



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



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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



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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.



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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



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Mr. Randall Recklaus
Mr. Raymond Rummel

MOTION TO FORWARD THE FY2022 BUDGET TO THE BOARD OF DIRECTORS

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

MOTION TO ENTER EXECUTIVE SESSION

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

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

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

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

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Hon. John Thill		
Hon. Paul Hoefert		
Hon. Karen Darch		



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

MOTION TO ADJOURN

AYES

NAYS

ABSENT

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

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*