

**Campton Township Solid Waste Disposal District (CTSWDD)**  
**Meeting Minutes for the regular meeting of**  
**January 18, 2017      7:30 p.m.**  
**Held at Luau Coffee, 40W301 Route 64, Campton Hills, Illinois**

**A. Call to Order**

Trustee Phillips called this regular meeting of the Campton Township Solid Waste Disposal District to order at 7:30 p.m. Trustees Dave Phillips, Steven Cartwright and Robert Knowlton were in attendance. President Berry was excused because of other business commitments.

**B. Pledge of Allegiance**

Trustee Phillips led the group in the Pledge of Allegiance to the American Flag.

**C. Welcome General Public and Guests**

Mark Gordon, 4N605 Snowbird Court, Campton Hills, Il.

**D. Public Comments**

Mr. Gordon pointed out the Daily Herald published an article on January 4, 2017 showing Trash charges from a number of suburbs and noted that CTSWDD rates were not included.

**E. Meetings**

**1. Campton Township Board Meeting**

The Campton Township Board meeting - no report

**2. Village of Campton Hills Board Meeting**

The Village of Campton Hills Board meeting - no report

**F. Review and Approval of the Minutes of the September 21<sup>st</sup>, 2016 Meeting**

Minutes of the November 16th, 2016 regular meeting were presented. Trustee Phillips noted several items that need changed. Trustee Phillips made a motion to approve the minutes as amended, seconded by Trustee Knowlton. A vote was taken and the motion passed unanimously.

**G. Review and Acceptance of Reports**

**1. Treasurer's Report**

**i. Report of Current Balances**

Checking Acct. Beginning Balance:	\$ 266.97
4 Debit: #1042 CAN Insurance	\$ -100.00
#1043 Intersites & Survey Monkey	\$ -30.00
#1044 Intersites	\$ -263.87
#1045 P.O. Box Rental	\$ -52.00
1 Credit Transfer from Money Mkt Acct.	\$ 1,000.00
Ending Balance 12/31/16:	\$ 821.10

Money Market Beginning Balance:	\$ 11,687.49
2 Credits: monthly interest:	\$ .88
1 Debit: Transfer to Checking Acct.	\$ -1,000.00
Ending Balance 10/31/16:	\$ 10,688.37

Trustee Phillips and Cartwright presented the Treasurer's report.

Trustee Knowlton made a motion to approve the Treasurer's Report, seconded by Trustee Phillips. A vote was taken and the motion passed unanimously.

**ii. Presentation of Outstanding Bills**

We discussed reimbursing Trustee Knowlton for a Survey Monkey invoice for \$60.00 for Email push for CTSEDD.

**iii. Vote to Pay Outstanding Bills**

Trustee Phillips made a motion to approve payment to reimburse Trustee Knowlton for his payment of the \$60.00 Survey Monkey invoice. The motion was seconded by Trustee Cartwright

A roll call vote was taken: Trustee Knowlton – Y, Trustee Phillips – Y, Trustee Cartwright - Y. Motion passed

**IV. 2014 – 2016 Financial Statements**

Trustee Cartwright presented the Board with 2014 – 2016 Profit & Loss Statement and Assets, Liabilities and Equity Statement. The statements were prepared from the books and records of CTSWDD. They were prepared constitutently with the statements prepared by Lee J. Howard Ltd. P.C. for the years of 2008 – 2013. We reviewed the statements and we agreed to change several account titles to improve clarity of the expenses. Trustee Cartwright will make the changes and forward to the Board members for a final review and forward to Trustee Knowlton for posting to our Web site.

**V. 2017 Budget**

We discussed the 2017 budget and forecasted expenses for the year. Trustee Cartwright will prepare a formal presentation for the February Board meeting approval.

**2. Monthly Reports - Waste Management Data**

**i. Tonnage Report**

Trash, Recycling and Yard Waste volume were reviewed for November and December 2016 with total Lbs. /Customer of 294.68 for November and 275.40 for December. The November 2016 Lbs. was lower than the comparable month in 2015; the main driver for the change was recycling (2015 was significantly higher than 2016 and the average for 2015). The December 2016 Lbs. was higher than the comparable month in 2015; the

main drivers are we had yard waste Lbs. in 2016 versus zero in 2015 and trash was higher than 2015 ( the 2015 trash Lbs. were abnormally low in 2015 compared to the 2015 average.

**ii. Missed Pick-Up, Complaints and Unresolved Report**

WM reported there were 7 issues reported for November 2016 and 9 issues reported for December 2016, none of which need further follow-up by CTSWDD or WM.

**3. Residents' Queries**

There were three residents' queries to CTSWDD in both November and December.

Several of these queries related to disposal of Christmas trees related to the two week free disposal which was shorter than the 12 days of Christmas this year since Christmas was on a Sunday. We will discuss this with WM to see if a change can be made and secondly added to the items to be addressed in future contracts.

**H. CTSWDD Web Site Maintenance and Push Notification**

**1. CTSWDD Web Site Maintenance and Push Notification**

We discussed the Facebook site that Trustee Knowlton created. He noted that the hits on our Web site and Facebook are increasing.

**I. Old Business**

We discussed the open board position which resulted from the end of Mark Gordon's term. We have several possible candidates at this time.

We reviewed the Action item lists and closed two items, updated due dates where appropriate and added two new items.

**J. New Business**

1. None

**K. Adjournment**

At 8:10 p.m. Trustee Cartwright made a motion to adjourn the meeting, seconded by Trustee Phillips, motion carried on a voice vote.