

CITY OF EAST CHICAGO
BOARD OF SANITARY COMMISSIONERS
BOARD MEMBERS

Miguel (Mike) Rivera, President
Loreto Gonzalez, Vice-President
Tia Cauley, Member
Alojzy (Ben) Moricz, Member
Steven Flowers, Member

Regular Meeting Minutes
Thursday, February 20, 2020, at 4:30 p.m.

Reported for Fissinger & Associates, Ltd
By: Peggy S. LaLonde, CSR, RPR

Call to Order: 4:30 p.m.

Pledge of Allegiance

Roll Call: Present: Miguel Rivera
Loretto Gonzalez
Tia Cauley
Ben Moricz
Steve Flowers

Also Present: John Martinez, Director of Wastewater
Operations
Joseph Allegretti, Legal Counsel
Keith Selvie, Director of Public Works
Winna Guzman, Director of Water Dept.

MR. RIVERA: First item is Check

Warrants.

SANITARY DISTRICT - WASTEWATER DIVISION
WARRANT 022820 SW - \$78,876.04

Motion to approve Warrant 022820 SW, in the amount of
\$78,876.04 made by Tia Cauley. Second by Loreto
Gonzalez.

MR. RIVERA: All in favor say aye.
(All signify aye.)

MR. RIVERA: Motion carries.

WARRANT 022020 SW - \$51,920.78

1 Motion to approve Warrant 022020 SW, in the amount of
2 \$51,920.78 made by Loreto Gonzalez. Second by Tia
3 Cauley.

3 MR. RIVERA: All in favor say aye.
(All signify aye.)

4 MR. RIVERA: Motion carries.

5 WARRANT 020720 - Sanitary Board Payroll
6 Dates of 1-18-20 to 1-31-20

7 Motion to approve Warrant 020720, Sanitary Board Payroll
8 for dates of 1/18/20 to 1/31/20 made by Loreto Gonzalez.
9 Second by Steve Flowers.

8 MR. RIVERA: All in favor say aye.
9 (All signify aye.)

10 MR. RIVERA: Motion carries.

11 WARRANT 020720 - Utilities Board Payroll
12 Dates of 1-18-20 to 1-31-20

12 Motion to approve Warrant 020720, Utilities Board
13 payroll for dates of 1/18/20 to 1/31/20 made by Loreto
14 Gonzalez. Second by Ben Moricz.

14 MR. RIVERA: All in favor say aye.
15 (All signify aye.)

15 MR. RIVERA: Motion carries.

16 WARRANT 020720 - Wastewater Payroll
17 Dates of 1-18-20 to 1-31-20

18 Motion to approve Warrant 020720, Wastewater Payroll for
19 dates of 1/18/20 to 1/31/20 made by Loreto Gonzalez.
20 Second by Steve Flowers.

19 MR. RIVERA: All in favor say aye.
20 (All signify aye.)

21 MR. RIVERA: Motion carries.

22 SANITARY DISTRICT - SOLID WASTE DIVISION
23 WARRANT 022020 SS - \$18,891.18

23 Motion to approve Warrant 022020 SS, in the amount of
24 \$18,891.18 made by Loreto Gonzalez. Second by Ben
25 Moricz.

25 MR. RIVERA: All in favor say aye.

1 (All signify aye.)

2 MR. RIVERA: Motion carries.

3 WARRANT 020720 - Solids Payroll

4 Dates of 1-18-20 to 1-31-20

5 Motion to approve Warrant 020720, Solids Payroll for
6 dates of 1/18/20 to 1/31/20 made by Loreto Gonzalez.

7 Second by Steve Flowers.

8 MR. RIVERA: All in favor say aye.

9 (All signify aye.)

10 MR. RIVERA: Motion carries.

11 Next item is report from Field
12 Operations, John Martinez.

13 MR. MARTINEZ: Good evening. The only
14 thing I have is just to let the Board know that the
15 three vehicles we ordered, they came in. But right now
16 they are back at the dealer and they are doing what they
17 have got to do, as far as putting safety lights on them.
18 I thank the Board on that.

19 We are doing some repair work at the
20 plant. We took a motor apart when it got really cold
21 and rebuilt it and put it back in; and we are ready to
22 move forward with whatever we have got left. So that's
23 all I have at this time. We are looking forward to
24 replacing our fleet little by little. I just wanted to
25 let the Board know. That's all I have.

MR. RIVERA: Next item is report from
Financial Consultant, Bill Biller. Mr. Biller has
submitted a written report. I would like to put a
couple of things on the record. December receipts of
\$800,811; disbursements of 964,422, and ending cash
balance, Operation Maintenance Fund is \$1,270,369; and
Replacement Fund \$1,852,244.

January receipts of 835,399;
disbursements for January 486,064; January end cash
balance Operation Maintenance Fund \$1,621,704; and
Replacement Fund is \$1,849,969. That concludes the
report.

Next item is report from Legal
Counsel, Joe Allegretti.

MR. ALLEGRETTI: I want to report on the
progress I think we are making in the General Assembly
with our bill. I think there was a vote today. I think
our amendment being added on to the existing bill was

1 approved. I haven't heard positively yet. I will hear
2 tomorrow and report the next time. The short session is
3 ending in Indianapolis and once that happens -- I hope
4 we are successful -- the smoke will clear on our ability
5 to issue some short-term debt to proceed with next phase
6 on the long term CSO plan and Dr. Zehraoui will be given
7 the notice to proceed, which has been delayed, to the
8 contractor. They are still holding their price on the
9 contract and we'll be able to proceed. We'll know one
10 way or another certainly by next meeting.

11 MR. RIVERA: Let the record reflect that
12 Winna Guzman is in attendance.

13 Next item is report from Solids
14 Waste, Keith Selvie.

15 MR. SELVIE: Good afternoon. Keith
16 Selvie, Director of Public Works. I have a couple of
17 things to report. A couple of meetings ago I came
18 before you with the anticipation of receiving our four
19 new garbage trucks that we ordered last year. It has
20 been some type of delay, so we are expecting those four
21 one-arm trucks second week of March at this point in
22 time. Once they come in, I'll definitely come back to
23 report that to you folks.

24 Secondly, I want to thank you. I
25 had a couple things before the Board last meeting and I
was unable to attend. We had an emergency over on
Guthrie and Michigan, as you guys are aware of, and I
was tasked with getting some barricades together. I
appreciate you guys actually approved those few things
that were before the Board at that time.

MR. RIVERA: Next item is New Business.
We have a 2020 rate sheet for Tonkovich.
Motion to approve 2020 rate sheet for Tonkovich made by
Tia Cauley. Second by Loreto Gonzalez.

MR. RIVERA: All in favor say aye.
(All signify aye.)

MR. RIVERA: Motion carries.

Next item is the 2020 Agreement for
Vehicle Maintenance Equipment.

Motion to approve 2020 Agreement for Vehicle Maintenance
Equipment made by Tia Cauley. Second by Loreto
Gonzalez.

1 MR. RIVERA: All in favor say aye.
(All signify aye.)

2 MR. RIVERA: Motion carries.

3 Next is past due invoices. We have
4 two of them. One for Lindys Ace Hardware, amount of
5 \$97.51. It states here invoices can't be found, so had
6 to request another invoice to get this paid. That was
7 the delinquency reason.

8 Motion to approve past due invoice for Lindys Ace
9 Hardware, in the amount of \$97.51 made by Tia Cauley.
10 Second by Loreto Gonzalez.

11 MR. RIVERA: All in favor say aye.
(All signify aye.)

12 MR. RIVERA: Motion carries.

13 Next one is Morrison Construction
14 Company, for amount of \$21,000. States here the
15 delinquency reason, received e-mail invoice, Office
16 Manager asked John Martinez if job was complete and why
17 hadn't received an invoice.

18 Motion to approve invoice for Morrison Construction
19 Company, in the amount of \$21,000 made by Tia Cauley.
20 Second by Loreto Gonzalez.

21 MR. RIVERA: All in favor say aye.
(All signify aye.)

22 MR. RIVERA: Motion carries.

23 Next item is billing adjustments,
24 Miss Guzman.

25 MS. GUZMAN: Winna Guzman, Water
Department Director. I have six items under this
billing adjustment item. First one is 3910 Deodar.
Payment amount of \$258.63 was made to this account and
apparently was applied incorrectly between the current
owner and the previous owner's account. A reversal is
required to apply the amount correctly to the correct
account. So we are just requesting approval on that.

Motion to make the reversal and adjustment to billing at
3910 Deodar made by Tia Cauley. Second by Loreto
Gonzalez.

MR. RIVERA: All in favor say aye.
(All signify aye.)

MR. RIVERA: Motion carries.

1 MS. GUZMAN: Next one is 910 Shell. This
2 is a new master meter installed. The contractor hired
3 to install the meter entered the incorrect information
4 into the system for that address and the owner of 910
5 Shell was being assessed the incorrect charges.
6 Adjustment for this single bill is in the amount of
7 \$116.52, under account number 11865 is required to
8 correct the error.

9 So Calumet City Plumbing who was
10 changing out our meters, they had their own program.
11 They input the incorrect information and we found a
12 couple discrepancies there. The owner was being
13 assessed a higher charge, which when we went there, we
14 found that there was no meter there. So we corrected
15 that. We found it -- as soon as we were able to bill
16 out, once they changed out the meter, the next bill went
17 out and we were able to identify the error. We are
18 requesting that be corrected and that this Board approve
19 that. The meter information has been corrected since.

20 MS. CAULEY: I have a question. Winna,
21 how did they bill them incorrectly?

22 MS. GUZMAN: Because our information
23 comes directly to the system, so that meter -- the data
24 -- was entered under that meter number. The address was
25 entered under that as 910. So the contractor got the
address wrong. So the owner -- it was the wrong
information and so 5605 Magoun, which was the City owned
property. And so we got that corrected, but we have
seen that before, but we corrected it right away, but
this one wasn't found until we billed out.

MR. RIVERA: Most of these -- all these
are mistakes or human error, what happened?

MS. GUZMAN: Like the first one we went
through, they have the same account for the same
address. So when the girls pulled up the account --
especially with the new girls coming in -- if they don't
click off the old owners, and then they will pick up the
old owners and the new owner. So, you know, that comes
where sometimes you apply the incorrect payment to the
previous owner.

MR. RIVERA: New employees?

MS. GUZMAN: Most of them, yes. Like
this one, no; this was just a billing error.

1 MR. RIVERA: As long as it's corrected.

2 MS. GUZMAN: Yes, and we are trying to
3 correct those as we see them.

4 Motion to approve billing adjustment to 910 Shell made
5 by Tia Cauley. Second by Steve Flowers.

6 MR. RIVERA: All in favor say aye.
(All signify aye.)

7 MR. RIVERA: Motion carries.
Next one is 0 The Shores.

8 MS. GUZMAN: Yes. This was a clerical
9 error. The payment was entered incorrectly for a
10 different amount and the actual amount that was suppose
11 to be paid was 500. So I'm requesting that the Board
12 allow me to correct that, reverse that and correct the
13 amount applied so we can get the correct amount applied
14 toward that account.

15 Motion to approve request for billing adjustment at 0
16 The Shores made by Tia Cauley. Second by Steve Flowers.

17 MR. RIVERA: All in favor say aye.
(All signify aye.)

18 MR. RIVERA: Motion carries.
19 Next is 4010 McCook.

20 MS. GUZMAN: Yes. This is a good example
21 when a new employee is coming in. We are training them
22 and some of these errors come about. This is a clerk
23 inadvertently applied this to the incorrect account in
24 the amount of \$27.22. It was applied to previous owner
25 and it's required to be reversed and applied correctly.

26 Motion to approve billing adjustment for 4010 McCook
27 made by Tia Cauley. Second by Steve Flowers.

28 MR. RIVERA: All in favor say aye.
(All signify aye.)

29 MR. RIVERA: Motion carries.
30 The next one is 4906 Baring.

31 MS. GUZMAN: Again, the same situation.
32 Payment amount of \$81.08 was incorrect owner and we need
33 to correct that. So we are requesting that the Board
34 allow the reversal to be applied to the correct owners
35 account, which is a current owner.

1 Motion to approve billing adjustment for 4906 Baring
made by Tia Cauley. Second by Loreto Gonzalez.

2 MR. RIVERA: All in favor say aye.
3 (All signify aye.)

4 MR. RIVERA: Motion carries.
The next one is 5602 Wegg Avenue.

5 MS. GUZMAN: This is a billing where
6 final reading was not transferred over. When the new
account was entered and first reading picked up an old
7 reading causing the usage to be higher under bill number
112,459, which reflects the amount of the previous meter
8 reading at 93,384. So the gallons used were much higher
because of the zero amount that was reflected on the
9 bill. So we are requesting that we correct this to
provide the correct usage and charges to the owner.

10 Motion to approve billing to adjust usage and charges to
the new owner made by Tia Cauley. Second by Steve
11 Flowers.

12 MR. RIVERA: All in favor say aye.
(All signify aye.)

13 MR. RIVERA: Motion carries.

Next item, Unfinished Business.

14 There is none. Public Comment? No Public comment.

15 Next meeting date is March 5, 2020,
at 4:30 p.m., at East Chicago City Hall Chambers. Need
a motion to adjourn.

16 Motion to adjourn meeting made by Tia Cauley. Second by
17 Steve Flowers.


18 MR. RIVERA: All in favor say aye.
(All signify aye.)

19 MR. RIVERA: Motion carries. Meeting
adjourned.

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21 ***** Meeting adjourned *****
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Approval of the Regular Meeting Minutes of Thursday
February 20, 2020

Approved and signed _____

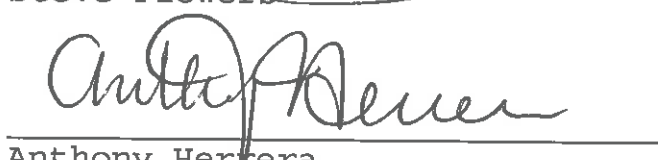

Miguel Rivera, President


Loreto Gonzalez, Vice-president


Tia Cauley


Alojzy (Ben) Moricz


Steve Flowers


Anthony Herrera

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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 24th day of February, 2020.

Peggy S. LaLonde



Peggy S. LaLonde, CSR, RPR