



**JUSTICE-WILLOW SPRINGS**  
WATER COMMISSION

**REGULAR BOARD MEETING MINUTES**

February 26, 2026

7000 S. Archer Road, Justice, Illinois

9:31 a.m. – 10:56 a.m.

Also Present: Executive Director Colleen Kelly; Rosie Capiro; Attorney Michael Cainkar; Water Operator Paul Gal; Engineer Steve Kaminski; Ted Haug, Presenter from Legat.

**BOARD MEETING**

**1. Call to Order**

Chairwoman Commissioner Mannella called the meeting to order at 9:31 a.m.

**2. Roll Call**

Commissioners present: Mannella, Pastorino, Zapala. A quorum was present.

**3. Public Comment**

Motion by Pastorino, second by Mannella to open the floor for public comment.

Roll Call Vote: Mannella – Yes; Pastorino – Yes; Zapala – Yes. Motion carried.

No public comments were received.

Motion by Pastorino, second by Mannella to close the floor for public comment.

Roll Call Vote: Mannella – Yes; Pastorino – Yes; Zapala – Yes. Motion carried.

**PRESENTATION**

**1. Conceptual Design for Main and Operational Offices – Legat Architects**

Legat Architects presented conceptual plans for potential new main and operational offices including security improvements, space planning, and vehicle storage.

## **ENGINEER'S REPORT**

### **1. Final Payout to Unique Plumbing – 79th Street Watermain Extension (\$259,162.23)**

Motion by Pastorino, second by Mannella approving final payment.

Roll Call Vote: Mannella – Yes; Pastorino – Yes; Zapala – Yes. Motion carried.

### **2. Village of Justice 84th Court Drainage Plan Review**

Plan review update provided.

Staff directed to request revisions minimizing impact to Commission water facilities.

## **LEGAL**

### **1. Approval and Release of Closed Session Minutes**

Agenda typo corrected: January 27, 2025 should read January 27, 2023.

Motion by Mannella, second by Pastorino approving release of Closed Session Minutes dated August 28, 2025 and January 27, 2023.

Roll Call Vote: Mannella – Yes; Pastorino – Yes; Zapala – Yes. Motion carried.

## **EXECUTIVE DIRECTOR REPORT**

### **1. Utility Billing Adjustment – Elimination of Pennies**

Board directed staff to round future customer bills down to the nearest \$0.05.

### **2. CPR Training with Accurate CPR**

Staff completed CPR and first aid training.

### **3. EPA Inspection**

EPA inspection scheduled for the following Monday.

### **4. Next Meeting – March 26, 2026**

Budget meeting 9:30 a.m., Regular meeting 10:00 a.m.

### **5. RFQ for Accounting Services**

Motion by Pastorino, second by Mannella authorizing issuance of an RFQ.

Roll Call Vote: Mannella – Yes; Pastorino – Yes; Zapala – Yes. Motion carried.

### **6. Chicago Water Partners Advisory Council Minutes**

Roll Call Vote: Mannella – Yes; Pastorino – Yes; Zapala – Yes. Motion carried.

## ADJOURNMENT

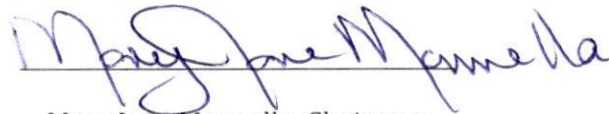
### 1. Adjourn Meeting

Motion by Pastorino, second by Zapala to adjourn the meeting at 10:56 a.m.

Roll Call Vote: Mannella – Yes; Pastorino – Yes; Zapala – Yes. Motion carried.

Approved by the Justice-Willow Springs Water Commission

Board of Commissioners

A handwritten signature in blue ink that reads "Mary Jane Mannella". The signature is written in a cursive style and is positioned above a horizontal line.

Mary Jane Mannella, Chairman

Date: 4/16/26

Minutes prepared by: Colleen Kelly, Executive Director