**Campton Township Solid Waste Disposal District (CTSWDD)**

**Meeting Minutes for the regular meeting of September 21st, 2022 – 7:30 p.m.**

**Held at Village of Lily Lake Conference Room**

**43W870 Empire Road, Lilly Lake, IL 60175**

**A. Call to Order**

This regular meeting of the Campton Township Solid Waste Disposal District was called to order at 7:35 p.m. by Larry Gallagher. Roll call of trustees Lawrence Gallagher, Steve Cartwright, Tim Hansen and Bryan Kerwin were in attendance. Bill Miller attended using MS Teams. Larry led the Board in the Pledge of Allegiance to the American Flag.

Larry welcomed Bryan and Bill to the Board.

**C. Welcome General Public and Guests**

Randy Lawrence, 40W259 Ancient Oak Ct. a volunteer attended the meeting via MS teams.

**D. Meetings**

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

We did not have a Board member at the Village meeting.

**2. Campton Township Board Meeting**

Larry attended the township meeting were Bryan Kerwin and Bill Miller were approved as CTSWDD Board members and sworn in.

There was a discussion of the new two cubic yard dumpster at the Headwaters site for horse manure as requested by the Township Board. LRS has provided the dumpster under CTSWDD contract. It was noted that there has been some fly dumping of horse manure since the dumpster was placed in-service.

**E. Review and Approval of the Minutes of the August 17, 2022 Meeting**

Motion to approve August 17th minutes was made by Bryan and second by Tim. A vote was taken, and the motion passed unanimously.

**F. Review and Acceptance of Reports.**

**1. Treasurer’s Report**

Tim Hansenpresented the Treasurer’s reports for August 31, 2022. CTSWDD account balance at August 31 was $18,263.59.

**2.** **Vote to Approve – Report of Current Balances.**

A motion to approve the treasurer’s reports was made by Steve and was seconded by Bryan. A vote was taken and the motion passed unanimously.

**3. Vote to Approve – Payment of Outstanding Balances**

There were no Outstand Bills to be paid.

**G. Monthly Reports - LRS Data**

**1**. **Tonnage Report -** Reports were reviewed for August 2022.

**2. Missed Pickup, Complaints –** There were no missed pickup calls in August. There was one Tagged resident for not properly bundled items. There was one compliment about pickup day, account was routed wrong.

**H. Resident Inquiries**

**1. Village of Campton Hills –** no inquiries

**2. Campton Township –** Larry had three calls to our phone.

**I. District Technology Services**

Tim noted he did not receive the website statistics.

**J.** **Old Business**

1. Website Terms of service, privacy policy, cookies and ADA – Tim provided drafts of the terms of service and privacy policy. The discussion was tabled until the other board members had time to review the drafts.

2. Election of Officers - We discussed the board office positions and trustee assignments.

Election of Officers:

Larry was nominated for president by Steve and seconded by Tim. A roll call vote was taken and the motion passed unanimously.

Steve was nominated for secretary by Larry and seconded by Bryan. A roll call vote was taken and the motion passed unanimously.

Tim was nominated for treasurer by Steve and seconded by Larry. A roll call vote was taken and the motion was passed unanimously.

Bill was nominated for assistant treasurer by Bryan and seconded by Larry. A roll call vote was taken and the motion was passed unanimously.

Trustee assignments:

Steve was nominated as FOI officer for the District by Larry and seconded by Tim. A voice vote was taken and the motion was approved. Bryan will be the backup FOI officer.

Bryan was nominated to be our Open Meetings Contact by Larry seconded by Steve. A voice vote was taken and the motion passed.

Bryan was nominated as our Tec Master by Larry and seconded by Steve. A voice vote was taken and the motion passed.

Steve was nominated to be our liaison with the Village of Campton Hills by Larry and seconded by Bryan. A voice vote was taken and the motion passed.

3. Vote to Approve – Fees related to insurance certificate.

The Board discussed the liability insurance. Bryan made a motion to approve the payment of $1,170 for the annual insurance fee, it was seconded by Steve. A roll call vote was taken and the motion passed unanimously.

4. Vote to Approve – Regular in-person monthly meetings.

The Board discussed where and how to hold monthly meetings. Larry made a motion to meet in-person at the Village of Lily Lake office with MS teams as a backup, the motion was seconded by Steve. A voice vote was taken and the motion passed.

5. Review Action Items List –

Steve presented the current Action item list, which the Board reviewed. He will update the items on the list as follows: close the items on ByLaws, New Board Members and Board insurance and add items for new Board member Open Meeting Act training, Freedom of Information training for Bryan and collecting CTSWDD files from Joe Drago by Steven.

**K. New Business**

1. Receipt of LRS quarterly Franchise Fee.

CTSWDD received the second quarter Franchise fee in August, The third quarter fee should be received in November.

2. Potential change to Franchise Fee rate.

We discussed the current $0.05 per month fee and tabled any change until after approval of the 2023 CTSWDD Budget.

3. 2023 annual budget

We discussed the 2022 budget, 2022 forecasted spending and likely 2023 spending. Steve will prepare a proposed 2023 CTSWDD budget based on our discussion for review at our October meeting.

4. Preview of October – no scheduled items for October

**L. Adjournment**

At 9:52 p.m. Steve made a motion to adjourn the meeting, seconded by Tim, motion carried on a roll call vote – All were in Favor.