

Minutes of Special Meeting
of February 9, 2021

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

Commission Chairman Mike Porfirio called the meeting to order at 9:33 AM

The purpose of this meeting was to discuss the 2021 Budget and Personnel issues

Present were the following:

Mike Porfirio	Commission Chairman
Mary Jane Mannella	Commission Treasurer
George Pastorino	Commissioner
Colleen H. Kelly	Commission Director
Penny Mulcahy	Recording Secretary/Clerk

2021 Budget

Director Colleen H. Kelly reported the 2019 Audit was finalized and it was brought to her attention by the Auditors the amount of surplus the Commission has, upon advice from the Auditor and Attorney she is proposing how responsibly invest some of the surplus money into the distribution system.

Director Kelly has recommended the following three (3) projects:

1) Meter Change Program

Director Kelly stated the Commission had started to replace with smart meters and has installed approximately 1,000 meters, the meter replacements had stopped due to Covid.

She stated on the 2020 Budget reflects an increase of water sales due to the fact that the Commission had changed out the larger sized meters.

Director Kelly reported the old type meters only have a five (5) year warranty the smart meters have a twenty (20) year warranty with 100% accuracy. If there the customer has a leak, dry pipes, etc., there will an alert sent to the Commission. The Commission already has the software needed and at an additional cost the customer could have the capability of checking their own usage. Director Kelly also reported she had received a quote from Calumet City Plumbing. The quote

was for \$1.6 million, this includes notifying the customers, installation and the responsibility if any damage was caused by the installation of the meters.

Further discussion was held on the benefits of this program both to the Commission and to the customers and the procedures Calumet City Plumbing will follow in each Village once the appointments are made.

Director Kelly had contacted the Commission Attorney to ask if this needed to go out for bid, the Attorney's response was since it was not an improvement but a maintenance the Commission would not have to go out for bids. The Commission is currently experiencing an approximate 8% revenue loss. after the meters are changed the anticipated revenue to the Commission would be approximately \$500,000.00 a year.

2) Painting of the High Tank

Director Kelly reported she had found previous quotes for painting of the high tank and the quotes were for \$1 million. She had received a quote from KLM Engineering from \$600,000.00 to \$800,000.00. They will handle all the bids and specs for the high tank painting. KLM will work hand in hand with the Commission and will work with the Forest Preserve.

3) Sandblasting and Painting of Fire Hydrants

Director Kelly reported there was a Municipal bulk bid for sandblasting and painting hydrants, the Commission was not included. She did research and was able to contact the company that gave the bulk bid and was able to get the Commission in on the program, the cost would be \$80,000.00 to sandblast and paint 900 hydrants.

Director Kelly reported these were the projects she recommends get done with the surplus with the total cost being \$2.6 million. The surplus would still be substantial at \$4.6 million.

Director Kelly will check with the Attorney as to the legality of not getting bids for the meter replacement, hydrant painting projects and the scrap policy.

Personnel Issues – Closed Session

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: Porfirio 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

Second by: Pastorino

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

The Commission suspended the Special Meeting and entered into Closed Session at 10:19 AM

Motion by: Porfirio to come out of Closed Session and to resume February 9th Special Meeting

Second by: Mannella

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

The Special Meeting resumed at 10:46 AM

Present were the following:

Mike Porfirio	Commission Chairman
Mary Jane Mannella	Commission Treasurer
George Pastorino	Commissioner
Colleen H. Kelly	Commission Director
Penny Mulcahy	Recording Secretary/Clerk

Motion by: Porfirio to proceed with the meter change program, painting of the high tank, and the painting of the hydrants as discussed in the meeting

Second by: Mannella

Roll Calle Vote: Porfirio, Mannella, and Pastorino

Commission Porfirio complimented Director Kelly on the well organized budget

Motion by: Porfirio that the Commission adjourns the Special Meeting of February 9, 2021

Second by: Pastorino

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

The Special Meeting of February 9, 2021 ended at 10:29 AM

Mike Porfirio
Chairman

Prepared by:

Penny Mulcahy
Recording Secretary

