



**JUSTICE-WILLOW SPRINGS**  
WATER COMMISSION

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Regular Board Meeting  
July 28, 2022 @ 9:30am  
7000 Archer Road Justice, IL 60458  
Teleconference Line 978-990-5007, Enter access code 718309  
**AGENDA**

**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**

Approval of the special board meeting June 30, 2022  
Motion by:  
Second by  
Roll Call Vote:

**Financial**

- 1) Paid Invoices paid from July 1, 2022, to July 28, 2022  
Motion by:  
Second by  
Roll Call Vote:
- 2) Cash in Banks All Accounts June 2022
- 3) Investment Analysis from Fifth Third Bank
- 3) July Collection Summary for Justice
- 4) Budget Status Report

**Commissioner Report**

- 1) Discussion on Electrical Contract given by Dennis Brennan  
Motion by:

Second by:  
Roll Call Vote

2) Approval on Executive Directors Contract

Motion by:  
Second by  
Roll Call Vote:

3) Approval to move the regular scheduled September 22, 2022, meeting to September 29, 2022

Motion by:  
Second by  
Roll Call Vote:

4) A River Thru History” – Des Plaines Valley Rendezvous

Additional Donation amount \$1,300.00

Motion by:  
Second by:  
Roll Call Vote:

5) Discussion of electronic need and distribution

Motion by:  
Second by:  
Roll Call Vote

6) Letter dated June 29, 2022, from Willow Springs Lion Club requesting a donation for their annual add book

Donation Amount:

Motion by:  
Second by:  
Roll Call Vote:

7) Email from clerk Lori Charles, from Village of Willow Springs requesting a donation for their annual car show

Donation Amount:

Motion by:  
Second by:  
Roll Call Vote:

### **Engineers Report**

1) Engineering recommendation for bid awarding of Garden Lane Project

### **Legal**

1) Personal policy regarding definition of full-time employee

2) Waiver and hold Harmless Statement concerning Covington Drive in Justice, IL between Justice Willow Springs Water Commission and Village of Justice.

## **Executive Directors Report**

- Board Discussion and Possible Action on the Following:
  - 1) Discussion on Employee policy
  - 2) Change of Fuel Vendor.
  - 3) Update on accountant
  - 4) Inspection of Reservoirs

## **Customer/Community Matters**

- 1) Letter dated Tuesday July 19, 2022, from Tiffany Moore owner of The Estate, 8350 S 88<sup>th</sup> Avenue, Justice, IL is requesting a bill reduction.  
Bill Reduction Amount \$  
Motion by:  
Second by:  
Roll Call Vote:
- 2) Letter dated July 19, 2022, from District 109 thanking the Commission for the donation.

## **Personal Matters**

### **Old Business**

- Present any 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 a closed session to discuss and consider the appointment, compensation, discipline, performance, or dismissal of specific employees of and / or to the Commission

Approval on cost-of-living raises for all employees

Motion by:  
Second by  
Roll Call Vote

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 Board Meeting of July 28, 2022

Second by: \_\_\_\_\_  
Roll Call Vote: