



JUSTICE-WILLOW SPRINGS
WATER COMMISSION

Special Board Meeting
Thursday June 9, 2022 @ 9:30am
7000 Archer Road Justice, IL 60458
Teleconference Line 978-990-5007, Enter access code 718309
MEETING MINUTES

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 of June 9, 2022, to order at 9:38 a.m.

Present were the following:

Michael Porfirio Commission Chairman
Mary Jane Mannella Commission Treasurer
George Pastorino Commissioner
Colleen Kelly Commission Director
Elizabeth Attard Commission Attorney
Steve Kaminski Acting Engineer - Mackie Consultants
Tabatha Sutera - Recording / Clerk

Public Comment

Motion by: Porfirio to open the floor for public comment
Second by: Mannella
Roll Call Vote: Porfirio, Mannella and Pastorino

Motion by: Porfirio to close the floor for public comment
Second by: Manella
Roll Call Vote: Porfirio, Mannella and Pastorino

Minutes

Approval of the regular scheduled board meeting April 28, 2022

Motion by: Porfirio

Second by: Pastorino

Roll Call Vote: Porfirio, Mannella and Pastorino

- Recording secretary misspelled Mannella and Porfirio - no need to change it - for future minutes.

Approval of closed Session minutes from April 28, 2022,

Motion by: Porfirio

Second by: Pastorino

Roll Call Vote: Porfirio, Mannella and Pastorino

Financial

- 1) Paid Invoices paid from April 23, 2022, to June 3, 2022 - \$1,664,064.18
Motion by: Porfirio
Second by: Mannella
Roll Call Vote: Porfirio, Mannella and Pastorino
 - o Director Kelly - Budget that was done - checks were cut June 1, - Budget was able to be done only until the end of May.
 - o Sealing of the Parking lot, Final payment on Vinewood was released, Page 13 final payment for Unique, High tank pay out as well.

- 2) Cash in Banks All Accounts April 2022
 - o Few months until maturity date

- 3) Budget Status Report
 - o 42 % at Budget
 - o revenue is low at 21% but May billing has not been added. An extra \$841,000 would bring our percentage up to 25%, last year was 28% - higher revenues are in the summer.
 - o Everything is in line as projected except our remaining 2021 project - Cronin payment
 - o Gas bill - currently we are what we paid the entire year for heating. 7600 only budgeted 9000.
 - o Removed camera - we had to pay security to remove the cameras for the project. This week they should be out there to reinstall.

- 4) April Collection Summary for Justice -

Commissioner Report

- 1) "A River Thru History" - Des Plaines Valley Rendezvous
Donation amount \$1,200.00
Motion by: Porfirio
Second by: Mannella
Roll Call Vote: Porfirio, Mannella and Pastorino

- 2) Letter Dated May 2, 2022, requesting a donation in the amount of \$1,500 from Village Administrator Ryan Grace for Village of Willow Springs c/o Windy City Blue Society, a charity that promotes youth involvement in music. The event will be held on July 30, 2022, from 12PM-10PM
Donation Amount \$1,500.00
Motion by: Porfirio
Second by: Pastorino
Roll Call Vote: Porfirio, Mannella and Pastorino

- 3) Letter from Youth Folkloric Dance Group, non-profit dance group of the Polish Highlander Alliance of North America, taking place on June 12, 2022

Donation amount \$250.00

Motion by: Porfirio

Second by: Mannella

Roll Call Vote: Porfirio, Mannella and Pastorino

- Director Kelly – Tollway Groundbreaking – they are ready to start the ramps, it was a nice event and nice to be able to see all the tollway people. It was held off Industrial drive where the south bound ramp is being built. We have plans with that and they have been cooperative in moving water main replacement –
- Marion Drive- Will that affect us? Waiting to see, sure there are deadlines. State gave Justice a 1.3 million dollar to fix the flooding there. We will see if they have plans or deadlines. Only concern is next year we will be in Willow. This will be in addition to that project. The water mains will have to be replaced, will not make it. We have jumped in on other projects.

Engineers Report

- 1) Hoefflerle-Butler Engineering - Payout #5 and FINAL in the amount of \$190,832.99- Cronin Ave & 76th Place Water Main Replacement.

Motion by: Porfirio

Second by: Pastorino

Roll Call Vote: Porfirio, Mannella and Pastorino

Project was at budget

- 2) KLM Engineering - Pay Request #2 in the amount of \$580,171.17 for reconditioning of the 1,000,000-gallon elevated (high tank) Located in Willow Springs

Motion by: Porfirio

Second by: Mannella

Roll Call Vote - Porfirio, Mannella and Pastorino

*Commissioner Pastorino – Is there restoration work that must be done? Director Kelly - The County has a certain way that is needs to be done. Last Friday they were going to wait until fall for the grass seed – I told that will not work– they will contact county and ask what seed works best in the summer months. It is a lot of seeding; they are back and forth with county. Meter antenna has to still be put on.

- 3) Spring Forest Deli - Concept Parking Restoration

Steve Kaminski - We would give them about 14 paved stalls up front near Archer – one way access lane to the gravel area. The gravel area will be cleaned up with asphalt gravel, reset the dumpster. Landscape area in the north corner of the lot, owner will landscape on his own.

Willow is working with a new engineer, we are hoping too more forward smoothly.

Board Approves – Will be placed out to bid with the Garden Lane Project.

- 4) Garden Lane Update: Bidding Schedule, Permits and project scope

Steve Kaminski – Water main plans should be done at the end of the week – at what point should we set for advertising? What is the standard practice? Local paper?

Director Kelly – Yes, we have a local paper and a contractor website. We have to ask the board permission to proceed once plans are approved and we did the final walk through. We have already done soil borings, no problems there.

Steve Kaminski – Soil borings will be included in the bid package for the contractor.

Ball park start date mid to late August, tentatively 6 week from start to finish

- 5) Old Pump House Update: Landscape Architect field visit.
Steve Kaminski – Looking at refreshing the front of the building and getting rid of the trip hazard drain.

Legal

- 1) Termination of the CodeRed Next Services on June 10, 2022
Acting attorney Elizabeth Attard – Director Kelly contacted concerning the emergency alert system. The issue is we were past the date to cancel, and it automatically renews for 3 years. The compromise is we pay for 6 months, already paid for 3. Would have to pay \$5,783.40 and the contract will be cancelled.
Motion by: Porfirio
Second by: Mannella
Roll Call Vote - Porfirio, Mannella and Pastorino
- 2) B & D Investments update
Acting attorney Elizabeth Attard –
o 9 meters into one meter.
o Motion was filed to dismiss; we did win that.
o They appealed – they are entitled to discovery; they must prove that another strip mall had the same exact issue and didn't get the same treatment.
o They are arguing they never had a chance for discovery. They were not being unfairly treated and they are a unique case. Will take a little bit longer.
- 3) No responses on RFP & RFQ's. Update on how to proceed
This is for engineering, Accounting and Auditor
Acting attorney Elizabeth Attard – existing relationship, or someone you know is good. You can do RFP's and RFQ's and send directly to people.
o This is for engineering, Accounting and Auditor
o Mackie was board approved as our secondary – move Mackie to primary and hire a new secondary.
o Burke Engineering? Conflict of interest, given there is a family relationship.
o Director Kelly – Will send out RFQ's to a few engineers and accountants. Will check local municipals around.
o Chairman Porfirio – Check with attorney and put this on the agenda for the meeting on July 30, 2022.

Executive Directors Report

- Board Discussion and Possible Action on the Following:
- 1) Letter dated May 1, 2022, requesting a donation, from Indian Springs School District 109, 2nd annual Back to School Bash, to the Commission
Donation Amount \$500.00
Motion by: Porfirio

Second by: Pastorino
Roll Call Vote: Porfirio, Mannella and Pastorino

- 2) Letter dated May 1, 2022, requesting a donation, from Rosary Hill Home, An Evening Down Memory Lane, First Annual Non-Event Fundraiser to the Commission.
Donation Amount \$500.00
Motion by: Porfirio
Second by: Mannella
Roll Call Vote: Porfirio, Mannella and Pastorino
- 5) Proposal for a Remote Operated Vehicle (ROV) Evaluation of the 1,000,000-Gallon ground concrete storage tank located in Justice, IL. \$2,500.00 each for inspection
Motion by: Mannella
Second by: Pastorino
Roll Call Vote: Porfirio, Mannella and Pastorino
- 6) Proposal for a Remote Operated Vehicle (ROV) Evaluation of the 3,000,000-Gallon ground concrete storage tank located in Justice, IL. \$2,500.00 for each inspection
Motion by: Mannella
Second by: Pastorino
Roll Call Vote: Porfirio, Mannella and Pastorino
- 7) Quote from Everbridge for Emergency Notification System
Motion by: Manella
Second by: Pastorino
Roll Call Vote: Porfirio, Mannella and Pastorino
Director Kelly - 3-year contact - Nixle can pinpoint the exact location and notify, able to pin residents in current time. About \$2,500 less than Code Red.
- 8) Intergovernmental Agreement between the Illinois State Tollway Highway Authority, The Village of Burr Ridge and The Justice Willow Springs Water Commission - Already was approved on April 28,2022 in regular scheduled board meeting- Just a signature is needed to execute agreement.
Motion by: Mannella
Second by: Porfirio
Roll Call Vote: Porfirio, Mannella and Pastorino
- 9) Letter dated May 27, 2022, requesting a donation, from Trustee Jeff Allen, Village of Justice Auto Show "Cars Under the Stars" - August 26, 2022
Donation Amount \$1,500.00
Motion by: Porfirio
Second by: Pastorino
Roll Call Vote: Porfirio, Mannella and Pastorino
- 10) Approval and direction of surplus on the following - 2008 International, Model 3000 SER - Dump Truck - Approval will be on June 30, 2022, meeting. If the board approves Village of Justice will purchase for \$10,500.00.
NO ACTION WAS TAKEN

11) Tampering Fee Fines - \$11,324.00 - just hit a fine last month in the amount of \$3000.00. Taking water from the hydrants and filling their trucks. No reason for it they were given a hydrant meter. Subcontractor doesn't contact the contractor.

12) Update on High Tank - Project is completed, has 23 foot of water in it. Online - waiting for meter reading antenna to be installed and should be up and ready next week. Just waiting on the landscaping.

13) Lyons Township Summer work program - We have one Lyons Township Summer help and he started last week.

Customer/Community Matters

1.) Letter dated April 28, 2022, from Justin Fuller, 221 West Rust Trail, Willow Springs is requesting a bill reduction.

Bill Reduction Amount \$400.84

Motion by: Porfirio

Second by: Mannella

Roll Call Vote: Porfirio, Mannella and Pastorino

2.) Letter dated May 5, 2022, from Steven Curelo, 166 Willow Blvd, Willow Springs is requesting a bill reduction.

Bill Reduction Amount \$30.00

Motion by: Manella

Second by: Pastorino

Roll Call Vote: Porfirio, Mannella and Pastorino

3.) Letter dated May 11, 2022, from Kyle Rimkus, 169 Willow Blvd, Willow Springs is requesting a bill reduction.

Bill Reduction Amount \$90.40

Motion by: Manella

Second by: Pastorino

Roll Call Vote: Porfirio, Mannella and Pastorino

Personal Matters

NONE

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

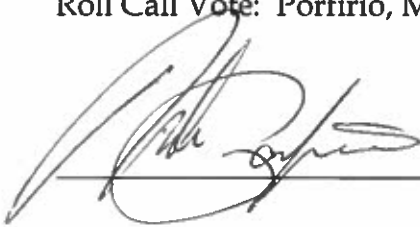
Second by: Pastorino

Roll Call Vote: Porfirio, Mannella and Pastorino

Motion by: Porfirio that the Commission adjourns the Board Meeting of April 28, 2022 @ 10:46am

Second by: Pastorino

Roll Call Vote: Porfirio, Mannella and Pastorino



Mike Porfirio, Chairman

Prepared by: Tabatha Sutera
Recording Clerk