steve Jones, Attorney, Ancel & Glink
Greg Kuhn, Northern Illinois University (remote)
Jim Norris, Northern Illinois University (remote)
Dave Van Vooren, SWANCC Executive Director
Mary Allen, SWANCC Recycling and Education Director
Lisa Woody, SWANCC Assistant to the Executive Director (remote)

Motion to Participate Remotely

Mr. Hoefert made a motion to allow members to participate remotely. Mr. Thill seconded the motion, a roll call vote was taken, and the motion was unanimously approved.

IV. Old Business

Agency Planning for 2031 and Executive Director Transition – Executive Director Van Vooren described the purpose of the strategic planning and introduced Greg Kuhn who outlined the process of strategic planning and leadership transition for the Agency. He described strategic planning as leaderships expression of the future. The process would include surveys to get input from the Board



March 24, 2021 Executive Committee Minutes

of Directors as well as interviews with staff and recycling coordinators. All this information would then be brought to a strategic planning workshop with the Executive Committee where goals and the strategic plan will be created. Jim Norris added that this is also an opportunity for educating newer Board members. There will be about 5 team members working on the plan.

The timeline was initially presented to begin in April with a presentation to the Board of Directors in August but after discussion it was decided that with the coming election, and the importance of capturing the knowledge of the outgoing members and educating the new members, the timing would be best if it the Board portion of the planning was pushed back about 60 days to begin in August and a presentation in October. Other information collection with the Staff, Recycling Coordinators, and Executive Committee would proceed as planned.

Mr Van Vooren asked if this proposal was sufficient for the Committee to move forward and they agreed. He will be available to communities for additional educational opportunities.

Mr. Rummel asked if there was a consensus to add the one-year employment contract for Mr. Van Vooren to the Board of Director's agenda in April and all agreed.

Nomination Committee Recommendations – Mr. Rummel presented the slate of officers and asked for a recommendation to proceed with the slate as listed.

Mr. Hoefert made a motion to recommend the slate of officers to the Board of Directors. Mr. Formica seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

II. Approval of Minutes

On a motion by Mr. Thill and seconded by Ms. Darch, a roll call vote was taken, and the January 27, 2021 meeting minutes were unanimously approved.

III. Financial Update

February 2021 Payment Request – Executive Director Van Vooren reviewed the February 2021 Payment Request totaling \$1,057,885.77 comprised of the following: \$1,027,503.63 from the Operations Fund and \$30,382.14 for the estimated March 2021 payroll. This payment request had been approved previously by email vote by the Executive Committee and all bills have been paid.

March 2021 Payment Request – Executive Director Van Vooren reviewed the March 2021 Payment Request totaling \$986,970.47 comprised of the following: \$941,397.26 from the Operations Fund and \$45,573.21 for the estimated April 2021 payroll.

Treasurer's Report and Revenue/Expense Reports for February 2021 – Executive Director Van Vooren asked the committee to review the Treasurer's Report for February 2021. The Treasurer's Report shows a balance of \$1,671,866.76 as of February 28, 2021.



March 24, 2021 Executive Committee Minutes

Mr. Hoefert made a motion to ratify the February 2021 Payment Request, approve the March 2021 Payment Request, and approve the February 2021 Treasurer's Report and forward them to the Board of Directors. Ms. Darch seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

IV. Executive Session -none

V. Glenview Transfer Station

Mr. Van Vooren updated the committee on the activity at the GTS. March has been an extremely busy month with a record number of contractors dropping off waste. The fire sprinkler system is being installed. This will cost about \$55,000 with about \$42,000 being covered by insurance.

VI. New Business

Contract with Anderson Consulting – Executive Director Van Vooren reviewed the two-year contract with Anderson Legislative Consulting. The contract is \$14,000 per year. The current legislative session has a large number of bills being presented, and Anderson Consulting is vital to keeping on top of this potential legislation.

Mr. Formica made a motion to accept the Anderson Legislative Contract. Mr. Hofert seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Legislative Update – Executive Director Van Vooren presented the legislative update. In addition to the bills listed there is an additional bill, HB-3067 proposing a polystyrene ban. The Legislature will have a two-week recess beginning next week for Easter. Staff is evaluating the pros and cons of the bills. There are several bills dealing with the end use of products including paint, carpet, medications, and sharps. There is also a lot of focus on the budget. Mr. Van Vooren will continue to review the bills and ask managers for support as needed.

Executive Director's Report – Executive Director Van Vooren presented his status report. He highlighted the use of the GTS facility, the installation of the sprinkler system, and the opening of landscape waste for the season. He also discussed the result of the conversation Glenview has had with the Archdiocese concerning the Des Plaines Landfill site. They have hired a consultant to review the data and are awaiting their response. There is another meeting scheduled in late April. Patriot Acres is working on the landfill cap but there continues to be water seeping through.

VII. Public Comment - none

VIII. Adjournment

At 12:33 PM, there being no further business, Mr. Hoefert made a motion to adjourn which was seconded by Mr. Formica. The motion was unanimously approved.



March 24, 2021 Executive Committee Minutes

MOTION TO ALLOW MEMBERS TO PARTICIPATE BY PHONE

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Matt Formica
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

**MOTION TO FORWARD THE RECOMMENDED SLATE OF OFFICERS TO THE
BOARD OF DIRECTORS**

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Matt Formica
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

MOTION TO MOTION TO APPROVE JANUARY 27, 2021 MEETING MINUTES

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Matt Formica
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

**MOTION TO RATIFY THE FEBRUARY 2021 PAYMENT REQUEST, APPROVE THE
MARCH 2021 PAYMENT REQUEST, AND FEBRUARY 2021 TREASUSRE'S REPORT
AND FORWARD THEM TO THE BOARD OF DIRECTORS**

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Matt Formica
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus



March 24, 2021 Executive Committee Minutes

**MOTION TO APPROVE THE ANDERSON LEGISLATIVE CONSULTING CONTRACT
FOR FY2022 AND FY2023**

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Matt Formica
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

MOTION TO ADJOURN

AYES

Hon. John Thill
Hon. Paul Hoefert
Mr. Matt Formica
Hon. Karen Darch
Mr. Jon Sfondilis
Mr. Raymond Rummel

NAYS

ABSENT

Mr. Randall Recklaus

Material included in the Executive Committee packet for March 24, 2021:

- . January 27, 2021 Meeting Minutes*
- . February 2021 Payment Request memo dated February 23, 2021*
- . March 2021 Payment Request memo dated March 19, 2021*
- . February 2021 Treasurer's Report*
- . Agency Strategic Planning and Executive Director Transition memo dated March 15, 2021*
- . Report of the Nomination Committee memo dated March 15, 2021*
- . Legislative Consulting Contract for Anderson Consulting memo dated March 11, 2021*
- . Legislative Update 2021 memo dated March 17, 2021*
- . Monthly Status Report memo dated March 18, 2021*