

Minutes of
August 22, 2019

The Commission met in session at the West Suburban Water Commission 7000 S. Archer Road, Justice, IL

Commissioner Wasowicz called the meeting to order at 9:32 AM

Present were the following:

Krzysztof Wasowicz	Commission Chairman
Michael Porfirio	Commission Treasurer
Mary Jane Mannella	Commissioner
Jerry Strazzante	Commission Director
Michael Cainkar	Commission Attorney
John Hoefflerle	Hoefflerle Butler Engineering
Colleen Kelly	Commission Water Operator
Penny R. Mulcahy	Recording Secretary/Clerk
Brent Woods	Village of Willow Springs Administrator

PUBLIC COMMENT

Motion by: Wasowicz to open the floor for public comment

Second by: Porfirio

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

Chester Miller of 8157 Lake St, Willow Springs wanted the Board to adjust the \$1,000.00 tampering fee he was charged when he had turned on his own water service twice after the Commission had turned off for non-payment of his sewer bill. After discussion he made a payment it was decided the tampering fee would not be removed and he has to make a payment agreement. Mr. Miller agreed to pay current water bills plus \$50.00, the Commissioners approved the payment agreement he made.

Art Radtke of 609 Nolton, Willow Springs told the Board that the contractor was flushing the new water main, the excessive amount of water found its way through his foundation and soaked his carpet. The Commissioners apologized and Colleen stated the owner of the company had been made aware of it.

Motion by: Wasowicz to close the floor for public comment

Second by: Mannella

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

MINUTES

Motion by: Wasowicz that the Minutes of the Regular Meeting June 27, 2019 be approved as written

Second by: Mannella

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

ENGINEERING

- Update on the Willow Springs Water Main Project

Engineer John Hoefflerle reported the services should be in by the end of the week, the curb and gutters to start the week of August 26th.

Commission Mannella questioned when the job will be complete. The job should be completed by the end of September.

1) Letter read dated July 22, 2019 from Alyssa Huff, Hoefflerle-Butler Engineering to the Board of Commissioners

Re: 2018 Water Improvements
Payment 2

Check was issued July 31, 2019 for \$353,353.06 with approval from the Board of Commissioners

Motion by: Wasowicz to approve Payment 2 to Airy's Inc for the Willow Springs Water Replacement Project for the amount of \$353,353.06

Second by: Mannella

Roll Call Vote: Ayes:

3) Letter read dated August 22, 2019 from Alyssa Huff, Hoefflerle-Butler Engineering to the Board of Commissioners

Re: 2018 Water Improvements
Payment 3

Motion by: Wasowicz to approve Payment 3 to Airy's Inc for the Willow Springs Water Replacement Project for the amount of \$311,453.54

Second by: Mannella

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

FINANCIAL

4) Invoices paid from June 20, 2019 to August 14, 2019

File: Invoices Paid

5) Cash in Banks All Accounts July 2019

File: Cash in Bank

6) July 2019 Budget Comparison

File: 2019 Budget Comparison

- 2018 AUDIT

Director Strazzante reported the Audit will be done next week and will be on the Agenda at the next Board Meeting

7) Letter read dated July 23, 2019 from Commissioner Wasowicz to Attorney Michael Cainkar

Re: Pending of Threatened Litigation, Claims, and Assessments

File: 2018 Audit

8) Letter read dated July 23, 2019 from Commissioner Wasowicz to Attorney Joseph Turner

Re: Pending of Threatened Litigation, Claims, and Assessments

File: 2018 Audit

EXECUTIVE DIRECTOR'S REPORT

- Board Discussion and Possible Action on the Following:

9) Proposals from the following for Roof Repair:

DeVries Roofing Co., Inc	\$10,375.00
Lakeview Roofing & Construction	\$11,250.00
Premier Contracting Inc	\$27,450.00

Motion by: Wasowicz to accept the proposal from DeVries Roofing Co. for the amount of \$10,375.00

Second by: Porfirio

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

OPERATOR'S REPORT

Chief Operator Colleen Kelly reported the meter read system and meter changes are progressing well, the next large size meters to be changed are Valvoline and Nexeo. The office staff will be able to see how the system works the week of August 26th.

She also reported the high tank was shut down and everything went extremely well with no complaints. We are able to run our whole system on our own pressure.

Colleen also reported that Paul Gal has received his Operator's License, since Paul has received his license he will be entitled to an increase that had been previously agreed upon by the Board.

LEGAL

- No Report

CUSTOMER / COMMUNITY MATTERS

- Board Discussion and Possible Action on the Following:

10) E-mail read dated July 19, 2019 from Bally Rindisbacher-Smith from Synergy to the Commission

Re: \$672.46 Penalty Removal
090990000-00
The Oaks of Willow Hills

Motion by: Porfirio to remove the penalty of \$672.46 for The Oaks of Willow Hills

Second by: Mannella

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

File: Customer Account

11) E-mail read dated July 19, 2019 from Jedidiaih Price from Synergy to the Commission

Re: \$3,030.43 Penalty Removal
090980000-00
The Oaks of Willow Hills

Motion by: Mannella to remove the penalty of \$3,030.43 for The Oaks of Willow Hills

Second by: Porfirio

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

File: Customer Account

12) Letter read dated August 6, 2019 from Dennis Sylvester to the Commissioners

Re: Billing Process and Penalty Removal
8123 Independence Dr

Penny reported the penalty was removed

File: Customer File

PERSONNEL MATTERS

- Motion to approve the Executive Director's Contract

Motion by: Wasowicz to approve the Executive Director's Contract with a 3% pay increase effective as written

Second by: Mannella

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

OLD BUSINESS

- No Old Business

NEW BUSINESS

- No New Business

Motion by: Wasowicz that invoices be ratified for payment and all Correspondence and Documents received by and / or presented to the Commission for this meeting be received, accepted and filed as noted

Second by: Mannella

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

CLOSED SESSION

- No Closed Session

Motion by: Wasowicz that the Commission adjourns the Meeting of August 22, 2019

Second by: Porfirio

Roll Call Vote: Ayes: Wasowicz, Porfirio, and Mannella

The Regular Meeting of August 22, 2019 ended at 10:15 AM

Krzysztof Wasowicz
Chairman

Prepared by:

Penny Mulcahy
Recording Secretary

