



**SOLID WASTE AGENCY OF LAKE COUNTY, IL**

**MEMORANDUM**

To: Glenn Ryback, Chairman, Executive Committee  
From: Walter S. Willis, Executive Director *ZSW*  
Subject: July 2016 Meeting Notice Information  
Date: July 8, 2016

Attached you will find the agenda for this month's meeting, the minutes from the March 17, 2016 meeting, and the referenced information item.

Walter Willis' employee review is on the agenda and will be conducted at this meeting. In addition, the Executive Committee needs to elect a new Chairman and Vice Chairman. The current Vice Chairman, Michael Talbott, has expressed an interest in serving as Chairman to replace Glenn Ryback. This does not preclude other members of the EC from being nominated for Chairman as well. We also need someone to be nominated for the Vice Chairman position so we can fill that position. You are able to nominate yourself, fyi.

Please let Amy Bartemio know if you will be attending and what your lunch order is.

**SOLID WASTE AGENCY OF LAKE COUNTY, IL**  
**EXECUTIVE COMMITTEE**  
**Thursday, July 14, 2016 12:00 Noon**  
**1311 N. Estes Street Gurnee, IL 60031**

1. CALL TO ORDER ..... Chairman Ryback
2. ROLL CALL ..... Secretary
3. APPROVAL OF MINUTES  
*March 17, 2016*
4. NEW AGENDA ITEMS
5. PUBLIC COMMENT ON AGENDA ITEMS
6. SPECIAL ELECTION – Nominations for the Executive Committee Chairman & Vice Chairman
7. EXECUTIVE COMMITTEE ITEMS ..... Chairman Ryback

**Information Items**

1. Project and Program Updates

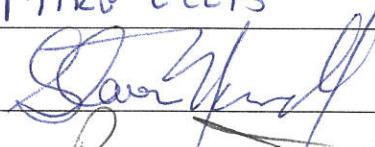
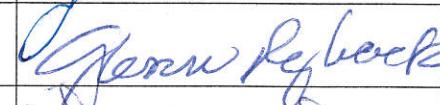
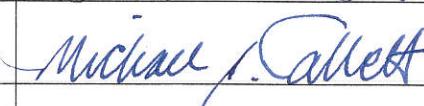
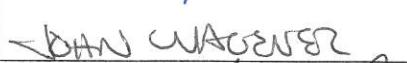
  

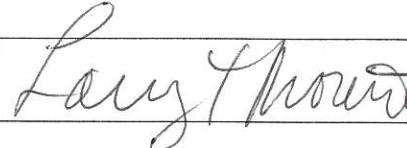
8. EXECUTIVE SESSION - *Executive Director Annual Review*
9. ADJOURNMENT

**SOLID WASTE AGENCY OF LAKE COUNTY (SWALCO)  
EXECUTIVE COMMITTEE**

SIGN IN SHEET

March 17, 2016

COMMUNITY	REPRESENTATIVE	TITLE
ELLIS	Mike Ellis	VILLAGE MANAGER
MANDEL		LAKE COUNTY BOARD
MUETZ		VILLAGE ADMINISTRATOR
NORRIS		MAYOR
RYBACK		MAYOR
SOTO		MAYOR
TALBETT		VILLAGE ADMINISTRATOR
WAGENER		TRUSTEE
WARDA		SENIOR PLANNER

MOUNT		SWALCO BOD CHAIRMAN
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REPRESENTATIVE		SWALCO EXECUTIVE BOARD VOTING RECORD/03.17.16									
		GLD Property renewal - Insurance 2016 3/31-16		Consent Jan & Feb 2016							
Attendance		A	N	A	N	A	N	A	N	A	N
MIKE ELLIS	✓	✓		✓							
STEVEN MANDEL	✓	✓		✓							
PATRICK MUETZ	✓	✓		✓							
JOHN NORRIS	✓	✓		✓							
GLENN RYBACK	✓	✓		✓							
LINDA SOTO	✓	✓		✓							
MICHAEL TALBETT	✓	✓		✓							
JOHN WAGENER	✓	✓		✓							
NIMROD WARD	✓	✓		✓							

(9) (9) (9)  
 Jan & Feb

# PUBLIC SIGN-IN SHEET

## (Executive Committee Meeting)

Name \_\_\_\_\_

## Address

## Representing

none

A hand-drawn graph on lined paper. The graph shows a downward-opening parabola opening to the left. The vertex of the parabola is located at approximately (-1, 1). The parabola passes through points such as (-2, 0), (-3, 1), and (-4, 2). The x-axis is labeled "none" in cursive handwriting. The graph is drawn with a single continuous black line.

Date: 03/17/16



MINUTES

**SOLID WASTE AGENCY OF LAKE COUNTY, IL**

**EXECUTIVE COMMITTEE**

Thursday, March 17, 2016 12:00 NOON

1311 N. ESTES STREET, GURNEE, IL 60031

**CALL TO ORDER**

Chairman Ryback called the meeting to order at 12:02 pm with 9 members present.

**APPROVAL OF MINUTES**

Motion by *Michael Talbett* seconded by *John Norris* to approve the Executive meeting minutes of 2/18/2016.

**NEW AGENDA ITEMS**

**PUBLIC COMMENT**

*None*

**EXECUTIVE COMMITTEE ITEMS**

*None*

**CONSENT ITEM**

Expenditure Reports (January and February 2016).

Motion by *Steven Mandel*, seconded by *Pat Muetz*.

*Motion was approved.*

**ACTION ITEMS**

**1. Insurance Renewals**

Steve Nelson SWALCO gave a brief update of the four insurance policies up for renewal. The policies are: general liability insurance, pollution legal liability insurance, business automotive insurance and commercial property insurance. Maintaining these policies is vital to our operation and protection of our Agency. The existing policies expire on March 31, 2016.

Insurance broker Arthur J. Gallagher Risk Management Services (AJ Gallagher) was asked to obtain quotes for renewal of these policies. AJ Gallagher solicited policy quotes only from top rated (class A or better) insurance carriers.

Navigator's "bundled" policy provides the greatest coverage, lowest deductibles and lowest overall cost. Navigator's policy also has the lowest deductible for the Pollution Legal Liability policy (\$25,000/occurrence vs. \$100,000/occurrence). Navigators quote for these coverage policies is \$34,514 (twenty eight dollars less than last year).

Securing an interested carrier for the Commercial Property insurance proved extremely difficult this year. Carriers stated they are not interested in providing coverage for the risks inherent with our class of business operations. Only one of the eight carriers (AIX Specialty) contacted elected to provide a quote. AIX Specialty's (AIX) commercial property quote is \$22,382 (including fees/services), a \$5,325 increase from last year.

Motion by *Pat Muetz*, seconded by *Michael Talbett* to approve these policies and to pay the invoices (\$56,896.00) immediately upon receipt. *Motion was approved on a roll call vote of 9 to 0.*

## INFORMATION ITEMS

### **1. Compost Bin & Rain Barrel Sale and Education**

Merleanne Rampale discussed the upcoming event including details about the regional benefits of using rain barrels and compost bins in Lake County. The event will be held on Saturday, May 7, 2016 at Independence Grove Forest Preserve in Libertyville from 9:00 am to 3:00 pm. This is a one day sale only and quantities will be limited. The Native Plant Sale will be held for 2 days.

As we have done in the past, if we have extra containers and accessories after the sale, they will be available for purchase at our office, and also at Stormwater's office at the Permit Center in Libertyville. Please help to promote this event. Several communities have offered rebates to their residents who purchased bins or barrels. Other communities have purchased bins and barrels to have available to residents to purchase right in the village/city. Please notify Merleanne if your community plans to offer a rebate for residents this year, or if you are interested in making these available to your residents to purchase at your Village/City Hall or other local site.

### **2. Electronics Program Update**

Walter Willis discussed the background and current status of the residential electronics recycling program. At the March 3<sup>rd</sup> Board meeting SWALCO staff was instructed to develop an exit strategy if the collection sites are closed on May 1<sup>st</sup>. Based on our experience closing the Wauconda Township and WMI-Antioch collection sites we can expect electronic material to be illegally dumped at the five collection sites after they close. The dumping may be more severe due to the lack of access to locations that will accept electronics, most notably TVs. The proposed exit strategy included: a. Develop and distribute information on the locations in and near Lake County to manage the electronics banned from the landfill, including a list of those items that are banned and those that can still be thrown away. Timing for issuing this information will be in early April. b. Prepare signage for all five sites indicating the site is closed, and provide information at the sites (a flyer) for alternative locations, per the list developed above. c. Enter into a contract with a recycler to provide a semi-trailer on a periodic, as needed basis that the five collection sites, and other SWALCO members, can use to take illegally dumped electronics. SWALCO will cover the cost for these trailers, and continue to offer this service as long as illegal dumping continues to be a significant problem. d. Engage and inform local law enforcement about the closure of the sites and ask for a periodic presence at the sites to deter illegal dumping.

A few executive members suggested voluntary funding from member municipalities which would allow additional time for legislative action. The current estimate, to continue the electronics recycling program until December 2016, is \$62,000. Walter Willis will send out an email to inquire about this temporary solution versus shutting down the locations on May 1<sup>st</sup>.

***NEXT EXECUTIVE COMMITTEE MEETING:*** Thursday, May 19, 2016 - 12:00 p.m.

***NEXT BOARD MEETING:*** Thursday, April 14, 2016 - 7:00 p.m. Hainesville Village Hall, 100 N. Hainesville Road, Hainesville, IL 60030

***ADJOURNMENT (1:15 p.m.):*** Motion by *John Norris*, seconded by *John Wagener* to adjourn.  
*Motion was approved.*

Revised - N.I.P.  
Issued during 3-17-16 ECM

## SWALCO - Summary of Terms & Premium Recap-2016

**Coverage** Integrated General Liability and Pollution Liability  
**Carrier** Navigators Specialty Insurance Company  
**Form** NAV NP3 Toolkit (04/10)  
**Policy Period** 03/31/2016 to 03/31/2017

Terms/Option	Limit	Deductible	Premium
A	<b>General Liability</b> \$1,000,000 – Each Occurrence \$2,000,000 – General Aggregate <b>Contractors Pollution Liability - Occurrence</b> \$5,000,000 – Each Incident \$10,000,000 - Aggregate <b>Pollution Liability</b> \$5,000,000 – Each Incident \$10,000,000 - Aggregate <b>Professional Liability</b> \$1,000,000 – Each Incident \$1,000,000 - Aggregate	<b>Commercial General Liability</b> \$5,000 <b>Contractors Pollution Liability</b> \$25,000 <b>Pollution Liability</b> \$25,000 <b>Professional Liability</b> \$5,000	\$31,346

\*Premium does not include the optional TRIA premium of \$940. Illinois Surplus Lines Tax and Stamping Fee 3.7% of the Premium \$1,160 is applicable. This is a state insurance requirement.

**Coverage** Commercial Property  
**Carrier** Verlan Fire Insurance Company - Hanover (New Carrier)  
**Form** Building and Personal Property Coverage Form – CP 00 10 10 12  
**Policy Period** 03/31/2016 to 03/31/2017

Terms/Option	Limit	Deductible	Premium
A	<b>Property Values</b> 1,750,000	<b>Per Loss</b> \$5,000	\$11,750

\*Premium does not include the optional TRIA premium of \$327. No Illinois Surplus Lines Tax or Stamping Fee cost.

**Coverage** Commercial Auto  
**Carrier** Navigators Insurance Company  
**Form** Business Auto Coverage Form – CA 00 01 03-10  
**Policy Period** 03/31/2016 to 03/31/2017

Terms/Option	Limit	Deductible	Premium
A	<b>Auto Liability</b> - \$1,000,000 Combined Single Limit <b>Uninsured Motorists</b> - \$50,000- Per Occurrence <b>Underinsured Motorists</b> - \$50,000 – Per Occurrence <b>Medical Payments</b> - \$5,000 <b>Hired and Non-Owned</b> -\$1,000,000 Combined Single Limit	None	\$2,008
	<b>Physical Damage</b> – Actual Cash Value	\$1,000- <b>Comprehensive</b> \$1,000 - <b>Collision</b>	

## **I – 1. Project and Program Updates**

**BACKGROUND:** The following are updates on several projects and programs we are currently working on:

1. SWALCO received its second quarterly host fee payment from Groot for the Round Lake Park TS in the amount of \$32,550.64. This is the last quarter that SWALCO will be paid at the rate of \$0.95 per ton, future quarters will be at the rate of \$.045 per ton per the terms of the host agreement. The TS is averaging approximately 500 tons per day.
2. The costs for the electronics program are gradually increasing and are now estimated to be in the range of \$3,000 per month. Staff has a call with ERI on July 13<sup>th</sup> to determine why the costs are increasing in June vs. May for the non-compliant electronics (items not covered under the State law). The Waukegan site is now closed for non-Waukegan residents, the City is providing a drop-off for its residents only.
3. Efforts are being made to set up a meeting with Waukegan to discuss its membership status in the Agency, to date a meeting has not been scheduled.
4. Staff has had discussions with WMI and the haulers that utilize WMI's recycling facility in Grayslake regarding the current agreement we have for our recyclables. The Agency must make a decision on whether to enter into negotiations with WMI to extend the current agreement or whether to go out with an RFP to all recycling facilities in the Chicago market that currently accept our recyclables (includes the Groot facility in Elk Grove, Lakeshore's on the south side of Chicago and Resource Management's in Chicago Ridge). Staff is looking for input and direction from the EC at the July meeting.

**ENCLOSED DOCUMENTS:** None

**STAFF:** Walter Willis, Executive Director