

CITY OF EAST CHICAGO
DEPARTMENT OF WATERWORKS

BOARD MEMBERS

John Bakota, President
Henry Ventura, Vice President
Anthony Askounis, Member
Joseph Ochoa, Member
Ray Lopez, Member

Regular Meeting Minutes
(Via Telephone Conference)
Monday, July 20, 2020 @ 5:00 p.m.

Reported for Fissinger & Associates
By: Lisa Pena

CALL TO ORDER: 5:00 p.m.

ROLL CALL: Present in Chambers: Henry Ventura, Anthony Askounis.

Present Via Telephone Conference: Joseph Ochoa, Ray Lopez.

Also Present in Chambers: Anthony Herrera, Winna Guzman, Esperanza Ceja-Rameriz.

Also Present Via Telephone Conference: Joseph Allegretti, Bill Biller, Edward Santen.

APPROVAL OF MINUTES: June 7, 2020

Motion to approve June 7, 2020 Meeting Minutes made by Joseph Ochoa. Second by Anthony Askounis.

Questions/Comments: None.

Roll Call: "All in Favor": All Abstain: None.
Opposed: None Motion Carries.

APPROVAL OF CHECK WARRANTS:

MR. VENTURA: Approval of Check Warrants. Check Warrant 072020 WB in the amount of \$121,218.59.

Motion to approve Check Warrant 072020 WB made by Anthony Askounis. Second by Ray Lopez.

1 Questions/Comments: None.

2 Roll Call: "All in Favor": All Abstain: None.
3 Opposed: None Motion Carries.

4 MR. VENTURA: Next we have Check Warrant 071020 WF in
5 the amount of \$403,256.35.

6 Motion to approve Check Warrant 071020 WF made by Ray Lopez.
7 Second by Joseph Ochoa.

8 Questions/Comments: None.

9 Roll Call: "All in Favor": All Abstain: None.
10 Opposed: None Motion Carries.

11 MR. VENTURA: Next we have Check Warrant 072020 CD in
12 the amount of \$433.43.

13 Motion to approve Check Warrant 072020 CD made by Joseph
14 Ochoa. Second by Ray Lopez.

15 Questions/Comments: None.

16 Roll Call: "All in Favor": All Abstain: None.
17 Opposed: None Motion Carries.

18 MR. VENTURA: The next Check Warrant is in the packet,
19 but not on the agenda. So I am going to go ahead and read
20 this. It's Check Warrant 072020 WT in the amount of \$924.

21 Motion to approve Check Warrant 072020 WT made by Anthony
22 Askounis. Second by Joseph Ochoa.

23 Questions/Comments:

24 MR. LOPEZ: Question on the motion. What is it for?

25 MR. HERRERA: It's just a bill.

MR. LOPEZ: You said it's not on the agenda?

MR. VENTURA: We're going to have Anthony tell you.

MR. HERRERA: It's just a bill that was paid from
Midwestern Electric. It was on a separate warrant because it
was coming out of --

MR. LOPEZ: Can you speak a little louder?

1 MR. HERRERA: It was a Warrant for an invoice that was
2 allocated from an account which was the Tank Refurbish
3 Account. So that invoice was placed on a separate Warrant.
4 I excluded it from the agenda on accident. That was a
5 clerical error. It's in your packet though.

6 Roll Call: "All in Favor": All Abstain: None.
7 Opposed: None Motion Carries.

8 APPROVAL OF PAYROLL WARRANTS:

9 MR. VENTURA: Next on the agenda we have Payroll Warrant
10 071020. The amount is supposed to be \$34,991.07.

11 MR. OCHOA: The number I've got is 062620.

12 MR. VENTURA: That's an error. Mr. Herrera just
13 corrected that. So the correct number is 071020. And the
14 amount is for \$34,991.07.

15 MR. OCHOA: I have 33,761.

16 MR. VENTURA: He is questioning the amount.

17 MR. HERRERA: Ventura is trying to explain that that was
18 one of the errors that happened. The Warrant Number was
19 071020. And the amount was supposed to be \$34,991.07.
20 That's what we're passing.

21 MR. OCHOA: All right.

22 Motion to approve Payroll Warrant 071020 made by Ray Lopez.
23 Second by Joseph Ochoa.

24 Questions/Comments: None.

25 Roll Call: "All in Favor": All Abstain: None.
Opposed: None Motion Carries.

MR. VENTURA: Next one would be Payroll Warrant 071020
in the amount of \$27,400.55 Utilities Payroll 6/20/20 through
7/3/20.

Motion to approve Payroll Warrant 071020 Utilities Payroll
6/20/20 to 7/3/20 made by Anthony Askounis. Second by Joseph
Ochoa.

Questions/Comments: None.

1 Roll Call: "All in Favor": All Abstain: None.
Opposed: None Motion Carries.

2 FILTRATION REPORT: None.

3 WATER REPORT:

4 MR. VENTURA: Next we have Water Report, Winna Guzman.

5 MS. GUZMAN: Good evening, Board, Winna Guzman, Water
6 Department Director. I have provided the Board with a Report
for the month of July.

7 MR. ALLEGRETTI: Winna, you're going to have to get
8 closer to the microphone.

9 MS. GUZMAN: I'm sorry. I had my mask on. I apologize
for that.

10 Again Winna Guzman, Water Department Director. I
11 have provided the Board with a Report relating to
departmental activities. If you have any questions, I'll be
12 happy to answer.

13 MR. VENTURA: Any questions for Winna?

14 MR. LOPEZ: Thank you, Winna.

15 MS. GUZMAN: You're so welcome.

16 MR. VENTURA: Thank you, Winna.

17 DISTRIBUTION REPORT: None.

18 MR. LOPEZ: Thank you, Ed, for that information from
last week.

19 MR. SANTEN: You're welcome.

20 NEW BUSINESS WATER:

21 MR. VENTURA: Under New Business we have Emergency,
22 Calumet City Plumbing. And that was for 1401 West 145th
Street. And that's for \$9,490.

23 Motion to approve Calumet City Plumbing 1401 West 145th
24 Street Emergency made by Ray Lopez. Second by Anthony
Askounis.

25

1 Questions/Comments: None.

2 Roll Call: "All in Favor": All Abstain: None.
3 Opposed: None Motion Carries.

4 MR. VENTURA: Next we have a Proposal from BEC Brown
5 Equipment for \$3,432.25. And that's for valve operator that
6 converts operation from hydraulics to electric.

7 Motion to approve BEC Brown Equipment Proposal made by Ray
8 Lopez. Second by Anthony Askounis.

9 Questions/Comments: None.

10 Roll Call: "All in Favor": All Abstain: None.
11 Opposed: None Motion Carries.

12 MR. VENTURA: Next we have USA Technologies Connect
13 Services Agreement for Water. Winna is going to explain this
14 one.

15 MS. GUZMAN: Again Winna Guzman. Actually this is an
16 agreement for USA Technologies to process credit card
17 transactions on behalf of the Water Department relating to
18 the newly built bulk fill station located on Michigan Avenue.
19 The term is 36 months. And we have a schedule of fees
20 attached.

21 MR. ALLEGRETTI: The Law Department has reviewed this
22 Agreement and approves it.

23 MS. GUZMAN: Thank you, Joe.

24 MR. VENTURA: Any other questions for Winna?

25 Motion to approve USA Technologies Connect Services Agreement
made by Anthony Askounis. Second by Joseph Ochoa.

Questions/Comments: None.

Roll Call: "All in Favor": All Abstain: None.
Opposed: None Motion Carries.

MR. VENTURA: Next on the agenda will be Ferguson
Waterworks, three Hydro Kits at \$7,200.

MR. OCHOA: What are they used for?

MR. SANTEN: Let me give you a little background. Ed

1 speaking again. Those devices are to allow us to monitor the
2 pressure fluctuations throughout the City. I've chosen three
3 areas in the City to place those. It's a relatively new
4 device. It's only manufactured right now by Clow Hydrants
5 which we have in our system.

6 I thought it was an excellent idea for us to watch
7 the fluctuations to become aware of those anomalies that are
8 occurring throughout the day. It will also allow us to chart
9 the pressure fluctuations and the timing of those
10 differences. So I asked Winna to place it on the agenda.

11 There is a fee for monitoring. It's \$290 per year
12 after the first year. So the first year is free.

13 And this data can be accessed by our cell phones
14 with an app on the phone. And anyone can have that app. So
15 we can watch this information in real time. So I would like
16 to purchase those if that's okay.

17 MR. OCHOA: Is three enough?

18 MR. SANTEN: Three is what I would like to start with
19 initially. And there may be a need for maybe another three
20 strategically placed in the system. But right now I want to
21 position one near the Filtration, one in the center by the
22 Water Department and one in Roxana so I can monitor those
23 changes as they occur.

24 We'll see how this goes for the first year and then
25 report back to you if it's beneficial to the City. And then
we may want to add a couple more.

MR. LOPEZ: Thank you, Ed.

MR. VENTURA: Any further questions for Ed?

Motion to approve Ferguson Waterworks Proposal made by
Anthony Askounis. Second by Ray Lopez.

Questions/Comments: None.

Roll Call: "All in Favor": All Abstain: None.
Opposed: None Motion Carries.

MR. VENTURA: Next on the agenda we have Compliance
Final Report, Contract 3 Pump Station and Standby. We have
Esperanza Ramirez to explain this to us.

1 MS. CEJA-RAMIREZ: Esperanza Ceja-Ramirez, Compliance
2 Manager for the Planning and Economic Development Department.
3 This is a Final Compliance Report. This oversees all the
4 various numbers that the Bowen Engineering Corporation who is
5 the General Contractor acquired throughout the duration of
6 the entire contract.

7 This includes certified payroll, change orders,
8 payment requests, vouchers, et cetera.

9 The original contract amount was for \$1,278,500.
10 Change order amounts total to \$42,110. The adjusted contract
11 amount came out to be \$1,320,610. Total damages totaled out
12 to be \$3,298.53.

13 So if you look on your Final Compliance Report on
14 the letter, it says total due to Bowen Engineering
15 Corporation, this of course includes any remaining balance
16 that's due to client, is \$129,428.47.

17 I'm looking to see if the Board can approve this
18 Final Compliance Report. This is viewed by various
19 individuals, Anthony Herrera, the actual client themselves,
20 their payroll administrator, myself and anyone else involved
21 in making sure that payments are made to the client, making
22 sure any change orders were approved or denied.

23 And I overlook and see all the different payroll
24 that's submitted for this particular project.

25 Final Compliance Report for those who aren't
familiar oversees the diversity inclusion and local resident
hiring to see if the job or the project is meeting the
demands of the Compliance Report, any efforts and initiatives
that the Mayor has put in place.

I would like to report however that this one
project is one of the first projects that I can tell you has
met and exceeded the entire full amount of the East Chicago
Residential Hire.

It's supposed to be 50 percent. And they actually
overpassed that with 55.42 percent of residents who were
hired from East Chicago.

Does anyone have any questions for me? I'd like to
see if we can get this approved.

MR. VENTURA: Any questions?

1 MR. LOPEZ: Thank you.

2 Motion to approve Final Compliance Report Contract 3 Pump
3 Station & Standby made by Ray Lopez. Second by Anthony
4 Askounis.

4 Questions/Comments: None.

5 Roll Call: "All in Favor": All Abstain: None.
6 Opposed: None Motion Carries.

6 MS. CEJA-RAMIREZ: Thank you very much for your time,
7 sir.

8 MR. VENTURA: Thank you. Next on the agenda we have
9 Past Due Invoices. First one is for Rowell Chemical for
10 \$24,681.13. And the reason for this being delinquent is the
11 invoices were just received in the mail on 7/14/2020 and
12 contacted the company to see where they are being e-mailed or
13 sent to.

11 Motion to approve Rowell Chemical Past Due Invoice made by
12 Anthony Askounis. Second by Joseph Ochoa.

13 Questions/Comments: None.

14 Roll Call: "All in Favor": All Abstain: None.
15 Opposed: None Motion Carries.

15 MR. VENTURA: Next on the agenda we have GPRS for
16 \$11,375. The reason for delinquency is invoices were never
17 sent to AP Clerk. Issue has been resolved.

17 MR. HERRERA: Board, this is Anthony again. We received
18 these invoices in July. However we did not have the money
19 available for these services when we did receive the
20 invoices. So this is why we're kind of cleaning it up just
21 to make sure that there's no outstanding or past due invoices
22 out there. I just want to include that in the description
23 here.

21 MR. VENTURA: Any questions for Anthony?

22 Motion to approve GPRS Past Due Invoice made by Joseph Ochoa.
23 Second by Anthony Askounis.

24 Questions/Comments: None.

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1 Roll Call: "All in Favor": All Abstain: None.
Opposed: None Motion Carries.

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3 MR. VENTURA: The last Past Due Invoice would be Core &
4 Main. And that's for \$1,655.72. And the reason for
delinquency is invoices were held for review. And again this
issue has been resolved.

5 MR. HERRERA: Board, this is Anthony again. This was
6 another one, emergency invoice for some items we needed in
7 relation to an emergency. And we did not have funding to
process this invoice as well. So they were kind of in review
until we received the funding which we did. Now we're
cleaning this up.

8
9 Motion to approve Core & Main Past Due Invoice made by
Anthony Askounis. Second by Joseph Ochoa.

10 Questions/Comments: None.

11 Roll Call: "All in Favor": All Abstain: None.
Opposed: None Motion Carries.

12 REPORT FROM LEGAL COUNSEL: None.

13 FINANCIAL REPORT:

14 MR. VENTURA: Financial Report, Bill Biller, Cash Report
15 June 2020.

16 MR. BILLER: It's in the packet. If the Board has any
17 questions, I'll be happy to answer them.

18 MR. VENTURA: Any questions? Thank you.

19 UNFINISHED BUSINESS: None.

20 PUBLIC COMMENT:

21 MR. LOPEZ: I've got a question. Now this is about the
22 second or third time I've seen this. About two weeks ago I
seen a guy, he hooked up to the fire hydrant. And the water
was coming out of where he hooked up to. And he was putting
it in a white tank.

23
24 Now is that a violation? Is he supposed to have a
meter or something on it?

25 MR. VENTURA: Winna is going to answer this. Do know

1 the address this is happening?

2 MR. LOPEZ: No. It was just a truck with a big white
3 tank. When I come around the block, he was just taking off.
4 He was taking it off and all the water was spilling. He had
5 no meter or nothing on it.

6 MR. VENTURA: So he was hooked into a hydrant?

7 MR. LOPEZ: If I see that again, what do I do?

8 MR. VENTURA: Winna is going to explain that.

9 MS. GUZMAN: You can call our office or call me or Ed.
10 If you don't have my cell number, I can provide that to you.
11 Or I can have Anthony provide that to you.

12 But if they do not have a meter and they're hooking
13 up to the hydrant that is illegal.

14 MR. LOPEZ: It was a small truck. It wasn't one of
15 those --

16 MS. GUZMAN: Or you can take a picture of it.

17 MR. LOPEZ: When I went around the block, he was already
18 taking it off. I noticed that the water was coming out where
19 he hooked it up on the hose. There was no meter or nothing
20 on it.

21 MR. ALLEGRETTI: Winna, is it true that once our
22 facility is up and running that there will be no further
23 access to hydrants by the general public or commercial or
24 non-Public Safety use?

25 MS. GUZMAN: That is correct. Once our filling station,
we transition over to that. And I suspect that's hopefully
early next year.

MR. LOPEZ: Okay.

MR. ALLEGRETTI: So any unauthorized use will be a
matter for the police. In my opinion we should make a police
report or call 911.

MS. GUZMAN: That is correct.

MR. LOPEZ: Thank you. This is about the third time I
seen this.

1 MR. VENTURA: Thank you.

2 * Next Regular Meeting Date: August 3, 2020
3 @ 5:00 p.m.

4 Motion to adjourn was made by Joseph Ochoa. Second by
5 Anthony Askounis.

6 * Meeting ended at 5:29 p.m.

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1 Approval of the Meeting Minutes of
2 Monday, July 20, 2020
3 Approved and Signed _____

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6 John Bakota, President

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8 *(S)* Henry Ventura

9 Henry Ventura, Vice President

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11
12 *(S)* Joseph Ochoa

13 Joseph Ochoa, Member

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17 Anthony Askounis, Member

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19 *(S)* Ray Lopez

20 Ray Lopez, Member

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23 Anthony Herrera, Board Secretary

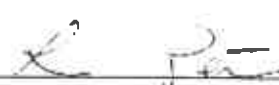
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C E R T I F I C A T E

I, LISA PENA, a competent and duly qualified court reporter, do hereby certify that I did report in machine shorthand the foregoing proceedings and that my shorthand notes so taken at said time and place were thereafter reduced to typewriting under my personal direction.

I further certify that the foregoing typewritten transcript constitutes minutes of said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Portage, Indiana, this 27th day of July, 2020.



Lisa Pena
Notary Public, Porter County
Certified Shorthand Reporter
License Number 084-003484

