

CITY OF EAST CHICAGO DEPARTMENT OF WATERWORKS
BOARD OF DIRECTORS

Regular Meeting Minutes
January 29, 2020, at 5:00 p.m.

BOARD MEMBERS:

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

STAFF:

Winna Guzman
Anthony Herrera
Ben El Harit
Edward Santen
Joseph Allegretti

Reported by: Fissinger & Associates, Ltd.

By: Peggy S. LaLonde

Call to Order: 5:00 p.m.

Pledge of Allegiance

Roll Call: Present: John Bakota, Ray Lopez, Joseph
Ochoa, Anthony Askounis

MR. BAKOTA: First on the agenda is the approval of the meeting minutes for December 18, 2019 and January 6, 2020. Do I have a motion?

Motion to approve meeting minutes for December 18, 2019 and January 6, 2020, as written, made by Ray Lopez. Second by Anthony Askounis.

MR. BAKOTA: Any comments or questions?
(None) All in favor?

(All signify aye.)

MR. BAKOTA: Motion carries.

Next, approval of Check Warrants.

CHECK WARRANT 012920 WD - \$185,302.04.

Motion to approve Check Warrant 012920 WD, in the amount of \$185,302.04 made by Anthony Askounis. Second by Joe Ochoa.

MR. BAKOTA: Any comments or questions?
(None) All in favor?

(All signify aye.)

Motion carries.

CHECK WARRANT 011720 WB - \$162,376.12.

Motion to approve Check Warrant 011720 WB, in the amount

1 of \$162,376.12, made by Joseph Ochoa. Second by Anthony
Askounis.

2 MR. BAKOTA: Any comments or questions?
3 (None) All in favor?
(All signify aye.)
4 Motion carries.

5 CHECK WARRANT 123119 - \$270,916.47

6 Motion to approve Check Warrant 123119, in the amount of
\$270,916.47 made by Ray Lopez. Second by Anthony
Askounis.

7 MR. BAKOTA: Any comments or questions?
8 (None) All in favor?
(All signify aye.)
9 Motion carries.

10 CHECK WARRANT 012920 CD - \$386.42

11 Motion to approve Check Warrant 012920 CD, in the amount
of \$386.42 made by Joseph Ochoa. Second by Anthony
Askounis.

12 MR. BAKOTA: Any comments or questions?
13 (None) All in favor?
(All signify aye.)
14 Motion carries.

15 CHECK WARRANT 123119 WF - \$1,897,556.00

16 Motion to approve Check Warrant 123119 WF, in the amount
of \$1,897,556.00 made by Anthony Askounis. Second by
Ray Lopez.

17 MR. BAKOTA: Any comments or questions?
18 (None) All in favor?
(All signify aye.)
19 Motion carries.

20 Next, we have approval of Payroll
Warrants.

21 PAYROLL WARRANT 011020 - \$37,366.85

Dates of 12/21/19 to 1/3/20

22 Motion to approve Payroll Warrant 011020, in the amount
of \$37,366.85, for dates of 12/21/19 to 1/3/20 made by
Joseph Ochoa. Second by Anthony Askounis.

23 MR. BAKOTA: Any comments or questions?
24 (None) All in favor?
(All signify aye.)
25

1 Motion carries.

PAYROLL WARRANT 011020 - \$31,724.97

2 Dates of 12/21/19 to 1/3/20

3 Motion to approve Payroll Warrant 011020, in the amount
4 of \$31,724.97, for dates of 12/21/19 to 1/3/20 made by
Ray Lopez. Second by Anthony Askounis.

5 MR. BAKOTA: Any comments or questions?
(None) All in favor?

6 (All signify aye.)

Motion carries.

7 PAYROLL WARRANT 012420 - \$36,222.79

8 Dates of 1/4/20 to 1/17/20

9 Motion to approve Payroll Warrant 012420, in the amount
of \$36,222.79, for dates of 1/4/20 to 1/17/20 made by
Joseph Ochoa. Second by Anthony Askounis.

10 MR. BAKOTA: Any comments or questions?
11 (None) All in favor?

(All signify aye.)

Motion carries.

12 PAYROLL WARRANT 012420 - \$26,690.52 - Utilities Payroll

13 Dates of 1/4/20 to 1/17/20

14 Motion to approve Payroll Warrant 012420, in the amount
15 of \$26,690.52, Utilities Payroll, for dates of 1/4/20 to
1/17/20 made by Ray Lopez. Second by Anthony Askounis.

16 MR. BAKOTA: Any comments or questions?
17 (None) All in favor?

(All signify aye.)

Motion carries.

18 Filtration Report? None

19 Water Report.

20 MS. GUZMAN: Winna Guzman, Water
Department Director. I sent in the report relating to
21 activities for the month of December. If you have any
questions on that report, I will be happy to answer.

22 MR. BAKOTA: Winna, are we going back to
committee meetings?

23 MS. GUZMAN: Yes, that will be next week.
24 I just wanted that to commence next week, Thursday, at
10:00 o'clock. I can give everyone a call or I can have
25 Anthony give everyone a reminder call.

1 MR. BAKOTA: I think Henry goes for
therapy certain days.

2 MS. GUZMAN: I'll check and see if we
3 have to change the date, but I'll have Anthony give you
a call by the end of the week. Thank you for that.

4 Also, I want to note we did receive
5 the meter table -- we did get that -- meter testing
table. So we are in the process of trying to get it
installed.

6 MR. BAKOTA: Our people can't do it?

7 MS. GUZMAN: No, I'm going to have to get
8 a licensed plumber to get it done. I'm working on that
and as soon as I get it, I'll invite everyone over to
9 look at it.

10 MR. BAKOTA: It's already been delivered?

11 MS. GUZMAN: Yes, already delivered. We
have to remove the old one and install the new one.

12 MR. OCHOA: Do we have anybody that can
13 do that?

14 MR. GUZMAN: I have a couple of
contractors that I will probably be getting a couple
15 quotes. As far as in-house, no.

16 MR. OCHOA: Can't be done in-house?

17 MS. GUZMAN: No. We need a licensed
plumber to do that, remove the old one and install the
18 new one.

19 MR. LOPEZ: Thank you for the pictures, I
like that.

20 MS. GUZMAN: You are so welcome. Those
21 are the hydrants that were replaced. So I just wanted
to give you an update on, you know, what has been
22 replaced thus far. This was under the Hydrant Program
through SRF and also through our department. We changed
23 up a couple of hydrants and so I just wanted to kind of
provide that to you, so you know.

24 MR. LOPEZ: Picture says a thousand
25 words.

1 MS. GUZMAN: Actually that's what we are
2 requesting from the contractor now. That completes my
report.

3 MR. BAKOTA: Distribution Report.

4 MS. GUZMAN: That is included within my
Water Report.

5 MR. BAKOTA: Okay, thank you.

6 Going to New Business Water. We
7 have emergencies. First is Hessville Plumbing, at 4342
Magoun. It's a total of \$4,212.

8 Motion to approve payment to Hessville Plumbing, in the
9 amount of \$4,212.00 made by Joseph Ochoa. Second by
Anthony Askounis.

10 MR. BAKOTA: Any comments or questions?
(None) All in favor?

11 (All signify aye.)

Motion carries.

12 Next, we have Calumet City Plumbing.
13 If the board will agree to it, I'll go through all of
the issues, and then I will ask for a motion. And if
14 you want to keep track, if you have any questions as I
go through it -- you can go through the papers -- then
15 if you have any questions or comments at the end, you
can bring it up and specify what address it's for, and
16 then go from there, rather than motion each address
separately.

17 MS. GUZMAN: Can I make a comment?
18 Including the previous one, which was Hessville, these
are all emergency services that were rendered from
19 Hessville, Calumet City Plumbing, and Hasse
Construction.

20 MR. BAKOTA: All right. So we'll deal
with Calumet City Plumbing first. These are emergencies
21 for the following addresses and amounts: 5418 Reading
Avenue, \$7,165.60; 3830 Guthrie, \$3,418.65; 5431 Walsh
22 Avenue, \$1,997.80; Carroll Street, Michigan Street, and
Walsh, \$3,470.62; 4121 Magoun, \$572.80; 151st and
23 Indianapolis, \$9,450.50; 2807 and 2709 East 140th Place,
\$3,669.12; 2801 141st Street, \$4,379.80; 3819 Hemlock,
24 \$790.50; 5654 Indianapolis Boulevard, \$2,184.40; 4111
Catalpa, \$2,116.88; 621 West Chicago Avenue, \$3,467.90.
25 That concludes Calumet City Plumbing. Total cost was

1 \$52,864.57.

2 Motion to approve all emergencies -- as read -- for
3 Calumet City Plumbing, made by Joseph Ochoa. Second by
4 Anthony Askounis.

4 MR. BAKOTA: Any comments or questions?
(None) All in favor?

5 (All signify aye.)
Motion carries.

6 Next we have Hasse Construction.
7 Emergencies for 140th and McShane Avenue, hydrant
8 repair, at \$7,387.30. Also we have 5334 Indianapolis
9 Boulevard, at a cost of \$24,191.00. Total cost of
10 \$31,578.30.

9 Motion to approve payment of emergencies to Hasse
10 Construction, in the amount of \$31,578.30, made by
11 Anthony Askounis. Second by Joseph Ochoa.

11 MR. BAKOTA: Any comments or questions?
(None) All in favor?

12 (All signify aye.)
Motion carries.

13 Next we have Agreements. Would it
14 be too confusing if I did the same thing, go through it
15 all and ask for a motion, or you want to go separately?
16 Can we do it that way?

15 MR. ALLEGRETTI: That's fine.

16 MR. BAKOTA: The Board is okay with that?

17 BOARD MEMBERS: (Unanimously) That's
18 fine.

19 MR. BAKOTA: These are the agreements:
20 Vehicle/Equipment Maintenance Service Policy (Water);
21 Mechanical Concepts Rate Sheet for 2020, (Water); Ready
22 Fresh Rate Proposal for 2020, (Water); Microbac Rate
23 Sheet for 2020, (Filtration); H.E.C.C. Rate Sheet for
24 2020 (Filtration); Mechanical Concepts Proposal (Water);
25 Actin Proposal (Filtration).

I'd like to stop there. I was told
that Actin was already done, that job was done.

MS. GUZMAN: That is correct.

MR. BAKOTA: Okay, I'll go on then. I

1 was told that at the last meeting. Ben told me he
2 wasn't going to be here tonight.

3 MS. GUZMAN: That is correct. Do you
4 want me to elaborate a little further on that?

5 MR. BAKOTA: If you would.

6 MS. GUZMAN: This is actually the
7 proposal. He received two quotes, one from Tierra and
8 one from Actin. Active apparently was the lowest
9 proposal at \$7,327.36. This -- from talking to Mr. Ben
10 El Harit -- was declared an emergency and services have
11 been rendered. Work has been done.

12 With the transition of AP personnel
13 and the manager -- or engineer -- Ben being on vacation,
14 there was a delay in submitting this to the Board. So
15 we are presenting this today before the Board for
16 approval.

17 MR. BAKOTA: It was awarded and Actin
18 performed the job?

19 MS. GUZMAN: That's correct.

20 MR. BAKOTA: Okay, thank you. I will
21 continue then.

22 Calumet Waste & Recycling (Water);
23 Rainmaker Irrigation (Water); ATN Technology (Water);
24 Calumet City Plumbing Company Inc. (Water); SLC Meter
25 LLC (Water); Sims Metal management (Water). I don't
think I had that in my packet.

MS. GUZMAN: Can I elaborate on that? If
I can ask you to go back to the Calumet City Plumbing.
I just wanted to let you know there is two proposals
submitted. One is pretty much the rate sheet to cut in
new meters inside these properties on Homerly and Walsh.
So these are where they remove the meter heads, and we
went back and assessed, which I included assessment of
the 15 thus far, that we have assessed through Calumet
City Plumbing, and we are looking to replace the meters.
Right now we are estimating them, so we need to
basically -- either they go inside or they are going
outside the meter pit. So I have provided the proposals
for both cut inside and one for the meter pit on the
outside. Just those two, which those are pretty much
rate sheets for both.

And then also for the SLC Meter LLC,

1 they are out of Pontiac, Michigan. This is pretty much
2 rates that they have to scrap the meters that have been
3 replaced. We don't -- the Water Department does not
4 have sufficient staff to go through each meter and
5 dismantle them to be able to scrap them. So we are
6 looking to obtain SLC to perform that service, to pick
7 up all the meters and pay us for the meters.

8 I have reached out to two other
9 companies -- actually three, because I called one today
10 -- to see if they were able to do that, do those
11 services and they weren't. This is the only one that I
12 received a proposal from.

13 MR. BAKOTA: They will pick it up too?

14 MS. GUZMAN: They will pick it up. So we
15 need to clean that back up and get rid of all those
16 meters. This is the best route to go because we don't
17 have the manpower to perform that work.

18 MR. BAKOTA: Okay. Is that it?

19 MS. GUZMAN: Yes, this is per meter.

20 MR. BAKOTA: Thank you. Okay, continuing
21 on. Sims Metal Management (Water).

22 MS. GUZMAN: Sims Metal Management, we
23 are looking to dispose of the scrap material that we
24 have on the outside of our garage area.

25 MR. BAKOTA: That was in the pictures.

MS. GUZMAN: I provided photos of that
area. So it's basically old fire hydrants and lines.
We would like to get that approved so we can move
forward with that. I will let the Board know how much
they have paid us for that scraped material.

MR. BAKOTA: Joseph Allegretti's contract
(Water); Baker Tilly (Water).

That concludes the Agreements. Do I
have a motion?
Motion to approve various Agreements as stated by Ray
Lopez. Second by Joseph Ochoa.

MR. BAKOTA: Any comments or questions?
(None) All in favor?

1 (All signify aye.)
Motion carries.

2 Next, we have -- these are past due
3 invoices. I guess we'll go through these separately,
there may be an explanation.

4 MS. GUZMAN: The explanation and the
5 invoice number, the amount and date.

6 MR. BAKOTA: Okay. Past due invoices.
7 First one is Ready Refresh for \$268.73 (Water). Do I
have a motion.

8 Motion to approve past due invoice to Ready Refresh for
\$268.76 made by Ray Lopez. Second by Joseph Ochoa.

9 MR. BAKOTA: The amounts are different on
10 the agenda and the invoice itself.

11 MR. HERRERA: Go by what is on the
invoice, actual invoice is correct.

12 MR. BAKOTA: So the amount of \$268.76 is
13 correct?

14 MR. HERRERA: Yes.

15 MR. BAKOTA: Any comments or questions?
(None) All in favor?

16 (All signify aye.)
Motion carries.

17 Next one is Caruthers Auto, in the
amount of \$125.00 (Water). Do I have a motion?

18 Motion to approve past due invoice of Caruthers Auto, in
19 the amount of \$125.00 made by Joseph Ochoa. Second by
Ray Lopez.

20 MR. BAKOTA: Any comments or questions?
(None) All in favor?

21 (All signify aye.)
Motion carries.

22 Next, Cintas, \$25.00, (Water).

23 Motion to approve past due invoice to Cintas, in the
24 amount of \$25.00, made by Joseph Ochoa. Second by Ray
Lopez.

25 MS. GUZMAN: I'm sorry, we have to read

1 out what the reason is for the delinquency.

2 MR. BAKOTA: The reason was, never
3 received invoice from vendor till January 2020.

4 Next is Hessville Plumbing, \$2400
5 (Water). This is vendor sent former AP clerk invoice by
6 e-mail. She is no longer employed by City. Do I have a
7 motion?

8 Motion to approve past due invoice from Hessville
9 Plumbing made by Joseph Ochoa. Second by Anthony
10 Askounis.

11 MR. BAKOTA: Any comments or questions?
12 (None) All in favor?

13 (All signify aye.)
14 Motion carries.

15 Next is R & D Construction, amount
16 of \$10,355 (Water). Reason is insufficient funds in
17 2019. Do I have a motion?

18 Motion to approve past due invoice from R & D
19 Construction made by Joseph Ochoa. Second by Ray Lopez.

20 MR. BAKOTA: Any comments or questions?
21 (None) All in favor?

22 (All signify aye.)
23 Motion carries.

24 Next, Fissinger & Associates, \$280
25 (Water). This was AP clerk misplaced invoice.

26 Motion to approve past due invoice from Fissinger &
27 Associates made by Ray Lopez. Second by Anthony
28 Askounis.

29 MR. HERRERA: Let me add something there.
30 Actually there was insufficient funds in that purchase
31 order due to us needing a transfer and not making that
32 transfer on time to pay that invoice.

33 MS. GUZMAN: And actually the amount --
34 this amount is \$280.80, if you reference the invoice.

35 MR. BAKOTA: It's wrong on the agenda.
36 So the invoice is \$280.80. What is the Board's wish,
37 you want me to let it go?

38 MR. OCHOA: It's only \$0.80, we can let
39 it go. We'll keep the \$.80 on the balance.

1 MR. BAKOTA: Any comments or questions?
(None) All in favor?

2 (All signify aye.)
Motion carries.

3 Next is Calumet City Waste &
4 Recycling, \$13,639.50. This was insufficient funds from
2019.

5 Motion to approve past due invoice from Calumet City
6 Waste & Recycling made by Joseph Ochoa. Second by
Anthony Askounis.

7 MR. BAKOTA: Any comments or questions?
(None) All in favor?

8 (All signify aye.)
Motion carries.

9 Rowell Chemical Corp, \$3,535.55
(Filtration). Invoice was sent to former AP clerk, who
10 is no longer employed with the City of East Chicago.

11 Motion to approve past due invoice from Rowell Chemical
12 Corp. made by Joseph Ochoa. Second by Anthony Askounis.

13 MR. BAKOTA: Any comments or questions?
(None) All in favor?

14 (All signify aye.)
Motion carries.

15 Next is Calumet Electric Supply
16 Corp. \$144.35 (Filtration). This is invoice being sent
to former AP clerk who's no longer employed with the
City of East Chicago.

17 Motion to approve past due invoice from Calumet Electric
18 Supply made by Joseph Ochoa. Second by Anthony
Askounis.

19 MR. BAKOTA: Any comments or questions?
(None) All in favor?

20 (All signify aye.)
Motion carries.

21 Next is Bray Sales, \$8,495.82
(Filtration). Invoice was being sent to former AP clerk
22 who is no longer employed with the City of East Chicago.

23 Motion to approve past due invoice from Bray Sales made
24 by Anthony Askounis. Second by Ray Lopez.

25 MR. BAKOTA: Any comments or questions?
(None) All in favor?

1 (All signify aye.)
Motion carries.
2 Next is Nipsco, \$329.53
(Filtration). Invoice was being sent to former AP clerk
3 who was no longer employed with the City of East
Chicago.
4
5 Motion to approve past due invoice from Nipsco made by
Joseph Ochoa. Second by Anthony Askounis.
6 MR. BAKOTA: Any comments or questions?
(None) All in favor?
7 (All signify aye.)
Motion carries.
8 Next is HVAC Masters, \$824.50
(Filtration). Invoice being sent to former AP clerk who
9 is no longer employed by the City of East Chicago.
10 Motion to approve past due invoice from HVAC Masters
made by Joseph Ochoa. Second by Anthony Askounis.
11
12 MR. BAKOTA: Any comments or questions?
(None) All in favor?
13 (All signify aye.)
Motion carries.
14 Next is Cintas Corporation, \$123.65
(Filtration). Invoice being sent to former AP clerk who
is no longer employed by the City of East Chicago.
15
16 Motion to approve past due invoice from Cintas
Corporation made by Joseph Ochoa. Second by Anthony
Askounis.
17
18 MR. BAKOTA: Any comments or questions?
(None) All in favor?
19 (All signify aye.)
Motion carries.
20 Next is Viking Chemical Company,
\$591.80 (Filtration). Invoice was being sent to former
AP clerk who is no longer employed with the City of East
21 Chicago.
22 Motion to approve past due invoice from Viking Chemical
Company made by Joseph Ochoa. Second by Anthony
23 Askounis.
24 MR. BAKOTA: Any comments or questions?
(None) All in favor?
25 (All signify aye.)

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Motion carries.

Financial Report is next. That's listed as none. Unfinished Business, we have none. There is no Public Comment.

Our next meeting will be February 3rd, at 5:00 o'clock, here in the Council Chambers. Do I have a motion to adjourn?


Motion to adjourn meeting made by Anthony Askounis. Second by Joseph Ochoa.

MR. BAKOTA: All in favor?
(All signify aye.)
Motion carries. Meeting adjourned.

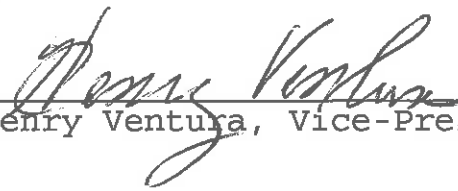
***** Meeting adjourned *****

Approval of the Regular Meeting Minutes of
January 29, 2020

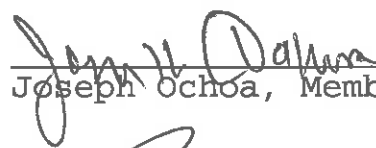
Approved and signed _____



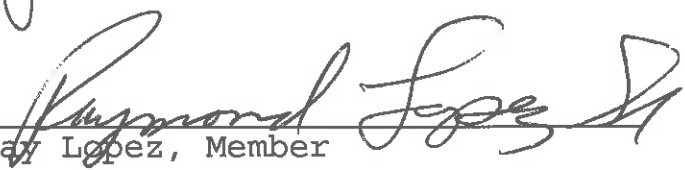
John Bakota, President




Henry Ventura, Vice-President



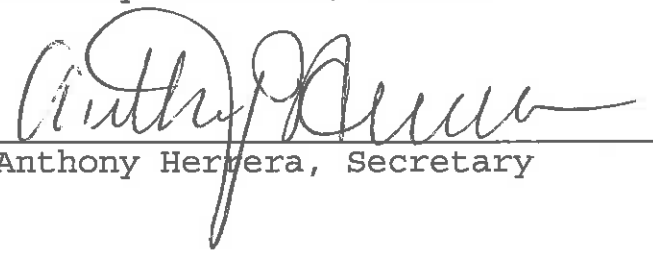
Joseph Ochoa, Member



Ray Lopez, Member



Anthony Askounis, Member



Anthony Herrera, Secretary

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C E R T I F I C A T E

I, Peggy S. LaLonde, 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 the said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Munster, Indiana, this 30th day of January, 2020.

Peggy S. LaLonde

Peggy S. LaLonde, CSR, RPR



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