



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

**MEMORANDUM**

To: Michael Talbett, Chairman, Executive Committee

From: Walter S. Willis, Executive Director *WWS*

Subject: March 2021 Meeting Notice Information

Date: March 5, 2021

Attached you will find the agenda for our next meeting at 12 pm on March 11, 2021, the minutes from the October 1, 2020 meeting, and the referenced consent, action and information items.

Please let Amy Bartemio know if you will be attending or not, this meeting will be held via Zoom again so please be sure to register for the meeting once you get the announcement.

**SOLID WASTE AGENCY OF LAKE COUNTY, IL**  
**EXECUTIVE COMMITTEE**  
**Thursday, March 11, 2021 12:00 pm**  
**VIA ZOOM MEETING**

1. CALL TO ORDER.....Chairman Talbett
2. ROLL CALL .....Secretary
3. APPROVAL OF MINUTES  
*October 1, 2020*
4. NEW AGENDA ITEMS
5. PUBLIC COMMENT ON AGENDA ITEMS
6. EXECUTIVE COMMITTEE ITEMS .....Chairman Talbett

**Consent Item**

1. Expenditure Reports (November and December 2020)

**Action Items**

1. Proposed Amendment to the SWALCO Intergovernmental Agreement
2. 2021 Insurance Renewals (GL, Property, Environmental, Automotive and Equipment) **E.F.P.**

**Information Items**

1. Outreach and Events Updates
2. Grant Workshop Series Information
3. Project and Program Updates

7. EXECUTIVE SESSION – None
8. ADJOURNMENT

Start 12:03  
Adjourn

# VIA ZOOM PLATFORM

	A	B	C	D	E	F	G	H	I	J	K	L
1	SWALCO EXECUTIVE BOARD VOTING RECORD - October 1, 2020											
2	REPRESENTATIVE		Minutes July 16	My expenses	Legal Counsel to BOD	Budget 2021 to BOD	Resolution for Larry Clark					
3	Attendance		A	N	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 WARDA	-							✓		✓	
12	JULIE SIMPSON	✓	✓		✓		✓		✓		✓	

Adjourn  
Roll Call

(5) (6) (6) (5) (6) (6) (6)

Chairman Ryback is also in attendance  
Derke Price "

Mer in @ 12:20 pm

Nimrod @ 12:24 pm

# EC 10-1-2020 Attendance

Name (Original Name)	User Email	Join Time	Leave Time	Duration (Minutes)
Amy Bartemio	abartemio@swalco.org	10/1/2020 11:54	10/1/2020 12:59	65
Steve Nelson	snelson@swalco.org	10/1/2020 11:55	10/1/2020 11:55	1
17733542930		10/1/2020 11:55	10/1/2020 12:59	65
Peter Adrian	padrian@swalco.org	10/1/2020 11:55	10/1/2020 11:55	1
Steve Nelson	snelson@swalco.org	10/1/2020 11:55	10/1/2020 12:03	8
Peter Adrian	padrian@swalco.org	10/1/2020 11:56	10/1/2020 12:59	64
Julie Simpson	jsimpson@lakecountyl.gov	10/1/2020 11:56	10/1/2020 11:57	1
Julie Simpson	jsimpson@lakecountyl.gov	10/1/2020 11:57	10/1/2020 12:59	63
John Wagener	publicworks@comcast.net	10/1/2020 11:57	10/1/2020 11:57	1
John Norris	jnorris@villageofriverwoods	10/1/2020 11:57	10/1/2020 11:57	1
Chairman of the Board of Direct	gryback@villageofwadsworth	10/1/2020 11:57	10/1/2020 11:57	1
Chairman of the Board of Direct	gryback@villageofwadsworth	10/1/2020 11:57	10/1/2020 12:59	62
John Wagener	publicworks@comcast.net	10/1/2020 11:57	10/1/2020 12:59	62
John Norris	jnorris@villageofriverwoods	10/1/2020 11:57	10/1/2020 12:59	62
Michael Talbett	mtalbett@villageofkildeer.co	10/1/2020 11:58	10/1/2020 12:00	3
Walter Willis	wwillis@swalco.org	10/1/2020 11:58	10/1/2020 11:59	1
Bud Rothing	frankrothing@comcast.net	10/1/2020 11:59	10/1/2020 12:00	2
Walter Willis	wwillis@swalco.org	10/1/2020 11:59	10/1/2020 12:00	2
Derke Price	dprice@ancelglink.com	10/1/2020 11:59	10/1/2020 12:00	1
Derke Price	dprice@ancelglink.com	10/1/2020 12:00	10/1/2020 12:59	59
Michael Talbett	mtalbett@villageofkildeer.co	10/1/2020 12:00	10/1/2020 12:59	59
Walter Willis	wwillis@swalco.org	10/1/2020 12:00	10/1/2020 12:59	59
Bud Rothing	frankrothing@comcast.net	10/1/2020 12:00	10/1/2020 12:59	59
Steve Nelson	snelson@swalco.org	10/1/2020 12:03	10/1/2020 12:04	1
Steve Nelson	snelson@swalco.org	10/1/2020 12:04	10/1/2020 12:59	56
Steve Nelson Phone (18473774953)		10/1/2020 12:05	10/1/2020 12:36	31
Merleanne (18473097553)		10/1/2020 12:18	10/1/2020 12:59	41
Nimrod Warda	nimwar@northchicago.org	10/1/2020 12:24	10/1/2020 12:24	1
Nimrod Warda	nimwar@northchicago.org	10/1/2020 12:24	10/1/2020 12:59	36
18473774953		10/1/2020 12:37	10/1/2020 12:59	23

## MINUTES

**SOLID WASTE AGENCY OF LAKE COUNTY, IL**  
**EXECUTIVE COMMITTEE**  
Thursday, October 1, 2020 12:00 pm  
**VIRTUAL – Per IL Executive Order re/COVID**

### **CALL TO ORDER**

Chairman Talbett called the meeting to order at 12:03 pm with 5 members in virtual attendance.  
Nimrod Warda arrived at 12:24 pm.

### **APPROVAL OF MINUTES**

Motion by *Julie Simpson* seconded by *John Norris* to approve the *Executive* meeting minutes of 07.16.20  
***Motion was approved on a roll call of 5 to 0.***

### **NEW AGENDA ITEMS – None**

### **PUBLIC COMMENT - None**

### **EXECUTIVE COMMITTEE ITEMS – None**

### **CONSENT ITEM**

Expenditure Reports (July 2020).

Motion by *Bud Rothing* seconded by *John Norris*.

***Motion was approved on a roll call of 5 to 0.***

### **ACTION ITEMS**

#### **1. Contract – Derke Price, General Counsel**

Walter Willis presented a Term of Engagement letter from Ancel Glink, naming Derke Price as our new Corporate Counsel. The term will begin December 1, 2020 and will be reviewed annually. The current hourly rate for Derke Price is \$250.00. The total fees under this engagement for FY2021 shall not exceed \$25,000.

Motion by *John Wagener*, seconded by *John Norris* to approve an annual contract with Derke Price and present to the Board. ***Motion was approved on a roll call vote of 5 to 0.***

#### **2. Proposed FY 2021 SWALCO Budget**

Walter Willis presented the proposed FY 2021 budget, highlighting proposed expenditures and estimated revenues including the reviews of the cash replacement and cash balance funds. Proposed expenditures for FY 2021 are \$1,160,124 compared to \$1,176,686 in FY 2020, a decrease \$15,562 or approximately 1.4%. Please note the following: 1) a 2% salary increase was assumed, 2) insurance costs are estimated to be approximately \$40,000 more than budgeted last year due to increases in commercial property insurance we experienced this year, 3) the indirect rate payment to the county has increased nearly \$8,000, 4) legal fees are estimated to increase due to hiring new legal counsel and the potential for legal work needed on the fee payment issue and the Zion LF host agreement negotiations and local siting process, 5) one-time costs of \$6,500 to seal the parking lot 5) significant cuts were made to consulting fees, trips and training, dues and subscriptions, operational supplies and commodities, and HCW one-day collection events (2 events vs. the typical 5 per year). Total FY 2021 revenues are estimated at \$1,087,645 compared to \$1,155,064 in FY 2020, a decrease of \$67,419 or approximately 6%. Revenue from the landfill surcharge for FY 2021 is estimated at \$630,000 a decrease of \$50,000 from last year as the volume at the Zion LF is trending down this past year and at Countryside is staying about the same. The anticipated host fee from the Round Lake Park Transfer Station is \$72,850 per year, an increase from last year due to the host fee being increased by the CPI and increased waste volumes. Other significant decreases in revenues are the interest income (down nearly \$28,500 from last year's estimate) and clothing, textiles and shoes (down \$19,500 due to a decrease in the payment rate for clothing and textiles from 9 cents per pound to 3 cents per pound due to COVID disruptions to the textile reuse industry). Expenditures



are expected to exceed revenues by \$72,479 (\$1,160,124 – 1,087,645). Last year the Board approved a budget that had a deficit of \$21,622. The good news is we are on track to only spend about 85% of the approved budget for fiscal year 2020, which means we will have about \$150,000 that will roll over to our cash balance for next year. Staff recognizes that we can't continue to deficit spend, but this coming year is not the time to make significant cuts to the budget given that we do have options to pursue to lower our expenditures in the coming years. These include looking into other insurance options and exploring breaking away from the County in order to reduce the costs to administer the Agency vs. the current indirect cost paid to the County. In addition, we need to look at our lobbying costs and should we partner with others for this cost or go to bid, as senior staff starts to retire that should provide savings into the future, or should we no longer fund one-day mobile events and use the Gurnee facility only for HCW collection. These are all more significant changes that will take time to implement.

As of September 2020, \$398,592 is being held by the Lake County Treasurer and approximately \$1,631,000 is being held in CDs at a bank in Highland Park for a total Cash Fund Balance of \$2,029,592. At the June 25, 2015 Board of Directors meeting the Board established a Cash Balance Fund Policy and approved a minimum cash fund balance of \$1,200,000, that if met would trigger the re-formation of the Finance Committee to evaluate long term funding for the Agency. Based on the projected spending for the next 5 fiscal years the Agency will not come close to reaching the \$1.2 million threshold. There are many factors that may impact the Agency's revenues and expenditures over the next five years, and it will be up to the Executive Director, the Executive Committee and the Board of Directors to recommend and to take action at the appropriate time to ensure the long-term financial stability of the Agency.

To more completely budget for FY 2021 and to assist with the annual audit process, this year SWALCO's budget will include estimates for FY 2021 depreciation and pension (income) or expenses. These estimates are based on expenses incurred in FY 2019 per the financial audit approved by the Board in 2020. Depreciation expenses are based on the Agency's capital assets which include land improvements, buildings, and office equipment and furniture. Annual depreciation expense in FY 2021 is estimated to be \$70,554. Pension (income) expenses are based on the deferred outflows of resources and deferred inflows of resources and in FY 2019 SWALCO recognized a pension expense of \$23,449, this same amount will be assumed for FY 2021.

Motion by *Julie Simpson*, seconded by *John Norris* to adopt the FY2021 Budget and will be presented to full board later in October for approval.

***Motion was approved on a roll call vote of 6 to 0.***

**3. NOT ON ORIGINAL AGENDA: Larry Clark Resolution**

Walter Willis discussed the pending retirement of our long-term legal representative, Larry Clark. Larry has provided decades of service and support to our agency and will be missed. Our staff will present a resolution and small token of appreciation.

Motion by *John Norris*, seconded by *John Wagener* to present a resolution to Larry Clark and present to full board later in October for approval.

***Motion was approved on a roll call vote of 6 to 0.***

## **INFORMATION ITEM**

**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:

- Work continues on the USDA Grant, we are waiting for a call to be set up regarding the grant process and for final approval of the grant agreement. We scheduled a project team call to get organized as several parts of the project will start up this October.
- On September 9, 2020, Larry Clark sent a document to the attorney for Advanced Disposal that included a summary of the host agreement negotiations for the Zion Landfill, proposed changes to several environmental safeguards being negotiated and a proposed odor management plan. We are waiting for ADS to respond and set up a date to continue the host agreement negotiations.

- On September 21, 2020 Larry Clark mailed out letters to both landfills' legal counsel regarding the underpayment of local surcharge fees. Letters were also sent out by Grayslake and Winthrop Harbor regarding fee payments that are also in question. All the letters request meetings with the landfill owner to discuss the underpayment issue.
- Pete and Walter sat in on the September 15th kick-off meeting for the U.S. Plastics Pact and learned more about our roles as "activators". We also had a call with the new Director of the Pact, Emily Tipaldo, to better introduce ourselves and learn more about how to get involved in the committees that will begin work on key aspects of the Pact's work plan.
- Work continues on the State Materials Management Advisory Committee which has a mandate to develop a state plan by next July. There are 5 committees holding monthly meetings and as co-chair of the Advisory Committee I try to make as many as possible. The goal is to start writing text in the coming months and to begin the data collection needed to estimate waste generation and management in calendar year 2018.
- All of our collection programs are operating fairly normal. We did decide not to hold any more mobile HCW collection events this year and instead have added days more events at our Gurnee facility. Merleanne continues to add new collection sites for clothing and shoes, and the electronics program remains fully operational.

***NEXT EXECUTIVE COMMITTEE MEETING:*** Thursday, December 17, 2020 - 12:00 p.m.

***NEXT BOARD MEETING:*** Thursday, October 15, 2020 – 1:00 p.m., Virtual Platform

***ADJOURNMENT (1:07 p.m.):*** Motion by *Bud Rothing* seconded by *John Norris* to adjourn.  
*Motion was approved.*

**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 \$60,670.91; Education \$1050.00 Household Chemical Waste \$10,260.76; Recycling \$2,831.96 ***Total expenditures for November 2020 - 74,813.63***

The total for Administration \$52,687.86; Education \$ 0.00 Household Chemical Waste \$ 7,825.10; Recycling \$2,784.84 ***Total expenditures for December 2020 - \$63,297.80***

**ENCLOSED DOCUMENTS:** Account Analysis Reports

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



## SWALCO - November 2020 EXPENDITURE REPORT

SWALCO \- Solid Waste Prog-SWALCO Administration-Regular Salaries And Wages----			
Budget Amount:	403,839.96	Funds Available:	1,047.13
		Beginning Balance for Period	371,495.00
		<b>Total Expenditures</b>	<b>31,297.83</b>
		Ending Balance for Period	402,792.83

SWALCO \- Solid Waste Prog-SWALCO Administration-Part Time Salaries And Wages----			
Budget Amount:	56,213.04	Funds Available:	-5,352.45
		Beginning Balance for Period	58,440.95
		<b>Total Expenditures</b>	<b>3,124.54</b>
		Ending Balance for Period	61,565.49

SWALCO \- Solid Waste Prog-SWALCO Administration-Special Pay----			
Budget Amount:	17,100.00	Funds Available:	840.12
		Beginning Balance for Period	15,009.12
		<b>Total Expenditures</b>	<b>1,250.76</b>
		Ending Balance for Period	16,259.88

SWALCO \- Solid Waste Prog-SWALCO Administration-Office Supplies----			
Budget Amount:	1,000.00	Funds Available:	-362.68
		Beginning Balance for Period	1,096.54
		<b>Total Expenditures</b>	<b>266.10</b>
		Ending Balance for Period	1,362.64

SWALCO \- Solid Waste Prog-SWALCO Administration-Food and Provisions----			
Budget Amount:	1,500.00	Funds Available:	731.33
		Beginning Balance for Period	682.82
		<b>Total Expenditures</b>	<b>85.85</b>
		Ending Balance for Period	768.67

SWALCO \- Solid Waste Prog-SWALCO Administration-Legal Services----			
Budget Amount:	7,000.00	Funds Available:	-6,174.54
		Beginning Balance for Period	8,757.50
		<b>Total Expenditures</b>	<b>6,417.00</b>
		Ending Balance for Period	15,174.50

SWALCO \- Solid Waste Prog-SWALCO Administration-Consultants----			
Budget Amount:	97,820.00	Funds Available:	11,452.30
		Beginning Balance for Period	68,102.35
		<b>Total Expenditures</b>	<b>2,450.39</b>
		Ending Balance for Period	70,552.74

SWALCO \- Solid Waste Prog-SWALCO Administration-Trips and Training----			
Budget Amount:	8,475.00	Funds Available:	7,643.45
		Beginning Balance for Period	706.55
		<b>Total Expenditures</b>	<b>125.00</b>
		Ending Balance for Period	831.55

SWALCO \- Solid Waste Prog-SWALCO Administration-Dues and Subscriptions----			
Budget Amount:	9,900.00	Funds Available:	399.33
		Beginning Balance for Period	7,432.67
		<b>Total Expenditures</b>	<b>2,068.00</b>
		Ending Balance for Period	9,500.67

SWALCO \- Solid Waste Prog-SWALCO Administration-Gas for Heating----			
Budget Amount:	15,000.00	Funds Available:	4,003.69
		Beginning Balance for Period	9,880.13
		<b>Total Expenditures</b>	<b>1,116.18</b>
		Ending Balance for Period	10,996.31

SWALCO \- Solid Waste Prog-SWALCO Administration-Electricity----			
Budget Amount:	13,000.00	Funds Available:	1,951.01
		Beginning Balance for Period	9,312.95
		<b>Total Expenditures</b>	<b>1,736.00</b>
		Ending Balance for Period	11,048.95

SWALCO \- Solid Waste Prog-SWALCO Administration-Telephone----			
Budget Amount:	5,750.04	Funds Available:	2,113.30
		Beginning Balance for Period	3,321.96
		<b>Total Expenditures</b>	<b>314.78</b>
		Ending Balance for Period	3,636.74

SWALCO \- Solid Waste Prog-SWALCO Administration-Cell Phone Allowance----			
Budget Amount:	660.00	Funds Available:	0.00
		Beginning Balance for Period	550.00
		<b>Total Expenditures</b>	<b>55.00</b>
		Ending Balance for Period	605.00

SWALCO \- Solid Waste Prog-SWALCO Administration-Equipment Rental----			
Budget Amount:	1,750.00	Funds Available:	249.96
		Beginning Balance for Period	822.25
		<b>Total Expenditures</b>	<b>162.20</b>
		Ending Balance for Period	984.45

SWALCO \- Solid Waste Prog-SWALCO Administration-H/L/D Employee Benefits----			
Budget Amount:	83,372.04	Funds Available:	908.00
		Beginning Balance for Period	75,572.44
		<b>Total Expenditures</b>	<b>6,891.60</b>
		Ending Balance for Period	82,464.04

SWALCO \- Solid Waste Prog-SWALCO Administration-Retirement Benefits/FICA----			
Budget Amount:	35,193.99	Funds Available:	1,745.88
		Beginning Balance for Period	31,676.73
		<b>Total Expenditures</b>	<b>1,791.38</b>
		Ending Balance for Period	33,468.11

SWALCO \- Solid Waste Prog-SWALCO Administration-Retirement Benefits/IMRF----			
Budget Amount:	3,818.04	Funds Available:	92.73
		Beginning Balance for Period	3,451.01
		<b>Total Expenditures</b>	<b>274.30</b>
		Ending Balance for Period	3,725.31

SWALCO \- Solid Waste Prog-SWALCO Administration-Miscell Contractual Services----			
Budget Amount:	13,000.00	Funds Available:	2,183.62
		Beginning Balance for Period	7,972.34
		<b>Total Expenditures</b>	<b>1,244.00</b>
		Ending Balance for Period	9,216.34

SWALCO \- Solid Waste Prog-SWALCO Education-Miscell Contractual Services----			
Budget Amount:	3,000.00	Funds Available:	1,950.00
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>1,050.00</b>
		Ending Balance for Period	1,050.00

SWALCO \- Solid Waste Prog-Household Hazard Waste-Operational Supplies----			
Budget Amount:	16,000.00	Funds Available:	5,963.97
		Beginning Balance for Period	6,317.43
		<b>Total Expenditures</b>	<b>2,043.02</b>
		Ending Balance for Period	8,360.45

SWALCO \- Solid Waste Prog-Household Hazard Waste-Consultants----			
Budget Amount:	149,900.00	Funds Available:	114,185.61
		Beginning Balance for Period	38,390.49
		<b>Total Expenditures</b>	<b>23.94</b>
		Ending Balance for Period	38,414.43



SWALCO \- Solid Waste Prog-Household Hazard Waste-Garbage Disposal----			
Budget Amount:	5,100.00	Funds Available:	2,450.00
		Beginning Balance for Period	2,471.80
		<b>Total Expenditures</b>	<b>177.80</b>
		Ending Balance for Period	2,649.60

SWALCO \- Solid Waste Prog-Household Hazard Waste-All Other Maintenance----			
Budget Amount:	28,000.00	Funds Available:	-5,862.66
		Beginning Balance for Period	24,742.33
		<b>Total Expenditures</b>	<b>571.00</b>
		Ending Balance for Period	25,313.33

SWALCO \- Solid Waste Prog-Household Hazard Waste-Miscell Contractual Services----			
Budget Amount:	3,700.00	Funds Available:	-3,754.04
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>7,445.00</b>
		Ending Balance for Period	7,445.00

SWALCO \- Solid Waste Prog-Recycling-Misc. Commodities----			
Budget Amount:	8,000.00	Funds Available:	1,760.88
		Beginning Balance for Period	2,016.60
		<b>Total Expenditures</b>	<b>1,244.46</b>
		Ending Balance for Period	3,261.06

SWALCO \- Solid Waste Prog-Recycling-Misc. Contractual Services----			
Budget Amount:	5,000.00	Funds Available:	-13,339.46
		Beginning Balance for Period	16,752.00
		<b>Total Expenditures</b>	<b>1,587.50</b>
		Ending Balance for Period	18,339.50

**TOTAL EXPENDITURES \$ 74,813.63**

## SWALCO - December 2020 EXPENDITURE REPORT

SWALCO \- Solid Waste Prog-SWALCO Administration-Regular Salaries And Wages----				
Budget Amount:	413,601.96	Funds Available:	382,048.10	Beginning Balance for Period 0.00
				<b>Total Expenditures 31,621.56</b>
				Ending Balance for Period 31,621.56
SWALCO \- Solid Waste Prog-SWALCO Administration-Part Time Salaries And Wages----				
Budget Amount:	57,336.96	Funds Available:	52,970.77	Beginning Balance for Period 0.00
				<b>Total Expenditures 4,366.19</b>
				Ending Balance for Period 4,366.19
SWALCO \- Solid Waste Prog-SWALCO Administration-Special Pay----				
Budget Amount:	17,100.00	Funds Available:	15,849.28	Beginning Balance for Period 0.00
				<b>Total Expenditures 1,250.76</b>
				Ending Balance for Period 1,250.76
SWALCO \- Solid Waste Prog-SWALCO Administration-Office Supplies----				
Budget Amount:	1,000.00	Funds Available:	904.33	Beginning Balance for Period 0.00
				<b>Total Expenditures 95.65</b>
				Ending Balance for Period 95.65
SWALCO \- Solid Waste Prog-SWALCO Administration-Grant Projects----				
Budget Amount:	0.00	Funds Available:	-8,176.11	Beginning Balance for Period 0.00
				<b>Total Expenditures 8,176.11</b>
				Ending Balance for Period 8,176.11
SWALCO \- Solid Waste Prog-SWALCO Administration-Gas for Heating----				
Budget Amount:	15,000.00	Funds Available:	13,436.26	Beginning Balance for Period 0.00
				<b>Total Expenditures 1,563.74</b>
				Ending Balance for Period 1,563.74
SWALCO \- Solid Waste Prog-SWALCO Administration-Water and Sewer----				
Budget Amount:	350.00	Funds Available:	306.68	Beginning Balance for Period 0.00
				<b>Total Expenditures 43.31</b>
				Ending Balance for Period 43.31
SWALCO \- Solid Waste Prog-SWALCO Administration-Telephone----				
Budget Amount:	5,500.00	Funds Available:	5,208.25	Beginning Balance for Period 0.00
				<b>Total Expenditures 291.74</b>
				Ending Balance for Period 291.74
SWALCO \- Solid Waste Prog-SWALCO Administration-Cell Phone Allowance----				
Budget Amount:	660.00	Funds Available:	605.00	Beginning Balance for Period 0.00
				<b>Total Expenditures 55.00</b>
				Ending Balance for Period 55.00



SWALCO \- Solid Waste Prog-SWALCO Administration-Office Equipment Maintenance---			
Budget Amount:	1,300.00	Funds Available:	1,096.00
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>204.00</b>
		Ending Balance for Period	204.00

SWALCO \- Solid Waste Prog-SWALCO Administration-H/L/D Employee Benefits----			
Budget Amount:	87,648.00	Funds Available:	80,755.94
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>6,892.06</b>
		Ending Balance for Period	6,892.06

SWALCO \- Solid Waste Prog-SWALCO Administration-Retirement Benefits/FICA----			
Budget Amount:	36,027.02	Funds Available:	34,115.71
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>1,911.31</b>
		Ending Balance for Period	1,911.31

SWALCO \- Solid Waste Prog-SWALCO Administration-Retirement Benefits/IMRF----			
Budget Amount:	4,191.00	Funds Available:	3,903.70
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>287.30</b>
		Ending Balance for Period	287.30

SWALCO \- Solid Waste Prog-SWALCO Administration-Miscell Contractual Services----			
Budget Amount:	13,000.00	Funds Available:	10,499.99
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>200.00</b>
		Ending Balance for Period	200.00

SWALCO \- Solid Waste Prog-Household Hazard Waste-Operational Supplies----			
Budget Amount:	13,000.00	Funds Available:	12,355.46
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>644.54</b>
		Ending Balance for Period	644.54

SWALCO \- Solid Waste Prog-Household Hazard Waste-Consultants----			
Budget Amount:	115,900.00	Funds Available:	115,728.24
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>171.76</b>
		Ending Balance for Period	171.76

SWALCO \- Solid Waste Prog-Household Hazard Waste-Garbage Disposal----			
Budget Amount:	4,000.00	Funds Available:	3,822.18
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>177.80</b>
		Ending Balance for Period	177.80

SWALCO \- Solid Waste Prog-Recycling-Misc. Commodities----			
Budget Amount:	2,500.00	Funds Available:	1,748.04
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>751.92</b>
		Ending Balance for Period	751.92

SWALCO \- Solid Waste Prog-Recycling-Misc. Contractual Services----			
Budget Amount:	30,000.00	Funds Available:	27,100.00
		Beginning Balance for Period	0.00
		<b>Total Expenditures</b>	<b>2,900.00</b>
		Ending Balance for Period	2,900.00

**TOTAL EXPENDITURES \$ 61,604.75**

**A – 1. Proposed Amendments to the SWALCO Intergovernmental Agreement**

**ISSUE:** Whether to amend the Intergovernmental Agreement to modify which individuals are eligible to serve as an Alternate Director and to change the Amendment requirements.

**RECOMMENDATION:** SWALCO staff recommends that the Executive Committee recommend to the Board of Directors that the proposed amendments be approved.

**BACKGROUND:** The Agency last amended its Intergovernmental Agreement (and By-laws) in 2009 to address a similar issue regarding who can serve as an Alternate Director, which also included a change to the composition of the Executive Committee members based on population. The proposed changes to the Intergovernmental Agreement are shown below with new text shown in underline and deleted text stricken through.

*Intergovernmental Agreement:*

Section 8.3. Governance - Any Member may appoint one or more persons to serve as the Alternate Director. Any such appointee shall meet the qualifications for office as a Director established in paragraph 8.2, except in the case where a Member is unable to appoint such an appointee because it is impracticable because of size or time commitments. In that case a Member may appoint an Alternate Director who was its immediate past mayor or village president or is a full-time employee in an executive level position with the Member. An executive level position is generally intended to mean a person who is a department head or equivalent. The Alternate Director may attend any meeting of the Board of Directors and may vote as Director in the absence of Director from that Member or if there is a vacancy in the position of Director from that Member. The term of the Alternate Director shall be the same as the term of the Director from the appointing Member. Except as provided in paragraph 8.4, a person serving as Alternate Director shall serve until his or her term expires and thereafter until the successor is appointed.

Section 11. Amendment - This Agreement may be amended only upon the affirmative vote of not less than 2/3 of the then Directors. Promptly upon there being any amendment to this Agreement, the Secretary of the Agency shall cause a copy of the amendment to be filed in the office of the Secretary of State, Index Division.

**ENCLOSED DOCUMENTS:** None

**STAFF:** Walter Willis



## **I – 1. Outreach and Events**

**BACKGROUND:** Although some of our programs, events, and outreach,( including those we co-sponsor with our members or community groups) have been deterred, we have been able to get creative and adaptive, and offer some helpful resources to the community.

Although some events have been cancelled again this year, we will be hosting and involved in **Recycle-O-Rama events, Earth Day Events, Arbor Day celebrations, Shred events and corporate and other drives**. Some have been reimaged. We of course, have been able to restructure things slightly to ensure safety for staff, volunteers and event visitors. We are also offering **workshops, programs and education days related to the USDA grant** that SWALCO was awarded.

Our annual **Compost Bin, Rain Barrel and Native Plant** sale typically held at Independence Grove Forest Preserve in May had to be cancelled again this year. This was a decision of SWALCO and the Lake County Forest Preserves. We did have some stock available that SWALCO was able to sell this past summer and we sold out. We are currently investigating logistics to offer a number of these products to people in the community again this Spring/Summer. We will keep you posted. We will again sell at reduced costs and we also have several member communities that offer an additional rebate. If this is a program/resource you'd like to investigate adding for your residents, please contact me and I can provide information and guidelines (with variations) to help you set this up.

We have also been providing and have some other upcoming virtual presentations. I will be giving presentations on a variety of topics virtually for organizations in the community. One of the presentations was created especially with our current circumstances in mind and has been presented to several different groups around the region.

Of course our regular collection programs and sites around the county have been doing well and growing. We'll be reporting more specifically on those in the near future.

In addition to supporting our members and their teams, we also continue to support, collaborate with, and advise a number of community groups, organizations and partners throughout the region.

If you would like to offer a program, event or even a virtual presentation for your residents or brainstorm other new possibilities, please reach out.

**STAFF:** Merleanne Rampale, Public Information/Education Director

**I- 2. Grant Workshops Series - 2021 Garden Learning Series**

**BACKGROUND:** SWALCO and the University of Illinois Extension, Lake County are presenting the 2021 Garden Learning Series in conjunction with the 2 year USDA grant that the agency was awarded. Programs will be held on the second Wednesday of the month, 6:00 p.m. – 7:30 p.m. U of I Master Gardeners and staff, and SWALCO staff, will be helping to present, share info on the grant work and also offer some wonderful and helpful programs throughout the series. All are welcome. Participants must register, but there are no costs to attend any of the programs, and you can attend one or all of them. We do hope to be able to offer some bagged compost from Midwest as a giveaway during our May Composting Basics program that we'll present. Thank you to Midwest Organics.

Here is a line-up:

- February 10 (Virtual) Seed Starting
- March 10 (Virtual) Successful Vegetable Gardening Tips and resources to lead you to success in your garden.
- April 14 (Virtual) Successful Vegetable Gardening: Beyond Basics Master Gardeners will share research-based methods and practices to up your garden game!
- May 12 Composting Basics\*
- June 9 The Vegetable Garden's Planted: Now What? Garden Maintenance Best Practices\*
- July 14 Adaptive Gardening: Gardening for Life\*

These workshops are offered through a collaboration between University of Illinois Extension and SWALCO (Solid Waste Agency of Lake County, IL). They are part of a USDA grant, to promote composting and food waste diversion, and to increase the generation and use of compost in commercial, residential, agriculture, and community gardens sectors in Lake County, Illinois. Please check back to see which programs will be offered virtually or which may be offered live. Visit [swalco.org](http://swalco.org) for further information on these workshops and the grant.

Please help us get the word out.

**STAFF:** Merleanne Rampale, Public Information/Education Director

**ATTACHMENT:** 2021 Garden Learning Series flyer



# Wednesday, March 10 Successful Vegetable Gardening (2nd in series)

*Can you imagine tasting vegetables  
picked fresh from your own garden?*

Build your success with research-based  
methods that promote healthy and  
productive plants.

To get the most out of your garden, Extension  
Master Gardeners will give you steps to plan  
your garden and to achieve success  
throughout the growing season.

Learn about:

- Garden Location
- Layout
- Preparation
- Selecting Vegetable Varieties
- Proper Planting
- Pest Control
- Proper Watering
- Harvesting Tips

Register here for this virtual session:

<http://go.illinois.edu/LakeCoVegetableGardening>

For More Information Contact:

Kim Isaacson, kimisaac@illinois.edu

Merleanne Rampale, mrampale@swalco.org

Sarah Farley, sfarley@illinois.edu



**Illinois Extension**

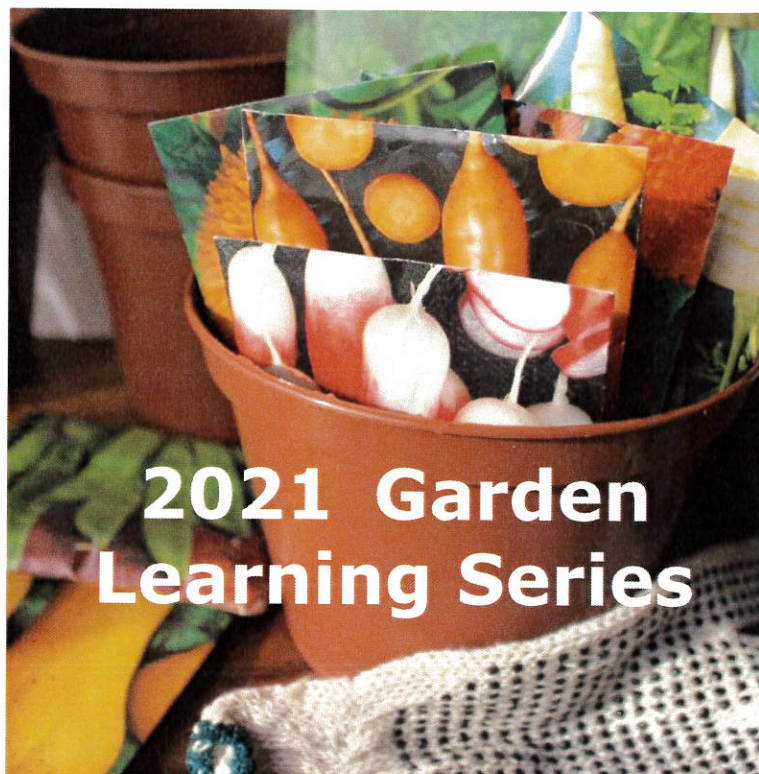
UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN



SOLID WASTE AGENCY OF LAKE COUNTY, IL

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participate in an Extension program, please contact 847.223.8627.

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## 2021 Garden Learning Series

SWALCO and the University of Illinois Extension,  
Lake County present the 2021 Garden Learning  
Series. Programs will be held on the second  
Wednesday of the month, 6:00 p.m. – 7:30 p.m.

February 10 (Virtual) Seed Starting

March 10 (Virtual) Successful Vegetable Gardening  
*Tips and resources to lead you to success in your garden.*

April 14 (Virtual)

Successful Vegetable Gardening: Beyond Basics  
*Master Gardeners will share research-based methods and  
practices to up your garden game!*

May 12 Composting Basics\*

June 9 The Vegetable Garden's Planted:  
*Now What? Garden Maintenance Best Practices\**

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Please check back to see which programs will be offered  
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[extension.illinois.edu/lm](http://extension.illinois.edu/lm) or [swalco.org](http://swalco.org) for further  
information on these workshops and the grant.



### **I – 3. Project and Program Updates**

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

1. Work continues on the USDA grant with the roll out of the marketing campaign coming in April (four towns are part of the pilot marketing campaign, Highland Park, Lake Bluff, Grayslake and N. Barrington, which will be tested this year and then rolled out for all SWALCO members next year), the land application of compost set for March on the Forest Preserve's farmland in Grayslake (March 17 is tentative date) and other community gardens, and the continued roll out of the gardening series in collaboration with the U of I Extension.
2. Negotiations on the host agreement with GFL continue with meetings held on January 13th, January 28<sup>th</sup>, and February 19<sup>th</sup>, the next meeting is scheduled for March 19<sup>th</sup>. The goal is to have an amendment to the current Host Agreement ready for Board action at the June 2021 meeting.
3. Reuse planning work continues with Rheaply and Lake County Partners. We have scheduled a workshop for March 31<sup>st</sup> that will include representatives from about 8 local businesses who will act as a focus group for how best SWALCO and Rheaply can build out an electronic reuse platform for Lake County and the greater Chicago region.
4. Pete and Walter continue to attend the Plastic Pact's monthly meetings. Walter is serving on the Scope and Data Workstream which meets every other week. By this spring the Pact should have a roadmap for how to achieve the four key targets by 2025.
5. Deerfield and Lake Bluff recently went to bid for both residential and commercial franchises. Deerfield's results are public and they selected LRS for both franchises. They will enjoy a rate reduction for residential collection while also gaining a third cart for yard waste and food scraps year-round. Deerfield is working close with LRS, its Go Green group and has hired Civic Agents (the company we hired to do the Recycle by City work on our website) to help with the marketing and roll out of its year-round organics program. On the commercial side, the rates remained the same for all businesses and the Village kept its aggressive recycling program with no cost increases. Lake Bluff staff will be making a recommendation to the Village Board on March 22<sup>nd</sup>. Any member thinking about going out for proposals should strongly consider doing so given the competitive bids we have seen recently in Deerfield and Lake Bluff. If the Lake Bluff board approves the commercial franchise the village will become the 8<sup>th</sup> SWALCO member to implement one.
6. Numerous bills have been introduced in Springfield that we are monitoring. The key bills being supported by SWALCO are three EPR bills: carpet recycling – SB 345 (Senator Bush is sponsor), drug take-back (HB 1780) and paint recycling – still waiting on bill number. A bottle bill has been introduced but is not expected to be moved this year. How many bills will be considered this year is difficult to determine at this point, we are seeing a movement to virtual committee meetings in the coming weeks.
7. Walter and 5 members had a call on February 24<sup>th</sup> regarding starting a sharps collection program under the IEPA's program that covers the costs to ship and destroy the sharps. It is expected that several will begin programs that we can hopefully implement across many other sites in Lake County.
8. All the collection programs are operating fairly normal. We continue to add extra HCW collection dates for the Gurnee site to meet the continued demand, all of which continue to be on Saturdays. Merleanne continues to add new collection sites for clothing and shoes, and the electronics program remains fully operational. Pete recently sent the paperwork into the

IEPA to formally opt into the electronics program in 2022 and we will learn in a few months which e-scrap recycler will be assigned to our program.

9. Walter was appointed to the Electronics Recycling Task Force by the IEPA (the law required a task force be formed to review best practices for collecting e-scrap and to discuss generally how the implementation of the law has progressed) and attended the first meeting on February 11, 2021. The Task Force will meet quarterly for the time being.

**ENCLOSED DOCUMENTS:** None

**STAFF:** Walter Willis, Executive Director