

CITY OF  
**WEST CHICAGO**  
WHERE HISTORY & PROGRESS MEET

**ENVIRONMENTAL COMMISSION**

**Wednesday, April 16, 2025, 5:00 p.m.**  
**Water Treatment Plant, 1400 W. Hawthorne Lane**

**AGENDA**

1. Call to Order & Establish a Quorum
2. Approval of Minutes
  - a. Environmental Commission Meeting Minutes of March 20, 2025
3. Public Participation/Presentations
4. Items for Consent
  - a. None
5. Review and Discuss the Commission Priority List
  - a. Current List
    - i. Sustainability Plan – Subcommittee Update
  - b. New Additions or Upcoming Events
    - i. Spring Adopt-A-Highway Clean-Up Event (Hawthorne Lane), April 16, 2025, at approximately 6:00 PM
      1. Meet-up location: Water Treatment Plant, 1400 W. Hawthorne Lane, West Chicago, IL 60185
    - ii. Blooming Fest – May 17, 2025, 9:00 AM – 3:00 PM
      1. Location: Downtown West Chicago
      2. Bareroot Prep – 5:00 PM on May 15, 2025,
      3. Staff Update: Application, canopy & table skirts update, bareroots
    - iii. Paper Shredding Event & Rain Barrels Pick Up – June 7, 2025, 9:00 AM – 12:00 PM
      1. Location: West Chicago Metra Station Parking Lot
      2. Staff Update: Rain barrel ordering is now open and advertised, draft flyer (Enclosure), agreement in place for 2 shredders
6. Other Business
  - a. Participation Certificate for the Holiday Lights Recycling Event
  - b. Arbor Day and Earth Day Proclamation at the April 21, 2025, City Council Meeting at 7:00 PM – The Commission is invited to attend
  - c. Arbor Day Tree Planting Event Invitation (Enclosure)
  - d. Monarch Butterfly Action Items
  - e. Water Treatment Plant Tour (appx. 5:30 PM)
  - f. Adopt-A-Highway cleanup at approximately 6:00 PM
    - i. Safety Video and Liability Waiver for Participant
7. Adjournment

## MEETING MINUTES

### ENVIRONMENTAL COMMISSION

March 20, 2025, 6:00 P.M.

1. Call to Order Establish a Quorum
  - a. *Dave Shah, Staff Liaison, called the meeting to order at 6:00 P.M.*
  - b. *Roll call found Chair Nazree Williams, Commissioner Bob Blaus, Commissioner Victoria Burris, and Commissioner Allen Rodriguez present. Commissioner Tyler Kesler arrived after roll call at 6:07 P.M. Co-Chair Tom Cherrington was absent.*
  - c. *Aldermanic liaison present included Alderman Christopher Swiatek.*
  - d. *Staff liaison present included Assistant Director of Public Works, Dave Shah, and Public Works Administrative Assistant, Ashley Heidorn. Director of Public Works, Mehul Patel, was also in attendance.*
  
2. Approval of Minutes
  - a. Environmental Commission Meeting Minutes of January 16, 2025
    - i. *Rodriguez made a motion, seconded by Blaus, to approve the Meeting Minutes.*
      1. *Voting Yea: Williams, Blaus, Burris, Rodriguez*
      2. *Voting Nay: None*
  
3. Public Participation/Presentations
  - a. None
  
4. Items for Consent
  - a. None
  
5. Review and Discuss the Commission Priority List
  - a. Current List
    - i. Sustainability Plan – Subcommittee Update
      1. None
  - b. New Additions
    - i. Spring Adopt-A-Highway Clean Up Event (Hawthorne Lane)
      1. Meet up location: Water Treatment Plant, 1400 W. Hawthorne Lane, West Chicago  
*Discussion: The Commission suggested scheduling the event to immediately follow the April Environmental Commission meeting.*
        - a. *Rodriguez made a motion, seconded by Blaus, to move the April meeting to April 16, 2025, at 5:00 P.M., with the Spring Adopt-A-Highway Clean Up Event to immediately follow.*
          - i. *Voting Yea: Williams, Blaus, Burris, Rodriguez*
          - ii. *Voting Nay: None*
    - ii. Blooming Fest – May 17, 2025, 9:00 A.M. – 3:00 P.M.
      1. Location: Downtown West Chicago  
*Discussion: Shah updated the Commission on preparations for Blooming Fest. He noted that DuPage County would again be providing bareroots to distribute at the event. He suggested scheduling the bareroot*

*preparation for the same day as the May Environmental Commission meeting.*

1. *Rodriguez made a motion, seconded by Blaus, to move the May meeting to May 15, 2025, at 5:00 P.M. at the Water Treatment Plant, 1400 W. Hawthorne Lane, West Chicago, and prepare the bareroots the same evening.*

- a. *Voting Yea: Williams, Blaus, Burris, Kesler, Rodriguez*
- b. *Voting Nay: None*

*Rodriguez suggested having an arborist in attendance for Blooming Fest; Burris indicated she would reach out to her arborist neighbor to see if they would be available to attend. Kesler suggested including the Community Survey at Blooming Fest, and Williams suggested offering the survey on tablets if possible.*

- iii. *Paper Shredding Event & Rain Barrels Pick Up – June 7, 2025, 9:00 A.M. – 12:00 P.M.*

1. *Location: West Chicago METRA Station Parking Lot*

*Discussion: Shah noted that rain barrel orders are open and have been advertised on the City's website. Blaus confirmed that fabric collection will also be included as part of the event. Burris expressed interest in making a butterfly presentation at the event, but given the setup of this particular event, Williams suggested reaching out to the library instead.*

## 6. Other Business

- a. *Public Works update from the Director of Public Works*

- i. *Mehul Patel, Director of Public Works, provided the Commission with a detailed explanation of his Department, its day-to-day and long-term operations, as well as upcoming projects and programs.*

*Discussion: Some informational questions and answers followed. The Commission expressed interest in supporting and/or assisting Public Works where practicable. Rodriguez suggested a tour of the Water Treatment Plant in the future, and Patel offered a tour to precede the May 15<sup>th</sup> Environmental Commission meeting.*

- b. *Newsletters subcommittee progress*

*Discussion: Shah advised Williams that he is trying to set up a meeting with the City's Marketing and Communications Manager once he knows her availability to meet.*

- c. *Appreciation letter or certificate for the Holiday Lights Recycling Event participation*

*Discussion: Rodriguez suggested hand-delivering certificates to the collection site participants to express the Commission's appreciation of their contributions. Shah confirmed that certificates would be made to accommodate this.*

- d. *Request for presentation at the Ball Horticultural Company to celebrate Earth Day – Week of April 21, 2025*

*Discussion: Shah shared that Ball Horticultural was interested in having a Commissioner present at their Earth Day celebration week. Burris noted that they had contacted her about doing a presentation; Shah said he would put her in touch with their Marketing Specialist about possible coordination and go from there.*

- e. *April 22, 2025 – Earth Day Proclamation (April 21, 2025, CC Meeting)*

*Discussion: Shah advised the Commission that the Earth Day Proclamation will be presented at the April 21, 2025, City Council meeting and invited the Commissioners to attend.*

f. Recruitment

*Discussion: Williams expressed interest in recruiting an additional Commissioner so that all seven seats on the Commission would be filled. Rodriguez suggested making some recruitment efforts at Blooming Fest.*

7. Adjournment

- a. *At 7:41 P.M., Blaus made a motion to adjourn, and Rodriguez seconded the motion. The motion was unanimously approved by voice vote.*

Respectfully,

Ashley Heidorn  
Public Works Administrative Assistant

The City of West Chicago Invites You To

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# CELEBRATE ARBOR DAY

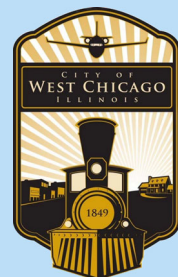
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**FRIDAY, APRIL 25**

10:00 AM



Please join us at the  
Public Works Streets Division,  
135 W. Grandlake Boulevard,  
West Chicago, to plant a tree  
in celebration of the  
importance they play in our  
environment and community!



# PAPER SHRED & MEDICAL DISPOSAL EVENT

**SATURDAY,  
JUNE 7**

**METRA Parking Lot at  
508 Main Street from  
9 a.m. to 12 p.m.**

This event is **FREE** for all residents & businesses.

This event is organized through the partnership of the City of West Chicago, the West Chicago Environmental Commission, SCARCE, the DuPage County Sheriff's Office, and DuPage County.



For more information, please visit [westchicago.org](http://westchicago.org), and for questions about disposables please contact SCARCE at (630) 545-9710.



DRAFT

## Paper Shredding

Bring up to (10) standard office-sized boxes of documents to be destroyed. Documents and/or paper may also be brought in plastic bags. Bags and boxes will not be disposed on-site.

Please remember to remove all binders, rubber bands, binder clips, page protectors, plastic bags, plastic file tabs, CDs, vinyl checkbook holders, batteries, and other hard items. Staples and paper clips do not need to be removed.

*Service provided by Accurate Document Destruction which is a subsidiary of West Chicago's waste management service provider, Groot Industries.*

## Medication and Sharps Disposal

The DuPage County Sheriff's Department will be accepting the following on-site:

- *Expired or unused medications and vitamins.* Please place all pills and ointments in a zip-lock bag; please do not bring pill bottles.
- *Medical sharps including syringes, epi-pens, lancets, and needles.* Please place all collected sharps in a thick plastic container, such as a laundry detergent bottle, and secure lid with tape.
- *Inhaler canisters.* Please do not bring holders.

## Clothing, Shoes, Apparel Accessories

eWorks will be collecting clean clothing, shoes, apparel accessories (such as belts, hats, scarves, and purses), bedding, towels, and other household textiles. Items can be in any condition as long as they are clean and not wet or moldy. Rips, tears, stains that won't wash out, and missing buttons or zippers are all acceptable.



## Additional Items Accepted

The West Chicago Environmental Commission will also be accepting used American flags, eye glasses, and hearing aids at the event for proper recycling.

## Rain-Barrel Program Pick-Up

Pick up your pre-ordered rain barrel from the City's Rain Barrel Program. Please make sure to have an adequately sized vehicle and room to transport barrel(s).

If you're interested in ordering a rain barrel for pick-up at this event, or wish to have one mailed to your household (fees apply), please visit [westchicago.org/rainbarrelprogram](http://westchicago.org/rainbarrelprogram).