

Minutes of
August 26, 2021

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

There was also a teleconference line open

Commission Chairman Mike Porfirio called the Meeting to Order at 9:30 AM

Present were the following:

Michael Porfirio	Commission Chairman
Mary Jane Mannella	Commission Treasurer on Teleconference Arrived at 9:54 AM
George Pastorino	Commissioner
Colleen Kelly	Commission Director
Michael Cainkar	Commission Attorney
John Hoefflerle	Commission Engineer

PUBLIC COMMENT

Motion by: Porfirio to open the floor for public comment

Second by: Pastorino

Roll Call Vote: Ayes: Porfirio, Mannella, and Pastorino

No one in the audience or on the teleconference line

Motion by: Porfirio to close the floor for public comment

Second by: Pastorino

Roll Call Vote: Ayes: Porfirio, Mannella, and Pastorino

MINUTES

Motion by: Pastorino that the Minutes July 15, 2021 be accepted as written

Second by: Mannella

Roll Call Vote: Ayes: Porfirio, Mannella, and Pastorino

FINANCIAL

1) Paid Invoices paid from July 10, 2021 to August 19, 2021

Motion by: Porfirio to approve the invoices paid from July 10, 2021 to August 19, 2021 in the amount of \$882,802.06

Second by: Pastorino

Roll Call Vote: Ayes: Porfirio, Mannella, and Pastorino

2) Cash in Banks All Accounts July 2021

File: Cash in Bank

Board Discussion and Action on the Following:

- Disposition of Republic Banks CD's that matured August 5th and August 11th, and one (1) CD that matures on August 27th.

Director Kelly reported the two (2) CD's that matured in early August was deposited in the Fifth Third Money Market.

Attorney Michael Cainkar will look into the state statute as to the percentage of the cap allowed into this type of investment

Motion by: Mannella to take the Director's recommendation and invest in the Fifth Third Funds pending the Attorney's review of the statute

Second by: Pastorino

Roll Call Vote: Ayes: Porfirio, Mannella, and Pastorino

2A) July 2021 Budget Comparison

File: 2021 Budget

COMMISSIONER'S REPORT

- No Report

ENGINEERING

- Update on Water Main Projects

Engineer John Heofferle reported the Cronin Avenue punch list is complete, with the exception one (1) driveway needs to be repaired.

He also reported the video of the Vinewood Project is scheduled for next week as well of the materials being delivered. The project will start soon after weather permitting, and all the spoils will be going to a regular dump.

The Engineer plans on speaking to the contractor to determine if the cost of the project can be reduced since all the spoils can go to a regular dump.

LEGAL

- No Report

EXECUTIVE DIRECTOR'S REPORT

Board Discussion and Possible Action on the Following:

- Update on High Tank Repair / Painting

Director Kelly reported the bid opening was held on August 12th; Commissioner Pastorino was in attendance via the phone.

The three (3) bids were as follows:

- 1) Era Valdivia Contractors, Inc \$1,184,125.00 Alternate #1 \$1,114,125.00
- 2) TMI Coatings, Inc. \$1,974,000.00 Alternate#1 \$1,899,000.00
- 3) Tecorp, Inc. \$2,079,550.00 Alternate \$2,079,550.00

KLM Engineering recommended the lowest bidder Ara Delvia, if the project starts in the Spring there would be \$70K discount as opposed to starting this fall.

Motion by: Porfirio to award the high tanks repair and painting project to Era Valdivia Contractor, Inc. the alternate #one (1) Spring finish for the amount of \$1, 114,125.00

Second by: Mannella

Roll Call Vote: Ayes: Porfirio, Mannella, and Pastorino

- Update on Meter Replacement Program

Director Kelly reported that she and the office staff have verified meters sizes and locations, Calumet Plumbing believed they will be receiving the meters by the end of September earl October, once all the meters have been received the project will begin.

- Utility Cart Donation

Director Kelly reported the Commission has an old utility cart that she salvaged years ago. The Village of Justice has used the cart in the past for their car shows, after that it just sits in the garage. She has offered it up to both Villages and the Village of Justice has expressed interest in it.

Attorney Cainkar stated he will prepare a resolution for the next meeting if need be.

Motion by: Porfirio to donate the Utility Cart to the Village of Justice pending review by the Commission Attorney

Second by: Pastorino

Roll Call Vote: Ayes: Porfirio, Mannella and Pastorino

1) Justice-Willow Springs Water Commission's Raffle Notification's

Director Kelly reported that most of the staff had attended Willow Fest to hand out Raffle flyers for the \$100.00 Raffle to sign up the Emergency Notification System. The same will be done at the Justice Car show. Code Red will pick the winner.

4) Notice from IPMG Insurance to the Commission

Re: IPMG Property / Safety Survey
Justice-Willow Springs Water Commission

File: IPMG Insurance

Director Kelly reported the Insurance Company did a property survey: the Commission had zero (0) failed items.

CUSTOMER / COMMUNITY MATTERS

Board Discussion and Possible Action on the Following:

5) Letter read dated July 16, 2021 from Charles and Claudia Toussas, 614. Oakwood, Willow Springs to the Commission

Re: Bill Reduction

Director Kelly reported this customer always uses a high amount of water. She also suggested to pull to meter and have it tested. The meter is sent out to an independent company for testing. In the meantime, they will have a meter that will be able to have the usage checked hourly.

The customer's request will be considered at the meter has been tested and evaluated,

File: Customer Account

6) E-mailed read dated July 2021 from Sahar Bashiri, 11435 Mildred Court, Willow Springs to the Commission

Re: Bill Reduction

Director Kelly customer is new to the area and did not know how to use the sprinkler system.

Motion by: Porfirio to issue a credit of \$154.90 to 11435 Mildred Court, Willow Springs

Second by: Mannella

Roll Call Vote: Ayes: Porfirio, Mannella, and Pastorino

File: Customer Account

PERSONNEL MATTERS

- No Discussion

OLD BUSINESS

- No Old Business

NEW BUSINESS

Director Kelly that she had recently received a call from the property of 8828 Archer. There are three (3) b-boxes for the property. The owner has been trying to evict the tenant in one (1) of the homes and had requested the service turned off, as the tenant was behind on paying the bill. The Commission thought the service was off but found out there had been water usage. The proper service line was found and tuned off. He would like the Commission to reduce his water bill.

The Customer needs to write a letter to the Commission requesting the reduction of the water bill.

Director Kelly reported that she will be meeting with Pro-Champs for collection of delinquent accounts.

CLOSED SESSION

- No Closed Session

Motion by: Porfirio 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: Mannella

Roll Call Vote: Ayes: Porfirio, Mannella, and Pastorino

- September Board Meeting has been changed from September 23rd to September 30, 2021

Motion by: Mannella that the Commission adjourns the Regular Board Meeting of August 26, 2021

Second by: Pastorino

Roll Call Vote: Ayes: Porfirio, Mannella, and Pastorino

The Regular Meeting of August 26, 2021 ended at 9:52 AM

Mike Porfirio
Chairman

Prepared by:

Penny Mulcahy
Recording Secretary
VIA Notes and Recorder