

Minutes of
May 13, 2021

The Commission met in session at the Village of Willow Springs, One Village Circle, Willow Springs, IL 60480

There was also a teleconference line open for call in purposes

Commission Chairman Mike Porfirio called the Meeting to Order at 12:00 PM followed by a Public Meeting at 1:00 for the meter installation program

Present were the following:

Michael Porfirio	Commission Chairman
Mary Jane Mannella	Commission Treasurer
George Pastorino	Commissioner
Colleen Kelly	Commission Director
Michael Cainkar	Commission Attorney
John Hoefflerle	Commission Engineer
Penny R. Mulcahy	Recording Secretary/Clerk

PUBLIC COMMENT

Motion by: Porfirio to open the floor for public comment

Second by: Mannella

Roll Call Vote: Ayes: Porfirio, Mannella and Pastorino

- No Public Comment

Motion by: Porfirio to close the floor for public comment

Second by: Mannella

Roll Call Vote: Ayes: Porfirio, Mannella, Pastorino

MINUTES

Motion by: Pastorino that the Minutes April 22, 2021 be accepted as written

Second by: Mannella

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

FINANCIAL

1) Invoices paid from April 17, 2021 to May 10, 2021

File: Invoices Paid

Motion by: Porfirio to approve the invoices paid from April 17, 2021 to May 10, 2021 in the amount of \$333,588.36

Second by: Mannella

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

2) Cash in Banks All Accounts for April

The next CD's will be maturing in August and September

File: Cash in Bank

COMMISSIONER'S REPORT

- No Report

ENGINEERING

Commission Engineer John Hoefflerle gave an update on Watermain Projects

- 79TH Street

Keith has installed three (3) valves, we are waiting for the IDOT contractor to come out before we continue.

- Cronin Avenue

Cronin Avenue is almost complete and now they have started on 76th Place

- Vinewood Avenue Water Main Replacement Project

3) Notice for Invitation to Bid – Vinewood Avenue Water Main Replacement

File: Vinewood Avenue Water Main Replacement Project

John reported the Vinewood Project have gone out for bids and are due May 25th, to date have not received the IEPA permit and are waiting on IDOT in regards to the crossing of Archer Avenue. Also, are waiting for results of the televising of the sewers and will be taking soil borings and they will be sent to the EPA.

- Tollway Project

There are concerns as to the braking up of the concrete, the contractor within 20' (twenty feet) of the Commission's old water main. Director Colleen H. Kelly stated there is another water main under the tollway, the Commission will be able to get water to the south of the tollway in case the contractor hit the water main.

EXECUTIVE DIRECTOR'S REPORT

4) Letter read dated May 6, 2021 from Automatic Controls to Director Colleen Kelly

Re: SCADA Upgrade

Director Colleen H. Kelly reported due to the recent cyber attacks she reached out to Automatic Controls to find out if there is a more secure way to protect our SCADA System. There is a Cloud based system which will be more secure instead of log in in with an App, the system was last updated in 2015 Windows 7 is no longer supported.

Motion by: Porfirio to approve the SCADA System Upgrade for the amount of \$18,635.00

Second by: Pastorino

Roll Call Vote: Ayes: Porfirio, Mannella, Pastorino

Director Colleen H. Kelly reported the hydrant painting program as started, they look great and has received compliments from some of the residents on how great they look.

LEGAL

Attorney Michael Cainkar reported much time has been spent in regard to the FOIA request from the Cork Ave Plaza in regard to the consolidation of the meters.

CUSTOMER / COMMUNITY MATTERS

Board Discussion and Possible Action on the Following:

5) E-mail read dated April 26, 2021 from Francisco Nunez, 1115 Vinewood Willow Springs, to Penny Mulcahy

Re: Water Dispute Appeal

Commission Chairman Mike Porfirio reported this is a second request it was originally discussed at the April 22nd Board Meeting. Discussion was held and it was decided this issue will be revisited at the May 27th Board Meeting, no action at this time.

File: Customer Account

6) Note read dated April 19, 2021 from Selina Ligas, 7637 Cork, Justice to the Commission

Re: Water Bill Reduction

Customer had a leak, and it was repaired, they paid the minimum amount of \$71.04 as they are waiting for a Board decision. Discussion was held and it was decided to charge the 30,000 gallons used at the wholesale rate.

Motion by: Mannella to charge 30,000 gallons at the cost of the wholesale rate and for next billing the amount not to exceed their normal usage

Second by: Porfirio

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

File: Customer Account

PERSONNEL MATTERS

- Resignation / Hiring of Personnel

Director Colleen H. Kelly reported that she had received a verbal resignation from an employee for personal reasons and is moving out of state. She has not received anything in writing and the estimated date is June 15th.

The Director recommended with all the projects going on that the Commission hire another person, the Board concurred.

Colleen also reported the Commission will be getting summer help through the Township of Lyons Summer Program.

OLD BUSINESS

- No Old Business

NEW BUSINESS

- High Tank Painting

Director Colleen H. Kelly reported that Commissioner Pastorino has reached out to the Forest Preserve in regard to the painting of the high tank.

Commissioner Pastorino reported ne had receive an e-mail from Mr. Gomez stating the high tank paint colors must be neutral colors and be approved by the Forest Preserve. Colleen was directed to get a color combination together and send to Commissioner Pastorino and he will forward to the Forest Preserve.

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

Motion by: Porfirio that the Commission adjourns the Meeting of May 13, 2021

Second by: Pastorino

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

The Meeting of May 13, 2021 ended at 12:37 PM

Mike Porfirio
Chairman

Prepared by:

Penny Mulcahy
Recording Secretary