Board Meeting

July 18, 2024, at 9:30 a.m.

7000 Archer Road Justice, IL 60458

Teleconference Line 978-990-5007, Enter access code 718309.

**MEETING MINUTES**

Commission Chairman Mary Jane Mannella called the Meeting of July 18, 2024, to order at 9:36a.m.

**Roll Call**

Present were the following:

Mary Jane Mannella - Commission Chairman

George Pastorino - Commissioner Treasurer

Colleen Kelly - Commission Executive Director

Mike Cainkar – Attorney

Mary Lancaster – WRDR

Riley Martin – Lauterbach and Amen - auditor

Paul Gal – Water Operator for JWSWC

Tabatha Sutera – Recording Secretary

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| COMMISSIONERSmary jane mannellaGEORGE PASTORINO | A picture containing graphical user interface  Description automatically generated | 7000 sOUTH aRCHER rOADjUSTICE, IL 60458-1196PHONE: 708-458-7010WWW.JWSWC.ORG |

**Public Comment**

Motion by: Mannella to open the floor for public comment.

Second by: Pastorino

Roll Call Vote: 2/1

Motion by: Mannella to close the floor for public comment.

Second by: Pastorino

Roll Call Vote: 2/1

**Minutes**

Approval of board meeting minutes on May 2nd, 2024, and June 6th, 2024

Motion by: Mannella

Second by: Pastorino

Roll Call Vote: 2/1

**Financial**

1. Paid Invoices from May 28, 2024 – July 16, 2024 - $1,600,547.51

Motion by: Mannella

Second by: Pastorino

Roll Call Vote: 2/1

1. Presentation of 2023 Final Audit.

Presented by: Riley Martin – Audit manager with Lauterbach and Amen

* Statement on audit – general board communication letter
* No difficulties with management
* Annual balance report – financial reports are fair
* Did not identify any issues
* Great year for the Commission
* Operating revenue and expenses
* No issues were found, and the Commission is at a great standing for 2023
1. Cash in Banks All Accounts May and June 2024

Up in revenue

1. Willow Springs Collections

**Commissioner Report**

**Engineers Report**

1. Update on 81st Street, awarded to Trine Construction
* $690,228 awarded – this was budgeted by $850,000
* Start date September 8, 2024 – projected completion November 28, 2024
* One of Mackie’s engineers will be on site everyday
1. 79th court is coming to final stages – 3rd week of August start date
2. Cork Ave/88th Ave weekly meeting – K5 was awarded 8100-Archer Ave – will not be done this year – projected 2025

**Legal**

**Executive Directors Report**

1. Chief Trailer Park scheduled for 08/09/2024
2. Propose budget meeting date
* August 22, 2024 – Budget meeting at 9:30am
* Regular scheduled meeting at 10:30am
1. Federal and State Tax update
* Completed and uploaded all information needed.
1. Chicago Water Advisory meeting report
* Coalition advisory board
* 38 communities represented there
* Accepted and created by-laws for the council
1. Possible upgrade outdated Alarm Fire Security System
* System is outdated
* Upgrade needed, $6000.00 possible cost

**Operator – Field Report –** Paul Gal

* 9 water main breaks in Justice and 2 in Willow Springs
* CCR was submitted to the EPA
* Lead Copper samples currently in progress

**Customer/Community Matters**

**Personnel**

1. Discussion and possible approval on annual cost of living increase for employees

Approval on 3% cost of living increase for all employees

Motion by: Mannella

Second by: Pastorino

Roll Call Vote: 2/1

**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: ­­­Mannella 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.

Motion by: ­­­­­­Mannella 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: 2/1

Motion by: Pastorino that the Commission adjourns the Board Meeting of July 18, 2024 @ 10:30 am

Second by: Mannella

Roll Call Vote: 2/1