



SOLID WASTE AGENCY OF NORTHERN COOK COUNTY

EXECUTIVE COMMITTEE MEETING AGENDA

**SWANCC Office
77 W Hintz Road, Suite 200
Wheeling, IL 60090**

Wednesday, December 11, 2024, 1:30 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/84068737654?pwd=x7bw2j3wYmHYdzK1uiuJvbSiLYIMEs.1>

Meeting ID: 840 6873 7654

Passcode: 451512

- I. Call to Order**
- II. Motion to Participate Remotely**
- III. Approval of Minutes**
 - . October 23, 2024 Meeting Minutes (Page-2)
- IV. Financial Update**
 - . Ratification of November 2024 Payment Request (Page-7)
 - . October 2024 Treasurers Report (Page-14)
 - . FY2026 Budget – First Draft (Page-19)
- V. Glenview Transfer Station**
- VI. Old Business**
- VII. New Business**
 - . Appointment of a Nominating Committee (Page-27)
 - . 2025 Meeting Dates (Page-29)
 - . Com2 Contract Renewal (Page-31)
 - . 2025 Legislative Priorities (Page-45)
 - . Special Material Programs Summary May-October 2024 (Page-52)
 - . Executive Director’s Report (Page-55)
- VIII. Executive Session**
- IX. Public Comment**
- X. Adjournment**



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 October 23, 2024
11:30 AM**

I. Call to Order

Chairman Sfondilis called the meeting of the Executive Committee to order at 11:32 PM. 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
Randall Recklaus	Manager	Arlington Heights
Hon. Paul Hoefert	Mayor	Mount Prospect
Matt Roan (11:35 AM)	Manager	Elk Grove Village
Hon. Karen Darch (remote)	President	Barrington
Jon Sfondilis	Manager	Wheeling

Absent-none

Hon. John Thill	Trustee	Morton Grove
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Others in Attendance

Hon. George Van Dusen, Skokie
Derke Price, Agency Attorney, Ancel Glink (remote)
Christina Seibert, SWANCC Executive Director
Theresa Greinig, SWANCC Education Coordinator
Lisa Woody, SWANCC Director of Programs and Administration
Isabel Vargas, SWANCC Communications Specialist

II. Motion to Participate Remotely

Alternate Director Recklaus made a motion to permit Executive Committee Members listed above to participate remotely. Director Formica seconded the motion. Upon a roll call vote of those physically present, the motion was approved unanimously.

III. Approval of Minutes

On a motion by Director Hoefert and seconded by Director Formica, a roll call vote was taken, and the June 26, 2024 meeting minutes were approved unanimously.

October 23, 2024 Executive Committee Minutes

IV. Financial Update

September 2024 Payment Request Ratification – Chairman Sfondilis reviewed the September 2024 Payment Request totaling \$1,048,595.47 comprised of the following: \$1,015,840.59 from the Operations Fund and \$32,754.88 for the estimated October 2024 payroll.

Director Hoefert made a motion to ratify the September 2024 Payment Request and forward it to the Board of Directors. Alternate Director Recklaus seconded the motion. A roll call vote was taken, and the motion was approved unanimously.

October 2024 Payment Request Ratification – Chairman Sfondilis reviewed the October 2024 Payment Request totaling \$1,585,514.22 comprised of the following: \$1,552,759.34 from the Operations Fund and \$32,754.88 for the estimated November 2024 payroll.

Director Hoefert made a motion to approve the October 2024 Payment Requests and forward it to the Board of Directors. Director Formica seconded the motion. A roll call vote was taken, and the motion was approved unanimously.

Treasurer's Report for September 2024 – Chairman Sfondilis reviewed the September 2024 Treasurer's Report which shows a balance of \$5,711,248.83 as of September 30, 2024.

Director Roan made a motion to accept the September 2024 Treasurer's Report and forward it to the Board of Directors. Alternate Director Recklaus seconded the motion. A roll call vote was taken, and the motion was approved unanimously.

V. Glenview Transfer Station - none

VI. Old Business - none

VII. New Business

Lauterbach & Amen Contract Renewal – The agency has used Lauterbach & Amen for accounting services since 2011. The proposed agreement continues the services through April 2027 with an increase of \$25/month for the next 3 years with fees of \$1,625 for FY2025, \$1,650 for FY2026, and \$1,675 for FY2027.

Director Formica made a motion to authorize the Executive Director to execute a contract with Lauterbach & Amen for financial services through FY2027. Director Roan seconded the motion. A roll call vote was taken, and the motion was approved unanimously.

2025 Insurance Policy Renewal – ICRMT has been the Agency's insurance provider for the past 14 years for general liability, excess liability, and workers compensation insurance. In discussion with Ms. Steiner, the Agency's insurance broker, based on current insurance market conditions and our limited claims history, she continues to believe it is prudent that the Agency renew with ICRMT.

October 23, 2024 Executive Committee Minutes

Director Darch made a motion to authorize the Executive Director to bind coverage with the Illinois Counties Risk Management Trust for the Agency’s general liability, excess liability, and workers compensation coverage for the policy year December 1, 2024 through November 30, 2025, with a premium of \$70,898 for the policy year. Director Roan seconded the motion. A roll call vote was taken, and the motion was approved unanimously.

Executive Director’s Report – Executive Director Seibert presented her status report. She highlighted the following:

- Transfer station operations are consistent with typical deliveries and conditions for this time of year.
- The transfer station will be closed to contractors and individuals on select Mondays through the completion of the HVAC work.
- Roof replacement is on schedule with one change order.
- E-waste collections at the transfer station, Hoffman Estates, Mount Prospect, and Winnetka are all running smoothly.
- Commodity values have increased over the past several months, and the processing rate for FY2025 will be 90.60/ton based on CPI increase.
- Christina is reaching out to member communities to confirm opt-ins for the at-home household hazardous waste collection program.
- SWANCC hosted 2 in-person workshop sessions on September 24 to introduce the Recycle Coach web and mobile app tool being funded by IEPA.
- Derke and Christina continue to be in contact with Glenview regarding the Des Plaines Landfill environmental complaint.

VIII. Executive Session - none

IX. Public Comment – none

X. Adjournment

At 11:46 PM, there being no further business, Director Hoefert made a motion to adjourn which was seconded by Director Formica. The motion was approved unanimously.

MOTION TO PARTICIPATE REMOTELY

AYES

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

NAYS

ABSENT

Hon. John Thill
Mr. Matt Roan

October 23, 2024 Executive Committee Minutes

MOTION TO APPROVE SEPTEMBER 11, 2024 MEETING MINUTES

AYES

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

NAYS

ABSENT

Hon. John Thill
Mr. Matt Roan

MOTION TO RATIFY THE SEPTMEBER 2024 PAYMENT REQUEST AND FORWARD TO THE BOARD OF DIRECTORS

AYES

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

NAYS

ABSENT

Hon. John Thill
Mr. Matt Roan

MOTION TO APPPROVE THE OCTOBER 2024 PAYMENT REQUEST AND FORWARD TO THE BOARD OF DIRECTORS

AYES

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

NAYS

ABSENT

Hon. John Thill
Mr. Matt Roan

MOTION TO ACCEPT THE SEPTEMBER 2024 TREASURERS REPORT AND FORWARD TO THE BOARD OF DIRECTORS

AYES

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

NAYS

ABSENT

Hon. John Thill

October 23, 2024 Executive Committee Minutes

**MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A
CONTRACT WITH LAUTERBACH & AMEN THROUGH FY2027**

AYES

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

NAYS

ABSENT

Hon. John Thill

**MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO BIND COVERAGE
WITH ICRMT FOR THE AGENCYS INSURANCE THROUGH NOVEMBER 30, 2025**

AYES

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

NAYS

ABSENT

Hon. John Thill

MOTION TO ADJOURN

AYES

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

NAYS

ABSENT

Hon. John Thill

Material included in the Executive Committee packet for October 23, 2024:

- . October 23, 2024 Meeting Agenda*
- . September 11, 2024 Meeting Minutes*
- . September 2024 Payment Request memo dated September 21, 2024*
- . October 2024 Payment Request memo dated October 17, 2024*
- . September 2024 Financial Report memo dated October 17, 2024*
- . Lauterbach & Amen Contract Renewal memo dated October 16, 2024*
- . 2025 General Liability, Excess Liability, & Workers Compensation Renewal memo dated October 16, 2024*
- . Monthly Status Report memo dated October 17, 2024*



TO: SWANCC Executive Committee
FROM: Lisa Woody, Director of Programs and Administration
RE: **November 2024 Payment Request**
DATE: November 21, 2024

Introduction

Attached are the check register provided by Lauterbach & Amen, LLP for November 2024, and the estimated payroll for December 2024.

Payment Information

The November 2024 payment request consists of:

Operations and Maintenance Fund	\$ 1,917,291.93
December 2024 Estimated Payroll	<u>\$ 32,754.88</u>
Total Payments	\$ 1,950,046.81

Recommendation

Agency Staff recommends approval of the November 2024 Payment Request by the Executive Committee.

Please contact me if you have any comments or questions.

**Solid Waste Agency of Northern Cook Co.
Check Register**

All Bank Accounts
November 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Anderson Legislative Consulting				22490	11/30/24	<u>14,000.00</u>
110-5036	Legislative Relations	2nd Year Payment for Anderson Legislative Consulting Agreement	14,000.00			
Village of Glenview				521420	11/30/24	<u>9,087.82</u>
110-5004	Host Community Fees	GTS Host Fee October 2024	9,087.82			
Riddiford Roofing Company				521421	11/30/24	<u>495,855.00</u>
110-5005	Repair and Maintenance	Glenview Transfer Station RR Job #SWANC24 - Inv 0263528	495,855.00			
Helm Mechanical				521422	11/30/24	<u>268,485.00</u>
110-5005	Repair and Maintenance	HVAC Improvements for Glenview Transfer Station Project 23122.1	268,485.00			
Constellation NewEnergy Inc.				521423	11/30/24	<u>21,799.94</u>
110-5006	Utility Charges	Electric Services from 9/13/24 to 10/14/24	10,878.02			
110-5006	Utility Charges	Electric Services from 10/14/24 to 11/12/24	10,921.92			
Constellation NewEnergy - Gas Division, LLC				521424	11/30/24	<u>2,193.93</u>
110-5006	Utility Charges	Gas Services for the month of October 2024	2,193.93			
Dearborn National Life Insurance Co.				521425	11/30/24	<u>496.08</u>
110-5015	Benefits	Acct# FP32714-1; Insurance Premiums for period of 12.01.24 - 02.28.24	496.08			
Village of Buffalo Grove				521426	11/30/24	<u>4,564.29</u>
110-5015	Benefits	Employee Benefits (Medical, Dental, Vision, Life, AD&D)	4,564.29			
Mission Square - ICMA RC				521427	11/30/24	<u>5,746.98</u>
110-5017	457 Employer Contribution	Employer Contribution - 6%	1,948.52			
110-5017	457 Employer Contribution	Employee Contribution - 6% or less	1,443.44			
110-5018	457 Employer Matching	Employer Matching	1,443.44			
110-5017	457 Employer Contribution	Employee Contribution - Other	911.58			
Village of Wheeling				521428	11/30/24	<u>6,823.00</u>
110-5022	Rent	SWANCC Office Rent December 2024	6,823.00			
De Lage Landen Inc.				521429	11/30/24	<u>200.05</u>
110-5023	Printing	Copier Lease Inv 83240207	200.05			
Comcast Business Financial Agency Corp				521430	11/30/24	<u>596.32</u>
110-5027	IT/Communications	Office Phones and Internet; Inv 001001599595	596.32			
Daniels Sharpsmart Inc.				521431	11/30/24	<u>2,149.30</u>
110-5045	Prescription Medications/Sharps	Sharps Disposal Oct 2024; Inv 969952	155.44			
110-5045	Prescription Medications/Sharps	Sharps Disposal Nov 2024; Inv 966447	1,993.86			

Solid Waste Agency of Northern Cook Co.

Check Register

All Bank Accounts
November 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Ancel Glink, P.C. 110-5037	Legal	Agency Legal Services Oct 2024	255.00	521432	11/30/24	<u>255.00</u>
Lauterbach & Amen, LLP 110-5038	Financial Services	Inv 97819; 11.01.24	1,625.00	521433	11/30/24	<u>1,625.00</u>
Accurate Document Destruction, Inc. 110-5046	Document Destruction Events	Document destruction; Barrington Station 201 Spring St.	2,324.81	521434	11/30/24	<u>2,324.81</u>
Elgin Recycling 110-5047	Other(DFL, Hg Thermometer)	Battery Recycling Inv 44487; 10/18/24	943.20	521435	11/30/24	<u>3,061.80</u>
110-5047	Other(DFL, Hg Thermometer)	Battery Recycling Inv 44555; 11/05/24	2,118.60			
Amazon Capital Services, Inc 110-5056	Misc. Programs/Materials/Supp.	Amazon Business Inv 1LWK-71L3-VN3C; Office Supplies	50.94	521436	11/30/24	<u>50.94</u>
American Solutions for Business 110-5056	Misc. Programs/Materials/Supp.	Invoice 07723195 For PVC Sign	156.36	521437	11/30/24	<u>156.36</u>
Christina Seibert 110-5024	Travel	Mileage Reimbursement	214.40	521438	11/30/24	<u>256.24</u>
110-5027	IT/Communications	Cell Phone Reimbursement	41.84			
Elisabeth Woodydy * 110-5027	IT/Communications	Cell Phone Bill	222.14	521439	11/30/24	<u>377.70</u>
110-5028	Meetings	Marianos	43.75			
110-5024	Travel	Steve Risley Airport Transport	40.00			
110-5024	Travel	Starbucks	16.65			
110-5024	Travel	Bluegrass Brewing	35.16			
110-5024	Travel	Steve Risley Airport Transport	20.00			
Theresa Greinig 110-5024	Travel	Mileage Reimbursement	235.84	521440	11/30/24	<u>555.65</u>
110-5024	Travel	Tolls Reimbursement	5.70			
110-5019	Expenses	Transportation Reimbursement	175.00			
110-5027	IT/Communications	Cell Phone Reimbursement	50.88			
110-5024	Travel	Desthil Brewery Dinner	17.65			
110-5024	Travel	Panera ILCSWMA Lunch	10.95			
110-5024	Travel	Mileage for REO Grant Event	59.63			
Waste Connections aka Groot Inc. 110-5003	Groot Charges	Service Fee	1,161,049.43	521441	11/30/24	<u>985,321.16</u>
110-5005	Repair and Maintenance	Contractor Pass-Through Cost Bldg	16,536.28			
110-4069	Commercial Waste Credit	Contractor Pass-Through Cost Past Due Accounts	-176,431.06			
110-5006	Utility Charges	Utilities	-13,915.49			
110-4069	Commercial Waste Credit	Safety Vest Reimbursement of 274 vests	-1,918.00			
Illinois Counties Risk Mgmt Trust 110-5008	Property Insurance	Annual Premium for Policy Year 12.01.24 - 12.01.25	60,259.00	521442	11/30/24	<u>70,898.00</u>

Solid Waste Agency of Northern Cook Co.

Check Register

All Bank Accounts
November 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
110-5034	Umbrella Liability Insurance	Annual Premium for Policy Year 12.01.24 - 12.01.25	9,040.00			
110-5035	Workmen's Comp and Auto Liability	Annual Premium for Policy Year 12.01.24 - 12.01.25	1,599.00			
MB Financial Bank - Credit Card				521443	11/30/24	<u>1,001.68</u>
110-5024	Travel	SQ Taxi	61.87			
110-5024	Travel	Midway Airport	7.25			
110-5024	Travel	Midway Airport	45.00			
110-5024	Travel	Uber	35.90			
110-5056	Misc. Programs/Materials/Supp.	Amazon	-37.69			
110-5056	Misc. Programs/Materials/Supp.	Amazon	9.67			
110-5006	Utility Charges	AT&T	222.34			
110-5028	Meetings	Maranos	6.42			
110-5027	IT/Communications	Comcast	422.49			
110-5056	Misc. Programs/Materials/Supp.	Target	7.19			
110-5028	Meetings	Panera	221.24			
Com2 Recycling Solutions				521444	11/30/24	<u>10,090.95</u>
110-5044	E-Waste - Permanent Locations	Inv #58701 - Mt Prospect	481.50			
110-5044	E-Waste - Permanent Locations	Inv #58721 - Winnetka	429.55			
110-5044	E-Waste - Permanent Locations	Inv #58747 - Glenview	504.20			
110-5044	E-Waste - Permanent Locations	Inv #58746 - Hoffman	469.25			
110-5044	E-Waste - Permanent Locations	Inv #58760 - Mt Prospect	489.60			
110-5044	E-Waste - Permanent Locations	Inv #58773 - Winnetka	414.95			
110-5044	E-Waste - Permanent Locations	Inv #58787 - Glenview	493.90			
110-5044	E-Waste - Permanent Locations	Inv #58788 - Hoffman	452.00			
110-5044	E-Waste - Permanent Locations	Inv #58803 - Mt Prospect	503.35			
110-5044	E-Waste - Permanent Locations	Inv #58811 - Winnetka	434.60			
110-5044	E-Waste - Permanent Locations	Inv #58824 - Glenview	475.35			
110-5044	E-Waste - Permanent Locations	Inv #58826 - Hoffman	465.70			
110-5044	E-Waste - Permanent Locations	Inv #58851 - Mt Prospect	483.80			
110-5044	E-Waste - Permanent Locations	Inv #58854 - Winnetka	425.45			
110-5044	E-Waste - Permanent Locations	Inv #58855 - Glenview	518.45			
110-5044	E-Waste - Permanent Locations	Inv #58871 - Hoffman	493.80			
110-5044	E-Waste - Permanent Locations	Inv #58885 - Mt Prospect	491.20			
110-5044	E-Waste - Permanent Locations	Inv #58897 - Winnetka	428.00			
110-5044	E-Waste - Permanent Locations	Inv #58748 - Rolling Meadows	1,636.30			
Medline Industries, Inc.				521445	11/30/24	<u>3,866.05</u>

Solid Waste Agency of Northern Cook Co.

Check Register

All Bank Accounts
November 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2341121823	168.34			
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2341624612	946.75			
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2341888726	551.02			
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2342203599	773.47			
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2342721188	167.13			
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2343284254	317.90			
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2344088244	328.36			
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2344365184	215.84			
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2344561741	214.68			
110-5045	Prescription Medications/Sharps	Sparps Disposal Containers Inv #2344676892	182.56			
Everlights				521446	11/30/24	<u>4,520.00</u>
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0081980 Mount Prospect	310.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0081985 Palatine	280.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0081989 Wilmette	140.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0081993 Park Ridge	280.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0081994 Niles	140.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0081995 Mount Prospect	280.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0081999 South Barrington	270.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0082096 Morton Grove	1,240.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0082097 Glencoe	620.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0082098 Mt Prospect	410.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0082099 Wheeling	140.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0082315 South Barrington	270.00			
110-5047	Other(DFL, Hg Thermometer)	Fluorescent bulb and mercury disposal vendor; Inv 0082319 Arlington Heights	140.00			
Best Quality Cleaning				521447	11/30/24	<u>400.00</u>
110-5022	Rent	Office Janitorial Services (Contracted through Village of Wheeling)	400.00			

Solid Waste Agency of Northern Cook Co.

Check Register

All Bank Accounts

November 30, 2024

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Imagetec 110-5023	Printing	Estimate - Copier Lease	458.02	521448	11/30/24	<u>458.02</u>
Lincoln National Life Insurance Co. 110-5015	Benefits	Acct# SWANCC-BL-1271984	74.86	521449	11/30/24	<u>74.86</u>
					Check List Total	<u><u>1,917,291.93</u></u>



TO: Executive Committee
FROM: Lisa Woody, Director of Programs and Administration
RE: **Estimated December 2024 Payroll**
DATE: November 21, 2024

Estimated December 2024 Payroll Expenses

	<u>Description</u>	<u>Service Dates</u>	<u>Amount</u>
Salaried employees	Staff	December 6, December 20	\$30,427.20
Payroll Taxes	Employer MHI and Social Security	December 6, December 20	<u>\$2,327.68</u>
		Total	\$32,754.88



TO: Executive Committee

FROM: Jon Sfondilis, Chairman of Executive Committee, Secretary / Treasurer of Board of Directors

RE: **October 2024 Financial Report**

DATE: November 21, 2024

Background

The October 2024 financial report includes the account balances and year-to-date budget status of the Agency as of October 31, 2024.

Key takeaways of the October 2024 financial report include:

- Current cash and investment account balances as of October 31, 2024 = \$5,490,888.83. Balances are allocated by account as follows:
 - 88% is in the Operations & Maintenance account
 - 12% is in the IMET investment account
 - 0.3% is in the Recycling Incentive Program account
- Year-to-date budget status with 6 months of revenue and expenses includes Member revenues and administrative expenses incurred through October. Year-to-date revenues, expenses, and budget status include:
 - Revenue = \$8,657,369.51
 - Expenses = \$7,018,954.65
 - Budget status = \$1,638,414.86 excess revenue over expenses as reported
 - Note that approximately \$985,321 of the excess is due to Groot's monthly contract expenses billed in arrears, while member revenues are paid in advance; adjusting for this, current budget status is more appropriately considered to be approximately \$653,094 excess revenue over expenses as of October 31.

Solid Waste Agency of Northern Cook Co.

Treasurer's Report

<u>Institution</u>	<u>Account #</u>	Balance As of <u>September 30, 2024</u>	Month to Date <u>Changes</u>	Balance As of <u>October 31, 2024</u>
<u>MB Financial:</u>				
Recycling Incentive Program	#270	16,727.04	0.00	16,727.04
Operations & Maintenance	#262	<u>5,026,849.44</u>	<u>(216,775.62)</u>	<u>4,810,073.82</u>
Subtotal MB Financial:		5,043,576.48	(216,775.62)	4,826,800.86
<u>Illinois Metropolitan Investment Fund (IMET):</u>				
IMET 1 - 3 Year Fund		667,638.71	(3,584.51)	664,054.20
IMET Convenience Fund		13.44	0.05	13.49
IMET Reserve Fund		<u>20.20</u>	<u>0.08</u>	<u>20.28</u>
Subtotal IMET Funds:		667,672.35	(3,584.38)	664,087.97
Total Cash & Investments		<u>\$ 5,711,248.83</u>	<u>\$ (220,360.00)</u>	<u>\$ 5,490,888.83</u>

Solid Waste Agency of Northern Cook Co.

Budget Document

Representing 6 Months or 50% of the Fiscal Year Completed

	Current Year M-T-D	Current Year Y-T-D	Budgeted Current Year Y-T-D	Y-T-D (Over)/Under Budget	Budgeted Current Year Total	Current Year Percentage Remaining
Revenues						
110-4068 - EGV Credit	0.00	0.00	0.00	0.00	0.00	0.00 %
110-4069 - Commercial Waste Credit	153,523.02	857,178.85	800,000.00	(57,178.85)	1,600,000.00	46.43 %
110-4071 - Investment Income	(3,584.38)	25,184.35	0.00	(25,184.35)	0.00	0.00 %
110-4072 - Recycling Incentive Program	0.00	0.00	0.00	0.00	0.00	0.00 %
110-4073 - E-Waste Revenue	0.00	0.00	0.00	0.00	0.00	0.00 %
110-4080 - Grant Revenue	0.00	15,391.31	0.00	(15,391.31)	0.00	0.00 %
110-4090 - Miscellaneous Revenue	2,065.00	8,467.00	11,500.00	3,033.00	23,000.00	63.19 %
Subtotal Revenues	<u>152,003.64</u>	<u>906,221.51</u>	<u>811,500.00</u>	<u>(94,721.51)</u>	<u>1,623,000.00</u>	<u>44.16 %</u>
Member Charges						
110-4075 - Member Fees	<u>1,291,858.00</u>	<u>7,751,148.00</u>	<u>7,921,245.50</u>	<u>170,097.50</u>	<u>15,842,491.00</u>	<u>51.07 %</u>
Total Member Charges	<u>1,291,858.00</u>	<u>7,751,148.00</u>	<u>7,921,245.50</u>	<u>170,097.50</u>	<u>15,842,491.00</u>	<u>51.07 %</u>
Total Revenue	<u>1,443,861.64</u>	<u>8,657,369.51</u>	<u>8,732,745.50</u>	<u>75,375.99</u>	<u>17,465,491.00</u>	<u>50.43 %</u>

Solid Waste Agency of Northern Cook Co.
Budget Document
Representing 6 Months or 50% of the Fiscal Year Completed

	Current Year M-T-D	Current Year Y-T-D	Budgeted Current Year Y-T-D	Y-T-D (Over)/Under Budget	Budgeted Current Year Total	Current Year Percentage Remaining
Expenditures						
Glenview Transfer Station						
110-5003 - Groot Charges	1,060,088.61	5,502,364.69	6,870,474.00	1,368,109.31	13,740,948.00	59.96 %
110-5004 - Host Community Fees	8,846.57	46,977.49	57,500.00	10,522.51	115,000.00	59.15 %
110-5005 - Repair and Maintenance	596,464.77	750,012.86	150,000.00	(600,012.86)	300,000.00	(150.00)%
110-5006 - Utility Charges	(8,982.54)	(6,670.01)	0.00	6,670.01	0.00	0.00 %
110-5007 - GTS Maintenance Reserve Fund	0.00	0.00	100,000.00	100,000.00	200,000.00	100.00 %
110-5008 - Property Insurance	0.00	0.00	31,000.00	31,000.00	62,000.00	100.00 %
110-5010 - Technical Services	0.00	172,767.91	15,000.00	(157,767.91)	30,000.00	(475.89)%
Total GTS	1,656,417.41	6,465,452.94	7,223,974.00	758,521.06	14,447,948.00	55.25 %
Administration						
Personnel Services						
110-5014 - Staff Salaries	31,944.59	207,220.21	205,000.00	(2,220.21)	410,000.00	49.46 %
110-5015 - Benefits	4,429.75	30,042.79	30,000.00	(42.79)	60,000.00	49.93 %
110-5016 - Payroll Taxes	2,466.00	16,099.74	15,375.00	(724.74)	30,750.00	47.64 %
110-5017 - 457 Employer Contribution	1,841.66	17,355.82	15,500.00	(1,855.82)	31,000.00	44.01 %
110-5018 - 457 Employer Matching	1,368.05	4,315.26	5,000.00	684.74	10,000.00	56.85 %
110-5019 - Expenses	675.00	4,050.00	5,500.00	1,450.00	11,000.00	63.18 %
Subtotal Personnel Services	42,725.05	279,083.82	276,375.00	(2,708.82)	552,750.00	49.51 %
Contractual Services						
110-5022 - Rent	7,223.00	50,021.73	43,100.00	(6,921.73)	86,200.00	41.97 %
110-5023 - Printing	200.05	1,200.30	5,000.00	3,799.70	10,000.00	88.00 %
110-5024 - Travel	0.00	1,714.87	4,000.00	2,285.13	8,000.00	78.56 %
110-5025 - Postage	15.26	17.85	500.00	482.15	1,000.00	98.22 %
110-5026 - Office Supplies	638.18	1,941.60	1,500.00	(441.60)	3,000.00	35.28 %
110-5027 - IT/Communications	3,161.55	17,242.56	18,000.00	757.44	36,000.00	52.10 %
110-5028 - Meetings	32.84	1,094.50	3,500.00	2,405.50	7,000.00	84.36 %
110-5029 - Memberships and Training	1,425.00	3,167.51	3,500.00	332.49	7,000.00	54.75 %
110-5030 - Other	0.00	0.00	1,375.00	1,375.00	2,750.00	100.00 %
Subtotal Contractual Services	12,695.88	76,400.92	80,475.00	4,074.08	160,950.00	52.53 %
Professional Services						
110-5033 - Public Official Bond	0.00	500.00	250.00	(250.00)	500.00	0.00 %
110-5034 - Umbrella Liability Insurance	0.00	0.00	4,750.00	4,750.00	9,500.00	100.00 %
110-5035 - Workmen's Comp and Auto	0.00	0.00	900.00	900.00	1,800.00	100.00 %
110-5036 - Legislative Relations	0.00	0.00	7,000.00	7,000.00	14,000.00	100.00 %
110-5037 - Legal	1,147.50	7,973.12	10,000.00	2,026.88	20,000.00	60.13 %
110-5038 - Financial Services	1,625.00	25,575.00	22,500.00	(3,075.00)	45,000.00	43.17 %
110-5039 - Environmental Services	3,000.00	6,760.55	20,000.00	13,239.45	40,000.00	83.10 %
Subtotal Professional Services	5,772.50	40,808.67	65,400.00	24,591.33	130,800.00	68.80 %
Total Administration	61,193.43	396,293.41	422,250.00	25,956.59	844,500.00	53.07 %

Solid Waste Agency of Northern Cook Co.
Budget Document
Representing 6 Months or 50% of the Fiscal Year Completed

	Current Year M-T-D	Current Year Y-T-D	Budgeted Current Year Y-T-D	Y-T-D (Over)/Under Budget	Budgeted Current Year Total	Current Year Percentage Remaining
<u>Expenditures - Cont.</u>						
<u>Research and Development</u>						
Special Collections						
110-5044 - E-Waste - Permanent Locations	7,181.70	52,714.10	41,500.00	(11,214.10)	83,000.00	36.49 %
110-5045 - Prescription Medications/Sharps	3,551.41	25,441.28	24,000.00	(1,441.28)	48,000.00	47.00 %
110-5046 - Document Destruction Events	3,000.00	30,927.60	27,000.00	(3,927.60)	54,000.00	42.73 %
110-5047 - Other(DFL, Hg Thermometer)	870.00	37,627.21	24,000.00	(13,627.21)	48,000.00	21.61 %
110-5049 - Mobile HHW Collections	0.00	0.00	30,000.00	30,000.00	60,000.00	100.00 %
Subtotal Special Collections	<u>14,603.11</u>	<u>146,710.19</u>	<u>146,500.00</u>	<u>(210.19)</u>	<u>293,000.00</u>	<u>49.93 %</u>
Education						
110-5051 - School Grants	0.00	0.00	7,500.00	7,500.00	15,000.00	100.00 %
110-5053 - Promotional Items	0.00	0.00	1,250.00	1,250.00	2,500.00	100.00 %
110-5056 - Misc. Programs/Materials/Supp.	0.00	10,460.42	1,500.00	(8,960.42)	3,000.00	(248.68)%
110-5057 - Educator Workshop	0.00	0.00	250.00	250.00	500.00	100.00 %
110-5058 - Recycled Product Kits	37.69	37.69	0.00	(37.69)	0.00	0.00 %
110-5061 - Sustainability Research/Prog.	0.00	0.00	500.00	500.00	1,000.00	100.00 %
Subtotal Education	<u>37.69</u>	<u>10,498.11</u>	<u>11,000.00</u>	<u>501.89</u>	<u>22,000.00</u>	<u>52.28 %</u>
Total Research and Development	<u>14,640.80</u>	<u>157,208.30</u>	<u>157,500.00</u>	<u>291.70</u>	<u>315,000.00</u>	<u>50.09 %</u>
Total O& M Expenditures	<u>1,732,251.64</u>	<u>7,018,954.65</u>	<u>7,803,724.00</u>	<u>784,769.35</u>	<u>15,607,448.00</u>	<u>55.03 %</u>
Total Expenditures	<u>1,732,251.64</u>	<u>7,018,954.65</u>	<u>7,803,724.00</u>	<u>784,769.35</u>	<u>15,607,448.00</u>	<u>55.03 %</u>
Excess Revenue over Expenditures	<u>(288,390.00)</u>	<u>1,638,414.86</u>				



TO: Executive Committee

FROM: Christina Seibert, Executive Director

RE: First Draft FY2026 Budget

DATE: December 5, 2024

Background

The initial draft of SWANCC's Fiscal Year 2026 budget is attached as Exhibit A for your review and discussion. The proposed FY2026 budget has a projected O&M tipping fee of \$55.18 per ton of member waste, which is a \$1.85 per ton increase from the FY2025 rate. The FY2026 budget eliminates the fixed cost tipping fee that was charged in FY2025 to fund roof replacement and HVAC upgrade costs for the Glenview Transfer Station at a rate of \$7.74 per ton. Projected monthly invoice amounts by Member based on the draft budget are also included.

In addition to the budget worksheet, staff has updated the long-range financial plan through FY2029 (Exhibit B). Projected cash balances are in the top section of the exhibit; cash on hand is reduced by 1/12 of the Agency projected budget for cash flow purposes as well as by \$300,000 for an emergency repair fund to calculate available funds. As you can see from the table, the Agency will continue to maintain some excess cash on hand after the offsets are applied through the planning period. Contributions to the Repair & Maintenance (R&M) Reserve Fund for the Glenview Transfer Station are shown, as well as the balance and fund allocations proposed based on identified project needs at this time. The R&M Reserve Fund balance and contribution amount will be reviewed annually as part of the budgeting process to ensure a reasonable reserve remains available to support transfer station maintenance and repairs, supported by a capital plan to be developed.

FY2026 Budget Highlights

Agency expenses are incurred through three principal areas: 1) Glenview Transfer Station (GTS) operations, 2) administration, and 3) environmental stewardship. The budget worksheet in Exhibit A is organized by these expense categories.

Of note for the FY2026 budget are the following items:

- Total budgeted expenses are approximately \$457,000 greater than the FY2025 budget. This is primarily attributed to: 1) the increase in Groot's contracted rate, which is currently budgeted at a 3.5% increase plus an additional \$0.13 per ton for truck toll increases effective January 1, 2025; and 2) an increase in building maintenance costs to repair and reseal all pre-cast wall joints in FY2026. Groot's operating charges constitute approximately 86% of the O&M budget, while building repair and maintenance is approximately 4% of the budget for FY2026.



Solid Waste Agency of Northern Cook County

- The budget for GTS operations includes allocation of \$150,000 to the Repair and Maintenance Reserve Fund (R&M Reserve Fund), established during the FY2022 true-up process to build a capital reserve for larger maintenance items at the GTS. The R&M Reserve Fund will have a balance of \$295,000 at the end of FY2025; contributions have been made from surplus budget funds from the FY2022 and FY2023 true-ups, and a new budget line-item for fund allocations was created for FY2024 and beyond.
- The budget includes allocation of \$340,000 of the R&M Reserve Fund to the cost for the added building maintenance, based on a preliminary cost estimate provided by ARCON Associates. With this withdrawal and the annual contribution budgeted at \$150,000, the reserve fund balance will be \$105,000 at the end of FY2026.

The budget summary by section is as follows:

Glenview Transfer Station, Line #2 thru 12

With respect to GTS operations, there are two significant components that drive costs:

1. Groot's contract rate. Groot's FY2026 contract rate is estimated with a CPI increase of 3.5% based on current CPI trends and the contract cap of 3.5%. Truck toll rates are also increasing in 2025, which will increase the contract rate by an additional \$0.13 per ton. Staff will coordinate with Groot regarding the formal calculation of the FY2025 rate and finalize it before the final budget is presented for approval.
2. Committed member tonnage. The FY2026 committed tonnage is 252,887 tons, representing a decrease of 2.5% (6,523 tons) from FY2025 committed tonnage. Members' committed tonnage is a calculation based upon the rolling three-year member waste delivery for fiscal years 2022, 2023, and 2024. The drop from FY2025 committed tonnage is attributed to the average moving away from the years impacted by the Covid-19 pandemic.

Groot charges based on their contract rate and committed member tonnage are budgeted at \$13,858,208, constituting 86.3% of the total FY2026 O&M budget.

Maintenance costs have been increased to include repair or replacement of all pre-cast wall joints and seals. Other GTS expenses include host fees paid to the Village of Glenview, routine repair and maintenance costs, insurance, and technical services. Property and liability insurance premiums have been increased based on our recent policy renewal cost. The R&M Reserve Fund contribution was reduced to \$150,000 for FY2026, offsetting a portion of other cost increases for the GTS.

In total, the draft budget for GTS operations is \$14,826,708, or 92.3% of the FY2026 O&M budget.



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Administration Section, Line #13 thru 41

The Administration section includes employee compensation, benefits, contractual services, and professional services. Staff salaries and related personnel benefits include funding to increase the Education Coordinator position from part-time to full-time and maintain three additional full-time positions. Funding is also allocated for a part-time administrative intern. Modest adjustments to expenses for other administrative categories are proposed to align with current operations.

In total, the draft budget for administrative expenses is \$877,300, constituting 5.5% of the FY2026 O&M budget.

Environmental Stewardship Section, Line #42 thru 65

The Environmental Stewardship components of the budget include operation of the Agency's special collection programs, expenses related to education programming, and distribution of revenues from the Recycling Incentive Program to member communities.

While participation in the Agency's special collection programs remains high, the weight of material collected through electronics and document destruction events has dropped. This is due to the lighter weight of electronics on a per-unit basis and notable decrease in collection of older, larger CRT-containing devices and the continued shift by residents to more paperless systems for confidential documents. Contracts and pricing for events and collection programs during 2026 have been secured from the Agency's current vendors. While most programs did not see changes in unit costs (such as sharps, bulbs, batteries, and mercury), there were price increases in our contracts for document destruction and electronics. The FY2026 budget includes funding for one one-day household hazardous waste collection event at a projected cost of \$25,000 if a host site can be identified and SWALCO's disposal contract with IEPA has available capacity (a hard cap on their disposal tonnage is being applied for the first time in 2025). An additional \$61,050 is included in the Mobile HHW Collection line item for at-home HHW collection in opt-in communities.

The Agency's educational programs and resources, as well as the other components that comprise this outreach area, continue to advance our mission but must adapt to meet the needs of schools and the community. Our education and outreach programs are a component of the Agency's budget that, although not exceedingly expensive, afford SWANCC the reputation as a leader in environmental stewardship through developing a reduce, reuse, and recycle philosophy coupled with overall sustainability which is taught and demonstrated to individuals of all ages within our member communities. It is anticipated that, in the near term, the majority of the cost associated with these activities will continue to be reflected in staff costs rather than direct program expenses. Changes made in FY2024 to our education programs continue to yield positive feedback from schools and the community, and we will continue to monitor their success and adjust to meet community needs. In FY2025, we have also added hosted education



Solid Waste Agency of Northern Cook County

programs in our office to further serve the education needs primarily of the adult community cost-effectively and efficiently.

The final item in this category is the Recycling Incentive Program (RIP) member payments. The RIP shares recycling revenues when the value of recyclables exceeds the contracted processing cost. Based upon the market value of materials, revenues were paid by Groot from June 2021 through August 2022. Since September 2022, no revenue has been received due to a significant decline in commodity values. For FY2026, it is assumed that no revenue will be received on recyclable materials. If revenue is received, it is expected that it would be disbursed to participating members in full, consistent with past practice, resulting in a net neutral impact to the Agency's budget.

The total cost for the Agency's environmental stewardship programs in FY2026 is anticipated to be \$360,050, constituting 2.2% of the FY2026 budget.

Revenue Section, Line #67 thru 72, 82 & 90 thru 92

In addition to revenue from members that is paid based on the budgeted tipping fee and the committed tonnage, the Agency receives revenue from the delivery of non-member waste at the GTS, investment earnings, and miscellaneous sources principally consisting of the sale of safety vests at the GTS. The FY2026 budget anticipates total non-member revenue of \$1,708,000, an increase of \$85,000 over the FY2025 budget due to the continued demand for commercial waste disposal. Commercial revenue continues to increase due to volumes delivered by small independent haulers and contractors who avail themselves of the transfer station for either its accessibility or effective disposal pricing. These small commercial haulers do have an operational impact on the facility at our busiest times during the spring and summer months, but Groot has proactively managed the operations to prioritize member waste deliveries and maintain safe and efficient onsite activity. Staff continues in this budget to take a conservative approach to budgeting the commercial revenue stream, recognizing that a change in market conditions could alter waste flows into the facility, outside of the Agency's control.

In addition to non-member revenues, a transfer from the R&M Reserve Fund to cover maintenance expenses related to pre-cast panel repairs is reflected in the amount of \$340,000. Member fees from opt-in communities participating in the at-home HHW collection program are also reflected as revenues; the charges to those communities will be included on their monthly member invoices and are reflected in the member costs table.

Fixed Cost Section, Line #77 thru 80

This last section of the budget historically reflected fixed costs due to payment of debt service. The final debt payment was made May 1, 2015, and no new debt service is currently proposed. The fixed cost fee line item was budgeted in FY2025 to fund construction of the GTS roof replacement and HVAC upgrades for one year only; no fixed costs are budgeted for FY2026.



Solid Waste Agency of Northern Cook County

Summary

When all expenses and revenues are totaled, the overall member O&M tipping fee for FY2026 will be approximately \$55.18 per ton, an increase from FY2025 (\$53.33) of \$1.85 per ton. The increase is primarily attributed to Groot's contract rate increase and an overall reduction in committed tonnage across which to distribute administrative and program costs.

Staff looks forward to receiving input from the Executive Committee regarding this budget draft. If you have any questions, please do not hesitate to contact me at (847) 243-4710 or christina@swancc.org.

EXHIBIT A - SOLID WASTE AGENCY OF NORTHERN COOK COUNTY FISCAL YEAR 2026 BUDGET WORKSHEET

DRAFT

Last Updated: 12/5/2024

Member Deliveries (Committed Tonnage per PUA)	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimate	FY 2026 Budget	Difference (FY26 to FY25 Budgeted)	Percent of Total	\$/Ton
1 Committed Tonnage	258,263	250,704	249,696	259,410	245,000	252,887	(6,523)		
Expenses									
Glenview Transfer Station									
2 Contractor Operator Charges	\$ 47.91	\$ 49.63	\$ 51.30	\$ 52.97	\$ 52.97	\$ 54.80			
3 Groot Charges	\$ 12,373,361	\$ 12,442,424	\$ 12,809,421	\$ 13,740,948	\$ 12,977,650	\$ 13,858,208	\$ 117,260	86.3%	\$ 54.80
4 Host Community Fees	\$ 116,689	\$ 111,969	\$ 108,991	\$ 115,000	\$ 110,000	\$ 112,000	\$ (3,000)	0.7%	\$ 0.44
5 Repair and Maintenance	\$ 101,694	\$ 168,434	\$ 371,514	\$ 300,000	\$ 610,000	\$ 600,000	\$ 300,000	3.7%	\$ 2.37
5A GTS Maintenance Reserve Fund Contribution	\$ 403,000	\$ 442,000	\$ 400,000	\$ 200,000	\$ 200,000	\$ 150,000	\$ (50,000)	0.9%	\$ 0.59
6 Utility Charges	\$ (1,995)	\$ 6,176	\$ (9,319)	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
Professional Services									
8 Property Insurance	\$ 38,832	\$ 51,223	\$ 56,573	\$ 62,000	\$ 60,259	\$ 66,500	\$ 4,500	0.4%	\$ 0.26
9 Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
10 Technical Services	\$ 14,988	\$ 20,845	\$ 9,015	\$ 30,000	\$ 15,000	\$ 40,000	\$ 10,000	0.2%	\$ 0.16
11 Professional Services Sub-total	\$ 53,820	\$ 72,068	\$ 65,588	\$ 92,000	\$ 75,259	\$ 106,500	\$ 14,500	0.7%	\$ 0.42
12 Total	\$ 13,046,569	\$ 13,243,071	\$ 13,746,196	\$ 14,447,948	\$ 13,972,909	\$ 14,826,708	\$ 378,760	92.3%	\$ 58.63

Expenses	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimate	FY 2026 Budget	Difference (FY26 to FY25 Budgeted)	Percent of Total	\$/Ton
Administration									
Personnel Services									
13 Staff Salaries	\$ 401,907	\$ 378,704	\$ 395,439	\$ 410,000	\$ 410,000	\$ 440,000	\$ 30,000	2.7%	\$ 1.74
15 Benefits	\$ 51,259	\$ 60,640	\$ 46,140	\$ 60,000	\$ 60,000	\$ 88,000	\$ 28,000	0.5%	\$ 0.35
16 Payroll Taxes	\$ 30,493	\$ 28,610	\$ 29,545	\$ 30,750	\$ 32,000	\$ 33,000	\$ 2,250	0.2%	\$ 0.13
17 457 Employer Contribution (6% of salary)	\$ 35,330	\$ 32,508	\$ 32,127	\$ 31,000	\$ 36,000	\$ 34,500	\$ 3,500	0.2%	\$ 0.14
18 457 Employer Matching (up to 6% of salary)	\$ 9,354	\$ 6,448	\$ 7,812	\$ 10,000	\$ 7,000	\$ 10,400	\$ 400	0.1%	\$ 0.04
19 Expenses	\$ 12,812	\$ 8,550	\$ 8,723	\$ 11,000	\$ 9,500	\$ 11,000	\$ -	0.1%	\$ 0.04
20 Personnel Services Sub-total	\$ 541,155	\$ 515,460	\$ 519,785	\$ 552,750	\$ 554,500	\$ 616,900	\$ 64,150	3.8%	\$ 2.44
Contractual Services									
21 Rent	\$ 70,408	\$ 79,491	\$ 82,429	\$ 86,200	\$ 86,200	\$ 88,600	\$ 2,400	0.6%	\$ 0.35
23 Printing	\$ 22,338	\$ 7,377	\$ 3,018	\$ 10,000	\$ 5,000	\$ 5,000	\$ (5,000)	0.0%	\$ 0.02
24 Travel	\$ 1,832	\$ 5,346	\$ 6,149	\$ 8,000	\$ 7,000	\$ 8,000	\$ -	0.0%	\$ 0.03
25 Postage	\$ 331	\$ 126	\$ 439	\$ 1,000	\$ 500	\$ 500	\$ (500)	0.0%	\$ 0.00
26 Office Supplies	\$ 1,755	\$ 2,039	\$ 2,019	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%	\$ 0.01
27 IT/Communications	\$ 29,733	\$ 25,928	\$ 31,854	\$ 36,000	\$ 35,000	\$ 32,000	\$ (4,000)	0.2%	\$ 0.13
28 Meetings	\$ 3,046	\$ 2,110	\$ 3,749	\$ 7,000	\$ 5,000	\$ 6,000	\$ (1,000)	0.0%	\$ 0.02
29 Memberships and Training	\$ 1,636	\$ 7,031	\$ 5,100	\$ 7,000	\$ 6,000	\$ 7,000	\$ -	0.0%	\$ 0.03
30 Other	\$ 242	\$ 242	\$ -	\$ 2,750	\$ -	\$ 1,500	\$ (1,250)	0.0%	\$ 0.01
31 Contractual Services Sub-total	\$ 131,321	\$ 129,690	\$ 134,756	\$ 160,950	\$ 147,700	\$ 151,600	\$ (9,350)	0.9%	\$ 0.60
Professional Services									
33 Public Official Bond	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%	\$ 0.00
34 Umbrella Liability Insurance	\$ 5,926	\$ 7,056	\$ 8,303	\$ 9,500	\$ 9,040	\$ 10,300	\$ 800	0.1%	\$ 0.04
35 Workmen's Comp and Auto Liability	\$ 1,854	\$ 1,898	\$ 1,358	\$ 1,800	\$ 1,599	\$ 2,000	\$ 200	0.0%	\$ 0.01
36 Legislative Relations	\$ 16,600	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 16,000	\$ 2,000	0.1%	\$ 0.06
37 Legal	\$ 7,841	\$ 10,528	\$ 11,866	\$ 20,000	\$ 15,000	\$ 20,000	\$ -	0.1%	\$ 0.08
38 Financial Services	\$ 47,324	\$ 41,617	\$ 39,756	\$ 45,000	\$ 40,000	\$ 40,000	\$ (5,000)	0.2%	\$ 0.16
39 Environmental Services	\$ 29,962	\$ 12,000	\$ 5,758	\$ 40,000	\$ 20,000	\$ 20,000	\$ (20,000)	0.1%	\$ 0.08
40 Professional Services Sub-total	\$ 110,007	\$ 87,599	\$ 81,541	\$ 130,800	\$ 100,139	\$ 108,800	\$ (22,000)	0.7%	\$ 0.43
41 Administration Total	\$ 782,483	\$ 732,749	\$ 736,082	\$ 844,500	\$ 802,339	\$ 877,300	\$ 32,800	5.5%	\$ 3.47

Expenses	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimate	FY 2026 Budget	Difference (FY26 to FY25 Budgeted)	Percent of Total	\$/Ton
Environmental Stewardship									
Special Collections									
42 e-Waste (Permanent Locations)	\$ 100,227	\$ 82,759	\$ 86,639	\$ 83,000	\$ 80,000	\$ 92,000	\$ 9,000	0.6%	\$ 0.36
45 Prescription Medications/Sharps	\$ 56,786	\$ 65,601	\$ 66,910	\$ 48,000	\$ 54,000	\$ 56,000	\$ 8,000	0.3%	\$ 0.22
46 Document Destruction Events	\$ 47,191	\$ 40,390	\$ 42,830	\$ 54,000	\$ 47,000	\$ 56,000	\$ 2,000	0.3%	\$ 0.22
47 Other(CFL, Hg Thermometer) Batteries	\$ 41,870	\$ 37,101	\$ 39,532	\$ 48,000	\$ 44,000	\$ 48,000	\$ -	0.3%	\$ 0.19
47A Mobile HHW Collections	\$ -	\$ -	\$ -	\$ 60,000	\$ 50,000	\$ 86,050	\$ 26,050	0.5%	\$ 0.34
48 Special Collections Sub-total	\$ 246,074	\$ 225,851	\$ 235,911	\$ 293,000	\$ 275,000	\$ 338,050	\$ 45,050	2.1%	\$ 1.34
49 Recycling Etc. Newsletter	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Education									
51 School / Waste Reduction Grants	\$ 5,799	\$ 8,004	\$ 3,976	\$ 15,000	\$ 7,000	\$ 15,000	\$ -	0.1%	\$ 0.06
54 Promotional Items	\$ -	\$ 2,913	\$ 4,743	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%	\$ 0.01
56 Misc. Programs/Supplies/Resource Materials	\$ 136	\$ 2,074	\$ -	\$ 3,000	\$ 2,000	\$ 3,000	\$ -	0.0%	\$ 0.01
57 Educator Workshop	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ 500	\$ -	0.0%	\$ 0.00
61 Sustainability Research/Programs	\$ 2,140	\$ 890	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%	\$ 0.00
62 Early Childhood Education	\$ 18,946	\$ 38,919	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
63 Education Sub-total	\$ 27,021	\$ 52,800	\$ 8,719	\$ 22,000	\$ 11,500	\$ 22,000	\$ -	0.1%	\$ 0.09
64 Recycling Incentive Prog. Member Payments	\$ 654,383	\$ 257,713	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
65 Environmental Stewardship Total	\$ 927,478	\$ 536,364	\$ 244,630	\$ 315,000	\$ 286,500	\$ 360,050	\$ 45,050	2.2%	\$ 1.42
66 Expenses Grand Total	\$ 14,756,530	\$ 14,512,184	\$ 14,726,908	\$ 15,607,448	\$ 15,061,748	\$ 16,064,058	\$ 456,610	100.0%	\$ 63.52
	\$ 57.14	\$ 57.89	\$ 58.98	\$ 60.17	\$ 61.48	\$ 63.52			

Revenues	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimate	FY 2026 Budget	Difference (FY26 to FY25 Budgeted)	Percent of Total	\$/Ton
GTS Contractor Credits									
67 EGV Credit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
69 Commercial Waste Credit	\$ 1,429,651	\$ 1,652,939	\$ 1,950,919	\$ 1,600,000	\$ 1,800,000	\$ 1,675,000	\$ 75,000	10.4%	\$ 6.62
70 GTS Contractor Credits Sub-total	\$ 1,429,651	\$ 1,652,939	\$ 1,950,919	\$ 1,600,000	\$ 1,800,000	\$ 1,675,000	\$ 75,000	10.4%	\$ 6.62
71 Investment Income	\$ (28,931)	\$ 7,047	\$ 19,640	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
72 Recycling Incentive Program (RIP) Revenue	\$ 654,383	\$ 257,713	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -
90 Miscellaneous Revenue	\$ 23,011	\$ 21,455	\$ 45,909	\$ 23,000	\$ 24,000	\$ 33,000	\$ 10,000	0.2%	\$ 0.13
91 GTS Maintenance Reserve Fund Transfer In	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 340,000	\$ 190,000	2.1%	\$ 1.34
92 Opt-In Member Fees for At-Home HHW Collection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,050	\$ 61,050	0.4%	\$ 0.24
74 Revenues Grand Total	\$ 2,078,114	\$ 1,939,154	\$ 2,016,468	\$ 1,773,000	\$ 1,974,000	\$ 2,109,050	\$ 336,050	13.1%	\$ 8.34

Member Tipping Fees	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Budget	FY 2025 Estimate	FY 2026 Budget	Difference (FY26 to FY25 Budgeted)	Percent of Total	\$/Ton
75 O&M Fees Paid by Members	\$ 12,678,416	\$ 12,573,030	\$ 12,710,440	\$ 13,834,448	\$ 13,087,748	\$ 13,955,008	\$ 120,560	86.9%	\$ 55.18
76 O&M Tipping Fee (\$ per ton)	\$ 49.09	\$ 50.15	\$ 50.90	\$ 53.33	\$ 53.42	\$ 55.18	\$ 3.47%		
77 Fixed Cost Fees	\$ -	\$ -	\$ -	\$ 3,008,043	\$ 2,383,569	\$ -	\$ (3,008,043)		\$ -
78 Fixed Cost True-up	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
79 Fixed Cost Subsidy from Unpledged Reserves / GTS Maintenance Reserve Fund Transfer In	\$ -	\$ -	\$ -	\$ (1,000,000)	\$ (1,000,000)	\$ -	\$ 1,000,000		\$ -
80 Total Fixed Cost Fees Paid by Members	\$ -	\$ -	\$ -	\$ 2,008,043	\$ 1,383,569	\$ -	\$ (2,008,043)		\$ -
81 Fixed Cost Tipping Fee (\$ per ton)	\$ -	\$ -	\$ -	\$ 7.74	\$ 5.65	\$ -	\$ -		\$ -
82 Total Member Charges	\$ 12,678,416	\$ 12,573,030	\$ 12,710,440	\$ 15,842,491	\$ 14,471,317	\$ 13,955,008	\$ (1,887,483)		\$ 55.18
83 Total Tipping Fee	\$ 49.09	\$ 50.15	\$ 50.90	\$ 61.07	\$ 59.07	\$ 55.18	\$ -9.64%		

Fiscal Year 2026
Allocation of O&M Expenses

DRAFT

Last Updated: 12/5/2024

O&M Fee per ton of Committed Tonnage \$ 55.18

Member	FY2026 Committed	Allocation Percentage	FY2026 Monthly Committed	Opt-In Member		Total Monthly Invoice
				Monthly O & M Costs	Fees for At-Home HHW Collection	
Arlington Hts.	32,502	12.53%	2,708.50	\$ 149,455	\$ 20,000	\$ 169,455
Barrington	3,364	1.30%	280.33	\$ 15,469		\$ 15,469
Buffalo Grove	16,714	6.44%	1,392.83	\$ 76,856		\$ 76,856
Elk Grove Village	10,918	4.21%	909.83	\$ 50,204		\$ 50,204
Evanston	13,978	5.39%	1,164.83	\$ 64,275		\$ 64,275
Glencoe	2,625	1.01%	218.75	\$ 12,071	\$ 3,200	\$ 15,271
Glenview	11,797	4.55%	983.08	\$ 54,246		\$ 54,246
Hoffman Estates	14,261	5.50%	1,188.42	\$ 65,577		\$ 65,577
Inverness	2,852	1.10%	237.67	\$ 13,115		\$ 13,115
Kenilworth	865	0.33%	72.08	\$ 3,977		\$ 3,977
Lincolnwood	5,119	1.97%	426.58	\$ 23,539		\$ 23,539
Morton Grove	8,422	3.25%	701.83	\$ 38,727		\$ 38,727
Mount Prospect	21,210	8.18%	1,767.50	\$ 97,531		\$ 97,531
Niles	8,530	3.29%	710.83	\$ 39,224		\$ 39,224
Palatine	25,578	9.86%	2,131.50	\$ 117,616		\$ 117,616
Park Ridge	13,267	5.11%	1,105.58	\$ 61,006		\$ 61,006
Prospect Hts.	7,405	2.85%	617.08	\$ 34,050		\$ 34,050
Rolling Meadows	9,211	3.55%	767.58	\$ 42,355	\$ 5,900	\$ 48,255
Skokie	18,308	7.06%	1,525.67	\$ 84,186	\$ 15,500	\$ 99,686
South Barrington	1,831	0.71%	152.58	\$ 8,419		\$ 8,419
Wheeling	10,339	3.99%	861.58	\$ 47,542	\$ 12,250	\$ 59,792
Wilmette	7,965	3.07%	663.75	\$ 36,626		\$ 36,626
Winnetka	5,826	2.25%	485.50	\$ 26,790	\$ 4,200	\$ 30,990
Total	252,887	97.49%	21,073.88	\$ 1,162,856	\$ 61,050	\$ 1,223,906

EXHIBIT B - LONG RANGE FINANCIAL PLAN

	(Estimated YE)					
	FY 2022	FY 2023	FY 2024	FY2025	FY 2026	FY 2027
Unobligated Balance	\$ 1,790,750	\$ 1,790,750	\$ 1,790,750	\$ 1,790,750	\$ 1,790,750	\$ 1,790,750
Cashflow Requirements	\$ 1,229,711	\$ 1,209,349	\$ 1,227,242	\$ 1,255,146	\$ 1,338,671	\$ 1,342,309
Emergency Repair Fund	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Funds Available (excluding R&M Fund)	\$ 261,039	\$ 281,401	\$ 263,508	\$ 235,604	\$ 152,079	\$ 148,441
Repair & Maintenance Reserve (R&M) Fund Balance	\$ 403,000	\$ 845,000	\$ 1,245,000	\$ 295,000	\$ 105,000	\$ 255,000

GTS EXPENSES

Groot Charges	\$ 12,373,361	\$ 12,442,424	\$ 12,809,421	\$ 12,977,650	\$ 13,858,208	\$ 14,300,706
Host Community Fee	\$ 116,689	\$ 111,969	\$ 108,991	\$ 110,000	\$ 112,000	\$ 130,000
Repair & Maintenance & Utilities	\$ 99,699	\$ 174,610	\$ 362,195	\$ 610,000	\$ 600,000	\$ 150,000
Professional Services	\$ 53,820	\$ 72,068	\$ 65,588	\$ 75,259	\$ 106,500	\$ 90,000
Repair & Maintenance Reserve (R&M) Fund	\$ 403,000	\$ 442,000	\$ 400,000	\$ 200,000	\$ 150,000	\$ 150,000

ADMINISTRATION

Personnel Services	\$ 541,155	\$ 515,460	\$ 519,785	\$ 554,500	\$ 616,900	\$ 642,000
Contractual Services	\$ 131,321	\$ 129,690	\$ 134,756	\$ 147,700	\$ 151,600	\$ 158,000
Professional Services	\$ 102,166	\$ 77,071	\$ 69,675	\$ 85,139	\$ 88,800	\$ 92,000
Legal	\$ 7,841	\$ 10,528	\$ 11,866	\$ 15,000	\$ 20,000	\$ 21,000
SWMP Goal RD#1 & RD#2 (included)						

ENVIRONMENTAL STEWARDSHIP

E-Waste	\$ 100,227	\$ 82,759	\$ 86,639	\$ 80,000	\$ 92,000	\$ 96,000
Meds/Sharps	\$ 56,786	\$ 65,601	\$ 66,910	\$ 54,000	\$ 56,000	\$ 58,000
Document Destruction	\$ 47,191	\$ 40,390	\$ 42,830	\$ 47,000	\$ 56,000	\$ 58,000
CFL & Batteries	\$ 41,870	\$ 37,101	\$ 39,532	\$ 44,000	\$ 48,000	\$ 50,000
Mobile HHW Collections				\$ 50,000	\$ 86,050	\$ 89,000
Education	\$ 27,021	\$ 52,800	\$ 8,719	\$ 11,500	\$ 22,000	\$ 23,000
RIP Member Payments	\$ 654,383	\$ 257,713	\$ -	\$ -	\$ -	\$ -

Expense Total	\$ 14,756,530	\$ 14,512,184	\$ 14,726,908	\$ 15,061,748	\$ 16,064,058	\$ 16,107,706
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REVENUE

Commerical Revenue	\$ 1,429,651	\$ 1,652,939	\$ 1,950,919	\$ 1,800,000	\$ 1,675,000	\$ 1,400,000
Interest	\$ (28,931)	\$ 7,047	\$ 19,640	\$ -	\$ -	\$ -
Misc. Revenue	\$ 23,011	\$ 21,455	\$ 45,909	\$ 24,000	\$ 33,000	\$ 15,000
RIP Revenue	\$ 654,383	\$ 257,713	\$ -	\$ -	\$ -	\$ -
GTS Maintenance Reserve Fund Transfer In	\$ -	\$ -	\$ -	\$ 150,000	\$ 340,000	\$ -

Revenue Total	\$ 2,078,114	\$ 1,939,154	\$ 2,016,468	\$ 1,974,000	\$ 2,048,000	\$ 1,415,000
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Net Funding Requirement	\$ 12,678,416	\$ 12,573,030	\$ 12,710,440	\$ 13,087,748	\$ 14,016,058	\$ 14,692,706
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Required Rate per Ton of Committed	\$ 49.09	\$ 50.15	\$ 50.90	\$ 50.45	\$ 55.42	\$ 58.01
Rate per Ton Obligated to R&M Fund	\$ 1.56	\$ 1.76	\$ 1.60	\$ 0.77	\$ 0.59	\$ 0.59

Additional R&M Fixed Asset	\$ -	\$ -	\$ -	\$ 3,008,043	\$ -	\$ -
Revised Budget Total	\$ 12,678,416.00	\$ 12,573,030.00	\$ 12,710,440.06	\$ 16,095,791.00	\$ 14,016,057.60	\$ 14,692,705.60
Required Rate/Ton with Added Maintenance	\$ 49.09	\$ 50.15	\$ 50.90	\$ 62.05	\$ 55.42	\$ 58.01

Fund Maintenance Increase from Surplus	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -
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Revised Budget	\$ 12,678,416	\$ 12,573,030	\$ 12,710,440	\$ 15,095,791	\$ 14,016,058	\$ 14,692,706
Required Rate/Ton with Surplus Use	\$ 49.09	\$ 50.15	\$ 50.90	\$ 58.19	\$ 55.42	\$ 58.01
% Change from Prior Year	5.10%	2.16%	1.50%	14.32%	-4.76%	4.67%

Cash on Hand	\$ 261,039	\$ 281,401	\$ 263,508	\$ 235,604	\$ 152,079	\$ 148,441
Add Back Cash Flow	\$ 1,229,711	\$ 1,209,349	\$ 1,227,242	\$ 1,255,146	\$ 1,338,671	\$ 1,342,309
Add Back Emergency Fund	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Balance on Hand End of Year (exc. R&M Fund)	\$ 1,790,750	\$ 1,790,750	\$ 1,790,750	\$ 1,790,750	\$ 1,790,750	\$ 1,790,750

ASSUMPTIONS

Total Actual / Committed Tons	258,263	250,704	249,696	259,410	252,888	253,270
Chicago CPI (up to 3.5% contract cap)	1.5%	3.5%	3.5%	3.0%	3.5%	3.5%
Contract Disposal Rate	\$ 47.91	\$ 49.63	\$ 51.30	\$ 52.71	\$ 54.55	\$ 56.46



TO: Executive Committee

FROM: Christina Seibert, Executive Director

RE: Appointment of a Nominating Committee

DATE: December 2, 2024

Background

Annually the Agency is required to appoint a nominating committee to review and make recommendations regarding the officers and Executive Committee members of the Agency. Current officers and Executive Committee members are as follows:

<u>Officer / Member</u>	<u>Position</u>	<u>Term Expires</u>
George Van Dusen	Chairman of Board of Directors	4/30/2026
Karen Darch	Vice-Chair of Board of Directors Executive Committee Member	4/30/2025
Jon Sfondilis	Secretary/Treasurer Chairman of Executive Committee Executive Committee Member	4/30/2026
Randy Recklaus	Executive Committee Member Vice-Chair of Executive Committee	4/30/2026
Matt Formica	Executive Committee Member	4/30/2026
Paul Hoefert	Executive Committee Member	4/30/2025
Matt Roan	Executive Committee Member	4/30/2025
John Thill	Executive Committee Member	4/30/2025

Four members of the Executive Committee have terms expiring on April 30, 2025 (Darch, Hoefert, Roan, and Thill). In addition, both Chair Van Dusen and Vice-Chair Darch are not seeking re-election to their municipal elected offices and will cease to serve in their respective officer roles on the Board.

It has been the practice of the Board of Directors to authorize the Executive Committee to serve as the nominating committee for the Agency. It would be in keeping with past practice that the



Solid Waste Agency of Northern Cook County

Executive Committee recommend to the Board to authorize the appointment of the existing Executive Committee as the nominating committee to complete the following tasks:

- a. Seek nominations for the four expiring seats on the Executive Committee.
- b. Seek nominations for Chair and Vice-Chair of the Board of Directors.
- c. Report to the Board of Directors their recommended slate of officers and Executive Committee Members for election at the April Board meeting.

The by-laws require that at least three members of the Executive Committee must be elected officials, and at least three members must be chief administrative officers of a member. Alternate Directors who are staff of Members but are not the chief administrative officer are not eligible to serve as an officer or Executive Committee member.

The by-laws establish terms of office as two years, except the Secretary and Treasurer serve at the pleasure of the Board. Four members of the Executive Committee will be nominated for a term expiring April 30, 2027. Additionally, a new Board Chair will be nominated to complete the remainder of Chair Van Dusen's term through April 30, 2026 and a new Board Vice-Chair will be nominated for a term expiring April 30, 2027.

Recommendation

Staff recommends that the Executive Committee recommend that the Board of Directors appoint the Executive Committee to serve as the nominating committee for the Solid Waste Agency of Northern Cook County.



TO: Executive Committee

FROM: Lisa Woody, Director of Programs and Administration

RE: **2025 Board of Directors and Executive Committee Meeting Schedules**

DATE: November 21, 2024

Introduction

Annually, the Agency is required to post a listing of scheduled meeting dates and times for the Board of Directors and the Executive Committee. This adopted schedule is then forwarded to the local newspapers and to all interested parties that have filed with the Agency in compliance with the open meetings act. The proposed schedule is attached.

The schedule proposes that the Board of Directors maintain their regular meeting schedule at 3:00 p.m. on the second Wednesday of each month at 11:30 a.m. at SWANCC's office in Wheeling, IL. The Executive Committee would also maintain their regular meeting date of the fourth Wednesday of each month at 11:30 a.m. at SWANCC's office in Wheeling, IL. The Executive Committee meeting date is moved to the third Wednesday in November and December to avoid holiday conflicts.

A remote option will be available to those unable to attend in person. Any changes to this schedule will be published in the monthly Board Update email and posted to the website. Outlook invites will also be sent to all members and will be updated as needed.

Recommendation

Staff recommends that the Executive Committee forward the 2025 meeting schedule to the Board of Directors.

SOLID WASTE AGENCY OF NORTHERN COOK COUNTY

2025 Meeting Dates

NOTICE

Pursuant to Illinois Revised Statutes, Chapter 102, Paragraph 41, et. seq. (The Open Meetings Act), notice is hereby given that regular meetings of the Solid Waste Agency of Northern Cook County shall be held during 2025 according to the schedule listed below. All full Agency Board meetings and Agency Executive Committee meetings will be held at the Agency office, 77 W. Hintz Road, Wheeling, IL unless otherwise notified. Further information is available by calling the Agency at (847) 724-9205.

<u>DATE</u>	<u>MEETING</u>	<u>TIME</u>
January 8, 2025	Full Agency Board	3:00 pm
January 22, 2025	Agency Executive Committee	11:30 am
February 12, 2025	Full Agency Board	3:00 pm
February 26, 2025	Agency Executive Committee	11:30 am
March 12, 2025	Full Agency Board	3:00 pm
March 26, 2025	Agency Executive Committee	11:30 am
April 9, 2025	Full Agency Board	3:00 pm
April 23, 2025	Agency Executive Committee	11:30 am
May 14, 2025	Full Agency Board	3:00 pm
May 28, 2025	Agency Executive Committee	11:30 am
June 11, 2025	Full Agency Board (if necessary)	3:00 pm
June 25, 2025	Agency Executive Committee	11:30 am
July 9, 2025	Full Agency Board (if necessary)	3:00 pm
July 23, 2025	Agency Executive Committee	11:30 am
August 13, 2025	Full Agency Board (if necessary)	3:00 pm
August 27, 2025	Agency Executive Committee	11:30 am
September 10, 2025	Full Agency Board	3:00 pm
September 24, 2025	Agency Executive Committee	11:30 am
October 8, 2025	Full Agency Board	3:00 pm
October 22, 2025	Agency Executive Committee	11:30 am
November 12, 2025	Full Agency Board	3:00 pm
November 19, 2025*	Agency Executive Committee	11:30 am
December 10, 2025	Full Agency Board	3:00 pm
December 17, 2025*	Agency Executive Committee	11:30 am

*moved to third week due to holiday conflict



TO: Executive Committee

FROM: Christina Seibert, Executive Director

RE: **COM2 Recycling – 2025-2026 E-Waste Recycling Contract**

DATE: December 5, 2024

Background

The Consumer Electronics Recycling Act (CERA) was passed in 2017 and implemented beginning January 1, 2019. The Agency has contracted with COM2 Recycling Solutions as our collector and recycler for electronics waste from our various one-day events and permanent and seasonal collection sites since 2013, and the service contract and pricing was revised for the 2019 collection year to align with CERA. In 2022, the contract was restated and updated to clarify responsibilities of SWANCC and COM2 and to better align with current operating practices; it was renewed with a pricing increase for 2024 and remains annually renewable upon mutual agreement of SWANCC and COM2.

Costs for the Agency's e-waste collection program include a flat fee for collection labor priced based on the type of collection and trailer weight for collections utilizing trailers rather than single-unit trucks, plus a per-pound charge applied to the weight of televisions and monitors collected. We are continuing to see a decline in the quantity of older, heavy CRT televisions and monitors being delivered to our program, resulting in continued cost decreases through 2024, and this trend is expected to continue.

In discussions with COM2 regarding service for 2025, they initially proposed an increase of \$50 on all flat rate charges for permanent collection sites and a \$0.02/pound increase on the weight of televisions and monitors from the permanent sites for a one-year extension. Through negotiation, we reached agreement to increase the rate by \$25 in each 2025 and 2026 and accept the increase in the per-pound fee in exchange for the two-year agreement extension. The cost increases are reasonable based on inflation and commodity pricing trends for recycled components.

The attached agreement for 2025-2026 is identical to our current agreement specifications, with the exception of the change in compensation reflected in Schedule 5.

Recommendation

Staff recommends that the Executive Committee authorize the Executive Director to enter into a contract with COM2 Recycling Solutions for collection and recycling of covered electronic wastes from residential sources for the period of January 1, 2025 through December 31, 2026, with option for annual renewal upon mutual agreement of SWANCC and COM2.

AGREEMENT FOR ELECTRONICS COLLECTION AND RECYCLING

THIS AGREEMENT FOR ELECTRONICS COLLECTION AND RECYCLING (this "Agreement") is made and entered into as of January 1, 2025, by and between the Solid Waste Agency of Northern Cook County ("SWANCC") and COM2 Recycling Solutions, an Illinois limited liability company ("COM2").

RECITALS

WHEREAS, SWANCC is a municipal corporation and joint action agency organized under Illinois law for the purposes of solid waste management for twenty-three communities in northern Cook County (each a "Member Community" and collectively the "Member Communities"); and

WHEREAS, COM2 is an Illinois limited liability company engaged in the collection and processing of electronic wastes; and

WHEREAS, SWANCC coordinates a collection and processing program from its Member Communities for electronic wastes designated as Covered Electronic Devices ("CEDs") under the Consumer Electronics Recycling Act, 415 ILCS 151/ *et seq.* (the "Act"); and

WHEREAS, SWANCC has contracted with COM2 annually to collect, accept, transport, and recycle CEDs under the Act since its implementation in 2018, and SWANCC has contracted with COM2 for similar services since 2014; and

WHEREAS, SWANCC and COM2 desire to enter into an agreement regarding the scope of residential electronics equipment collection and processing from designated collection locations, performed by COM2 for SWANCC and the residents of its Member Communities.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions herein contained, the parties agree as follows:

1. Definitions

1.1 As used in this Agreement, the following terms, when capitalized or not, shall have the meaning set forth below.

"Accepted Items" means CEDs delivered by Member Community residents to a Permanent Site or a One-Day Event Site.

"Act" means the Consumer Electronics Recycling Act, 415 ILCS 151/ *et seq.*, as may be amended from time to time.

"CEDs" means Covered Electronics Devices from residents as defined in the Act and set forth on Schedule 1, which may be amended from time to time in accordance with the Act.

“Closing Time” means the time agreed upon for either the One-Day Event or Permanent Site. COM2 shall not continue to accept additional cars into the line after the designated time.

"Collection Services" means, collectively, the Permanent Site Collection Services and the One-Day Event Site Collection Services.

"Containers" means a semi-trailer truck trailers and /or box truck.

"IEPA" means the Illinois Environmental Protection Agency.

"Member Community” or “Members" means, individually or collectively, the Village of Arlington Heights, the Village of Barrington, the Village of Buffalo Grove, Elk Grove Village, the City of Evanston, the Village of Glencoe, the Village of Glenview, the Village of Hoffman Estates, the Village of Inverness, the Village of Kenilworth, the Village of Lincolnwood, the Village of Morton Grove, the Village of Mount Prospect, the Village of Niles, the Village of Palatine, the City of Park Ridge, the City of Prospect Heights, the City of Rolling Meadows, the Village of Skokie, the Village of South Barrington, the Village of Wheeling, the Village of Wilmette, and the Village of Winnetka.

"One-Day Event Site" means a Site that shall be available to residents to drop off Accepted Items only as a special event.

"One-Day Event Site Collection Services" means the staffing, materials, and transportation required to collect, package, and remove Accepted Items from a One-Day Site, recycling of such Accepted Items, and any other processing of such Accepted Items, including the disposal of any material derived from the processing of such Accepted Items that is not recyclable, provided by COM2 pursuant to this Agreement.

"Permanent Site" means one of the locations for collection of Accepted Items from residents that shall be available on a scheduled basis and is identified in Schedule 4, which SWANCC may amend from time to time.

"Permanent Site Collection Services" means the staffing, materials, and transportation required to collect, package and remove Accepted Items from the Permanent Sites, recycling of such Accepted Items, and any other processing of such Accepted Items, including the disposal of any material derived from the processing of such Accepted Items that is not recyclable, provided by COM2 pursuant to this Agreement.

"Promotional Materials" means a listing on SWANCC's website, an e-list distribution, or such other form of promotion as SWANCC or its Member

Communities elects to utilize in the promotion of the Collection Services provided under this Agreement.

"Term" shall have the meaning ascribed thereto in Section 5.

"Unacceptable Items" means any materials other than Accepted Items, including but not limited to items set forth on Schedule 2.

2. Responsibilities of COM2

2.1 Except as otherwise specified herein, COM2 shall furnish personnel, labor, equipment, and vehicles necessary for the unloading of acceptable CEDs electronics from resident vehicles, and the collection, packaging, transportation, and recycling of CEDs from residents of SWANCC Member Communities.

2.2 COM2 shall register with the IEPA as a Recycler as defined in the Act and provide information to the IEPA as required by the Act. COM2 shall maintain such registration in conformance with the Act and any applicable regulations.

2.3 COM2 shall provide the following minimum levels of service for all Permanent Site collection dates: mutually agreed upon number of staff persons; collection truck(s); pallets, gaylords, plastic wrap, and other supplies as needed or mutually agreed upon.

2.4 COM2 shall provide the following minimum levels of service for all One-Day Event Site collection dates: mutually agreed upon number of staff persons; collection truck (s); pallets, gaylords, plastic wrap, and other supplies as needed or mutually agreed upon.

2.5 COM2 shall arrive at each Permanent Site or One-Day Event Site with all staff, vehicles, and supplies required to perform the Collection Services a minimum of one (1) hour prior to the scheduled start of the collection.

2.6 COM2 shall provide SWANCC with the name and mobile phone number of COM2's Event Site lead prior to a One-Day Event and a minimum of one (1) day prior to the start of collection for Permanent Sites.

2.7 COM2 shall collect Accepted Items until the designated Closing Time. COM2 shall unload vehicles in line for unloading at Closing Time. Vehicles queuing after the designated Closing Time may be refused by COM2.

2.8 COM2 shall remove all accepted CED Items from the Event Site on the day of collection unless alternate arrangements are made with the Event Site or SWANCC. If Accepted Items remain for removal from the Event Site after the day of the collection event, COM2 shall notify SWANCC's primary contact by the next business day of the amount of Accepted Items remaining and the schedule for removal. If excess material is onsite after

the event, COM2 will collectively work with SWANCC to arrive a mutually agreed upon solution for the removal of the material.

2.9 COM2 shall help maintain cleanliness in the area in which collection, packaging, and loading of Accepted Items occurs on each Event Site, which may include sweeping the area prior to leaving the Event Site. COM2 shall not be responsible for wear and tear of site or of vehicles transporting of CEDs

2.10 COM2 shall take title to, and risk of loss of, all Accepted Items upon COM2 unloading from resident vehicles. COM2 shall recycle, or cause to be recycled, all CEDs delivered by residents of Member Communities to be transported to and recycled at a facility licensed and permitted to lawfully receive the material in accordance with applicable federal, state, and local law. If requested by SWANCC, COM2 will identify the name and location of all downstream markets for materials after recycling.

2.11 COM2 shall provide detailed weight reports by material category and by collection event in accordance with reporting requirements of the Act for each collection at the time of invoicing.

2.12 COM2 shall provide SWANCC with a certificate of recycling for all Accepted CED Items collected by COM2. Each such certificate shall be in such form as may be required by the Act or by the IEPA and in a manner that is acceptable to SWANCC.

3. Responsibilities of SWANCC

3.1 SWANCC shall be the primary contact for COM2 throughout the contract term.

3.2 SWANCC shall register with the IEPA as a Collector (as defined in the Act) and provide information to the IEPA regarding the Permanent Sites and One- Day Event Sites, as may be required by the Act. SWANCC shall maintain such registration in conformance with the Act and any applicable regulations.

3.3 SWANCC shall provide COM2 with a list of One-Day Event Site addresses, dates, and collection times at the start of the contract. Such locations and dates may be amended by SWANCC with a minimum of ten (10) business days' notice to COM2.

3.4 SWANCC shall provide COM2 with starting and ending dates for collection at seasonal Permanent Sites and with holiday dates for which collection will be canceled at Permanent Sites at the start of the contract. Such dates may be amended by SWANCC with a minimum of ten (10) business days' notice to COM2.

3.5 SWANCC shall coordinate with Member Community staff to identify sufficient space for COM2 to perform the collection, packaging, and loading of Accepted Items at One-Day Event Sites and Permanent Sites.

3.6 SWANCC shall facilitate communication between COM2 and Member Community staff regarding time and location of delivery of trucks and supplies for One-Day Event Sites in advance of the start of the event.

3.7 SWANCC's Member Communities hosting One-Day Events shall provide a licensed forklift driver and forklift to facilitate unloading of supplies and loading of trucks throughout the collection event. Member Communities shall also provide staff and/or volunteers to host, facilitate traffic flow, and to be of assistance throughout the collection event.

3.8 SWANCC shall coordinate with Member Community staff regarding posting of the list of Accepted Items and participation limits in accordance with the Act.

3.9 SWANCC shall notify COM2 of any cancellation of Collection Services due to weather or other circumstances outside of SWANCC's or COM2's direct control as soon as practicable. In the event that notice of cancellation is not provided more than two (2) hours prior to COM2's scheduled arrival time, COM2 is authorized to bill for the cost of service set forth in Schedule 5.

3.10 SWANCC shall be responsible for communicating any changes in collection practices or Accepted Items to the Member Communities.

4. Compensation

4.1 SWANCC shall pay COM2 for the Collection Services at the rates established in Schedule 5.

4.2 COM2 shall be entitled to all payments from a third party for recycled material.

5. Term of the Agreement

5.1 The initial term of this Agreement shall commence on January 1, 2025 and end on December 31, 2026, unless terminated earlier in accordance with this Agreement or extended in writing by mutual agreement of the parties.

5.2 The Agreement may be annually renewed or otherwise amended by mutual agreement of the Parties.

5.3 This Agreement may be canceled and terminated by either party upon thirty (30) days' written notice to the other party.

5.4 Either party shall have the right to terminate this Agreement upon not less than ten (10) days' written notice to the other party for non-performance of any of the terms and conditions of this Agreement.

6. Insurance and Indemnification

6.1 COM2 shall maintain for the duration of this Agreement, at the cost of COM2, insurance issued by a company or companies qualified to do business in the State of Illinois, that provides the coverage and meets the limits required by law and set forth in **Schedule 3**. All insurance policies shall name SWANCC and its Members, and their respective officers, directors, employees, agents and consultants, as additional insureds with respect to any coverage (excluding the Worker's Compensation Policy but not the Employer's Liability portion thereof). Prior to commencing services under this Agreement, and annually as required, COM2 shall provide SWANCC with a certificate of insurance evidencing that such insurance coverage meets the requirements in **Schedule 3**. The receipt of any certificate does not constitute agreement by SWANCC that the insurance requirements in this Agreement have been fully met or that the insurance policies indicated on the certificate are adequate for their purpose under this Agreement. The failure of SWANCC to require certificates or other insurance evidence from COM2 is not a waiver by SWANCC of such requirements.

6.2 COM2 agrees to indemnify, defend and hold harmless SWANCC and the Member Communities, and its and their respective officials, employees, agents, representatives and attorneys, in both their official and individual capacities (collectively, the "Indemnitees"), from and against any and all injuries, deaths, claims, losses, damages, suits, demands, actions and causes of actions, expenses, fees (including attorneys' fees and court costs) and costs which may be asserted against an Indemnitee in consequence of entering into this Agreement or which may result from or arise out of any action or omission of COM2, its officers, employees, agents or subcontractors under this Agreement. COM2 shall at its own cost and expense, pay all reasonable charges of attorneys, and all costs and their expenses incurred in connection with such action or actions; and any judgment rendered against SWANCC or its Members, or their respective officers, elected and appointed officials, employees, volunteers, agents, successors, or assigns in any such action or actions. COM2 shall at its own cost and expense, satisfy and discharge the same.

7. Notice

7.1 Unless otherwise specified, any notices or communications required to be given to or served upon SWANCC or COM2 shall be in writing and shall be delivered either by (i) certified mail, return receipt requested, postage prepaid, in the U.S. mail; (ii) a reputable messenger service or a nationally recognized overnight courier; (iii) personal delivery with receipt acknowledged in writing; or (iv) electronic delivery to the email address specified below. Either party shall have the right to change from time to time its mailing address, or email address. Until new addresses shall be given the parties' respective addresses shall be:

TO SWANCC:

Solid Waste Agency of Northern Cook County
77 W. Hintz Road, Suite 200
Wheeling, Illinois 60090
Attn: Christina Seibert, Executive Director
Tel: 847-724-9205
Email: christina@swancc.org

TO COM2:

COM2 Recycling Solutions
500 Kehoe Blvd.
Carol Stream, Illinois 60188
Attn: Kathleen Fahey, Marketing Manager
Tel: 630-345-0272
Email: kathleen@com2recycling.com

8. Miscellaneous.

8.1 COM2 represents and warrants that it is fully licensed under federal, state, and local law and regulations to collect, transport, store, and recycle Accepted Items. It further represents and warrants that it will perform the services to be provided under this Agreement in full conformity with all applicable federal, state, and local law and regulations.

8.2 It is understood and agreed by COM2 and by SWANCC, for itself and on behalf of the Member Communities, that the execution of this Agreement is not intended to affect or interfere with any existing contractual relationships for the collection and hauling of solid waste in the SWANCC region.

8.3 This Agreement sets forth the rights and obligations of the parties to this Agreement. This Agreement: (a) constitutes the entire and integrated agreement between the parties with respect to the transactions contemplated by this Agreement, (b) supersedes and replaces all prior negotiations, agreements, or understandings with respect to the transactions contemplated by this Agreement, and (c) may be modified only by written instrument which refers to this Agreement and which is duly executed by both parties.

8.4 COM2 shall not assign this Agreement or any part thereof without the prior written consent of SWANCC.

8.5 This Agreement and any questions concerning its validity, construction, or performance shall be governed by the laws of the State of Illinois.

8.6 COM2 shall act as an independent contractor. All personnel used by COM2 shall be employees of COM2. COM2 will pay all wages and appropriate expenses of said

personnel, as well as employer's Federal, State and Social Security taxes, Federal and State Employment taxes and any other required personnel taxes.

8.7 COM2 agrees to maintain, without charge, all records and documents concerning or relating to SWANCC, this Agreement and performance under this Agreement in accordance with the Freedom of Information Act ("FOIA") 5 ILCS 140/1 *et seq.* Upon SWANCC's request, COM2 shall produce all records requested by SWANCC within the timeframe requested by SWANCC, and if additional time is needed to compile the requested records, COM2 shall promptly notify SWANCC. In the event that either party is found to have not complied with the Freedom Information Act due to the other party's failure to produce documents or otherwise appropriately respond to a request under the Act, then the party failing to produce and/or respond shall indemnify and hold harmless the other party, and pay all amounts determined to be due, including, but not limited to, fines, costs, attorneys' fees and penalties.

8.8 SWANCC's failure to act with respect to a breach by COM2 does not waive SWANCC's right to act with respect to subsequent or similar breaches. The failure of SWANCC to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

8.9 The provisions of Article 8 shall survive the voluntary or involuntary termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives, effective as of the day and year first written above.

**SOLID WASTE AGENCY OF
NORTHERN COOK COUNTY**

COM2 RECYCLING SOLUTIONS

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Schedule 1. Accepted CED Items

Items to be accepted at One-Day Event Collection Sites and Permanent Collection Sites are defined by the Act and include the following CEDs:

1. Cell Phones
2. Computer Monitors
3. Computers
4. Digital Converter Box & Digital Video Disc Recorder
5. Printers, Facsimile Machines & Scanners
6. Electronic Mouse & Electronic Keyboard
7. Portable Digital Music Player that has Memory Capability and is Battery Powered.
8. Satellite Receivers & Cable Receivers
9. Televisions
10. Video Game Consoles
11. Videocassette Recorder
12. Small-Scale Server Sold at Retail

Schedule 2. Unaccepted Items

Unaccepted Items include but are not limited to the following:

1. Dehumidifiers
2. Room Air Conditioners
3. Humidifiers
4. Refrigerators
5. VHS Tapes & Other Media Disks or Tapes
6. Electronic Cigarettes
7. Wood Speakers
8. Stereo Equipment
9. Clothes Dryer
10. Clothes Washer
11. Power Tools or Cords
12. Cameras
13. Camcorders
14. Conventional Ovens
15. Shredders
16. Answering Machines
17. Calculators
18. Water pump
19. Telephones (Cordless or Landline)
20. Sump pump
21. Typewriters
22. Postage Machines
23. Microwaves
24. Small Home Appliances (Toasters, Blenders, Vacuum Cleaners, etc.)
25. Lamps
26. Copy Machines

Schedule 3. Insurance

Type of Insurance	Required Limits of Liability
Worker's Compensation	Statutory
Employer's Liability	\$100,000 per accident \$100,000 disease (each employee) \$500,000 disease (policy limit)
Commercial General Liability, including "occurrence" coverage for:	
a. Premises and operations, independent contractors protective, contractual liability, broad form property damage and XCU hazards	\$1,000,000 per occurrence for bodily injury and property damage combined. \$2,000,000 annual aggregate per location for bodily injury and property damage combined.
b. Products and completed operations (including broad form property damage)	\$1,000,000 per occurrence for bodily injury and property damage combined. \$2,000,000 annual aggregate per location for bodily injury and property damage combined.
c. Personal injury liability	\$1,000,000 per occurrence \$1,000,000 annual aggregate
d. Damage to Rented Premises	\$100,000 per occurrence
e. Medical expenses	\$5,000 per person
Automobile Liability (including owned, non-owned and hired vehicles)	\$1,000,000 combined single limit \$250 comprehensive deductible (hired auto physical damage) \$500 collision deductible (hired auto physical damage)
Umbrella/Excess Liability	\$2,000,000 each occurrence \$2,000,000 aggregate
Pollution Legal Liability	Statutory minimums required by the Consumer Electronics Recycling Act, 415 ILCS 151/1-40(d)(3) but not less than \$1,000,000 per occurrence and \$1,000,000 annual aggregate.

All insurance companies must be reasonably acceptable to SWANCC and have a minimum current rating of A.M. Best Co., Inc. of "A VIII."

All liability coverages shall be written on an occurrence basis. All insurance coverage required to be purchased and maintained shall contain a provision or endorsement providing that the coverage afforded will not be cancelled, materially reduced or altered or renewal refused until at least thirty (30) days' prior written notice has been given to SWANCC by certified mail.

Schedule 4. Event Site Locations

Permanent Site Locations are specified as follows:

Glenview Transfer Station

3 Providence Way

Des Plaines, Illinois

Open year-round; collection Saturday 9 AM - 11:30 AM

Hoffman Estates Village Hall

1900 Hassell Road

Hoffman Estates, Illinois

Open April through November; collection Monday 10 AM - 12 PM

Mount Prospect Public Works Facility

1700 West Central Road

Mount Prospect, Illinois

Open April through November; collection Wednesday 10 AM - 12 PM

Winnetka Public Works Facility

1390 Willow Road

Winnetka, Illinois

Open April through November; collection Thursday 1 PM - 3 PM

Holiday closure dates for Permanent Site Locations and specific opening and closing dates for seasonal locations to be provided by SWANCC to COM2 in accordance with the Agreement.

One-Day Event Site Locations will be established by SWANCC and Member Communities and provided to COM2 at the start of the contract year and are subject to modification per the Agreement.

Schedule 5. Compensation

For Permanent Site Collection Services:

Labor and Transportation (2025)	\$425.00 per collection
Labor and Transportation (2026)	\$450.00 per collection
Computer Monitors and Televisions	\$0.07 per pound

For One-Day Event Site Collection Services:

Labor and Transportation	
Less than 9,000 pounds	\$575.00 per trailer
9,000 to 13,499 pounds	\$385.00 per trailer
13,500 to 17,999 pounds	\$248.00 per trailer
18,000 pounds or more	\$0.00 per trailer
Computer Monitors and Televisions	\$0.10 per pound



TO: Executive Committee

FROM: Lisa Woody, Director of Programs and Administration

RE: **First Half FY25 Special Program Summary**

DATE: December 5, 2024

Following is a summary of special program total collections and cost for the first half of FY2025.

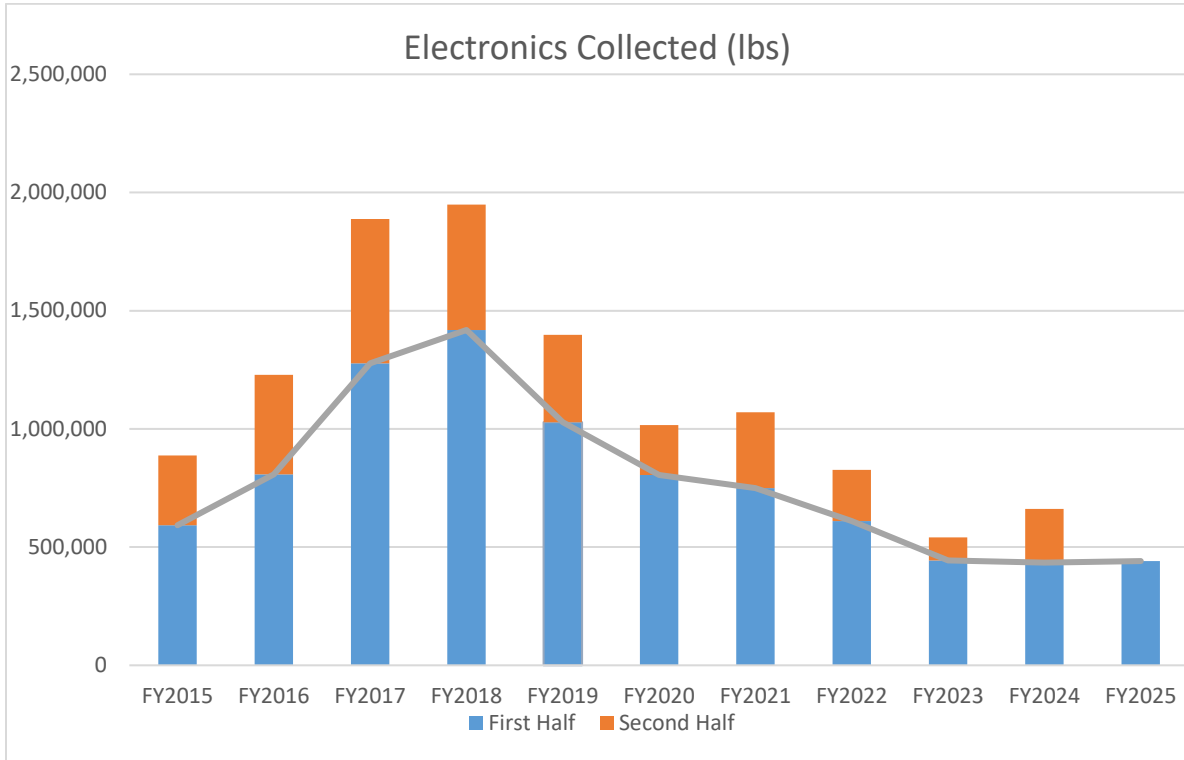
Electronics Recycling Programs:

Permanent Collection Sites: SWANCC provides a year-round drop-off for electronics at its Glenview Transfer Station and three seasonal drop-off locations from spring through fall in Hoffman Estates, Mt. Prospect, and Winnetka.

In the first half of FY2025, a total of 297,292 pounds of electronics were collected from the permanent locations by Com2 Recycling Solutions.

One-Day Events: In the first half of FY2025 there were 10 one-day events that had an electronics collection component. 144,171 pounds of electronics were collected, and 9450 vehicles were served. This is about 950 more vehicles than last year. The following communities hosted events:

- | | | |
|-------------------|-----------------|-----------------|
| Elk Grove Village | Hoffman Estates | Rolling Meadows |
| Evanston | Lincolnwood | Skokie |
| Glencoe | Morton Grove | |
| Glenview | Niles | |



In the first half of FY2025 a total of 441,363 pounds of electronics were collected at a cost of \$59,419. This is consistent with the past several years. The weight has remained consistent as the number of cars dropping off material has increased a bit. With electronics being manufactured with lighter materials this trend is expected.

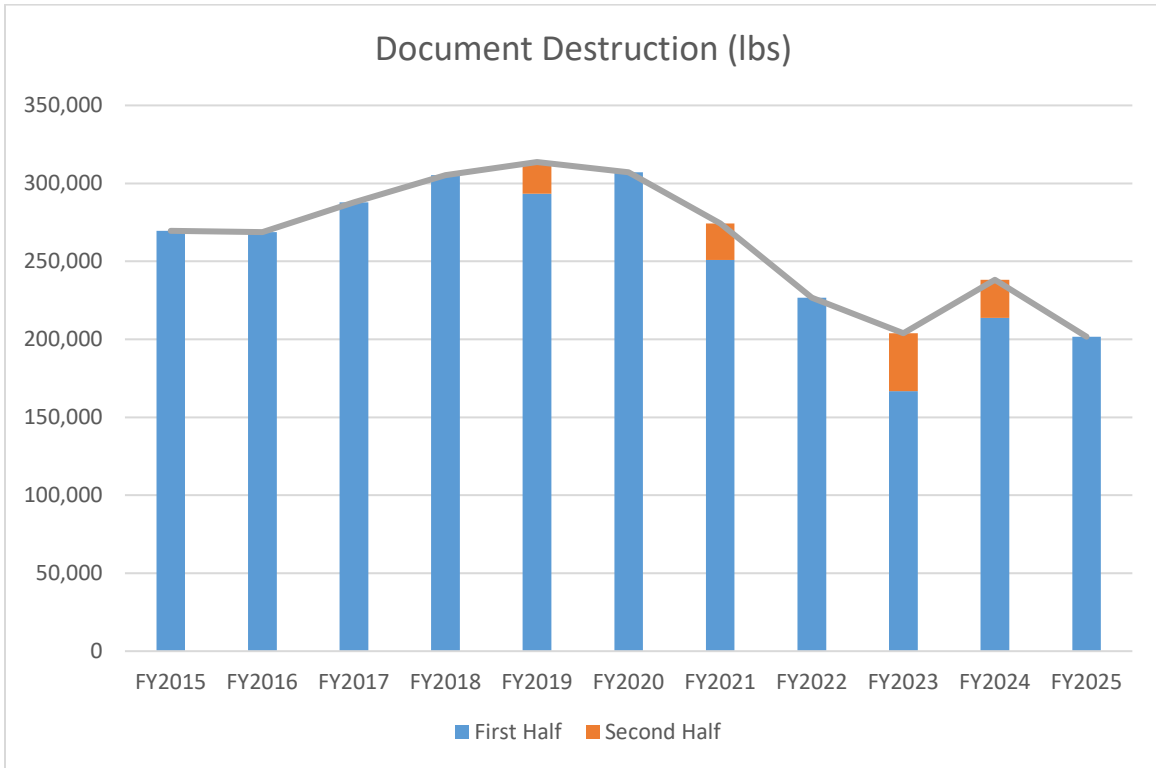
Document Destruction Events:

Shredded paper is not allowed in the curbside recycling cart because it can't be sorted at the MRF and may contaminate other materials. To provide residents with proper destruction of sensitive documents and to ensure that the paper gets recycled, SWANCC sponsored 20 shredding events in the following communities:

Arlington Heights
 Barrington
 Buffalo Grove
 Elk Grove Village
 Evanston
 Glencoe
 Glenview

Hoffman Estates
 Lincolnwood
 Morton Grove
 Mount Prospect
 Niles
 Palatine
 Prospect Heights

Rolling Meadows
 Skokie
 South Barrington
 Wheeling
 Wilmette
 Winnetka



In the first half of FY2025, a total of 201,660 pounds of paper was shredded and recycled through the combined services of Accurate Document Destruction, Van Guard Archives, Paper Tiger, and R4 Services at a cost of \$36,652. The weight of paper recycled this year decreased slightly over last year and this downward trend is expected as people transition to electronic document delivery and storage for bills, statements, and other correspondence.

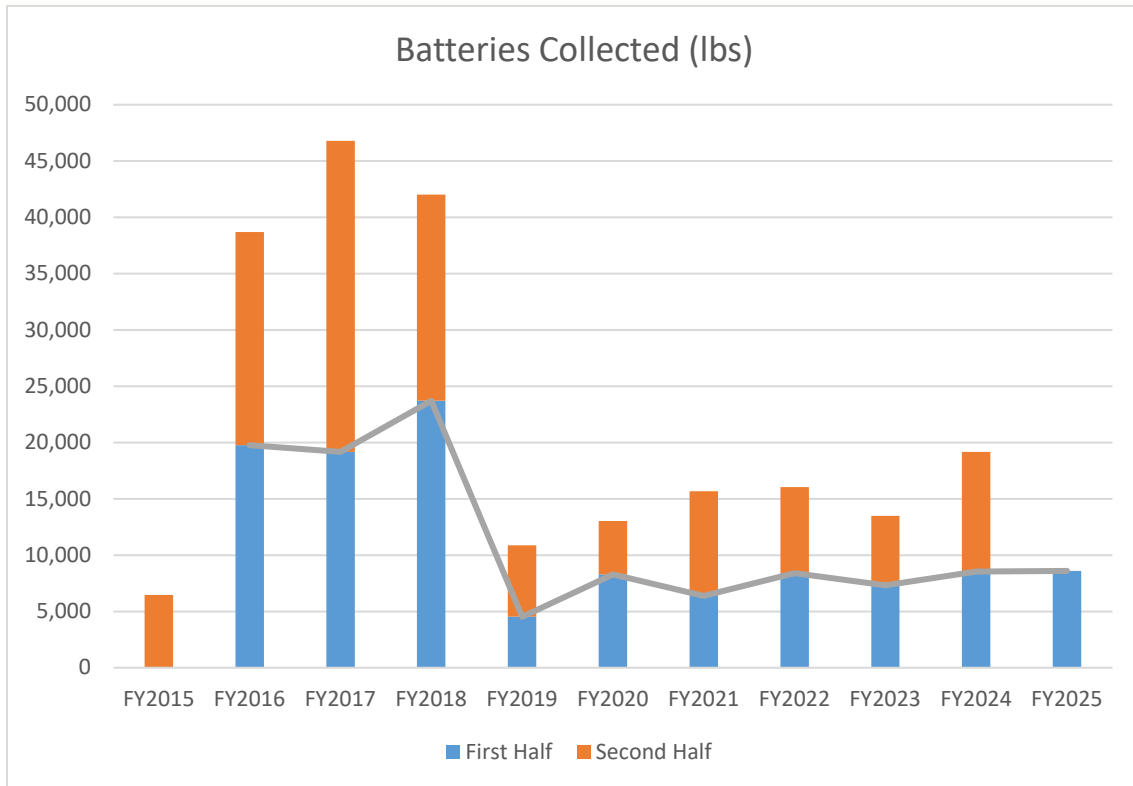
Batteries:

Elgin Recycling continues to provide services for SWANCC’s Battery Recycling Program. Participating communities can collect alkaline, rechargeable, and lithium primary chemistry household batteries. Municipal staff are then required to transport them to Elgin Recycling’s Arlington Heights facility.

In the first half of FY2025, 8,607 pounds of batteries were delivered to Elgin Recycling at a cost of \$7,746 by the following six SWANCC communities:

Arlington Heights
Elk Grove Village
Glencoe

Mount Prospect
Rolling Meadows
Skokie



While residents actively seek drop off locations for batteries, the number of SWANCC communities offering the collection service has declined. This decrease can be attributed to time constraints to monitor the program by municipal staff and the requirement to transport the batteries. SWANCC staff have been working with communities to address these issues and encourage participation in the program. Staff believes that with the introduction of battery legislation as well as a residential education awareness campaign, the ease and success of battery collection will again be on the rise.

The Illinois Portable and Medium Format Battery Stewardship Act (SB3686) will provide for statewide collection and management of all portable and medium-format batteries regardless of brand or chemistry. Collections through the program will begin in 2026, with planning occurring throughout 2025. We will continue to update you on the implementation as information becomes available.

Fluorescent Bulb Recycling Program:

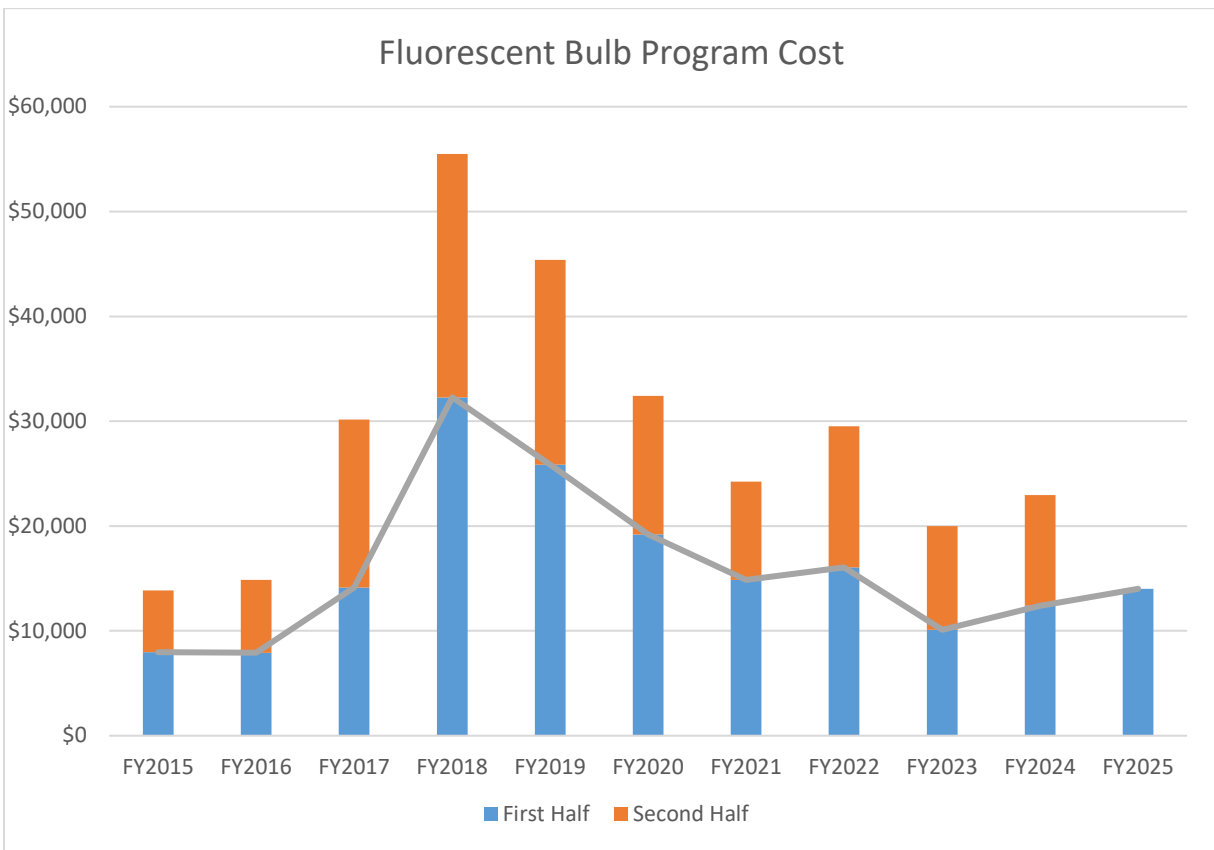
SWANCC contracts with EverLights to recycle mercury from fluorescent lamps. Materials are placed in a pre-paid box and shipped to EverLights via FedEx. The mail-back program is effective because staff ensures the boxes and pails are completely full when returned to EverLights.

The cost of recycling fluorescent bulbs has significantly increased since our last contract with EverLights but they continue to offer reduced prices to the Agency over current commercial rates. The



Agency has negotiated with EverLights for step-up pricing over the next three-year period rather than dramatically increase the cost in FY2025.

Because of the sharp increase in the cost of processing mercury containing devices and the availability of free alternative drop-off at Household Hazardous Waste sites, the Agency has decided to discontinue the collection of thermometers, thermostats, and wall switches. Existing mercury pails were collected from participating communities in August 2024.

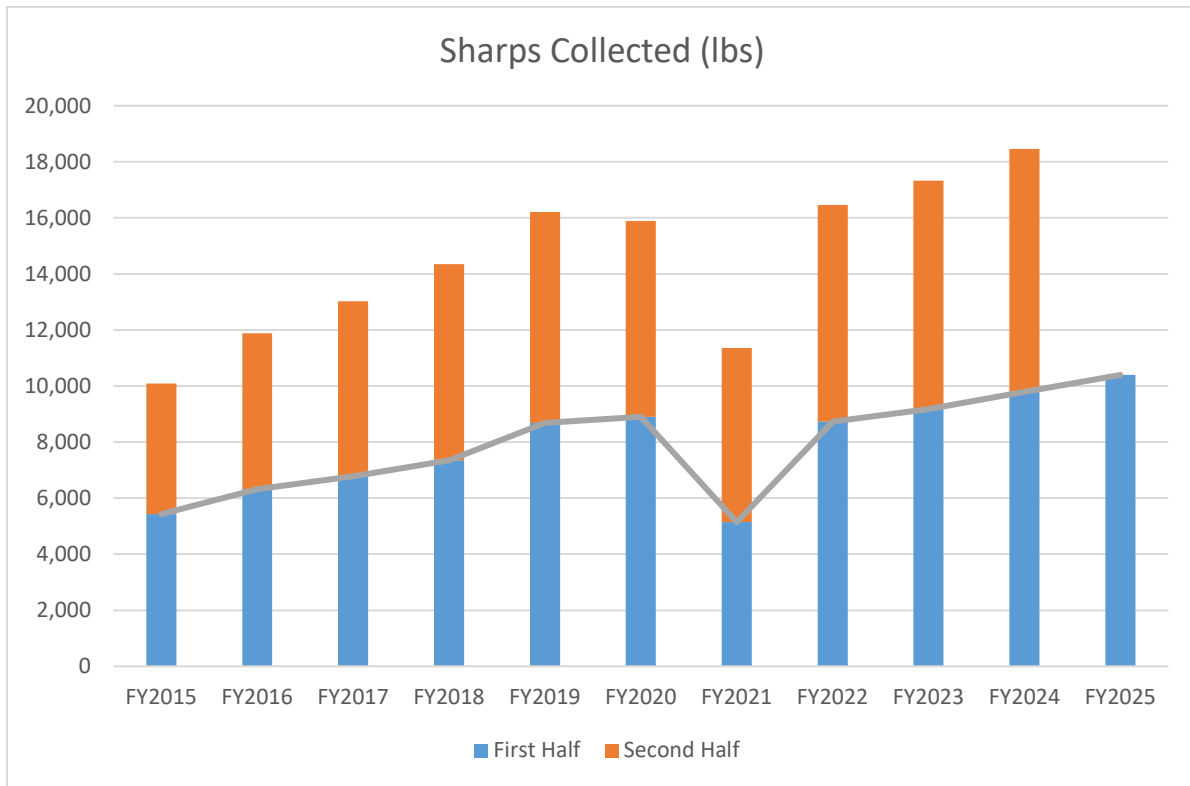


In the first half of FY2025, assorted fluorescent bulbs/light tubes and mercury-containing items were recycled by EverLights, at a cost of \$14,010. As more homes switch to LED bulbs the number of fluorescent bulbs collected is expected to decrease.

Sharps Disposal Program:

The Agency’s sharps collection program continues to provide containers supplied by Medline and disposal provided by Daniels Health. The following twenty-one SWANCC communities participate in the sharps collection program.

- | | | |
|-------------------|----------------|------------------|
| Arlington Heights | Inverness | Park Ridge |
| Barrington | Kenilworth | Prospect Heights |
| Elk Grove Village | Lincolnwood | Rolling Meadows |
| Evanston | Morton Grove | Skokie |
| Glencoe | Mount Prospect | Wheeling |
| Glenview | Niles | Wilmette |
| Hoffman Estates | Palatine | Winnetka |



Daniel’s Health manages the sharps collected in this program for a flat cost instead of a volume-based fee. In the first half of FY2025, 10,394 pounds of sharps were collected and disposed at a cost of \$28,036.

With the implementation of the Illinois Drug Take-Back Act on January 1, 2024, which requires the provision of drug take-back services to residents across the state, SWANCC suspended its pharmaceutical program on December 31, 2023. The Agency recommends that member communities



participate in Cook County Sheriff's Department's program. To set up a collection kiosk, contact Anastasia Mondo, Supply Chain Management, at anastasia.mondo@ccsheriff.org, or 773-843-5335 x3.

The following SWANCC communities currently participate in the Cook County Program:

Arlington Heights	Glenview	Park Ridge
Barrington	Hoffman Estates	Prospect Heights
Buffalo Grove	Kenilworth	Rolling Meadows
Elk Grove Village	Lincolnwood	Skokie
Evanston	Mount Prospect	Wilmette
Glencoe	Niles	Winnetka

Thank you for your continued support of SWANCC's programs. If your community is not currently participating in any of these programs but would like more information on how to implement them for your residents, please contact me and I would be happy to help get you started.



TO: Executive Committee

FROM: Christina Seibert, Executive Director

RE: 2025 Legislative Priorities

DATE: December 4, 2024

Background

In preparation for the 2025 legislative session, and through collaboration with the Illinois Product Stewardship Council and peer agencies and counties, I have been active in developing draft legislation to address household hazardous waste management, electronics recycling, compost market development, and food scrap diversion. Proposed policy for each of these topics is described below, with each expected to be introduced early in the 2025 session.

Household Hazardous Waste Management

With assistance from the Product Stewardship Institute (PSI), SWALCO has prepared a draft bill entitled "Household Hazardous Waste Stewardship Act". The bill would shift costs for operation of permanent HHW sites in Illinois from local governments who own the facilities to the producers of the hazardous products they collect from residents; for SWALCO, that is a \$450,000 cost annually, and sites in Chicago and Naperville are estimated at a similar operating cost. The bill would gradually shift much of the cost for transportation and final disposition of the HHW collected to the producers (currently funded fully by IEPA), with IEPA remaining the generator-of-record for Superfund-related purposes. It would also increase the access to HHW one-day collections and may spur development of additional permanent sites, requiring 70% of the State's population to be within 15 miles of a permanent site and an additional 25% of the population to be within 25 miles of a one-day collection held at least annually. The draft bill has been shared with owners of the five current permanent sites, three counties in the process of developing facilities (Cook, Champaign, and McLean), IEPA, Illinois Manufacturers Association, Illinois Retail Merchants Association, National Waste and Recycling Association, and the Chemical Industry Council of Illinois for comment prior to preparing for filing. Senator Koehler (Peoria) and Representative Chung (Bloomington) have agreed to be the chief sponsors in the Senate and House.

Electronics Recycling

The Consumer Electronics Recycling Act (CERA) sunsets on December 31, 2026. While CERA has provided more reliable recycling service than the previous electronics recycling bill, and SWANCC has generally been well-served in partnership with Com2 as a participant in the program in most years, there are opportunities to improve program operations as we seek to extend it beyond the sunset date. I have been working with the Illinois Product Stewardship Council and the statewide Electronics Recycling Task Force that I am appointed to under CERA to draft a bill with the following changes:



- Remove the sunset provision
- Add flexibility to the list of covered devices to include any peripheral device for a television or computer
- Expand the program to cover more than residential electronics and include covered devices from K-12 schools, small non-profits, and local governments
- Increase access to electronics recycling in counties that do not choose to opt in to the program by requiring manufacturers to identify collection sites to serve those counties

Bill sponsors are currently being identified. In discussions with stakeholders representing various producer groups, it is our goal to introduce a consensus bill for approval in 2025 to ensure seamless planning for the 2027 program year, given that planning will need to take place during 2026.

Compost Market Development and Food Scrap Diversion

Senator Johnson (Waukegan) introduced a broad organic waste diversion bill in 2024 that stimulated significant discussion about the ability of existing composting infrastructure to manage more food scraps, given that the existing infrastructure has developed primarily to manage yard waste following the 1990 disposal ban on yard waste. While that bill did not advance, Senator Johnson has been working with SWALCO to draft two bills for introduction in 2025.

Compost Market Development: Compost sites in Illinois regularly produce more finished compost than the market demands. This causes finished compost to sit unsold and unused at their facilities, limiting the space available to manage additional incoming organics and raising concerns about marketing more finished product. For some sites, land application on agricultural fields near the compost site has become a significant outlet; Midwest Organics Recycling in McHenry and Thelen Materials in Antioch both apply thousands of cubic yards of compost on farmland that their respective parent companies own adjacent to their compost facilities. While beneficial for their crops, they lack the demand to use all of their current material, let alone additional compost that would be produced with more incoming organics.

The compost market development bill will focus on moving finished compost from composters to large markets such as agricultural fields, roadway projects, and stormwater management. Compost use is also a significant method of achieving carbon sequestration, which is critical to address climate change. Illinois received a \$430 million dollar Climate Pollution Reduction Grant from the federal government to address climate change, which may provide a funding source to stimulate compost market development; approximately \$111 million is to be used for agricultural-related uses such as no-till farming and cover crops, and carbon sequestration is also part of the grant. Large-scale compost use will be studied through the bill to document the direct advantages that compost provides in those applications as well, intended to provide empirical data to encourage farmers and project teams to routinely use compost and increase sustainable, long-term market outlets. If passed, the study period would begin in 2026.



Solid Waste Agency of Northern Cook County

Food Scrap Diversion: Central to Senator Johnson's 2024 bill was a ban on food scraps from the landfill. The food scrap diversion bill proposes to require food scrap generators to divert food scrap from landfill disposal. Illinois banned disposal of yard waste in 1990, resulting in approximately 500,000 tons of yard waste being diverted to compost sites annually and significant additional quantities being managed on-site through mulching or home composting. It is estimated that approximately 2.2 million tons of food scrap is disposed in Illinois annually, more than quadruple the current yard waste tonnage managed by composters.

Diversification preferences include a hierarchy that first encourages reduction and recovery of edible food to feed people or animals before considering management through composting or anaerobic digestion. Generators will be subject to the requirements of the bill if there is a facility permitted to accept food scrap and with available capacity within 20 miles of the generator. The bill proposes a phase-in approach, targeting the largest generators (those disposing more than 104 tons of organics annually, or an average of 2 tons per week, such as grocery stores and large restaurants or hospitality venues) beginning in 2028; this provides time for the compost market development study to be completed and for more capacity to be developed. The generation threshold will be reduced each year over a 7-year period to gradually include smaller generators as the collection and processing infrastructure matures, with residential generators being subject to the diversion requirement beginning in 2034.

Summary

I am working with Taylor Anderson to meet with key legislators representing the SWANCC region and potential sponsors to build support on the listed priorities, including meeting with a number of legislators during the November veto session. I am also working closely with SWALCO and their lobbyist, Mike Grady, to advance bill language to introduce in January on each of these topics.

I look forward to your feedback on these legislative priorities. If you have any questions, please do not hesitate to contact me at (847) 243-4710 or christina@swancc.org.



TO: Executive Committee

FROM: Christina Seibert, Executive Director

RE: **Monthly Status Report**

DATE: December 5, 2024

Below is a summary of activities through November 2024:

- a. Transfer station operations are consistent with typical deliveries and conditions this time of year. Member deliveries in November averaged 922 tons per day, and total deliveries averaged 1,300 tons per day. Tonnages from individuals and contractors were moderately reduced due to closure of the transfer station most Mondays during the month (see item b).
- b. The transfer station was closed to contractors and individuals on Mondays between October 21 and December 2 to accommodate interior work on the HVAC system during the regular workday. All closures were posted in advance at the transfer station scale and office as well as on SWANCC's website to provide advance notice to customers of the closure. Very few complaints were received from customers regarding the closures, and several expressed appreciation for the notice provided well in advance of each closure.
- c. Roof replacement is nearly finished, with a small portion of the final membrane and sheet metal capping to be completed in addition to painting rooftop vents, staying well on schedule for completion before the end of the year. HVAC replacement is also nearly complete, and the system was tested for heat startup today with no issues. Final duct smoke / fire system connections are being completed and controls are being established. Final testing will need to be completed in spring for cooling system functions.
- d. Saturday e-waste collections at the transfer station continue to run with no issues. Weekly collections in Hoffman Estates, Mount Prospect, and Winnetka have ended for the season and will start again in April. A winter document destruction event at the transfer station is scheduled for February 22. Lisa has also finalized the document destruction and e-waste collections for 2025 with members and all vendors.
- e. Six member communities have opted in to the at-home household hazardous waste collection program, including Arlington Heights, Glencoe, Rolling Meadows, Skokie, Wheeling, and Winnetka. Collections are being scheduled, and the first collection was completed in November in Arlington Heights. Opt-in communities have received promotional information to share with their residents, and staff have scheduled monthly program review calls with Clean Harbors to monitor program operations.
- f. Recycling commodity values continue to be below the processing cost under the Recycling Incentive Program (RIP), with revenue last received in August 2022. Commodity values have increased over the past several months and were holding at a blended value of approximately



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\$87/ton, though pricing dropped to \$78/ton in October with index pricing dropping for nearly all commodities.

- g. Final setup of the Agency's new website and the Recycle Coach web and mobile app tool are nearly complete. We will be working with member communities who have not completed their onboarding with Recycle Coach after we launch our new site, with a goal to have all communities onboarded in early 2025.
- h. Staff will welcome a new administrative intern, Shea Walter, on December 11. Shea is an undergraduate student at Northern Illinois University in the Environmental Studies program, with graduation expected in December 2025. Her previous experience includes sustainability planning and benchmarking, with interest in leveraging sustainable practices for operational efficiency in the public sector. She will work part-time, typically 2 days per week based on her class schedule, to support staff on various data, research, and planning activities.
- i. A motion to dismiss the environmental complaint against the Des Plaines Landfill was filed by Glenview and SWANCC with the Pollution Control Board on December 3, citing that all matters have been settled with the Archdiocese. The filing can be viewed at <https://pcb.illinois.gov/documents/dsweb/Get/Document-111383>.

I hope that you find this information useful. Please contact me at (847) 243-4710 or christina@swancc.org if you have any questions.