

VILLAGE OF HOFFMAN ESTATES
SUSTAINABILITY COMMISSION MINUTES

Tuesday, March 4, 2025 @ 6:00pm
Regan Room – Village Hall

1. CALL TO ORDER

This meeting was called to order at 6:05 PM.

Members in attendance: Amy Hartsough, Chairperson; Susan Simmons; Amy Decker;
Sheila Schwartz; Hannelore Conley

Members absent: George Tuhowski; Lorraine Leisenberg; Alfredo Izquierdo;
Chrissy Christian

2. PUBLIC COMMENT

No public comment occurred during this meeting.

3. APPROVAL OF MINUTES

a. February 4, 2025

MOTION by Commissioner Schwartz; **SECOND** by Commissioner Conley; **5-0 Aye**.

4. STAFF LIAISON REPORT

a. Materials for Bon Appetit

Chairperson Hartsough and Commissioners Leisenberg, Conley, and Schwartz volunteered to participate at the Commission's display table.

Chairperson Hartsough summarized communications with Bell Works event coordinators concerning the availability and collection of recycling containers at the event, which are reported to be limited. This will likely require commissioners to coordinate proper disposal of materials collected in recycling and composting containers available at the commission's event space.

Commissioners briefly discussed methods to improve marketing efforts from the Village pertaining to the new curbside composting service offered by Groot. Commissioners requested additional information on what types of rigid containers for food waste will be collected with the curbside service, and what the minimum or maximum size of those containers will be. Commissioner Simmons questioned how Groot will know whether there are or are not food scraps in a brown yard waste bag, which will not be permitted.

Commissioners proposed creating or purchasing stickers or decals for residential rigid food scrap containers that state "Organic Food Waste", "Organics Food Waste and Yard Waste Only", or similar, along with a Hoffman Estates logo or other identifiable marking. Mr. Howe will investigate options and their costs.

The next meeting of the Sustainability Commission is scheduled for April 1, 2025 @ 6:00pm.

Commissioner Schwartz, and others, proposed inviting Groot to share a booth with commissioners at the Northwest Fourth Fest to share information with residents about the contract/service changes.

b. Village Hall iPass Transponder Collection

Mr. Howe confirmed that the Village is exploring installing a collection bin for iPass transponders at Village Hall near existing material collection bins. If installed, notification to residents would likely occur through the e-News distribution, social media channels, and the Citizen newsletter.

Mr. Howe reported that SWANCC uses the same recycling company for transponders as they use for the Hoffman Estates electronics collections. Commissioners asked Mr. Howe to investigate collecting transponders at Village Hall daily, as well as the weekly and annual collections.

c. Business License Process (Opportunities to Educate Businesses)

Mr. Howe informed commissioners that the business license process is likely an avenue to share certain information with applying businesses but that would ultimately be at the discretion of the Village Clerk or other Village representatives. Commissioner Schwartz identified this as an opportunity to speak with larger businesses about their sustainable practices, capturing a larger impact than smaller businesses.

Mr. Howe offered to share a list of new businesses each month with interested commissioners.

5. OLD BUSINESS

a. Sister Cities Presentation for April 2025

Mr. Howe will provide Commissioner Conley's script to the Sister Cities Commission so that they can use it as well as the slides to create an English-French vocabulary list for the students. Mr. Howe will share feedback from the Sister Cities Commission once it is received. Mr. Howe will provide edited materials to Commissioner Conley as she prepares for the presentation in April.

Mr. Howe reported that more host families are needed by the Sister Cities Commission.

b. Planning for April (Bon Appetit, Earth Month) and Northwest Fourth Fest

Chairperson Hartsough, Commissioner Decker, and Commissioner Schwartz proposed spotlighting/publicizing vendors that are actively engaged in sustainable efforts, starting with Bon Appetit vendors. Ms. Hartsough will pursue having the Hoffman Estates Chamber of Commerce ask participating vendors for this information in their communications to the vendors about Bon Appetit, so that the information can be available at the commission's Bon Appetit table. The commissioners would like this to expand (including communications to businesses applying for a license). This could revive the Hoffman Estates Green Business initiative.

Commissioner Decker reported that the July Fourth Commission approved having a table location for the Sustainability Commission.

6. OTHER

Chairperson Hartsough volunteered to work with Hoffman Estates Communications Director Missy Britto to include in her various channels all the sustainability-related information that is especially applicable in April (Earth Month), including the daily Facebook posts from previous years (which require SWANCC dead links to be changed to swancc.org). in addition to the new food waste collection that starts May 1, new transponder collection at Village Hall, and sustainability efforts of Hoffman Estates businesses.

Chairperson Hartsough requested volunteer(s) to be acting Chair for August, September and October 2025 Sustainability Commission meetings when she will be absent. Commissioners were also encouraged to find a new member, for the commission's open seat.

7. ADJOURNMENT

This meeting adjourned at 7:00 PM.