

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, November 15, 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, John Bakota, Ray Lopez, Anthony Askounis.

STAFF PRESENT: Alysia Dunbar, Winna Guzman, Joseph Allegretti, Bill Biller.

APPROVAL OF MINUTES: November 1, 2021.

Motion to approve November 1, 2021 Meeting Minutes made by Ray Lopez. Second by Anthony Askounis.

Questions/Comments: None.

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

WARRANTS:

MR. VENTURA: Warrants for Payroll and Checks. Warrant 111221 in the amount of \$11,215.24. This is for Utilities Payroll dated 10/23/21 to 11/5/21.

Motion to approve Warrant 111221 Utilities Payroll 10/23/21 to 11/5/21 made by Joseph Ochoa. 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: Warrant 111221 in the amount of
5 \$38,128.59. Payroll dated 10/23/21 to 11/5/21.

6 Motion to approve Warrant 111221 Payroll 10/23/21 to 11/5/21
7 made by Joseph Ochoa. Second by Anthony Askounis.

8 Questions/Comments: None.

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

11 MR. VENTURA: Warrant 110321 WB in the of \$136,164.45.

12 Motion to approve Warrant 110321 WB made by Ray Lopez.
13 Second by Joseph Ochoa.

14 Questions/Comments: None.

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

17 MR. VENTURA: Warrant 111521 WB in the amount of
18 \$42,578.18.

19 Motion to approve Warrant 111521 WB made by John Bakota.
20 Second by Anthony Askounis.

Questions/Comments: None.

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

REPORTS:

Filtration None

Water None

Distribution

MR. VENTURA: Distribution Report, Allan S. Lee.

MR. LEE: How's it going. Well, we're just putting one
at a time. So we're still waiting on Hasse to start

1 that 24 inch. Hopefully they say in December. So hopefully
2 that will work. It's about 60 meters. And hopefully we're a
3 little bit quicker on that.

4 Talked with some people. So hopefully I think
5 we'll get some more meters out of there.

6 Our shutoffs are still about where they were in
7 August. But 35 non-pays were completed. So we're doing
8 pretty good there.

9 The valve boxes about the same. Hydrants about the
10 same.

11 Our inventory is looking pretty good. We pretty
12 much know exactly what we need on the shelf. Most of those
13 we've got bids. A lot of that stuff will be filled in.

14 M.E. Simpson is doing the maintenance on the
15 hydrants. Waiting on the report on that so we can see
16 exactly what still needs to be fixed.

17 Giant has finished painting the hydrants. They
18 look pretty good. It's like a two-part. We're going to be
19 putting flags on them and also tagging the number of the
20 hydrant. So each hydrant has its own tag number. So that's
21 part of that.

22 M.E. Simpson I saw they gave their proposals about
23 getting tested on a float to see how much water is going out.

24 We've got 150 jobs to be done. And still working
25 on the meter shop and the thing. Found a few things that
need to be repaired. So we're looking into that.

MR. VENTURA: Any questions for Mr. Lee?

MR. BAKOTA: You have 115 shutoffs for nonpayment which
need repair. Was the buffalo box bad that you couldn't turn
it off?

MR. LEE: Right. A lot of them you can't find or gone.
They don't work.

MR. BAKOTA: 115?

MR. LEE: Yeah. But we also went to stainless rods
since I took over. We won't do cast iron anymore in the
ground. It just rots.

1 MR. BAKOTA: The rods?

2 MR. LEE: Yeah. The rod is made out of stainless steel.
3 It's a few dollars more. It doesn't rot. It doesn't break.

4 MR. BAKOTA: That's the rod coming up?

5 MR. LEE: Yeah. The old rods are cast iron. But these
6 are all made out of stainless. So we switched over to that.

7 MR. OCHOA: Those were for the boxes, right?

8 MR. LEE: Yeah.

9 MR. OCHOA: I thought we were eliminating the boxes and
10 just going into the house. Is that different?

11 MR. LEE: That's different. And on a note on that I
12 would always have a meter pit. I know a lot of people have
13 different views on that. Covid might have something else
14 next time.

15 I've got to call you six times to try to catch you
16 at home. If I have a meter pit, if I had a lot of meter
17 pits, I probably could do 10 or 20 a day. If I've got to
18 call you and all the customers, I'd maybe get 5 jobs a day if
19 you get there on time and have kids or babysitting or job
20 called me over so they have to reschedule to get in the
21 house.

22 Anytime we can do our work outside without
23 involving the customer that's the best thing to do. So it's
24 a plus for us. More efficient, more timing, saves costs.

25 So just thought I'd let you know my view on that.
Thanks.

MR. VENTURA: Thank you.

Legal Counsel None.

Financial

MR. VENTURA: Financial Report, Bill Biller. 2021 Cash
Receipts Disbursement. It's in the packet.

MR. BILLER: You have the Report in the packet. If the
Board has any questions, I will answer them.

25

1 Just a couple comments I guess. October was a good
2 month. We had collections of \$716,000. That's the highest
3 we have had in over two years.

4 One of the reasons collections were up is
5 industrial collections are up. One of the industrial users
6 were behind by a month, month and a half. They caught up.

7 And on the disbursement side basically the only
8 major item was in October we had three paydays rather than
9 the usual two.

10 So forecasting a cash balance at the end of the
11 year of \$576,000. So that forecast the Board has in front of
12 them includes an additional loan of \$200,000 which we
13 probably right now I'd say we won't do.

14 So we won't borrow any additional money. So it
15 takes the cash balance down to approximately 375, 376.

16 That's just a moving target. Depends what
17 disbursements we see for the next month, month and a half
18 before we make that final decision. But things are looking
19 up.

20 MR. VENTURA: Thank you.

21 NEW BUSINESS:

22 Resolutions

23 MR. VENTURA: Resolution WD 21-20. This is a Resolution
24 of the East Chicago Utilities Administration Fund
25 Appropriation, Water.

 MR. BILLER: Bill Biller again. This is the resolution
to approve the budget for the Utility Administration Fund.
We're asking for a budget of \$1,072,312. This compares to a
budget this year of \$1,181,920.

 As you know the main difference is that we don't
have a utility director and electrical engineer. Dr. Z and
Ben are gone.

 We've added a couple more clerical people. So head
count for next year would be 16 compared 10 at present.
We're adding a few bodies.

1 MR. OCHOA: 16 just for the administration of it?

2 MR. BILLER: Yes. That's six account reps,
3 administrative assistant, a manager. And we have five
4 part-timers in the budget right now. We actually have two.

5 We can always use additional people in the office.
6 There's plenty to keep people busy.

7 MR. OCHOA: Can we make those part-timers full-timers?

8 MR. BILLER: We just moved two part-timers to full time.
9 And that comes down to a decision that's made by
10 Administration if they go part time to full time. But we
11 have the additional part-timers in the budget if we need
12 them.

13 MR. LOPEZ: I had three.

14 MR. BILLER: So we ask the Board to approve the budget
15 for 2022.

16 MR. VENTURA: Any other questions for Bill?
17 Motion to approve Resolution WD 21-20 made by Ray Lopez.
18 Second by Joseph Ochoa.

19 Questions/Comments: None.

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

22 Agreements

23 MR. VENTURA: First on the agenda for Agreements is
24 Contract between City of East Chicago Department of
25 Waterworks and Attorney Joseph Allegretti for Legal Services.
This will be for year 2022.

Motion to approve Joseph Allegretti 2022 Contract for Legal
Services made by Ray Lopez. Second by Anthony Askounis.

Questions/Comments: None.

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

MR. VENTURA: Next we have a Maintenance Agreement.
And this is with Mechanical Concepts for 2022. This is for

1 \$6,000 yearly for floor inspections, one per each quarter.
Winna is going to speak on this.

2 MS. GUZMAN: Winna Guzman, Water Department. Good
3 evening, Board. I would like to ask that the Board table
4 this until the next meeting. I'd like to get some updated
5 dates on that.

6 So if you would allow me to contact Mechanical
7 Concepts to change those dates please, and I will bring it up
8 at the next Board Meeting.

9 Motion to Table Mechanical Concepts 2022 Maintenance
10 Agreement made by John Bakota. Second by Joseph Ochoa.

11 Questions/Comments: None.

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

14 Proposals

15 MR. VENTURA: We have Proposals next. First Proposal is
16 Gasvoda and Associates, Inc. And this is for repair of a 48
17 inch pressure differential flow meter in the amount of
18 \$15,460. And this is for the Conventional Plant.

19 Anybody to speak on this?

20 UNIDENTIFIED SPEAKER: This is for the high service
21 meter at the old plant. Right now it's not telling us how
22 much water we're sending out to the City.

23 I imagine with us getting audit we've got to know
24 how much water we're sending out to the City from that plant.
25 And right now it's currently not working. We're trying to
get back into service that meter.

MR. OCHOA: Will we be able to use that meter somewhere
else like in the new plant?

UNIDENTIFIED SPEAKER: Probably not, no.

MS. GUZMAN: It's just a repair.

UNIDENTIFIED SPEAKER: Right. Just a repair. Sorry.

MR. VENTURA: Any questions?

1 Motion to approve Gasvoda and Associates, Inc. Proposal made
2 by Ray Lopez. Second by Anthony Askounis.

3 Questions/Comments: None.

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

6 Other

7 MR. VENTURA: Next we have under Other first one is
8 Ratification with Westside Tractor and Trailer. And this is
9 for \$83,500.

10 Anybody to speak on this?

11 MR. LEE: First thing you've got to get your equipment.
12 Then you've got to get your men. So this here is a John
13 Deere Skid Steers. They have it in stock. The trailer is
14 going to be a little bit of a wait.

15 I called around. This is the best price. This is
16 also the person that does all our repairs on our equipment.

17 I guess it was approved by the other Board. We got
18 the funding we needed for it. And just need to get it
19 approved.

20 MS. GUZMAN: It was approved on November 8 by the Board
21 of Public Works.

22 Motion to approve Westside Tractor and Trailer Ratification
23 made by John Bakota. Second by Ray Lopez.

24 Questions/Comments: None.

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

MR. VENTURA: Next Ratification is for Bosak Ford
purchase of a 2022 Ford Explorer and purchase of a 2021 F-350
4 by 4 SD Regular Cab. Total amount of \$80,320.

MR. LEE: These are a couple things that we need also.
And the dump truck has got a little sign in there holding it
for us.

To look for another dump truck then you might as
well wait a couple years. Just happened to fall in just

1 right for those two pickups and that dump.

2 We called around. Nobody is even taking orders for
3 like six more months. There's no chips. There's no stock.
4 It's just unbelievable. But if you work hard and call
5 around, sometimes you get lucky and find something.

6 This was also approved by the Board.

7 MR. ALLEGRETTI: Board of Works.

8 MR. LEE: Board of Works.

9 MS. GUZMAN: Yes. Board of Works.

10 MR. LEE: Sorry. New guy.

11 Motion to approve Bosak Ford Purchase Ratification made by
12 Ray Lopez. Second by John Bakota.

13 Questions/Comments:

14 MS. GUZMAN: Can I note something please?

15 MR. VENTURA: Yes.

16 MS. GUZMAN: We included kind of like information on the
17 vendors that were contacted for pricing and availability.
18 And one of them was Bosak Ford which that was what was
19 approved and we're bringing before the Board it today. Smith
20 Motors of Hammond and Web Ford as well. And they had no
21 availability on the vehicles.

22 Bosak Ford did have availability and is available
23 now. Smith and Web it was out four to six months or longer
24 to obtain a vehicle.

25 MR. VENTURA: Thank you.

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

UNFINISHED BUSINESS:

MR. VENTURA: Next under Unfinished Business there's an
Amendment to Resolution WD 21-16. You have it in front of
you. And this is due to an incorrect amount number which
under sewage should be 309603615050.

1 Motion to approve Resolution WD 21-16 Amendment made by Ray
Lopez. Second by Anthony Askounis.

2 Questions/Comments: None.

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

5 MS. GUZMAN: Thank you, Board.

6 PUBLIC COMMENT: None.

7 * Next Regular Meeting Date: December 6, 2021
8 @ 5:00 p.m.

9 Motion to adjourn was made by Joseph Ochoa. Second by John
10 Bakota.

11 * Meeting ended at 5:21 p.m.


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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.

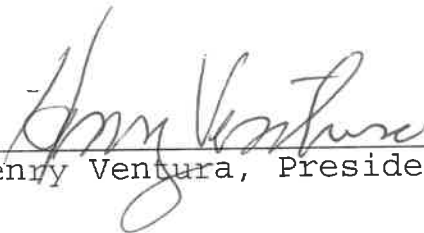
Dated at Portage, Indiana, this 1st day of December, 2021.

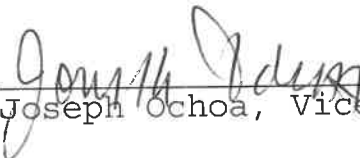


Lisa Pena
Notary Public, Porter County
Certified Shorthand Reporter
License Number 084-003484




1 Approval of the Meeting Minutes of
2 Monday, November 15, 2021
3 Approved and Signed 12-20-21

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5 
6 Henry Ventura, President

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10 Joseph Ochoa, Vice President

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13 John Bakota, Member

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17 Anthony Askounis, Member

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20 Ray Lopez, Member

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24 Alysia Dunbar, Board Secretary

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