

Agenda for the Regular Meeting of January 28, 2021

The Commission will meet in session at the Justice-Willow Springs Water Commission 7000 S. Archer Road, Justice IL 60458

There will also be a teleconference 978-990-5007 Enter access code 718308

Call the meeting to order at 9:30 AM

Roll Call

PUBLIC COMMENT

Motion by: _____ to open the floor for public comment

Second by: _____

Roll Call Vote:

Motion by: _____ to close the floor for public comment

Second by: _____

Roll Call Vote:

MINUTES

Motion by: _____ that the Minutes of the Meeting December 10, 2020 of be approved as written

Second by: _____

Roll Call Vote:

FINANCIAL

1) Invoices paid from December 3, 2020 to January 20, 2021

File: Invoices Paid

Motion by: _____ that all invoices be ratified for payment

Second by: _____

Roll Call Vote:

2) Cash in Banks All Accounts for December 2020

File: Cash in Bank

3) December 2020 Budget (Operating Report)

File: 2020 Budget

COMMISSIONER'S REPORT

ENGINEERING

- Update on Watermain Projects

4) Letter dated December 8, 2020 from John Hoefflerle of Hoefflerle Butler Engineering to the Commissioners

Re: Contractor's Payment #2 / Final
87TH Street Water Main Relocation

Check was issued on December 9, 2020 for \$20,335.98 upon recommendation of Commission Engineer John Hoefflerle and Director Colleen H. Kelly and the approval of the Board

Motion by: _____ to ratify payout #2/Final in the amount of \$20,335.98 to Vian Construction for the 87th St Water Main Relocation Project

Second by: _____

Roll Call Vote:

5) Letter dated January 14, 2021 from John Hoefflerle of Hoefflerle Butler Engineering to the Commissioners

Re: Contractor's Payout #2
Cronin Ave Water Main Replacement

Motion by: _____ to approve Payout #2 in the amount of \$122,051.54 upon the recommendation of Commission Engineer John Hoefflerle and Director Colleen H. Kelly to Unique Plumbing Co. for the Cronin Ave Water Main Replacement Project

Second by: _____

Roll Call Vote:

EXECUTIVE DIRECTOR'S REPORT

6) Letter dated January 4, 2021 from Director Colleen H. Kelly and Office Manager Penny Mulcahy to Lauterbach & Amen, LLP

Re: 2019 Audit

File: 2019 Audit

7) Letters dated January 4, 2021 from Lauterbach & Amen, LLP to the Board of Commissioners

Re: 2019 Audit

File: 2019 Audit

7A) Management Letter dated January 4, 2021 from Lauterbach & Amen, LLP to the Board of Commissioners

Re: Audit 2019

File: 2019 Audit

8) Justice-Willow Springs Water Commission's Annual Financial Report for Fiscal Year Ended December 31, 2019

File: 2019 Audit

Customer Write Off's:

9061 Oak Ridge Court, Willow Springs \$551.57 previous owner did not pay
7501 Cronin \$938.00 Discharge of Debtor

LEGAL

9) ORDINANCE NO. 21-1 AN ORDINANCE ESTABLISHING WATER SERVICE FEES FOR THE JUSTICE-WILLOW SPRINGS WATER COMMISSION

Motion by: _____ to approve ORDINANCE NO. 21-1 AN ORDINANCE ESTABLISHING WATER SERVICE FEES FOR THE JUSTICE-WILLOW SPRINGS WATER COMMISSION

Second by: _____

Roll Call Vote:

CUSTOMER / COMMUNITY MATTERS

- Board Discussion and Possible Action on the following:\

10) Letter from Dan Kiers from 8353 S. 78th Ct, Justice to the Commission

Re: Abatement request

File: Customers Account

11) E-mail dated January 11, 2021 from Frank Nakira from J & J Fish & Chicken, 8515 S, 88th Ave, Justice to the Commission

Re: Bill Relief

File: Customers Account

12) Letter from Russ Swanson, Owner of Oil Delux, 8000 W. 85th St, Justice to the Commission

Re: Bill Relief

File: Customers Account

PERSONNEL MATTERS

OLD BUSINESS

NEW BUSINESS

- Present / Consider any New Business

CLOSED SESSION

A Closed Session, as permitted by 5 ILCS 120/2, will be held to discuss and consider the appointment, compensation, discipline, performance, or dismissal of specific employees of and / or to the Commission.

Motion by: _____ that the Commission suspends the regular meeting and enters into a closed session to discuss and consider the appointment, compensation, discipline, performance or dismissal of specific employees of and / or to the Commission

Motion by: _____ that all Correspondence and Documents received by and / or presented to the Commission for this meeting be received, accepted and filed as noted

Second by:

Roll Call Vote:

Motion by: _____ that the Commission adjourns the Regular Meeting of January 28, 2021

Roll Call Vote: