

Commissioners
Mary Jane Mannella
George Pastorino
John Zapala



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Regular Board Meeting Minutes

May 28, 2026 – 9:30 a.m.

7000 S. Archer Road, Justice, Illinois

Time: 9:35 a.m. – 10:40 a.m.

1. ROLL CALL

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

Also present were Executive Director Colleen Kelly, Attorney Elizabeth Blood, Water Operator Paul Gal, and Engineer Steve Kaminski.

2. PUBLIC COMMENT

A. Open Public Comment

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

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

B. Public Comment

No members of the public addressed the Commission.

C. Close Public Comment

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

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

3. MINUTES

A. Approval of Budget Board Meeting Minutes – April 16, 2026

The Board reviewed the Budget Board Meeting Minutes of April 16, 2026. No corrections were noted.

Motion by Pastorino, second by Zapala to approve the Budget Board Meeting Minutes of April 16, 2026.

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

B. Approval of Regular Board Meeting Minutes – April 16, 2026

The Board reviewed the Regular Board Meeting Minutes of April 16, 2026. No corrections were noted.

Motion by Pastorino, second by Zapala to approve the Regular Board Meeting Minutes of April 16, 2026.

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

4. FINANCIAL

A. Paid Invoices – \$908,559.62

Invoices from April 13, 2026 through May 26, 2026 were reviewed, including routine operating expenses, water purchases, and capital-related expenditures.

Motion by Pastorino, second by Zapala to approve paid invoices totaling \$908,559.62.

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

B. Cash in Banks – April 30, 2026

Cash balances for all accounts were reviewed. Staff provided an overview of current account balances, investment performance, and available reserves.

C. Renewed Republic Bank CD at Old National Bank

Staff reported that the Republic Bank Certificate of Deposit was renewed at Old National Bank at an interest rate of 3.74%.

D. Cash History Trend Graph

The Board reviewed the Commission's cash history trend graph and discussed overall financial stability, liquidity, and interest earnings.

E. Corrected 2025 Budget and Audit Adjustments

Staff reviewed corrections made to the 2025 General Fund and Capital Improvement Budget and discussed audit-related errors identified during the review process.

F. Three-Year Budget Comparison

A comparison of revenues and expenditures over the previous three years was presented and discussed to evaluate historical financial trends.

G. Investment Schedule Review

The Board reviewed investment balances, maturity schedules, and investment strategies with Fifth Third Investments.

5. COMMISSIONER'S REPORT

A. Willow Fest Donation Request

The Board reviewed a donation request from the Village of Willow Springs for the 2026 Willow Fest scheduled for August 13–16, 2026. Discussion was held regarding continued support of community events and participation consistent with prior years.

Motion by Pastorino, second by Zapala to approve a donation of \$1,500.00 and the purchase of commemorative cups.

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

6. ENGINEER'S REPORT

A. East Ravine Pavement Restoration Reimbursement

Staff reported that reimbursement in the amount of \$56,312.50 was received from the Village of Willow Springs on May 19, 2026, for East Ravine pavement restoration work completed outside of the original project scope.

B. Mauro Sewer Construction Retainage Payment

The Board discussed release of retainage being held for completed project work. Staff reported that all contract work had been completed satisfactorily and recommended release of the remaining retainage.

Motion by Pastorino, second by Zapala to approve payment of retainage to Mauro Sewer Construction, Inc. in the amount of \$54,335.53.

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

C. Illinois Tollway Project Update

An update was provided regarding ongoing coordination efforts associated with the Industrial Drive and Cork Avenue project conflict and potential impacts to Commission infrastructure.

D. Cook County Project Update

Staff and engineering representatives discussed project progress, utility conflicts, restoration concerns, contractor coordination, and ongoing efforts to protect Commission infrastructure during construction activities. Updates were provided regarding unresolved field issues and continued coordination with Cook County and project contractors.

7. LEGAL

A. Chief Trailer Park

Legal counsel provided an update regarding ongoing negotiations and enforcement matters involving Chief Trailer Park. Discussion included the status of a proposed settlement agreement, outstanding compliance requirements, and efforts to resolve long-standing issues affecting the

property. Counsel reported that progress continues to be made toward a resolution while protecting the Commission's interests and maintaining compliance with applicable regulations.

B. B&D Investment

Legal counsel provided a status update regarding ongoing matters involving B&D Investment.

C. New Administration Building Funding Options

Discussion was held regarding financing alternatives for the proposed Administration and Fleet Storage Facility project, including potential funding structures and repayment options.

D. Resolution of the Justice–Willow Springs Water Commission Declaring its Official Intent to Reimburse Certain Capital Expenditures for the Administration and Fleet Storage Facility Project

The Board reviewed the proposed "**Resolution of the Justice–Willow Springs Water Commission, Cook County, Illinois Declaring its Official Intent to Reimburse Certain Capital Expenditures for the Administration and Fleet Storage Facility Project.**" The resolution establishes the Commission's intent to reimburse eligible project costs through future financing proceeds and allows expenditures incurred prior to financing to qualify for reimbursement in accordance with applicable regulations.

Motion by Pastorino, second by Zapala to approve the "**Resolution of the Justice–Willow Springs Water Commission, Cook County, Illinois Declaring its Official Intent to Reimburse Certain Capital Expenditures for the Administration and Fleet Storage Facility Project.**"

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

E. Legat Architectural and Engineering Services

The Board reviewed the proposal from Legat Architects for architectural and engineering services related to the Administration and Fleet Storage Facility project. Discussion included project planning, design services, scheduling, and anticipated next steps for development of the facility.

Motion by Pastorino, second by Zapala to approve the proposal from Legat Architects.

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

8. EXECUTIVE DIRECTOR'S REPORT

A. Accounting Services Proposals

The Board reviewed proposals received for accounting services and discussed each firm's qualifications, municipal experience, responsiveness, and overall fit for the Commission's needs. Following discussion, the Board determined that GW & Associates offered the best overall value and local presence.

Motion by Zapala, second by Pastorino to accept the proposal from GW & Associates for accounting services.

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

B. Strand Associates Task Order No. 26-01

Staff reported that agreements had been executed for Task Order No. 26-01, Peer Review of Lower Pump House Improvements, in an amount not to exceed \$15,000.00.

C. Justice Chamber of Commerce – Celebrating America's 250th

Discussion was held regarding participation opportunities and community involvement associated with upcoming events celebrating America's 250th anniversary.

D. Chicago Water Advisory Council Task Force

Staff provided an overview of a recent meeting with the Chicago Water Advisory Council Task Force and discussed preliminary findings related to future water supply planning, infrastructure investment needs, regional water demand, and long-term rate impacts.

E. June 1, 2026 Rate Adjustments

Notice was provided regarding updated rates that will take effect for Commission customers beginning June 1, 2026.

F. Summer Intern Program

Discussion was held regarding potential summer internship opportunities, staffing needs, and workforce development initiatives. The Board discussed application requirements, candidate

qualifications, and anticipated project assignments. Staff was directed to continue evaluating available options and establish an application deadline of June 15, 2026 for interested applicants.

9. OPERATOR – FIELD REPORT

A. Restoration Updates

Staff provided an update on restoration work associated with recent repairs and utility maintenance activities.

B. School and Daycare Sampling Requirements

Discussion was held regarding state-required lead sampling requirements for schools and daycare facilities and the Commission's role in assisting facilities with compliance efforts.

C. Water Quality Report

Staff reported completion of the annual Consumer Confidence Report and discussed ongoing water quality monitoring and sampling activities.

10. CUSTOMER / COMMUNITY MATTERS

No customer or community matters were presented.

11. PERSONNEL

A. New Desk Purchase

Discussion was held regarding the purchase of a new administrative desk and workspace improvements. Direction was provided to obtain pricing and available options.

12. OLD BUSINESS

13. NEW BUSINESS

14. CORRESPONDENCE AND DOCUMENTS

A. Receive and File Correspondence and Documents

Motion by Pastorino, second by Zapala that all correspondence and documents received by and/or presented to the Commission for this meeting be received, accepted, and filed as noted.

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

15. ADJOURNMENT

A. Adjourn Meeting

Motion by Pastorino, second by Zapala to adjourn the Regular Board Meeting of May 28, 2026.

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

Approved by:

Mary Jane Mannella, Chairwoman

Respectfully submitted by:

Colleen Kelly