

CITY OF EAST CHICAGO  
DEPARTMENT OF WATERWORKS

BOARD MEMBERS

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

Regular Meeting Minutes  
Monday, June 21, 2021 @ 5:00 p.m.  
Reported for Fissinger & Associates  
By: Lisa Pena

CALL TO ORDER: 5:00 p.m.

PLEDGE OF ALLIANCE:

ROLL CALL: Present: Henry Ventura, Joseph Ochoa, Anthony Askounis, John Bakota, Ray Lopez

STAFF PRESENT: Anthony Herrera, Winna Guzman, William Allen, Joseph Allegretti.

APPROVAL OF MINUTES: June 7, 2021.

Motion to approve June 7, 2021 Meeting Minutes made by John Bakota. Second by Anthony Askounis.

Questions/Comments: None.

Roll Call: "All in Favor": All Abstain: None.

Opposed: None Motion Carries.

APPROVAL OF WARRANTS:

MR. VENTURA: Approval of Check Warrants. Check Warrant 062121 CD in the amount of \$750.90.

Motion to approve Check Warrant 062121 CD made by Ray Lopez. Second by Joseph Ochoa.

Questions/Comments: None.

Roll Call: "All in Favor": All Abstain: None.

Opposed: None Motion Carries.

1 MR. VENTURA: Check Warrant 062121 WF in the amount of  
\$191,935.

2 Motion to approve Check Warrant 062121 WF made by Anthony  
3 Askounis. Second by Joseph Ochoa.

4 Questions/Comments: None.

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

7 MR. VENTURA: Check Warrant 060921 WB in the amount of  
\$198,915.83.

8 Motion to approve Check Warrant 060921 WB made by Joseph  
9 Ochoa. Second by Ray Lopez.

10 Questions/Comments: None.

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

13 MR. VENTURA: Check Warrant 063021 WB in the amount of  
\$3 million.

14 Motion to approve Check Warrant 063021 WB made by Ray Lopez.  
15 Second by Joseph Ochoa.

16 Questions/Comments: None.

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

19 MR. VENTURA: Check Warrant 062121 WB in the amount of  
\$139,735.80.

20 Motion to approve Check Warrant 062121 WB made by Joseph  
21 Ochoa. Second by Anthony Askounis.

22 Questions/Comments: None.

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

25 MR. VENTURA: Check Warrant 062121 WT in the amount of  
\$1 million.

Motion to approve Check Warrant 062121 WT made by John  
Bakota. Second by Anthony Askounis.

1 Questions/Comments: None.

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

4 APPROVAL OF PAYROLL WARRANTS:

5 MR. VENTURA: Next on the agenda is Approval of Payroll  
6 Warrants. Payroll Warrant 061121 in the amount of  
7 \$35,058.34. That's for payroll 5/22/21 to 6/4/21.

8 Motion to approve Payroll Warrant 061121 Payroll 5/22/21 to  
9 6/4/21 made by Ray Lopez. Second by Joseph Ochoa.

10 Questions/Comments: None.

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

13 MR. VENTURA: Payroll Warrant 061121 in the amount of  
14 \$24,092.14. This is for Utilities Payroll 5/22/21 to 6/4/21.

15 Motion to approve Payroll Warrant 061121 Utilities Payroll  
16 5/22/21 to 6/4/21 made by Joseph Ochoa. Second by Anthony  
17 Askounis.

18 Questions/Comments: None.

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

21 FILTRATION REPORT: None.

22 WATER REPORT:

23 MR. VENTURA: Water Report, Winna Guzman.

24 MS. GUZMAN: Good evening, Board Members. Good to see  
25 everyone. Just provided activities relating to the Water  
Department for the previous month. If you have any  
questions, I will be glad to answer them.

MR. VENTURA: Any questions for, Winna?

No questions. Thank you, Winna.

MS. GUZMAN: You're welcome.

DISTRIBUTION REPORT:

1 MR. VENTURA: Distribution Report, Winna Guzman.

2 MS. GUZMAN: Winna Guzman. Just want to introduce  
3 Mr. William Allen. He will be assisting the Water  
4 Department's Distribution Division. He is assisting us.

5 Obviously you know Ed is no longer with us, Ed  
6 Santen. So Will is here with us to try to help us move  
7 things along.

8 Will, do you want to come up and give a little  
9 update of what you're doing please.

10 MR. ALLEN: William Allen from the Engineering  
11 Department. Pretty much I think I've been with the Water  
12 Department for about a week so far just collecting, gathering  
13 all the information on projects, trying to establish budgets  
14 for them and carry them out.

15 MR. VENTURA: Thank you.

16 MR. BAKOTA: Welcome aboard.

17 NEW BUSINESS WATER:

18 MR. VENTURA: Next we have New Business. First under  
19 New Business we have Resolution WD 21-09.

20 And this is a resolution by the Board of Directors  
21 of the East Chicago Department of Waterworks approving the  
22 write-off of certain reconciling items to the Department Cash  
23 Account.

24 Motion to approve Resolution WD 21-09 made by Ray Lopez.  
25 Second by Anthony Askounis.

Questions/Comments: None.

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

MR. VENTURA: Next we have Devine Landscaping Rate Sheet  
for 2021.

Motion to approve Devine Landscaping 2021 Rate Sheet 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 MR. VENTURA: R&D Construction, Inc. Rate Sheet.

3 Motion to approve R&D Construction 2021 Rate Sheet made by  
4 Joseph Ochoa. Second by Anthony Askounis.

5 Questions/Comments: None.

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

7 MR. VENTURA: Associated Technical Services Agreement  
8 for the Marktown Leak Survey. And that is in your packet. I  
believe the amount \$1,575 per day.

9 Motion to approve Associated Technical Services Marktown Leak  
10 Survey Agreement made by Ray Lopez. Second by Anthony  
Askounis.

11 Questions/Comments: None.

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

14 MR. VENTURA: Past Due. First one we have is from Hasse  
15 Construction. And there's two items. And the amount is for  
\$32,393.78.

16 And the reason for the delinquency is invoices were  
17 on hold due to lack of funds pending funds transfer into the  
account.

18 Motion to approve Hasse Construction Past Due Invoices made  
19 by John Bakota. Second by Joseph Ochoa.

20 Questions/Comments: None.

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

22 MR. VENTURA: Next we have Calumet City Plumbing. And  
23 we have four items for a total of \$41,744.14.

24 And the reason for the delinquency is again  
25 invoices were on hold due to lack of funds pending funds  
transfer into the account.

1 Motion to approve Calumet City Plumbing Past Due Invoices  
made by Joseph Ochoa. Second by Ray Lopez.

2 Questions/Comments: None.

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

5 MR. VENTURA: Next we have Associated Technical  
6 Services. This is for \$912.

7 And reason for delinquency is invoices were on hold  
due to lack of funds pending funds transfer into the account.

8 Motion to approve Associated Technical Services Past Due  
9 Invoice made by Joseph Ochoa. Second by Anthony Askounis.

10 Questions/Comments: None.

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

13 MR. VENTURA: Next we have Bakertilly. And the amount  
is for \$23,960.

14 And the reason for delinquency is invoices were on  
15 hold due to discussion on which Department was responsible  
for paying the cost.

16 Motion to approve Bakertilly Past Due Invoice made by Anthony  
17 Askounis. Second by Joseph Ochoa.

18 Questions/Comments: None.

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

20 MR. VENTURA: We have a Billing Adjustment for 4244  
Indianapolis Boulevard. And this is for a deposit that was  
21 placed for \$75.

22 Anybody want to speak on this?

23 MR. HERRERA: Actually in your packet there's multiple  
billing adjustments. But I didn't see them.

24 MR. VENTURA: I got them.

25 MR. HERRERA: It's okay if you guys can go through each

1 one. But I didn't list it on the agenda. I didn't see them.

2 MR. VENTURA: The first one is 4244 and that's for \$75.  
3 Winna is going to speak on the adjustments.

4 MS. GUZMAN: So the first one is 4244 Indianapolis  
5 Boulevard, Account Number 11129.

6 The owner came in in December of 2020 and placed a  
7 deposit which I included the contract to reflect that  
8 relating to this property which was a former car sales lot.  
9 I believe it was Tony Boy's Sales or Car Lot. And there is  
10 an existing trailer with no water services connected.

11 Apparently the new owner is also the owner of the  
12 adjacent residential property to the north known as 4242  
13 Indianapolis Boulevard that she too has opened an account  
14 under.

15 So the Water Department Clerk was not aware that  
16 there was no water service connection or meter assigned to  
17 the property at 4244 Indianapolis Boulevard at the time of  
18 opening the new account.

19 The owner came in recently and requested a refund  
20 as there's no services leading to this property.

21 Owner was also advised that she will be required to  
22 hire a contractor to perform related work in order for us to  
23 provide services.

24 And the billed amount to date is \$139.04 including  
25 the deposit placed on 12/16/2020 in the amount of \$75.

Note that the Distribution Staff has verified that  
there is no water, no meter or no water service connected to  
the existing trailer.

So my recommendation is that the Board approve that  
this account be inactivated and the amount billed this  
account be adjusted and/or written off and that that deposit  
made by the owner be refunded in the amount of \$75.

Motion to approve 4244 Indianapolis Boulevard Billing  
Adjustment made by John Bakota. Second by Anthony Askounis.

Questions/Comments: None.

25

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

2 MR. VENTURA: Second adjustment is for 4521 Railroad.

3 MS. GUZMAN: It was noted that the usage was incorrect  
4 under bill number 6992. And it was reflecting amount  
5 assessed of \$17,984.95 for May of 2021 and the usage  
6 reflected 2,906,242 which was incorrect. And we need to  
correct that to be able to bill the correct amount to this  
customer.

7 So we caught it after it was billed out. So I  
8 would like to ask the Board to make the adjustment to correct  
the usage and the amount billed accordingly.

9 Motion to approve 4521 Railroad Billing Adjustment made by  
Anthony Askounis. Second by Joseph Ochoa.

10 Questions/Comments: None.

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

13 MR. VENTURA: One more adjustment and that is for Cliff  
14 Steel/ArcelorMittal and also Praxair, Inc.

15 MS. GUZMAN: The attachment reflects, which I provided,  
16 payments were received via ACH payment bank type wire timely  
as referenced on the First Merchants Bank Activity Report  
received and dated 5/18/21.

17 Because this information was not received by the  
18 Water Department timely, our office posted penalties, late  
fees as required. However the customer did pay timely on  
5/17 which is reflected on the statement as well.

19 So the bank statement that we get from the  
20 Controller's, once we get that then we post the payments.  
But we didn't get that on time because the person that  
21 provides us that was on vacation.

22 So because they paid on time and we have prove that  
23 they paid the day previous, we're recommending that this  
Board approve the amount as referenced on the attachment and  
24 above or the information provided and it should be adjusted  
related to the assessed penalties, late fees as the customer  
25 paid timely.



1 Motion to approve Cliff Steel/ArcelorMittal and Praxair  
2 Billing Adjustment made by Joseph Ochoa. Second by Anthony  
Askounis.

3 Questions/Comments: None.

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

6 MR. VENTURA: Thank you, Winna.

7 MS. GUZMAN: Thank you.

8 REPORT FROM LEGAL COUNSEL: None.

9 FINANCIAL REPORT:

10 MR. VENTURA: Financial Report. May 2021 Cash Report.

11 MR. HERRERA: You have a report in your packet. If you  
12 have any questions, I'd be very happy to answer them.

13 MR. VENTURA: Any questions for Anthony regarding the  
14 Cash Report?

15 UNFINISHED BUSINESS:

16 MR. VENTURA: Next we have Unfinished Business.

17 MR. BAKOTA: I have a question. How are we doing on our  
18 rate increase?

19 MR. ALLEGRETTI: It's still a work in progress. We  
20 receive invoices from Bakertilly periodically. They're  
21 working on it. We still expect to get that filed before the  
22 end of this summer.

23 I guess meteorological summer has started yesterday  
24 or today.

25 I think everybody has been cooperating with them.  
And it's a work in progress. But we're getting ready to  
file.

And maybe we should have some kind of a work study  
session so the Board of Directors can familiarize themselves  
certainly with the components, what it is we're asking for,  
what the service study reveals as our cash and revenue  
shortfall. So you can authorize it actually to be filed.

1 And of course the Board has to defend it. And we will  
2 schedule that.

3 MR. BAKOTA: Thank you.

4 MR. OCHOA: Are you personally going to be on that  
5 meeting for the rate increase?

6 MR. ALLEGRETTI: Sure. Yes. I'm part of the team.

7 MR. BAKOTA: It says here requested copies of Fire  
8 Department Reports. Have they been lacking in sending  
9 reports?

10 MS. GUZMAN: I wouldn't say that they're lacking. But I  
11 have not received it. I think I received earlier this year.  
12 And I actually went over there today. But they weren't  
13 available.

14 I'll bring it up so I can get the reports caught  
15 up.

16 MR. BAKOTA: They're supposed to do that monthly?

17 MS. GUZMAN: Yes.

18 MR. BAKOTA: Thanks.

19 MR. VENTURA: Any other questions for Attorney  
20 Allegretti or Winna?

21 PUBLIC COMMENTS: None.

22 \* Next Regular Meeting Date: July 8, 2021  
23 @ 5:00 p.m.

24 Motion to adjourn was made by Joseph Ochoa. Second by John  
25 Bakota.

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


\* Meeting ended at 5:28 p.m.

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.

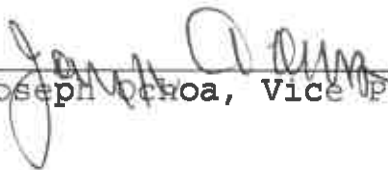
Dated at Portage, Indiana, this 2nd day of July, 2021.

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



1                    Approval of the Meeting Minutes of  
2                    Monday, June 21, 2021  
3                    Approved and Signed \_\_\_\_\_


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5                      
6                    Henry Ventura, President

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10                    Joseph Orta, Vice President

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12                      
13                    John Bakota, Member

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16                    \_\_\_\_\_  
17                    Anthony Askounis, Member

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19                      
20                    Ray Lopez, Member

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22                      
23                    \_\_\_\_\_  
24                    Anthony Herrera, Board Secretary

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