



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

**MEMORANDUM**

To: Michael Talbott, Chairman, Executive Committee  
From: Walter S. Willis, Executive Director  
Subject: July 2019 Meeting Notice Information  
Date: July 11, 2019

Attached you will find the agenda for our next meeting on July 18, the minutes from the March 22, 2019 meeting, and the referenced consent, and action items.

Please let Amy Bartemio know if you will be attending or not.

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

**EXECUTIVE COMMITTEE**

**Thursday, July 18, 2019 12:00 pm**

**1311 N. Estes Street Gurnee, IL 60031**

1. CALL TO ORDER.....Chairman Talbett
2. ROLL CALL .....Secretary
3. APPROVAL OF MINUTES  
*March 22, 2019*
4. NEW AGENDA ITEMS
5. PUBLIC COMMENT ON AGENDA ITEMS
6. EXECUTIVE COMMITTEE ITEMS.....Chairman Talbett

**Consent Item**

1. Expenditure Reports (*May 2019*)

**Action Items**

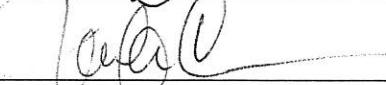
1. Legal Assistance, Sidley Austin – WMI Acquisition of ADS (letter of engagement - E.F.P)
2. Americorps GR Intern – Mayors Caucus
3. Public Officials Liability Insurance Renewal
4. 2019 Parking Lot Improvements Review/Approval (E.F.P.)

7. EXECUTIVE SESSION – *Executive Director Annual Review & Closed Meeting Minute Review*
8. ADJOURNMENT

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

SIGN IN SHEET

March 22, 2019

COMMUNITY	REPRESENTATIVE	TITLE
ELLIS	Mike Ellis	VILLAGE MANAGER
HEWITT		PUBLIC WORKS DIRECTOR
MUETZ		VILLAGE ADMINISTRATOR
NORRIS		MAYOR
ROTHING		VILLAGE PRESIDENT
TALBETT		VILLAGE ADMINISTRATOR
WAGENER		TRUSTEE
WARDA		SENIOR PLANNER
CLARK, J		LAKE COUNTY BOARD

RYBACK		SWALCO BOD CHAIRMAN
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	A	B	C	D	E	F	G	H	I	J
1			SWALCO EXECUTIVE BOARD VOTING RECORD/03.22.19							
2			Consent Dec 2018 Jan 2019		Ins. Renewal GL, Auto Environ, Egypt		Veolia HCW Contract 1st and 2nd Grant permission			
3	Attendance		A	N	A	N	A	N	A	N
4	MIKE ELLIS	✓	✓		✓		✓			
5	MIKE HEWITT	✓	✓		✓		✓			
6	PATRICK MUETZ	—								
7	JOHN NORRIS	✓	✓		✓		✓			
8	BUD ROTHING	—								
9	MICHAEL TALBETT	✓	✓		✓		✓			
10	JOHN WAGENER	✓	✓		✓		✓			
11	NIMROD WARD	✓	✓		✓		✓			
12	JENNIFER CLARK	✓	✓		✓		✓			

(7) (1) (1) (1)

# PUBLIC SIGN-IN SHEET

## (Executive Committee Meeting)

Name

## Address

## Representing

honey

A hand-drawn graph on lined paper. The curve starts at the top left, descends to a minimum, and then rises to a maximum before descending again. The curve is concave down for most of its length. The graph is drawn with a single continuous line.

Date: 03/22/19



MINUTES

**SOLID WASTE AGENCY OF LAKE COUNTY, IL**  
EXECUTIVE COMMITTEE  
Friday, March 22, 2019 12:00 pm  
1311 N. ESTES STREET, GURNEE, IL 60031

**CALL TO ORDER**

Chairman Talbott called the meeting to order at 12:03 pm with 7 members present.

**APPROVAL OF MINUTES**

Motion by *John Norris* seconded by *John Wagener* to approve the Executive meeting minutes of 12.13.18  
*Motion was unanimously approved.*

Motion by *John Norris* seconded by *Mike Ellis* to approve the Legislative meeting minutes of 12.13.18  
*Motion was unanimously approved.*

**NEW AGENDA ITEMS**

**PUBLIC COMMENT - *None***

**EXECUTIVE COMMITTEE ITEMS – *None***

**CONSENT ITEM**

Expenditure Reports (December 2018 & January 2019).

Motion by *John Norris*, seconded by *Mike Hewitt*.

*Motion was approved.*

**ACTION ITEMS**

**1. Insurance Renewals (GL, Pollution, Automotive & Commercial Property)**

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, 2019. SWALCO's insurance broker, Arthur J. Gallagher Risk Management Services (AJ Gallagher), to obtain quotes from top rated (class A or better) insurance carriers for renewal of these policies. Upon completing their review of the quotes received AJ Gallagher recommends securing the following:

- One Beacon Insurance Company (One Beacon) for the general liability, pollution legal liability, and commercial auto insurance.
- Kinsale Insurance Company (Kinsale) for the commercial property insurance and
- Hartford Steam Boiler Inspection Insurance Company (Hartford Steam) for facility equipment (forklift, generator, can crusher etc.) coverage.

One Beacon's "bundled" policy provides the best coverage, lowest deductibles and lowest overall cost. One Beacon's premium for the policies is \$24,776.45 (inclusive of state mandated taxes and fees). Kinsale Insurance Company's quote for the Commercial Property insurance coverage is \$11,594.00 (inclusive of state mandated taxes and fees) while Hartford Steam's quote for equipment coverage is \$634.00. Note: All policies are annual policies and all exclude terrorism coverage. The combined total for above referenced policies is \$37,004.45.

Motion by *John Norris*, seconded by *Nimrod Warda* to approve these policies and to pay the invoices immediately upon receipt. *Motion was approved on a roll call vote of 7 to 0.*

## **2. Veolia HCW Contract Extension (ERP)**

Steve Nelson discussed our current contract with Veolia Environmental, the company performs chemical handling and transportation services for our Household Chemical Waste collection program. The contract has a one-year term with four one-year extension options. SWALCO exercised our third one-year extension in April 2018. That extension is due to expire on April 30, 2019. To maintain Veolia's services SWALCO must execute the service extension(s) available under the contract. To date, Staff is extremely satisfied with the services provided by Veolia ES and requests permission to exercise the final extension available under the contract. This extension will secure their services through April 30, 2020. Staff also requests permission to negotiate a moderate price (up to a 3% maximum) increase only if a justifiable request is made. Knowing the May 2020 contract deadline, Staff and the Lake County Purchasing Department will develop a new Bid Document for HCW Labor and Transportation services. The Bid Document is expected to be advertised in March 2020 with final award in April.

Motion by *Mike Hewitt*, seconded by *John Norris* to approve the FINAL Veolia contract extension. ***Motion was approved on a roll call vote of 7 to 0.***

## **INFORMATION ITEMS**

### **1. Project and Program Updates – Brief Updates Given by Walter Willis**

Walter Willis provided summaries and updates regarding several projects and programs we are currently working on:

- The Task Force on reducing recycling contamination met on March 12<sup>th</sup> for the 5<sup>th</sup> time and continues to work on building up the information on the IEPA's website. Task Force members are also going to conduct more research into the cart tagging best practices, and plan to develop a new short video to be released around Earth Day. Lake County Communications has agreed to assist with creating the video.
- Walter is assisting Gurnee, Grayslake, Long Grove and Warren Township negotiate contamination and cart tagging language with WMI, that will hopefully be the same language future WMI clients can use. Walter also met with Lindenhurst which is interested in starting the commercial franchise process, beginning with a survey of the business community's current costs and level of service.
- Walter attended meetings with all three townships, Avon, Shields and Fremont, that passed hauler referendums. The goal is to go out to bid this summer and have contracts in place by the fall.
- Walter attended the hearing on SB 1240 (plastic bag bill) on March 6<sup>th</sup> and the bill was voted out of committee and put on second reading. Senator Link has asked that our lobbyist and SWANCC's lobbyist schedule meetings with the Governor's office. We plan to meet later this month with the Governor's office to indicate our support for Senator Link's bill. A competing bill, HB 3335 is being pushed by environmental groups. Walter also spent March 13<sup>th</sup> in Springfield meeting with Senator Bush and other members of the Senate Environment Committee, and the Governor's office on the carpet recycling bill. That bill will be called on March 21, 2019, and the carpet industry is now aware Senator Bush will be filing a bill. Both Minnesota and New York have filed EPR bills for carpeting as well. Good work on the bottle bill witness slips, that bill (HB 2651) is now dead for this session. We are in talks with the waste industry on a lithium battery bill that would make it illegal to put lithium batteries in the recycling cart. Originally the industry wanted to ban them from the garbage cart but based on our concern about a "ban without a plan" the industry modified it to the recycling cart only. Lithium batteries are a growing fire hazard in waste and recycling facilities. Finally, staff is working with the IEPA on language that would require IL to develop a statewide waste management plan for the state, that bill is HB 3068.
- Walter met with Lake County on March 15<sup>th</sup> to begin discussions on the County and SWALCO's host agreement with the Zion Landfill. Staff will also be assisting Winthrop Harbor and possibly Zion in their discussions with Advanced Disposal. It is expected that the landfill will file for an expansion within the next year or so.

**NEXT EXECUTIVE COMMITTEE MEETING:** Thursday, May 16, 2019 - 12:00 p.m.

**NEXT BOARD MEETING:** Thursday, April 18, 2019 - 6:00 p.m. Hainesville Village Hall, 100 N. Hainesville Road, Hainesville, IL 60030

**ADJOURNMENT (12:46 p.m.):** Motion by *Mike Ellis* seconded by *Jennifer Clark* to adjourn. *Motion was approved.*

Memo to the Executive Committee

July 18, 2019

### **Consent - 1. Expenditure Approval**

**ISSUE:** Approve Expenditures

**RECOMMENDATION:** We recommend approval

**TIMING:** Routine

**BACKGROUND:** The Board of Directors authorized the Executive Director to pay expenditures under \$20,000. The Executive Director submits the monthly expenditures to the Board for approval.

The total for Administration \$84,088.22; Education \$ 8,364.57 Household Chemical Waste \$ 13,863.27; Recycling \$ 0.00 ***Total expenditures for May 2019 - \$ 106,316.06***

**ENCLOSED DOCUMENTS:** Account Analysis Reports

**STAFF:** Walter Willis, Executive Director  
Amy Bartemio, Executive Office Manager

## SWALCO - MAY 2019 EXPENDITURE REPORT

SWALCO 1- Solid Waste Prog-SWALCO Administration-Regular Salaries And Wages---				
Budget	393,177.96	Funds	199,033.83	Beginning Balance for Period
Amount:		Available:		149,544.69
				<b>Total Expenditures</b>
				<b>44,599.44</b>
				Ending Balance for Period
				194,144.13
SWALCO 1- Solid Waste Prog-SWALCO Administration-Part Time Salaries And Wages---				
Budget	53,505.96	Funds	21,690.12	Beginning Balance for Period
Amount:		Available:		23,843.69
				<b>Total Expenditures</b>
				<b>7,972.15</b>
				Ending Balance for Period
				31,815.84
SWALCO 1- Solid Waste Prog-SWALCO Administration-Over Time Salaries And Wages---				
Budget	0.00	Funds	-1,515.48	Beginning Balance for Period
Amount:		Available:		248.00
				<b>Total Expenditures</b>
				<b>1,267.48</b>
				Ending Balance for Period
				1,515.48
SWALCO 1- Solid Waste Prog-SWALCO Administration-Special Pay---				
Budget	17,100.00	Funds	8,970.06	Beginning Balance for Period
Amount:		Available:		6,253.80
				<b>Total Expenditures</b>
				<b>1,876.14</b>
				Ending Balance for Period
				8,129.94
SWALCO 1- Solid Waste Prog-SWALCO Administration-Office Supplies---				
Budget	1,000.00	Funds	675.47	Beginning Balance for Period
Amount:		Available:		113.54
				<b>Total Expenditures</b>
				<b>210.95</b>
				Ending Balance for Period
				324.49
SWALCO 1- Solid Waste Prog-SWALCO Administration-Food and Provisions---				
Budget	1,500.00	Funds	892.96	Beginning Balance for Period
Amount:		Available:		549.44
				<b>Total Expenditures</b>
				<b>57.60</b>
				Ending Balance for Period
				607.04
SWALCO 1- Solid Waste Prog-SWALCO Administration-Consultants---				
Budget	126,900.00	Funds	56,278.89	Beginning Balance for Period
Amount:		Available:		41,343.61
				<b>Total Expenditures</b>
				<b>14,277.50</b>
				Ending Balance for Period
				55,621.11
SWALCO 1- Solid Waste Prog-SWALCO Administration-Gas For Heating---				
Budget	15,000.00	Funds	2,168.85	Beginning Balance for Period
Amount:		Available:		12,097.30
				<b>Total Expenditures</b>
				<b>733.85</b>
				Ending Balance for Period
				12,831.15
SWALCO 1- Solid Waste Prog-SWALCO Administration-Electricity---				
Budget	15,000.00	Funds	10,298.90	Beginning Balance for Period
Amount:		Available:		3,819.67
				<b>Total Expenditures</b>
				<b>881.43</b>
				Ending Balance for Period
				4,701.10
SWALCO 1- Solid Waste Prog-SWALCO Administration-Telephone---				
Budget	6,100.00	Funds	3,868.87	Beginning Balance for Period
Amount:		Available:		1,864.99
				<b>Total Expenditures</b>
				<b>366.10</b>
				Ending Balance for Period
				2,231.09

SWALCO 1- Solid Waste Prog-SWALCO Administration-Cell Phone Allowance----				
Budget	660.00	Funds Available:	330.00	Beginning Balance for Period
Amount:				275.00
				<b>Total Expenditures</b>
				<b>55.00</b>
				Ending Balance for Period
				330.00
SWALCO 1- Solid Waste Prog-SWALCO Administration- Equipment Rental ----				
Budget	2,000.04	Funds Available:	500.04	Beginning Balance for Period
Amount:				324.40
				<b>Total Expenditures</b>
				<b>104.50</b>
				Ending Balance for Period
				428.90
SWALCO 1- Solid Waste Prog-SWALCO Administration-H/L/D Employee Benefits----				
Budget	81,178.00	Funds Available:	41,483.16	Beginning Balance for Period
Amount:				33,036.02
				<b>Total Expenditures</b>
				<b>6,658.78</b>
				Ending Balance for Period
				39,694.80
SWALCO 1- Solid Waste Prog-SWALCO Administration-Retirement Benefits/FICA----				
Budget	34,171.00	Funds Available:	17,631.13	Beginning Balance for Period
Amount:				12,421.47
				<b>Total Expenditures</b>
				<b>4,118.36</b>
				Ending Balance for Period
				16,539.83
SWALCO 1- Solid Waste Prog-SWALCO Administration-Retirement Benefits/IMRF----				
Budget	3,529.00	Funds Available:	1,700.81	Beginning Balance for Period
Amount:				1,387.70
				<b>Total Expenditures</b>
				<b>440.45</b>
				Ending Balance for Period
				1,828.15
SWALCO 1- Solid Waste Prog-Administration-Miscell Contractual Services----				
Budget	12,850.00	Funds Available:	1,780.22	Beginning Balance for Period
Amount:				5,650.00
				<b>Total Expenditures</b>
				<b>269.74</b>
				Ending Balance for Period
				5,919.74
SWALCO 1- Solid Waste Prog-Administration-Furniture And Office Equipment----				
Budget	750.00	Funds Available:	551.25	Beginning Balance for Period
Amount:				0.00
				<b>Total Expenditures</b>
				<b>198.75</b>
				Ending Balance for Period
				198.75
SWALCO 1- Solid Waste Prog-Education-Operational Supplies----				
Budget	4,000.00	Funds Available:	2,319.84	Beginning Balance for Period
Amount:				1,444.55
				<b>Total Expenditures</b>
				<b>235.57</b>
				Ending Balance for Period
				1,680.12
SWALCO 1- Solid Waste Prog-Education-Rain Barrel/Compost Bin----				
Budget	11,500.00	Funds Available:	4,939.96	Beginning Balance for Period
Amount:				0.00
				<b>Total Expenditures</b>
				<b>6,560.00</b>
				Ending Balance for Period
				6,560.00
SWALCO 1- Solid Waste Prog-Education-Miscellaneous Commodities----				
Budget	6,000.00	Funds Available:	5,442.50	Beginning Balance for Period
Amount:				32.50
				<b>Total Expenditures</b>
				<b>525.00</b>
				Ending Balance for Period
				557.50

<b>SWALCO I- Solid Waste Prog-Education-Advertising----</b>				
Budget	2,650.00	Funds Available:	1,497.42	Beginning Balance for Period
Amount:				108.54
				<b>Total Expenditures</b> <i>1,044.00</i>
				Ending Balance for Period <b>1,152.54</b>

<b>SWALCO I- Solid Waste Prog-Household Hazard Waste-Consultants----</b>				
Budget	149,400.00	Funds Available:	-29,767.22	Beginning Balance for Period
Amount:				22,329.87
				<b>Total Expenditures</b> <i>9,714.85</i>
				Ending Balance for Period <b>32,044.72</b>

<b>SWALCO I- Solid Waste Prog-Household Hazard Waste-Garbage Disposal----</b>				
Budget	9,000.00	Funds Available:	4,229.92	Beginning Balance for Period
Amount:				870.40
				<b>Total Expenditures</b> <i>170.08</i>
				Ending Balance for Period <b>1,040.48</b>

<b>SWALCO I- Solid Waste Prog-Household Hazard Waste-All Other Maintenance----</b>				
Budget	19,750.00	Funds Available:	7,025.14	Beginning Balance for Period
Amount:				5,003.32
				<b>Total Expenditures</b> <i>2,845.00</i>
				Ending Balance for Period <b>7,848.32</b>

<b>SWALCO I- Solid Waste Prog-Household Hazard Waste-Miscell Contractual Services----</b>				
Budget	4,850.00	Funds Available:	2,441.04	Beginning Balance for Period
Amount:				209.00
				<b>Total Expenditures</b> <i>916.00</i>
				Ending Balance for Period <b>1,125.00</b>

<b>SWALCO I- Solid Waste Prog-Recycling -Miscellaneous Commodities----</b>				
Budget	10,000.00	Funds Available:	9,670.00	Beginning Balance for Period
Amount:				113.13
				<b>Total Expenditures</b> <i>217.34</i>
				Ending Balance for Period <b>330.47</b>

**TOTAL EXPENDITURES \$ 106,316.06**

**A – 1. Legal Assistance Regarding WMI’s Proposed Acquisition of Advanced Disposal**

**ISSUE:** Whether to engage the legal services of Sidley Austin LLP to assist SWALCO present its concerns to the U.S. Department of Justice as it evaluates the competitive impacts of the proposed acquisition.

**RECOMMENDATION:** SWALCO staff recommends that the Executive Committee approve entering into an agreement with Sidley Austin.

**BACKGROUND:** At the June 13, 2019 meeting of the SWALCO Board of Directors the Board authorized staff to investigate hiring a specialized anti-trust attorney to assist SWALCO’s current legal counsel in presenting the Agency’s concerns to the Department of Justice. Over the past several weeks staff did receive a couple of leads from SWALCO members and contacted two firms in Washington D.C. and two firms in Chicago. Ultimately, one of the firms was ruled out due to a conflict and the best remaining option was Sidley Austin. The lead attorney would be Marc Raven from the Chicago office and he would be supported by Sidley Austin attorneys in its Washington D.C. office. All the attorneys involved have specialized expertise in anti-trust law.

Attached is a letter of engagement from Sidley Austin. Sidley Austin is a large, well respected law firm and has fairly high billing rates. We are anticipating the legal fees may be \$50,000 or greater depending on how involved the Department of Justice gets with our team, and how engaged we are in any discussions regarding potential divestitures.

Staff has reached out to the Solid Waste Agency of Northern Cook County (SWANCC) regarding its response to the proposed acquisition and learned that SWANCC has authorized its legal counsel to draft a letter to DOJ expressing SWANCC’s concerns. SWANCC is likely to keep its own legal counsel and not share costs with SWALCO. Staff has also reached out to nearby counties and expects to continue to build a larger coalition of concerned local governments, including contacting the local councils of government representing municipalities.

**ENCLOSED DOCUMENTS:** Letter of Engagement from Sidley Austin LLP

**STAFF:** Walter Willis, Executive Director

**A – 2. Hiring an AmeriCorps Intern to Work on Recycling and Composting Projects**

**ISSUE:** Whether to approve entering into an agreement with the Metropolitan Mayors Caucus to hire and employ an AmeriCorps GR (Greenest Region) Corps intern.

**RECOMMENDATION:** SWALCO staff recommends that the Executive Committee approve of entering into an agreement with the Caucus.

**BACKGROUND:** In 2018 the Metropolitan Mayors Caucus began the first year of a program partially funded by AmeriCorps to employ GRCorps interns to work on sustainability initiatives for local units of government. Several SWALCO members, including Highland Park, Grayslake, Libertyville and Round Lake Beach, entered into agreements with the Caucus for GRCorps interns. SWALCO staff has interacted with all the interns and have been very impressed with their skills, enthusiasm and commitment.

While we did not account for the estimated \$18,000 in direct costs for the intern in this year's budget, we can likely work out an arrangement with the Caucus to pay our share of the costs from next year's budget. In return for the \$18,000 commitment, SWALCO will receive nearly 1,600 hours of service, and be involved in recruiting which person is selected to work at to the Agency.

We expect to dedicate most of this person's time to: increasing food scrap collection and recycling at businesses (building on the work we have done with Bright Beat) throughout Lake County, assisting with the outreach to schools to implement food scrap diversion programs, and conducting cart tagging programs in coordination with SWALCO members and their haulers.

**ENCLOSED DOCUMENTS:** Email from Edith Makra on how the intern program works.

**STAFF:** Walter Willis, Executive Director

## Willis, Walter S.

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**From:** Edith Makra <emakra@mayorscaucus.org>  
**Sent:** Wednesday, July 3, 2019 1:29 PM  
**To:** Agnew, Marynda; Hastings Patrick (phastings@libertyville.com); Jensen, Kumar; Kingma, Hildy (hkingma@vopf.com); Matthew Morrison (Matt.Morrison@northbrook.il.us); Pam Newton (pnewton@vhw.org); Pitchford Markus (markus.pitchford@waukeganil.gov); Sabo, Rob; Suzanne Ostrovsky (suzanne.ostrovsky@hoffmanestates.org); Willis, Walter S.  
**Cc:** Newman, Erin; Joseph Mancino (jmancino@vhw.org); Megan Gavin (gavin.megan@epa.gov); Dave Bennett; Friedman Katie (kfriedman@cityhpil.com); Burns Kevin (kburns@geneva.il.us)  
**Subject:** GRCorps, Score!

Good news! The Mayors Caucus has again been awarded funding from AmeriCorps to continue and expand the GRCorps for 2019/20. This means we will have a GRCorps member available to work with you towards GRC goals for about a year. Most of you have planned for this, but we will be looking for firm up commitments in the coming weeks.

Just a reminder about how the program works:

- AmeriCorps pays a portion of the living allowance for a “member”. The Caucus administers this grant and pays GRCorps members ‘payroll’\*.
- Your community/organization will pay a matching amount to cover the rest of the cost of the member and associated program expenses.
- We will finalize the program expenses, but anticipate your match will be \$18,000 this year. Our administrative burden for the first year was much greater than we expected in 2018/19, so this cost is slightly higher than original estimates.
- You can assign the GRCorps member any reasonable activities related to sustainability that are important to you (aligned with GRC goals which are very broad). You write a job description to suit.
- We work together on recruiting and placement
- Members are college graduates and we recruit those with sustainability expertise. They will work for you for up to 1650 hours in your office under your supervision.
- We manage member benefits and administer AmeriCorps grant requirements.
- At the end of their successful service, they get about \$6,000 directly from the federal government for educational expenses
- We expect to bring on GRCorps members in September and will train them for a few days.
- They will be yours for the balance of the time. The Caucus will hold back about 50 hours per member for work to support the GRCorps and GRC projects.
- We provide ongoing support to the Corps and offer training and opportunities throughout the service year.

This is early advice that we have the grant. I'll be at AmeriCorps program directors' training with valued partner USEPA, in Springfield next week to kick off the program year.

**Please confirm your interest in hosting a member** via email or call. We will look to firm up our host communities before we post the positions and begin recruiting. Costs and terms will be formalized with an agreement between host communities/organizations and the Caucus. We will firm up a timeline in the coming weeks as well.

For a refresher on how cool our pioneer GRCorps is see our webpage or their Facebook page.

\*AmeriCorps is considered voluntary service and can *never* be referred to as employment and volunteers can *never* be referred to as employees.

Happy Independence Day!

**Edith Makra, ISSP-CSP**

Director of Environmental Initiatives  
Metropolitan Mayors Caucus  
233 S. Wacker Drive, Suite 800  
Chicago, IL 60606

312-201-4506

[emakra@mayorscaucus.org](mailto:emakra@mayorscaucus.org)

Adopt the [Greenest Region Compact](#)



[www.mayorscaucus.org](http://www.mayorscaucus.org)

Memo to the Executive Committee

July 18, 2019

### **A – 3. Public Officials Liability Insurance Renewal**

**ISSUE:** Secure Public Officials Liability Insurance

**RECOMMENDATION:** Recommend approval

**TIMING:** Important

**BACKGROUND:** Public Officials Liability coverage is secured to protect SWALCO, its directors and employees against any wrongful acts, errors or omissions that may arise while conducting business. SWALCO has maintained this coverage since our inception. This policy is an annual policy with a coverage limit of \$1,000,000 with a \$10,000 deductible. The current policy is due to expire July 24, 2019.

Arthur Gallagher Risk Management Services, our insurance broker, solicited quotes for this policy. RSUI Indemnity Company (RSUI), our current carrier, was the low bid and most comprehensive. RSUI is an A+ XIV (superior) rated carrier. Their policy also includes a Public Officials Extension endorsement (a significant coverage enhancement) which covers third party entities such as volunteer groups (i.e. our CAC committee). The premium for this year's policy is the same as last renewal period \$7,450 (\$7,000 plus \$200 broker fee plus \$250 AJG service fee).

Based on AJ Gallagher's recommendation, and our review, we request your approval to secure RSUI as our Public Officials Liability insurance provider for the period July 24, 2019 - July 24, 2020.

**FISCAL IMPACT:** Administration 9200010 object code 72110 Liability Insurance \$7,450.00.

**ENCLOSED DOCUMENTS:** RSUI Insurance Quote dated May 16, 2019.

**STAFF:** Steve Nelson, HCW Engineer, Amy Bartemio, Executive Office Manager and Walter Willis, Executive Director



RSUI Group, Inc.  
945 East Paces Ferry Road  
Suite 1800  
Atlanta, GA 30326-1160  
(404) 231-2366

May 16, 2019

Risk Placement Services  
Michael Kokonas  
525 W. Van Buren Street  
Suite 1325  
Chicago, IL 60607

Attention: TIM FOODY

**RE: Directors and Officers Liability Indication**

**Submission Number:** 389741  
**Renewal of:** NHP677826  
**Company:** RSUI Indemnity Company - Admitted  
(A.M. Best rating: A+ XIV and S&P rating: A+)  
**Insured:** Solid Waste Agency of Lake County, IL (SWALCO)  
Gurnee, IL  
**Policy Dates:** July 24, 2019 - July 24, 2020  
**Form:** Non-Profit Organization Management Liability Policy

**COVERAGE SECTIONS:**

	<b>Purchased</b>	<b>Shared Limit</b>	<b>Separate Limit</b>
Directors and Officers Liability Insurance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Employment Practices Liability Insurance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1) Third Party Liability Coverage	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Fiduciary Liability Insurance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>

**AGGREGATE LIMIT OF LIABILITY**

Aggregate Limit of Liability for All Coverage Sections \$ 1,000,000

**PREMIUM:**

Total Premium for All Coverage Sections \$ 7,000.00

**DIRECTORS AND OFFICERS LIABILITY COVERAGE:**

Directors and Officers Limit of Liability	\$ <u>1,000,000</u>
1) Additional Side-A Limit of Liability	\$ <u>Not Applicable</u>
Retentions	
1) Insuring Agreement A	\$ <u>0</u>
2) Insuring Agreement B	\$ <u>10,000</u>
3) Insuring Agreement C	\$ <u>10,000</u>
Prior and/or Pending Litigation Date	<u>07/24/2007</u>

**EMPLOYMENT PRACTICES LIABILITY COVERAGE:**

Employment Practices Limit of Liability	\$ <u>1,000,000</u>
1) Workplace Violence Sublimit	\$ <u>Not Applicable</u>
Retentions	
1) Employment Practices Liability	\$ <u>10,000</u>
2) Third Party Liability Coverage	\$ <u>10,000</u>
Prior and/or Pending Litigation Date	<u>07/24/2007</u>

**FIDUCIARY LIABILITY COVERAGE:**

NOT INCLUDED

**Policy Attachments****COVERAGE FORMS**

- RSG 211003 0118 Common Policy Terms and Conditions Coverage Section-Non-Profit
- RSG 211009 0118 Directors and Officers Liability Coverage Section-Non-Profit
- RSG 211010 0118 Employment Practices Liability Coverage Section-Non-Profit

**OTHER FORMS**

- RSG 204198 0118 Cap on Losses From Certified Acts of Terrorism
- RSG 214038 0118 Coverage Extension-Public Officials
- RSG 204123 0116 Disclosure Pursuance to Terrorism Risk Insurance Act
- RSG 204154 0716 HR Loss Prevention Services Notice
- RSG 202262 0118 Illinois - Priority of Payments
- RSG 212085 0118 Illinois Changes
- RSG 202263 0118 Illinois Changes - Representations
- RSG 203012 0118 Illinois Changes-Cancellation and Nonrenewal

- RSG 202264 0118 Illinois Changes-Marital Status
- RSG 202220 0118 Illinois Changes-Pollution Exclusion
- RSG 99043 0604 Illinois Important Information to Policyholders Right to File a Complaint
- RSG 202051 0118 Illinois-Three (3) Year Bilateral Extended Reporting Period - 75%, 125%, 150%
- RSG 204153 0118 Sublimit-Defense Expenses-Wage and Hour Claims - \$100K/\$10K SIR
- RSG 204113 0118 Sublimit-Defense of Non-Monetary Damages - \$25K/\$50K Agg, \$25K SIR

**Additional Information Required**

Submitted application needs to be signed and dated.

**Premium Amount**

<b>Gross Premium:</b>	<b>\$7,000.00</b>
<b>Commission:</b>	<b>\$1,400.00 Comm%20.00</b>
<b>Net Due:</b>	<b>\$5,600.00</b>

**Comments:**

This quotation for coverage is strictly conditioned upon no material change in the risk occurring between the date of this proposal and the inception date of the proposed policy. It is subject to modification or withdrawal by the Company if any new, corrected or updated information becomes known which relates to any proposed Insured's claims history or risk exposure or which could otherwise change the underwriting evaluation of any proposed Insured, and the Company, in its sole discretion, determines that the terms of this quotation are no longer appropriate.

Please read all terms and conditions shown above carefully as they may not conform to specifications shown on your submission.

This Indication is valid until 07/24/2019.

We greatly appreciate your business.

Brian Wortham