

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved 8/17/11

MINUTES

ENVIRONMENTAL COMMISSION

July 13, 2011 7:00 P.M.

1. Call to order to establish a Quorum

Dan Beebe called the meeting to order at 7:03 P.M.

Roll Call – Dan Beebe, Steve Carrow, and Nick Fuller.

Tim Wilcox, Street Superintendent was also present.

Established a quorum.

2. Approval of Minutes

A. Environmental Commission Meeting of June 22, 2011

Minutes for the June 22, 2011 meeting were not distributed and have been tabled.

3. Review and Discuss Commission Priority List

A. Current List

Recycling Event

An informational meeting on the citywide recycling event was held on July 13, 2011 at the West Chicago City Hall between members of City administration, employees of Sims Recycling Solutions and a representative of the West Chicago Environmental Commission. The primary topic of discussion was liability requirements for not-for-profit organizations and for-profit businesses for the event to be held on Sims property on October 1st. It was decided that not-for-profit organizations will need to sign a Hold Harmless agreement with Sims and the City of West Chicago in order to participate. Carol LeBeau will provide a copy of the City's Hold Harmless agreement to all attendees. For-profit businesses will need to supply a Certificate of Liability Insurance naming Sims Recycling Solutions and the City of West Chicago as 'additional insured' parties. For-profit businesses collecting hazardous materials (e.g., lead-acid batteries), will be required to submit additional materials to Sims (e.g., Safety Contract, OSHA Logs) prior to working onsite, per Sims corporate policies. Shana Martin of Sims will provide a copy of the Sims specific forms and documents to all attendees.

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Nancy M. Smith
CITY CLERK

Donald F. Earley
CITY TREASURER
Michael L. Guttman
CITY ADMINISTRATOR

Solid Waste Contract

Commission discussed the differences between the current West Chicago and Wheaton solid waste contracts emphasizing the apparent strengths of each contract. Each commission member will make a list of recommended additions to the current, but soon to expire, West Chicago solid waste contract taking into account the strengths of both contracts. Recommendations shall be stated then supported with a paragraph describing the benefits. The recommendations shall be submitted to Dan Beebe by August 10, 2011. The recommendations will be reviewed by the commission and submitted to the city.

Business Recycling Survey

Steve Carrow submitted a cover letter for the business recycling survey for commission review. The document will be covered in greater detail in next month's meeting.

B. New Additions

No new additions.

C. Adjournment

Dan Beebe entertained a motion for the meeting to be adjourned, Steve Carrow moved for the meeting to be adjourned. Nick Fuller seconded. Meeting adjourned.