



# VILLAGE OF WILMETTE

1200 Wilmette Avenue  
WILMETTE, ILLINOIS 60091-0040

## MEETING MINUTES

### ADMINISTRATION COMMITTEE OF THE VILLAGE BOARD

TUESDAY, JANUARY 13, 2015

6:00 P. M.

TRAINING ROOM, SECOND FLOOR

Members Present: Trustee Cameron Krueger, Chair  
Trustee Mike Basil  
Trustee Julie Wolf

Staff Present: Timothy Frenzer, Village Manager  
Michael Braiman, Assistant Village Manager  
John Prejzner, Assistant to the Village Manager

#### I. CALL TO ORDER

Chair Krueger called the meeting to order at 6:02 p.m. Committee members Basil and Wolf were present.

#### II. PUBLIC COMMENT

Chair Krueger noted that there was no one present to address any subject that was not on the agenda this evening.

#### III. APPROVAL OF MINUTES; ADMINISTRATION COMMITTEE MEETING MARCH 7, 2014.

Chair Krueger directed the Committee's attention to the draft minutes of the Administration Committee meeting of March 7, 2014.

Trustee Basil moved that the Committee approve the minutes as presented. The motion was seconded by Trustee Wolf. No further discussion occurred on the motion. Voting yes: Chair Krueger, Trustee Basil and Trustee Wolf. Voting no: none. **The motion carried.**

#### **IV. DISCUSSION OF THE COMMERCIAL WASTE FRANCHISE AGREEMENT**

Michael Braiman, Assistant Village Manager, said in 2008 the Village entered into a Commercial Waste Franchise (CWF) Agreement with Veolia Environmental Services which is now known as Advanced Disposal. The contract runs through September 30, 2015 and provides refuse and recycling collection to all commercial entities and multi-family dwellings in the Village. The contract also requires any dumpster/roll-off container utilized for temporary construction or demolition to be supplied by Advanced Disposal.

At the time the original contract was approved, reasons for implementing the agreement included:

- Reduced costs for the majority of business owners.
- Inclusion of recycling services which had been an additional cost to businesses
- Reduced number of waste haulers in the community resulting in fewer trucks on Wilmette roads and alleys
- Allowed the Village to receive an annual administrative fee

The contract expiring in September provides the following options for the Board to consider:

1. Extend the CWF with five one-year extensions at the current rates
2. Re-negotiate with Advanced Disposal to improve pricing
3. Issue Request for Proposals to re-bid CWF services
4. Terminate the SWF and allow businesses to select their own haulers.

Due to reduced fuel costs and the transition to compressed natural gas fleets, option #1 above is not recommended as collection costs are now lower. Therefore, lower rates for businesses can be realized by selecting options #2, #3 or #4.

To help the Board determine whether a CWF provides value to the business community, a survey was conducted regarding the existing franchise agreement. Based on the survey feedback, and staff interactions with contractors and residents, it is recommended that the roll-off dumpster program be removed from any future franchise agreement.

Trustee Basil said he agrees with removing the dumpster program from the franchise agreement as there are new options to dumpsters which are easier and less costly to residents and contractors.

The Committee discussed the options and directed staff to negotiate revised rates with Advanced Disposal and discontinue the dumpster program.

A resident asked if composting was possible with the waste franchise.

Mr. Braiman said that composting has been part of the discussion with Advanced Disposal. He noted that Advanced Disposal had tried a composting program with Highland Park but the site they were taking the compost to stopped taking it so they are trying to find a new site at this time.

Mr. Braiman said staff will move forward and come back to the Committee sometime in February regarding what progress has been made in re-negotiating the contract.

#### **V. DISCUSSION OF THE WILMETTE POWER PURCHASING PROGRAM (ELECTRICAL AGGREGATION)**

John Prejzner, Assistant to the Village Manager, said the Village is in the third year of the Wilmette Power Purchasing Program and is part of the Lakeshore Power Alliance (LPA) which saved residents 50% in the first year, 16% in the second year and 5% the third year. The reason the savings decreased significantly is largely due to the Illinois Power Agency restructuring how ComEd rates are set along with regulatory changes to other charges impacting the rate.

Mr. Prejzner said with the upcoming expiration of the agreement, the Village has several options in regards to WP3:

1. Extend agreement by one year and seek new pricing that maximizes savings compared to ComEd
2. Issue a Request for Proposals to find a new vendor
3. Terminate WP3 and return customers to ComEd

Mr. Prejzner said staff has met several times with members of the LPA, the LPA's consultant Mark Pruitt and mc<sup>2</sup> to discuss all the options. Based on these discussions, members of the LPA reached a consensus to pursue option 1. Option 1 will allow staff to work with the LPA and mc<sup>2</sup> to secure a new rate for the fourth consecutive year. Mr. Pruitt and mc<sup>2</sup> are confident that an opportunity for savings for Wilmette residents and business owners will continue to exist next year. However, with the upcoming ComEd smart meter installation in 2015/2016, the framework of electrical aggregation is likely to change significantly. Therefore renewing for longer than one year is not recommended at this time.

Mr. Frenzer said staff still believes there is adequate savings available for one more year if our vendor margin does not go up. The savings for residents for one more year would be approximately 5%. After that, once the smart meters are installed, everyone will be charged for their own usage.

Trudy Gibbs, resident, asked the Village if mc<sup>2</sup> could incorporate green initiatives into the program and educate residents regarding green initiatives.

Village Manager Timothy Frenzer said they could ask mc<sup>2</sup> what initiatives would make sense for them economically but there are not as many suppliers as before due to some companies going out of business, consolidating with other businesses or walking away from the franchise.

The Committee discussed the options and the consensus was to try to extend the agreement by one year to save the residents more money.

## **VI. DISCUSSION OF ELECTRONIC VILLAGE BOARD PACKETS**

Mr. Prejzner said staff is seeking input from the Committee to determine whether Board members would prefer to transition to electronic Village Board packets. If there is interest in eliminating paper packets, there are several factors for the Committee to consider which were outlined in the report to the Committee.

Mr. Prejzner provided a demonstration with a sample electronic packet for the Board to review.

The Committee discussed transitioning to an electronic Village Board packet and the consensus was to go forward with the electronic version in the next few months and have Village Board members use their own electronic devices. The Administration Committee members volunteered to pilot the electronic packets for a few months.

## **VII. DISCUSSION OF PROPOSED REVISIONS TO THE VILLAGE BOARD AGENDA FORMAT**

The Committee supported the proposed changes to the agenda format as presented in the report.

Mr. Braiman said the new format would be presented to all the Village Board members in Manager's Notes and go forward from there.

**VI. ADJOURNMENT**

At 7:10 p.m., Trustee Wolf moved to adjourn the meeting. The motion was seconded by Trustee Basil. No further discussion occurred on the motion. Voting yes: Chairman Krueger, Trustee Basil and Trustee Wolf. Voting no: none. **The Motion carried.** The meeting was thereafter adjourned.

Respectfully Submitted,

Barbara Hirsch  
Deputy Village Clerk