



EXECUTIVE COMMITTEE Meeting

Wednesday, July 25, 2007

8:30 a.m.

AMENDED

**The Glen Club
2901 West Lake Avenue
Glenview, Illinois**

I. Call To Order

Chairman Williams called the Meeting of the Executive Committee to order at 8:40 a.m. in the Conference Room at the Glen Club. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Timothy Corcoran	Trustee	Mount Prospect
Mike Earl	Manager	Wilmette
Louella Preston	Trustee	Niles
Albert Rigoni	Manager	Skokie
Douglas Williams	Manager	Winnetka

Absent

Debby Karton	Trustee	Glenview
James Norris	Manager	Hoffman Estates

Others in Attendance

Mary S. Allen, Recycling & Education Director
 C. Brooke Beal, Executive Director
 Julian D’Esposito, Counsel, Mayer, Brown, Rowe & Maw
 Elizabeth C. Gresham, Assistant to the Executive Director
 Steven A. Schilling, Assistant Executive Director
 George Van Dusen, Chairman of the Board of Directors
 Cameron Ruen, Graphic Designer/Marketing Coordinator

II. Approval of Minutes

On a motion by Mr. Corcoran to approve the minutes, seconded by Mr. Earl, the April 25, 2007 Meeting minutes were approved.



July 25, 2007 EXECUTIVE COMMITTEE MINUTES

III. Financial Update

Payment Request – Mr. Beal reviewed the July payment request. Mr. Beal noted that William Anderson's fee was an annual fee. He explained that the payout for July totaled \$1,200,598.75. The total was comprised of the following: \$46,401.41 from the General Fund and \$1,154,197.34 from the Operations Fund. There were no questions.

On a motion by Mr. Earl, seconded by Mr. Corcoran, the July 2007 payment request was approved by a roll call vote.

IV. Executive Session

Real Estate Disposition – Upon a motion by Ms. Preston, seconded by Mr. Earl, the Committee entered into executive session at 9:23 a.m. to discuss real estate disposition under Section 2 (c)(6) of the Open Meetings Act. The motion unanimously passed after a roll call vote.

The Committee returned to open session at 9:38 a.m.

V. Glenview Transfer Station (GTS)

Emerald Ash Borer Update – Mr. Beal summarized that the Emerald Ash Borer quarantine zone had been expanded by the Department of Agriculture to encompass northeastern Illinois. The transfer station ceased grinding woody material due to the expansion because there were composting facilities within the expanded zone.

Options Implementation – Mr. Beal updated the Committee on the Glenview Transfer Station Options Analysis progress. He noted that the next steps would be to take the balers out, finalize the Groot contract, alter the tipping area to be at grade and put scales in the loading area. He explained the chart outlining the scheduled items for the transfer station implementation.

Baler Sale – Mr. Beal reported that Alan Ross Machinery was recommending that SWANCC enter into an auction to sell the balers at the transfer station, if any of the balers were not sold from negotiated sales. Mr. Beal recalled for the Committee its decision to convert the facility to a loose waste transfer station for cost reasons. Consequently, the balers were surplus property and no longer needed for operation of the Agency's solid waste disposal system.

On a motion by Ms. Preston and seconded by Mr. Corcoran, authorizing the sale of the balers as surplus property, a roll call vote was taken and unanimously approved.



July 25, 2007 EXECUTIVE COMMITTEE MINUTES

VI. Old Business - None

VII. New Business

Matters Arising Out of Executive Session – Once out of Executive Session, the Committee discussed a request by the Village of Mount Prospect that the Agency convey Lot 2, which is surplus flood plain property at the Transfer Station, to the Cook County Forest Preserve District. This conveyance would permit the Village and the Village of Prospect Heights to provide substitute property to the Forest Preserve District in exchange for Forest Preserve property necessary for a flood control project being undertaken by the two communities. The Village offered to pay the Agency approximately \$193,805 based on the price that had been paid for the conveyance of similar flood plain property on behalf of Des Plaines, discounted by Mt Prospect's share of Agency fixed costs. After discussion, on a motion by Mr. Rigoni and seconded by Ms. Preston, a roll call vote was taken to authorize the sale to the Cook County Forest Preserve District of Lot 2 at a price not less than \$193,000. The motion was approved and Mr. Corcoran abstained from the vote.

Prevailing Wage Act – Mr. Rigoni moved, and Mr. Earl seconded, to recommend adoption of the Prevailing Wage Act Resolution 2008-01. A roll call vote was taken and the motion was approved.

VIII. Adjournment

On a motion by Mr. Earl and seconded by Mr. Corcoran, there being no further business, a motion was unanimously approved to adjourn the meeting at 9:43 a.m.



July 25, 2007 EXECUTIVE COMMITTEE MINUTES

MOTION TO APPROVE THE JULY PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Timothy Corcoran		Debby Karton
Michael Earl		James Norris
Louella Preston		
Albert Rigoni		
Douglas Williams		

MOTION TO APPROVE THE AUTHORIZATION OF BALER SALES

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Timothy Corcoran		Debby Karton
Michael Earl		James Norris
Louella Preston		
Albert Rigoni		
Douglas Williams		

**MOTION TO APPROVE RESOLUTION 2008-02 AUTHORIZING
THE SALE OF LAND AT THE GLENVIEW TRANSFER STATION**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Michael Earl		Debby Karton
Louella Preston		James Norris
Albert Rigoni		
Douglas Williams		

*Timothy Corcoran abstained from this vote.

MOTION TO APPROVE RESOLUTION 2008-01 PREVAILING WAGE ACT

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Timothy Corcoran		Debby Karton
Michael Earl		James Norris
Louella Preston		
Albert Rigoni		
Douglas Williams		

Material included in the Executive Committee packet for July 25, 2007:

- . April 25, 2007 Meeting Minutes
- . July Payment Request memo dated July 20, 2007
- . GTS Options Implementation memo dated July 20, 2007
- . GTS Baler Sale memo dated July 20, 2007
- . GTS – Mt. Prospect\Prospect Heights Land Sale Memo dated July 20, 2007
- . 2007 Prevailing Wage Act memo dated July 19, 2007



EXECUTIVE COMMITTEE Meeting

**Wednesday, August 22, 2007
8:30 a.m.**

**The Glen Club
2901 West Lake Avenue
Glenview, Illinois**

I. Call To Order

Chairman Williams called the Meeting of the Executive Committee to order at 8:34 a.m. in the Pickwick Room at the Glen Club. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Timothy Corcoran (via phone)	Trustee	Mount Prospect
Mike Earl	Manager	Wilmette
Louella Preston	Trustee	Niles
Albert Rigoni	Manager	Skokie
James Norris (via phone)	Manager	Hoffman Estates
Douglas Williams	Manager	Winnetka
Debby Karton	Trustee	Glenview

Absent

Others in Attendance

- Mary S. Allen, Recycling & Education Director
- C. Brooke Beal, Executive Director
- Julian D’Esposito, Counsel, Mayer Brown
- Elizabeth C. Gresham, Assistant to the Executive Director
- Steven A. Schilling, Assistant Executive Director
- George Van Dusen, Chairman of the Board of Directors
- Cameron Ruen, Graphic Designer/Marketing Coordinator

II. Approval of Minutes

On a motion by Mr. Earl to approve the minutes with amendments explained by Mr. D’Esposito, seconded by Mr. Rigoni, the July 25, 2007 Meeting minutes were approved and Executive Session Minutes were approved. Ms. Karton abstained from the vote.



August 22, 2007 EXECUTIVE COMMITTEE MINUTES

III. Financial Update

SWANCC Insurance Program – Mr. Schilling reviewed SWANCC’s insurance policy and explained the risks will drop dramatically with the upcoming changes at the GTS. He recommended declining the terrorism insurance. Mr. Schilling also noted that Risk Resource looks over SWANCC’s insurance program package.

On a motion by Mr. Earl, seconded by Ms. Preston, the 2007/2008 Insurance Program was unanimously approved.

Payment Request – Mr. Beal reviewed the August payment request. The total was comprised of the following: \$76,791.10 from the General Fund and \$1,166,709.75 from the Operations Fund. There were no questions.

On a motion by Ms. Karton, seconded by Ms. Preston, the August 2007 payment request was approved by a roll call vote.

IV. Executive Session - None

V. Glenview Transfer Station (GTS)

Groot Contract Extension Update – Mr. Beal summarized the progress with the Groot contract. He noted that lawyers were drafting language and the contract would be brought for review at the September meeting.

Baler Sale Update – Mr. Schilling reported that Alan Ross Machinery had received offers for all three balers with deposits for each. December 1, 2007 is the full payment due date for the balers.

VI. Old Business - None

VII. New Business

Matters Arising Out of Executive Session – None

Compact Fluorescent Bulb Recycling Program – Mr. Beal informed the Executive Committee of compact fluorescent light bulb recycling options for SWANCC residents. He noted that with the push by many organizations to use a more energy-efficient bulb, residents will need a way to dispose of these materials safely, since some mercury is contained in the bulbs.



August 22, 2007 EXECUTIVE COMMITTEE MINUTES

On a motion by Ms. Karton, seconded by Ms. Preston, the authorization of the Executive Director to enter into a contract with River Shannon Recycling was approved by a roll call vote.

VIII. Adjournment

On a motion by Ms. Karton and seconded by Mr. Rigoni, there being no further business, a motion was unanimously approved to adjourn the meeting at 9:14 a.m.



August 22, 2007 EXECUTIVE COMMITTEE MINUTES

MOTION TO APPROVE THE AUGUST PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Timothy Corcoran		
Michael Earl		
James Norris		
Albert Rigoni		
Douglas Williams		
Debby Karton		
Louella Preston		

MOTION TO APPROVE THE 2007/2008 INSURANCE PROGRAM

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Timothy Corcoran		
Michael Earl		
James Norris		
Albert Rigoni		
Douglas Williams		
Debby Karton		
Louella Preston		

**MOTION TO AUTHORIZE EXECUTIVE DIRECTOR TO ENTER INTO A
CONTRACT WITH RIVER SHANNON RECYCLING**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Timothy Corcoran		
Michael Earl		
James Norris		
Albert Rigoni		
	Douglas Williams	
Debby Karton		
Louella Preston		

Material included in the Executive Committee packet for August 22, 2007:

- . July 25, 2007 Meeting Minutes*
- . July 25, 2007 Amended Meeting Minutes*
- . SWANCC 2007/2008 Insurance Program memo dated August 16, 2007*
- . August Payment Request memo dated August 17, 2007*
- . GTS Baler Sale Update memo dated August 17, 2007*
- . GTS Compact Fluorescent Bulb Recycling Program memo dated August 17, 2007*



EXECUTIVE COMMITTEE Meeting

**Wednesday, September 26, 2007
8:30 a.m.**

**The Glen Club
2901 West Lake Avenue
Glenview, Illinois**

I. Call To Order

Chairman Williams called the Meeting of the Executive Committee to order at 8:33 a.m. in the Solid Waste Agency of Northern Cook County Conference Room. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Mike Earl	Manager	Wilmette
Louella Preston	Trustee	Niles
Albert Rigoni	Manager	Skokie
Douglas Williams	Manager	Winnetka
Debby Karton	Trustee	Glenview

Absent

Timothy Corcoran	Trustee	Mount Prospect
James Norris	Manager	Hoffman Estates

Others in Attendance

Mary S. Allen, Recycling & Education Director
 C. Brooke Beal, Executive Director
 Julian D’Esposito, Counsel, Mayer Brown
 Steven A. Schilling, Assistant Executive Director
 George Van Dusen, Chairman of the Board of Directors
 Cameron Ruen, Graphic Designer/Marketing Coordinator
 Geogianne Brunner, Director for Morton Grove
 Bruce Bedwell, Mayer Brown
 Ken Bishop, Wolf and Company

II. Approval of Minutes

On a motion by Ms. Preston to approve the minutes, seconded by Mr. Earl, the August 22, 2007 Meeting minutes were approved.



September 26, 2007 EXECUTIVE COMMITTEE MINUTES

III. Financial Update

Payment Request – Mr. Beal reviewed the September payment request. The total was comprised of the following: \$15,235.65 from the General Fund and \$1,210,011.08 from the Operations Fund. There were no questions.

On a motion by Ms. Karton, seconded by Ms. Preston, the September 2007 payment request was approved by a roll call vote.

FY2007 Audit – Mr. Ken Bishop of Wolf and Company summarized SWANCC's annual audit, with statement of activities being consistent with prior years. Mr. Williams noted that next year there would be a measurable change in assets, since SWANCC would be going to a loose transfer operation. There were no other questions.

On a motion by Mr. Rigoni and seconded by Mr. Earl, the FY2007 Audit was adopted.

FY2007 True-up – Mr. Beal reviewed the FY2007 True-up. He stated that 274,234.55 tons of member waste was accumulated over the year. He noted that communities with 95 gallon carts were underdelivering solid waste.

On a motion by Ms. Preston and seconded by Mr. Earl, the FY2007 True-up was adopted.

IV. Executive Session - None

V. Glenview Transfer Station (GTS)

Groot Contract Extension Update – Mr. Beal summarized the final Groot contract. He explained the major rewriting that went into change in law with Groot. He said that both parties were satisfied with the final contract. Mr. D'Esposito reiterated the Project Use Agreement. There were no other questions. Chairman Douglas Williams commended Mr. Beal for his efforts negotiating the contract extension.

On a motion by Ms. Karton, seconded by Ms. Preston, Resolution 2008-03 was approved by a roll call vote.

Options Implementation Financing Options – Mr. Beal reported that the sale agreements were in place for all three balers. He went over various options the Agency could take in financing the restructuring of the transfer station. He said he would report back with more numbers in subsequent meetings.



September 26, 2007 EXECUTIVE COMMITTEE MINUTES

VI. Old Business - None

VII. New Business

Matters Arising Out of Executive Session – None

VIII. Adjournment

On a motion by Ms. Preston and seconded by Mr. Earl, there being no further business, a motion was unanimously approved to adjourn the meeting at 10:11 a.m.



September 26, 2007 EXECUTIVE COMMITTEE MINUTES

MOTION TO APPROVE THE SEPTEMBER PAYMENT REQUEST

AYES

Michael Earl
Albert Rigoni
Douglas Williams
Debby Karton
Louella Preston

NAYS

ABSENT

Timothy Corcoran
James Norris

MOTION TO APPROVE THE FY2007 AUDIT

AYES

Michael Earl
Albert Rigoni
Douglas Williams
Debby Karton
Louella Preston

NAYS

ABSENT

Timothy Corcoran
James Norris

MOTION TO APPROVE THE FY2007 TRUE-UP

AYES

Michael Earl
Albert Rigoni
Douglas Williams
Debby Karton
Louella Preston

NAYS

ABSENT

Timothy Corcoran
James Norris



September 26, 2007 EXECUTIVE COMMITTEE MINUTES

**MOTION TO APPROVE RESOLUTION 2008-03
AUTHORIZING THE GROOT CONTRACT**

AYES

Michael Earl
Albert Rigoni
Douglas Williams
Debby Karton
Louella Preston

NAYS

ABSENT

Timothy Corcoran
James Norris

Material included in the Executive Committee packet for September 26, 2007:

- . August 25, 2007 Meeting Minutes*
- . September Payment Request memo dated September 18, 2007*
- . FY2007 Member True-up memo dated September 13, 2007*
- . GTS – Groot Contract Extension memo dated September 18, 2007*
- . GTS – Options Implementation Financing Options memo dated September 18, 2007*



EXECUTIVE COMMITTEE Meeting

Thursday, December 20, 2007

8:30 a.m.

**The Glen Club
2901 West Lake Avenue
Glenview, Illinois**

I. Call To Order

Chairman Williams called the Meeting of the Executive Committee to order at 8:30 a.m. in the Solid Waste Agency of Northern Cook County Conference Room. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Timothy Corcoran	Trustee	Mount Prospect
Mike Earl	Manager	Wilmette
Debby Karton	Trustee	Glenview
James Norris	Manager	Hoffman Estates
Louella Preston	Trustee	Niles
Albert Rigoni	Manager	Skokie
Douglas Williams	Manager	Winnetka

Absent

None

Others in Attendance

Mary S. Allen, Recycling & Education Director
C. Brooke Beal, Executive Director
Barbara Chevalier, Speer Financial
Steven A. Schilling, Assistant Executive Director
George Van Dusen, Chairman of the Board of Directors
Christine Bajor, Village of Wheeling

II. Approval of Minutes

On a motion by Mr. Norris to approve the September 26, 2007 minutes, seconded by Ms. Preston, the minutes were approved. Mr. Corcoran abstained from the vote.



December 20, 2007 EXECUTIVE COMMITTEE MINUTES

III. Financial Update

Payment Request – Mr. Beal reviewed the December payment request. The total of \$1,223,091.26 was comprised of the following: \$10,026.50 from the General Fund and \$1,213,064.76 from the Operations Fund. There were no questions.

Mr. Corcoran made a motion, which was seconded by Ms. Preston and the December 2007 payment request was unanimously approved by a roll call vote.

Bond Refinancing Presentation – Mr. Beal gave a PowerPoint refinancing presentation regarding the funding for the GTS conversion. He also introduced Ms. Barbara Chevalier from Speer Financial, who had been working on the refinancing option. He said that there were two options for funding: 1) issue new debt – which he noted was not a viable option or 2) use existing cash – which the Agency had available. Mr. Beal said that the net cost of conversion would be \$900,000. The Agency could use unpledged reserves; however. The refinancing option would unlock the debt service reserve fund that currently secures the bonds. The funds would be used to pay for modifications without extending the debt or increasing our annual debt service. The Agency's goals with the refinancing were to fix the interest rate, provide DSR funds for GTS construction and to not have increased costs to the Agency. After presenting the service schedules and analysis, Mr. Beal recommended that the Executive Committee vote to present this option to the Board for approval because it would provide a fixed interest rate, utilize pledged reserves instead of unpledged, provide greater flexibility for any other expenses and allow the unpledged reserves to remain unused to continue its greater yield potential.

On a motion by Mr. Norris and seconded by Mr. Corcoran, the Executive Committee voted to present the Bond Refinancing option to the Board of Directors. A roll call vote was taken and the motion was unanimously approved.

IV. Executive Session - None

V. Glenview Transfer Station (GTS)

GTS Top-Load Conversion Construction Proposals – Mr. Beal informed that Staff had solicited proposals from qualified general contractors for the conversion of the GTS to a top-load transfer station according to the plans prepared by Shaw Environmental.

Selected Public Works departments were polled for a list of general contractors to issue the RFP to and it was also posted on the McGraw Hill Dodge Construction online listing service. There were eleven inquiries and three proposals were received. After review of the proposals, Staff concluded that three proposal respondents were qualified to do the work.



December 20, 2007 EXECUTIVE COMMITTEE MINUTES

Staff made three recommendations to the Committee. First, that Camosy, Inc. be selected to complete the conversion of Modules 1-3. Secondly, it was recommended that Module 4 be converted to a multi-use operating area. The conversion would be paid for with the operational savings from the redirection of waste to Groot's Chicago Transfer Station. The last recommendation was to offer an incentive to Camosy, Inc. to complete the project early.

On a motion by Mr. Corcoran, seconded by Ms. Preston, the Executive Committee voted to select the proposal from Camosy, Inc. to convert modules 1-3 at the GTS for the proposal amount of \$911,800.00. A roll call vote was taken and the motion was unanimously approved.

Ms. Karton made a motion to authorize conversion of the module 4 to a multi-use operating area, and Mr. Corcoran seconded the motion. A roll call vote was taken and the motion was unanimously approved.

A motion was made by Mr. Norris, seconded by Ms. Preston. The Committee voted to allow an incentive program that would allow the Agency to achieve maximum savings and to give the Executive Director the flexibility to offer the incentive up to the limit of the savings. A roll call vote was taken and the motion was unanimously approved.

GTS Scale Telemetry Proposal – Mr. Schilling presented the Scale Telemetry proposal to the Committee. A quote was requested from Allied Measurement System Corp. Due to Allied's work experience with transfer stations and the Agency, Staff recommended the quote of \$36,382 to replace the scale kiosks, install new conduit and telemetry circuits to the scales and to replace the current scale indicator.

Mr. Norris made a motion which was seconded by Ms. Preston to accept the Allied proposal for the scale telemetry project. A roll call vote was taken and the motion passed.

VI. Old Business - None

VII. New Business

Matters Arising Out of Executive Session – None

River Shannon CFL Contract Termination – Mr. Beal informed the Committee that River Shannon Recycling was unable to fulfill their contract with the Agency to provide compact fluorescent light bulbs (CFL) recycling. R3 Environmental agreed to provide the CFL recycling program to the Agency at the same cost. With the approval of the Agency's legal counsel, Staff recommended that the contract with River Shannon be terminated and R3 Environmental provide the service.



December 20, 2007 EXECUTIVE COMMITTEE MINUTES

On a motion by Mr. Rigoni, seconded by Ms. Karton, the Executive Committee voted to terminate the River Shannon Recycling contract and to enter into a contract with R3 environmental for the CFL Recycling program. A roll call vote was taken and the motion was unanimously approved.

VIII. Adjournment

On a motion by Mr. Earl and seconded by Ms. Preston, there being no further business, a motion was unanimously approved to adjourn the meeting at 9:51 a.m.



December 20, 2007 EXECUTIVE COMMITTEE MINUTES

MOTION TO APPROVE THE DECEMBER PAYMENT REQUEST

AYES

NAYS

ABSENT

Timothy Corcoran
Michael Earl
Debby Karton
James Norris
Louella Preston
Albert Rigoni
Douglas Williams

MOTION TO APPROVE THE BOND REFINANCING OPTION

AYES

NAYS

ABSENT

Timothy Corcoran
Michael Earl
Debby Karton
James Norris
Louella Preston
Albert Rigoni
Douglas Williams

MOTION TO SELECT COMOSY PROPOSAL FOR GTS CONVERSION

AYES

NAYS

ABSENT

Timothy Corcoran
Michael Earl
Debby Karton
James Norris
Louella Preston
Albert Rigoni
Douglas Williams



December 20, 2007 EXECUTIVE COMMITTEE MINUTES

**MOTION TO AUTHORIZE CONVERSION OF MODULE 4
TO A MULTI-USE OPERATING AREA**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Timothy Corcoran		
Michael Earl		
Debby Karton		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

**MOTION TO OFFER CONTRACTOR AN INCENTIVE PROGRAM FOR
EARLY COMPLETION OF CONVERSION**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Timothy Corcoran		
Michael Earl		
Debby Karton		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

**MOTION TO TERMINATE RIVER SHANNON CONTRACT AND ACCEPT
R3 ENVIRONMENTAL CONTRACT FOR CFL RECYCLING**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Timothy Corcoran		
Michael Earl		
Debby Karton		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

Material included in the Executive Committee packet for December 20, 2007:

- . September 26, 2007 Meeting Minutes*
- . December Payment Request memo dated December 17, 2007*
- . Bond Refinancing PowerPoint Presentation and memo dated December 17, 2007*
- . GTS Top-Load Conversion Construction Proposals memo dated December 17, 2007*
- . GTS Scale Telemetry Proposal memo dated December 17, 2007*
- . CFL Recycling Program memo dated December 17, 2007*
- . Mayer Brown memo regarding River Shannon contract termination dated October 31, 2007*

Executive Committee Meeting

**Wednesday, January 23, 2008
8:30 a.m.**

**The Glen Club
2901 West Lake Avenue
Glenview, Illinois**

I. Call To Order

Chairman Williams called the Meeting of the Executive Committee to order at 8:32 a.m. in the Solid Pickwick Room at The Glen Club. A roll call attendance was taken.

Present		
<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Mike Earl	Manager	Wilmette
James Norris	Manager	Hoffman Estates
Louella Preston	Trustee	Niles
Albert Rigoni	Manager	Skokie
Douglas Williams	Manager	Winnetka
Absent		
Timothy Corcoran	Trustee	Mount Prospect
Debby Karton	Trustee	Glenview

Others in Attendance

Mary S. Allen, Recycling & Education Director
C. Brooke Beal, Executive Director
Cameron Ruen, Graphic Designer
Steven A. Schilling, Assistant Executive Director
Elizabeth C. Start, Assistant to the Executive Director
George Van Dusen, Chairman of the Board of Directors
Christine Bajor, Village of Wheeling

II. Approval of Minutes

On a motion by Mr. Rigoni to approve the December 20, 2007 minutes, seconded by Mr. Norris, the minutes were approved. The minutes were approved by voice vote with the change of the meeting room name.



January 23, 2008 Executive Committee Minutes

III. Financial Update

Payment Request – Mr. Beal reviewed the January payment request. The total of \$1,239,772.25 was comprised of the following: \$52,550.94 from the General Fund and \$1,187,221.31 from the Operations Fund. There were no questions.

Mr. Earl made a motion, which was seconded by Ms. Preston and the January 2008 payment request was unanimously approved by a roll call vote.

F2009 Draft Annual Budget – Mr. Beal noted that the FY2009 Draft Annual Budget was standard and, as in the past, showed historical figures and the CPI increase. He said that the tipping fees would decrease slightly in FY2009 and then would level off in FY2010. The FY2009 Operations and Maintenance costs were projected to be \$52.35 per ton and the Debt Service cost would be \$5.18 for a total tipping fee of \$57.53 per ton, 1.34% decrease from FY2008. He said that the most significant cost increases were the new programs, including CFL recycling and medical waste disposal. The cost per household for the new programs was \$0.34 and added additional-value to the Agency. Mr. Beal noted that with the Recycling Incentive Program (RIP) revenue and the GTS conversion, the Agency's tipping fees would be competitive with the private sector by 2015.

Mr. Beal showed that the RIP revenue was estimated to be \$490,000; however, if the total recycling tonnage exceeded 64,000 tons, the revenue would increase by nearly double. The Executive Committee discussed an 80/20 revenue split with the Agency for one year, not to exceed \$100,000.

On a motion by Mr. Williams and seconded by Ms. Preston, the Executive Committee took a roll call vote to recommend the 80/20 revenue share with a \$100,000 cap for one year to the Board of Directors. The vote was unanimously approved.

On a motion by Mr. Norris and seconded by Mr. Earl, the Executive Committee voted to recommend the Fiscal Year 2009 Annual Budget to the Board of Directors. A roll call vote was taken and the motion was unanimously approved.

IV. Executive Session

Personnel – Upon a motion by Mr. Norris, seconded by Ms. Preston, the Committee entered into executive session, after a unanimous roll call vote, at 9:41 a.m., to discuss personnel under Section 2 (c)(1) of the Open Meetings Act. Mr. Williams asked Staff to recuse themselves for this session.

The Committee reconvened in its regular session at 9:50 a.m.



January 23, 2008 Executive Committee Minutes

V. Glenview Transfer Station (GTS) – None

VI. Old Business – None

VII. New Business

Matters Arising Out of Executive Session – None

VIII. Adjournment

On a motion by Mr. Earl and seconded by Ms. Preston, there being no further business, a motion was unanimously approved to adjourn the meeting at 9:55 a.m.



January 23, 2008 Executive Committee Minutes

**MOTION TO RECOMMEND AN80/20 REVENUE SPLIT WITH A \$100,000 CAP
TO THE BOARD OF DIRECTORS**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Michael Earl		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

**MOTION TO RECOMMEND THE FISCAL YEAR 2009 ANNUAL BUDGET
TO THE BOARD OF DIRECTORS**

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Michael Earl		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

MOTION TO ENTER INTO EXECUTIVE SESSION

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Michael Earl		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

Material included in the Executive Committee packet for January 23, 2008:

- . December 20, 2007 Meeting Minutes*
- . January Payment Request memo dated January 18, 2008*
- . FY2009 Draft Annual Budget memo dated January 18, 2008*



Special Executive Committee Meeting

Tuesday, March 11, 2008

8:30 a.m.

**The Glen Club
2901 West Lake Avenue
Glenview, Illinois**

I. Call To Order

Chairman Williams called the Special Meeting of the Executive Committee to order at 8:34 a.m. in the IPGA Boardroom at The Glen Club. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Timothy Corcoran (via phone)	Trustee	Mount Prospect
Mike Earl	Manager	Wilmette
Debby Karton	Trustee	Glenview
James Norris (via phone)	Manager	Hoffman Estates
Albert Rigoni	Manager	Skokie
Douglas Williams	Manager	Winnetka

Absent

Louella Preston	Trustee	Niles
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Others in Attendance

Mary S. Allen, Recycling & Education Director
 Christine Bajor, Village of Wheeling
 C. Brooke Beal, Executive Director
 Julian D’Esposito, Agency Counsel, Mayer Brown LLP
 Kevin McKanna, President, Speer Financial
 Steven A. Schilling, Assistant Executive Director
 Elizabeth C. Start, Assistant to the Executive Director
 George Van Dusen, Chairman of the Board of Directors

II. Approval of Minutes - None

III. Financial Update

Bond Refinancing – Mr. Beal introduced Mr. Kevin McKanna, SWANCC’s financial advisor from Speer Financial. He then reviewed the bond refinancing analysis to fund the Glenview Transfer Station (GTS) construction, noting that there were two key components of the refinancing. The first



March 11, 2008 Special Executive Committee Meeting Minutes

component would be to minimize the Agency's exposure to short-term interest rate volatility and the second was to provide the ability to utilize the debt service reserve fund (DSRF) to fund the GTS conversion. The Agency would refinance the existing variable rate debt and convert it to fixed interest rate debt under this proposal. Because of the volatility of the current short-term interest rate market, rates have fluctuated greatly since January and because the Agency no longer is protected by an interest rate cap it is exposed to debt service increases if there is inflation in the short term rates.

Utilizing the variable rate interest structure for the 2002 bonds have saved the Agency over \$900,000, but short term rates have risen over 160% since the issuance and refinancing the bonds would limit the Agency's risk and provide predictable debt service costs, as well as give Members certainty of their tipping fees going forward. Because the current rate changing weekly, the Agency would not know until April 30, 2015 if the refinancing would save money, break even or remain the same.

Mr. Rigoni asked what the maximum percentage of interest the Agency would pay to implement the refinancing and after brief discussion the Committee decided that the rate needed to be under 5.75% to go forward with the refinancing. Mr. Beal explained that the member payments from the fiscal year would be used to fund the GTS construction because it is not restricted and the freed up DSRF would go into the refinancing to pay the existing bond principal.

On a motion by Mr. Corcoran and seconded by Mr. Norris, a roll call vote was taken and the Executive Committee unanimously voted to recommend adoption of the master resolution and the supplemental resolution to the board, delegating the Chairman of the Board and the Executive Committee Chairman the authority to sign the bond order, providing that the all in cost of the bonds does not exceed 5.75%.

IV. Executive Session - None

V. Glenview Transfer Station (GTS) - None

VI. Old Business - None

VII. New Business – None

VIII. Adjournment

On a motion by Mr. Earl and seconded by Ms. Karton, there being no further business, a motion was unanimously approved to adjourn the meeting at 9:12 a.m.



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**MOTION TO RECOMMEND REFINANCING EXISTING
VARIABLE RATE DEBT WITH FIXED RATE DEBT**

AYES

NAYS

ABSENT

Timothy Corcoran
Michael Earl
Debby Karton
James Norris
Louella Preston
Albert Rigoni
Douglas Williams

Material included in the Special Executive Committee packet for March 11, 2008:
. Meeting Agenda
. Proposed Bond Refinancing memo dated March 7, 2008



Executive Committee Meeting

Wednesday, April 23, 2008

8:30 a.m.

**The Glen Club
2901 West Lake Avenue
Glenview, Illinois**

I. Call To Order

Chairman Williams called the Meeting of the Executive Committee to order at 8:36 a.m. in the Pickwick Room at The Glen Club. A roll call attendance was taken.

Present

<u>Name</u>	<u>Position</u>	<u>Municipality</u>
Timothy Corcoran	Trustee	Mount Prospect
Debby Karton	Trustee	Glenview
James Norris (via phone)	Manager	Hoffman Estates
Louella Preston	Trustee	Niles
Albert Rigoni	Manager	Skokie
Douglas Williams	Manager	Winnetka

Absent

Mike Earl	Manager	Wilmette
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Others in Attendance

Mary S. Allen, Recycling & Education Director
 C. Brooke Beal, Executive Director
 Cameron Ruen, Graphic Designer
 Steven A. Schilling, Assistant Executive Director
 Elizabeth C. Start, Assistant to the Executive Director
 George Van Dusen, Chairman of the Board of Directors
 Christine Bajor, Village of Wheeling

II. Approval of Minutes

On a motion by Mr. Rigoni to approve the January 23, 2008 minutes, seconded by Ms. Preston, a roll call vote was taken and the minutes were approved.



April 23, 2008 Executive Committee Minutes

On a motion by Ms. Karton, seconded by Mr. Rigoni, to approve the March 11, 2008 special meeting minutes, a roll call vote was taken and the minutes were approved. Ms. Preston abstained from the vote.

III. Financial Update

Payment Request – Mr. Beal reviewed the April payment request. The total of \$1,215,911.12 was comprised of the following: \$50,203.55 from the General Fund and \$1,165,707.57 from the Operations Fund. Mr. Beal noted that the payment for the 2008 Spring *Recycling Etc.* newsletter was included on the payment request. There were no questions.

Ms. Preston made a motion, which was seconded by Ms. Karton and the April 2008 payment request was unanimously approved by a roll call vote.

IV. Executive Session

Personnel – Upon a motion by Ms. Preston, seconded by Ms. Karton, the Committee entered into executive session, after a unanimous roll call vote, at 8:40 a.m., to discuss personnel under Section 2 (c)(1) of the Open Meetings Act. Chairman Williams asked Staff to recuse themselves for this session.

The Committee reconvened in its regular session at 9:14 a.m.

V. Glenview Transfer Station (GTS)

GTS Conversion Update – Mr. Beal informed the Committee that Bay 3 at the GTS was completed and that Bay 1 was scheduled to be completed within a few days after the meeting, allowing the GTS to operate at full capacity by May 1, 2008. He noted that there was a change order for the completion of Bay 2 which would cost about \$27,000. Staff expected Bay 4 to be completed by mid-May.

VI. Old Business

Mr. Beal updated the Committee briefly on the status of the bond refinancing. He said that the closing was on May 1, 2008 and the final rate was 4.17% (all in fees).

VII. New Business

Matters Arising Out of Executive Session – None



April 23, 2008 Executive Committee Minutes

Election of Executive Committee Members – Mr. Beal reviewed the candidates for nominations and reappointments. The members that needed to be reappointed were Trustee Timothy Corcoran of Mount Prospect, Manager Jim Norris of Hoffman Estates and Manager Doug Williams of Winnetka.

Mr. Rigoni motioned to recommend the reappointments to the Board of Directors. Ms. Preston seconded the motion and it was approved unanimously.

Solid Waste and Recycling Cart Cleaning and Sanitization – Mr. Beal presented a cart cleaning pilot program recommendation to the Committee members as an additional value-added SWANCC program. He stated that the cost for the pilot program would be \$8,000, however it would require cooperation from the haulers. He noted that Groot Recycling and Waste was interested in providing the cart cleaning service and would review the cart cleaning options.

Mr. Rigoni made a motion to implement a pilot program for cart cleaning and sanitization, which was seconded by Ms. Preston. A roll call vote was taken and the motion was unanimously approved.

Latex Paint Recycling Program – Mr. Beal informed the Committee that staff had met with Earth Paints, a company that recycled latex paint so residents would not have to dry the paint out and throw it in the garbage. Earth Paints would provide recycling services so that residents could bring paint to designated locations throughout the SWANCC area. If the program were implemented, staff estimated the cost would be \$10,000 based on 7-10 communities participating in the program.

Mr. Norris made a motion to approve the paint recycling program and it was seconded by Ms. Karton. A roll call vote was taken and the motion was unanimously approved.

VIII. Adjournment

On a motion by Ms. Karton and seconded by Mr. Williams, there being no further business, a motion was unanimously approved to adjourn the meeting at 9:52 a.m.



April 23, 2008 Executive Committee Minutes

MOTION TO APPROVE THE APRIL 2008 PAYMENT REQUEST

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Tim Corcoran		Michael Earl
Debby Karton		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

MOTION TO ENTER INTO EXECUTIVE SESSION

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Tim Corcoran		Michael Earl
Debby Karton		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

MOTION TO IMPLEMENT THE CART CLEANING AND SANITIZATION PILOT PROGRAM

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Tim Corcoran		Michael Earl
Debby Karton		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

MOTION TO APPROVE THE LATEX PAINT RECYCLING PROGRAM

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Tim Corcoran		Michael Earl
Debby Karton		
James Norris		
Louella Preston		
Albert Rigoni		
Douglas Williams		

Material included in the Executive Committee packet for April 23, 2008:

- . January 23, 2008 Meeting Minutes*
- . March 11, 2008 Special Meeting Minutes*
- . April Payment Request memo dated April 17, 2008*
- . SWANCC Staff Benefits memo dated April 16, 2008*
- . GTS Conversion Update memo dated April 18, 2008*
- . Nominations and Reappointments for Executive Committee Members memo dated April 17, 2008*
- . Solid Waste and Recycling Cart Cleaning and Sanitization memo dated April 17, 2008*
- . Latex Paint Recycling Program memo dated April 18, 2008*