



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.



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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



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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.



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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

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
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

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
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

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		
Hon. Paul Hoefert		
Hon. Karen Darch		
Mr. Randall Recklaus		
Mr. Jon Sfondilis		
Mr. Matt Formica		
Mr. Raymond Rummel		



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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



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**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



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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*