



**Executive Committee Meeting**

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

**SWANCC Office  
77 W Hintz Road, Suite 200  
Wheeling, IL 60090  
Wednesday, May 24, 2023  
11:30 AM**

**I. Call to Order**

Chairman Sfondilis 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>
Matt Formica	Manager	Glenview
Hon. Paul Hoefert	Mayor	Mount Prospect
Matt Roan	Manager	Elk Grove Village
Hon. John Thill	Trustee	Morton Grove
Hon. Karen Darch (remote)	President	Barrington
Randall Recklaus (remote)	Manager	Arlington Heights
Jon Sfondilis (remote)	Manager	Wheeling

**Absent**

None

Others in Attendance

Hon. George Van Dusen, Skokie  
Derke Price, Agency Attorney, Ancel Glink  
Christina Seibert, SWANCC Executive Director  
Mary Allen, SWANCC Recycling and Education Director  
Theresa Greinig, SWANCC Educator

**II. Motion to Participate Remotely**

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

**III. Approval of Minutes**

On a motion by Mr. Recklaus and seconded by Mr. Roan, a roll call vote was taken, and the March 22, 2023 and April 12, 2023 meeting minutes were unanimously approved.



**May 24, 2023 Executive Committee Minutes**

**IV. Financial Update**

April 2023 Payment Request Ratification ☐ Executive Director Seibert reviewed the April 2023 Payment Request totaling \$1,101,200.66 comprised of the following: \$1,070,346.51 from the Operations Fund and \$30,854.15 for the estimated May 2023 payroll.

Mr. Formica made a motion to ratify the April 2023 Payment and forward it to the Board of Directors. Mr. Roan seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

May 2023 Payment Request ☐ Executive Director Seibert reviewed the May 2023 Payment Request totaling \$560,030.14 comprised of the following: \$521,757.09 from the Operations Fund and \$38,273.05 for the estimated June 2023 payroll.

Treasurer's Reports and Budget Documents for April 2023 ☐ Executive Director Seibert reviewed the April 2023 Report which shows a balance of \$2,744,726.64 as of April 30, 2023.

Ms. Darch made a motion to approve the April 2023 Payment and accept the April 2023 Treasurer's Report and forward it to the Board of Directors. Mr. Roan seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

**V. Executive Session ☐ none**

**VI. Glenview Transfer Station ☐ none**

**VII. Old Business ☐ none**

**VIII. New Business**

Termination of the Pharmaceutical Collection Program ☐ Executive Director Seibert presented a review of the current pharmaceutical collection program and impact of implementation of the Drug Take-Back Law beginning January 1, 2024. Staff recommended the Agency terminate our current collection program and provide members information on alternative collection options because our program does not comply with all requirements to serve as collectors under the new law. On a motion by Mr. Hoefert, seconded by Mr. Formica, the Executive Committee recommended termination of the program with ratification of the decision to be made by the Board of Directors. Upon Board ratification, staff will notify the members and submit formal notice of termination to Daniels.

Executive Director's Report ☐ Executive Director Seibert presented her status report. She reviewed current operations at the Glenview Transfer Station and ongoing Agency programs, with no notable conditions to report. She also discussed various staffing changes within the Agency to better align work responsibilities and the planned future hiring of a part-time communications specialist.

**IX. Public Comment ☐ none**



**May 24, 2023 Executive Committee Minutes**

**X. Adjournment**

At 12:03 PM, there being no further business, Mr. Hoefert made a motion to adjourn which was seconded by Mr. Formica. The motion was unanimously approved.

**MOTION TO PARTICIPATE REMOTELY**

AYES

NAYS

ABSENT

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

**MOTION TO APPROVE MARCH 22, 2023 AND APRIL 12, 2023 MEETING MINUTES**

AYES

NAYS

ABSENT

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

**MOTION TO RATIFY THE APRIL 2023 PAYMENT REQUEST AND FORWARD IT TO THE  
BOARD OF DIRECTORS**

AYES

NAYS

ABSENT

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



May 24, 2023 Executive Committee Minutes

**MOTION TO APPROVE THE MAY 2023 PAYMENT REQUEST AND ACCEPT THE APRIL 2023  
TREASURERS REPORT AND FORWARD THEM TO THE BOARD OF DIRECTORS**

AYES

NAYS

ABSENT

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

**MOTION TO TERMINATE PHARMACEUTICALS COLLECTION PROGRAM AND SEEK  
RATIFICATION BY THE BOARD OF DIRECTORS**

AYES

NAYS

ABSENT

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

**MOTION TO ADJOURN**

AYES

NAYS

ABSENT

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

*Material included in the Executive Committee packet for May 24, 2023:*

- . May 24, 2023 Meeting Agenda*
- . March 22, 2023 Meeting Minutes*
- . April 12, 2023 Meeting Minutes*
- . April 2023 Payment Request memo dated April 21, 2023*
- . May 2023 Payment Request memo dated May 19, 2023*
- . April 2023 SWANCC Financials memo dated May 19, 2023*
- . Proposed Termination of SWANCC's Pharmaceutical Collection Program memo dated May 16, 2023*
- . Monthly Status Report memo dated May 18, 2023*