

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, December 7, 2020 @ 5:00 p.m.

Reported for Fissinger & Associates
By: Lisa Pena

CALL TO ORDER: 5:00 p.m.

ROLL CALL: Present in Chambers: John Bakota, Anthony Askounis.

Present Via Telephone Conference: Henry Ventura, Joseph Ochoa, Ray Lopez.

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

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

BID OPENING:

MR. BAKOTA: Next on the agenda is Bid Opening for the 2021 Water Treatment Chemical Bid Opening.

First bid is Giza, the company. Please hold on. These are the bids. Some of them have no bid. We're going to read the ones with the bid on it.

First one is sodium bisulfate 38 percent solution. This is gallons wet pounds at .75 per pound.

Next is citric acid 50 percent solution tenth grade. It's also in pounds. It's .50 a pound. And that's all we have on this one.

1 Please bear with us. It's taking time to open up.

2 Next on the bid is Alexander Chemical of LaPorte,
3 Indiana. Again I will read all those that they included in
4 the bid. Number 1 is sodium hydroxide 50 percent solution
5 membrane grade. It says wet pounds. It's .1085 a pound.

6 Next is sodium bisulfate 38 percent solution. It's
7 gallons wet pounds. It's .1749 a pound.

8 Next is sodium hydrochloride 15 percent solution.
9 Gallons a pound. .0638 a pound.

10 Next is Carus Group, Incorporated, Peru, Illinois.
11 Polyorthophosphate blend 70 percent and 30 percent poly. Wet
12 pound is .496 wet pound.

13 Next is Ucelco (phonetic). Polyaluminum chloride
14 50 percent solution. Wet pounds. .325 a pound. And it says
15 two tote.

16 Next is aluminum sulphate. Wet pounds. .1142 a
17 pound.

18 Next is Chemrite. Polyorthophosphate blend 70
19 percent. .51 wet pound.

20 Next is Brenntag Great Lakes. Sodium hydroxide 50
21 percent solution. .12 a wet pound.

22 Next is citric acid 50 percent solution. .495 a
23 pound.

24 Polyaluminum chloride 50 percent solution. .30 a
25 pound. Polyaluminum chloride .30 wet pound.

26 Next is RAW Chemical Corporation. Sodium hydroxide
27 50 percent solution. .1141 wet pound.

28 Next is sulfuric acid 93 percent solution. .085 a
29 wet pound.

30 Next is sodium hydrochloride 15 percent solution.
31 .645 gallon. And then it's also shows .0641 pound.

32 Next is Shannon Chemical Corporation. First is
33 polyorthophosphate blend 70 percent. It's .573 wet pound.

34 Next is citric acid 50 percent solution. .553 wet

1 pound.

2 Next is Chemtrade Chemicals. They have aluminum
3 sulfate. Truckload 35,000 pounds .1360.

4 That's the conclusion of the bids we opened. That
5 will be reviewed. And then I guess they'll be presented at a
6 future meeting.

7 MR. EL HARIT: Correct.

8 APPROVAL OF MINUTES: November 16, 2020.

9 MR. BAKOTA: Next I have Approval of Minutes of November
10 16, 2020.

11 Motion to approve November 16, 2020 Meeting Minutes made by
12 Ray Lopez. Second by Anthony Askounis.

13 Questions/Comments: None.

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

16 APPROVAL OF CHECK WARRANTS:

17 MR. BAKOTA: Next are Check Warrants. Check Warrant
18 111920 WB in the amount of \$135,623.66.

19 Motion to approve Check Warrant 111920 WB made by Henry
20 Ventura. Second by Joseph Ochoa.

21 Questions/Comments: None.

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

24 MR. BAKOTA: Next is Check Warrant 113020 WB in the
25 amount of \$99,384.56.

26 Motion to approve Check Warrant 113020 WB made by Joseph
27 Ochoa. Second by Ray Lopez.

28 Questions/Comments: None.

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

31 MR. BAKOTA: Check Warrant 120720 WB in the amount of

1 \$299,860.66.

2 Motion to approve Check Warrant 120720 WB made by Joseph
3 Ochoa. Second by Anthony Askounis.

4 Questions/Comments: None.

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

7 MR. BAKOTA: Check Warrant 120720 CD in the amount of
8 \$435.11.

9 Motion to approve Check Warrant 120720 CD made by Ray Lopez.
10 Second by Anthony Askounis.

11 Questions/Comments: None.

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

14 MR. BAKOTA: Check Warrant 120720 WT in the amount of
15 \$3,585.

16 Motion to approve Check Warrant 120720 WT made by Henry
17 Ventura. Second by Joseph Ochoa.

18 Questions/Comments: None.

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

21 APPROVAL OF PAYROLL WARRANTS:

22 MR. BAKOTA: Next is Approval of the Payroll Warrants.
23 Payroll 112520 in the amount of \$39,068.39. This is Payroll
24 from 11/7/20 to 11/20/20.

25 Motion to approve Payroll Warrant 112520. Payroll 11/7/20 to
11/20/20 made by Joseph Ochoa. Second by Henry Ventura.

Questions/Comments: None.

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

MR. BAKOTA: Next is Payroll Warrant 112520 in the
amount of \$22,709.75. This is Utilities Payroll from 11/7/20
to 11/20/20.

1 Motion to approve Payroll Warrant 112520. Utilities Payroll
2 11/7/20 to 11/20/20 made by Ray Lopez. Second by Joseph
Ochoa.

3 Questions/Comments: None.

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

5

FILTRATION REPORT: None.

6

WATER REPORT:

7

MR. BAKOTA: Water Report, Winna Guzman.

8

9 MS. GUZMAN: Good evening, Board Members. Winna Guzman,
10 East Chicago Water Department. I submitted to the Board
Report for the month of October for your review. And if you
11 have any questions on that, I'd be happy to answer.

12 MR. BAKOTA: Any questions from the Board for Winna?
Thank you.

12

MS. GUZMAN: You're welcome.

13

DISTRIBUTION REPORT:

14

MR. BAKOTA: Next is the Distribution Report, Ed Santen.

15

16 MR. SANTEN: Good evening, Board. Thank you. We are in
the Distribution working on trying to wrap up the commercial
meters that are being installed throughout the City with our
17 contractor. I'm getting very close to completion. So happy
to report that is moving along very well.

18

19 And secondly we are still attacking and replacing
the broken hydrants in the City. And that process although
going slowly we are getting quite a few installed and
20 proceeding smoothly.

21 So that's all I have to report this evening. Thank
you.

22

MR. BAKOTA: Thank you.

23

MR. SANTEN: Thank you very much.

24

NEW BUSINESS WATER:

25

1 MR. BAKOTA: Next on the agenda is New Business Water.
2 We have Resolution WD 20-18. This is a Resolution of the
3 Board of Directors Department of Waterworks, East Chicago
4 authorizing Acceptance of Agreement with Bill Biller
5 Financial Services for accounting services.

6 Motion to approve Resolution WD 20-18 made by Joseph Ochoa.
7 Second by Henry Ventura.

8 Questions/Comments: None.

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

11 MR. BAKOTA: Next is Resolution WD 20-19. This is a
12 Resolution of the Board of Directors East Chicago Department
13 of Waterworks authorizing extension of the prescribed prior
14 time for the temporary transfer to the East Chicago
15 Department of Waterworks.

16 It's in your packet if you'll review it.

17 Motion to approve Resolution WD 20-19 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 MR. BAKOTA: Next is Agreements. First on the agenda is
23 Joseph Allegretti 2021 Legal Services.

24 Motion to approve Joseph Allegretti 2021 Legal Services
25 Agreement made by Henry Ventura. Second by Anthony Askounis.

Questions/Comments: None.

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

MR. BAKOTA: Next is Lockwood, Andrews & Newman. It's
an Increase 2021. This is a Work Authorization. It's made
between Lockwood, Andrews & Newman, consultant, the City of
East Chicago, Indiana, client.

The purpose of Work Authorization is to alter the
scope of fee as provided herein. Capitalized terms otherwise
defined herein shall have the meanings contained in the

1 original Master Agreement.

2 And it shows hourly base attached not to exceed
3 10,000.

4 This is also in your packet.

5 MR. LOPEZ: Is this a new position or do we have this?

6 MR. BAKOTA: This is an increase. It came to us on
7 8/17/20.

8 MR. VENTURA: I have a question. Is this the same one
9 as the last one where it says Lockwood, Andrews & Newman
10 2021? Is that the same together or is that different?

11 MS. GUZMAN: Can I speak on that?

12 MR. VENTURA: See at the bottom where it has Microbac.

13 MR. BAKOTA: Winna has got a comment on that.

14 MS. GUZMAN: This one is an addendum to an existing
15 contract that was signed by this Board or approved by this
16 Board. And it's not to exceed 10,000 for the remainder of
17 the year. The other 2021 that's for the upcoming year.

18 MR. BAKOTA: Did you hear that, Board?

19 Motion to approve Lockwood, Andrews & Newman Addendum made by
20 Joseph Ochoa. Second by Anthony Askounis.

21 Questions/Comments: None.

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

24 MR. BAKOTA: Next is Eurofins Analytical 2021,
25 Filtration.

MR. OCHOA: Can anybody elaborate on this?

MR. BAKOTA: This is a testing company.

MR. EL HARIT: That's just the lab testing. That's just
the lab.

24

25

1 Motion to approve Eurofins Analytical 2021 Agreement made by
Ray Lopez. Second by Henry Ventura.

2 Questions/Comments: None.

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

5 MR. BAKOTA: Next is Vehicle Maintenance Service Policy
6 for 2021. And it shows the listing of the vehicle and the
hourly rate. It's in your packet it.

7 It shows small duty, minimum duty and heavy duty.
8 And it shows the rates that we're able to pay. And I guess
they could go through any department as long as they meet the
9 City's prescribed cost.

10 Motion to approve Vehicle Maintenance Service Policy 2021
Agreement made by Ray Lopez. Second by Henry Ventura.

11 Questions/Comments: None.

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

14 MR. BAKOTA: Next is Microbac Service Proposal. This is
total lead and ICP EPA.

15 MR. EL HARIT: Microbac is just lab testing for IDEM and
16 EPA. So we need that.

17 MR. BAKOTA: And it shows \$26 per test.

18 MR. EL HARIT: That's for the lead testing. So when
somebody asks for the testing, we take it to them.

19 MR. VENTURA: Ben, are you guys happy with that service?

20 MR. EL HARIT: Yeah. Very good, yeah.

21 Motion to approve Microbac 2021 Agreement made by Henry
Ventura. Second by Ray Lopez.

22 Questions/Comments: None.

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

25 MR. BAKOTA: Next is Lockwood, Andrews & Newman 2021.

1 This is an agreement between East Chicago, Indiana, client,
2 and Lockwood, Andrews, performance of professional
engineering services set forth herein.

3 That's also in your packet.

4 MR. ALLEGRETTI: They're currently under contract.
Winna can talk about that. But this is a slight
5 modification, supplementation to their existing scope of
work. Is that right, Winna?

6 MS. GUZMAN: Joe, I'm sorry?

7 MR. LOPEZ: That's two different contracts, right? The
8 first one was Lockwood, Andrews & Newman. This one is the
same company?

9 MS. GUZMAN: I'm sorry. Yes. This is the same company.
10 However this is their agreement for the upcoming year. The
previous addendum or the amendment was already approved just
11 a few minutes ago.

12 MR. ALLEGRETTI: That's right.

13 MS. GUZMAN: So this is for 2021 services.

14 Motion to approve Lockwood, Andrews & Newman 2021 Agreement
made by Henry Ventura. Second by Anthony Askounis.

15 Questions/Comments: None.

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

18 MR. BAKOTA: Next is Rate Sheets. R&D Construction
2021. This is also in your packet. It shows a proposed
19 labor and equipment and material cost listed.

20 Motion to approve R&D Construction 2021 Rate Sheet made by
Ray Lopez. Second by Henry Ventura.

21 Questions/Comments: None.

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

24 MR. BAKOTA: Next is Calumet Waste & Recycling. It
lists their charges and it lists the duties that they
25 perform. And also in your packet.

1 Motion to approve Calumet Waste & Recycling 2021 Rate Sheet
made by Joseph Ochoa. Second by Ray Lopez.

2
3 Questions/Comments: None.

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

5 MR. BAKOTA: Next is Past Due. Department of Waterworks
\$4,081.32. Invoices were waiting to be printed.

6
7 MR. HERRERA: Board, this is Anthony. The Water
Department is only responsible for the sewer portion of the
bill, the current sewer portion.

8
9 And then your September bill, Account Number
010391, has an invoice balance that we're responsible for,
\$2,637.36. Then your second September sewer current charge
10 was for \$63.33, Account Number 010392, which brings the total
balance due of \$2,700.69.

11
12 I wanted to make sure that the Board was aware of
that information.

13 MR. BAKOTA: Do I have a motion?

14 Motion to approve Department of Waterworks Past Due Invoice
made by Henry Ventura. Second by Joseph Ochoa.

15
16 Questions/Comments: None.

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

18 MR. BAKOTA: Next Past Due is Comcast \$3,305.13. This
is Filtration. Invoice was sent to me on 10/6/2020. I
19 reached out to them. And they told me they had been sending
e-mail to a previous secretary.

20
21 Motion to approve Comcast Past Due Invoice made by Ray Lopez.
Second by Joseph Ochoa.

22 Questions/Comments: None.

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

24
25 MR. ALLEGRETTI: Mr. President, can I speak on one
additional item under the heading of New Business?

1 MR. BAKOTA: Yes. Mr. Allegretti, go ahead.

2 MR. ALLEGRETTI: We got a request from City Hall.
3 Apparently the Comptroller's Office is under the impression
4 that there is a policy established by a previous Resolution
5 of this Board limiting purchases, preliminary purchases
6 without previous authorization to \$1,500.

7 The Public Purchasing Statute allows this Board to
8 establish rules for small purchases allowing them to be
9 purchased in any fashion competitively or otherwise up to
10 \$50,000.

11 This old policy was established I think before my
12 time. I think it was when Charlie Pacurar was the City
13 Controller.

14 It's not practical anymore. It restricts Ed
15 Santen's ability to purchase appropriate inventory, valves,
16 machinery, equipment, things that he needs just for the
17 day-to-day running of his department.

18 And the request is that the Board expand his
19 authorization to purchase equipment, supplies, inventory up
20 to the \$15,000 threshold which will then appear as a claim at
21 the subsequent Board to be ratified and approved after the
22 fact.

23 This is authorized by statute. And the policy is
24 consistent with the everyday reality.

25 And Ed can maybe supplement my comments how this is
making it difficult for him to function, get POs and to
proceed with the day-to-day needs.

Ed, do you have something to add to that?

MR. SANTEN: Yes. Thank you, Joe. And thank you to the
Board. I have have found in my short time being with you
the difficulty I have with purchasing.

You know, the old inventory years ago a hydrant was
5 and \$600. Now they're nearing 3,000. And that goes for
brass pipefittings. You name it. Everything has gone up
this year.

So \$1,500 in reality it doesn't go very far in
today's dollars. And I've asked and, you know, the Mayor has
agreed that in order for me to function, to have supplies and

1 parts readily available for our contractors that are working
2 in town. And not only our contractors, but us as a water
3 utility have backup and supplies in case there's a problem.

4 And I think that by agreeing to allow this
5 threshold to be raised will help me quite a bit in getting
6 supplies and starting to build our inventory so we're ready
7 to go in case there's an emergency.

8 So I appreciate all your help there. And the
9 procedures and prices and quotes, that will not change. And
10 it will help me a great deal function as the Department
11 Supervisor. So I appreciate that.

12 MR. LOPEZ: So what are you asking, Ed?

13 MR. ALLEGRETTI: Mr. Lopez, we're asking that the policy
14 previously established by this Board be modified to allow the
15 purchase of materials under the State Public Purchasing
16 Statute to be enlarged to the threshold of \$15,000.

17 MR. LOPEZ: 15?

18 MR. ALLEGRETTI: 15,000, 1-5-0-0-0.

19 MR. EL HARIT: We have the same problem too in
20 Filtration. I do agree with Ed and Joe. We do sometimes
21 like to order some equipment and all that. We have a problem
22 with PO. It takes like I mean at least two weeks to get the
23 PO for those things.

24 MR. BAKOTA: I want to interrupt here. We'll address
25 that at a future meeting. I want a written agreement that we
can read to the Board and then sign it.

MR. ALLEGRETTI: Okay. I will do that, President
Bakota. I'll prepare a resolution with establishment of the
appropriate rule citing the appropriate statute. And then
I'll have it on the agenda for the next meeting.

MR. BAKOTA: Thank you.

MR. ALLEGRETTI: If that's the wishes of the Board.

MS. GUZMAN: Joe, does it warrant a Special Meeting?

MR. ALLEGRETTI: If we've wandered this long, we can
wait another two weeks.

25

1 MS. GUZMAN: Joe, this is Winna. I just want to make
sure. Does it warrant a Special Meeting?

2
3 MR. ALLEGRETTI: Well, that's a question for these
gentlemen. I don't know if there's any urgency. I think
4 this has just been a problem and making their job more
difficult. And I think it's a housekeeping matter.

5 But I don't think there's any time sensitive item,
6 is there, gentlemen.

7 MR. EL HARIT: No. I'm sorry, John. I mean all the
books are going to be closed.

8 MS. GUZMAN: I think we should.

9 MR. ALLEGRETTI: We're going to have trouble spending
the money between now and January.

10 Motion to approve Policy Increase to \$15,000 made by Ray
11 Lopez.

12 MR. HERRERA: We'll have a Special Meeting.

13 MR. BAKOTA: It will be to 50,000 not 15.

14 MR. ALLEGRETTI: No. 1-5.

15 MR. BAKOTA: 15?

16 MR. ALLEGRETTI: John, the statute allows up to 50. All
17 anybody is asking for is 15, 1-5-0-0-0.

18 MR. LOPEZ: My motion was 15.

19 MR. ALLEGRETTI: Just 15. Anything bigger than that
will require compliance, full compliance with the statute and
20 authorization in advance from the Board as we always do.

21 MR. BAKOTA: I mean it's up to the Board. I would
rather have a paper here that we can read and sign as an
22 agreement. But seems like Lopez wants to pass it now.

23 MR. LOPEZ: Yeah. Because why wait another month. We
know what the problem was or what this thing is. And then
24 you get the paper and you can sign it.

25 MR. BAKOTA: It's up to the Board.

1 MR. ALLEGRETTI: President Bakota, we can prepare
2 something, create a paper trail other than the minutes of the
3 meeting and have a resolution with a resolution number. We
4 can do that.

5 MR. BAKOTA: Okay. We've got a motion.

6 MR. ALLEGRETTI: After the fact.

7 MR. BAKOTA: Do I have a second?

8 Second by Joseph Ochoa.

9 Questions/Comments: None.

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

12 COMPLIANCE:

13 MR. BAKOTA: Next is Compliance. Anything?

14 MS. CEJA-RAMIREZ: Esperanza Ceja-Ramirez, Planning
15 Department Compliance Manager. I already provided many of
16 the Compliance Reports and then closed.

17 The reason for my visit here and thank you for
18 having me is Winna reached out to me. There is a need to
19 acquire a few maintenance facility and maintenance labor
20 people.

21 So I got kind of job descriptions, et cetera. And
22 I did an actual outreach to the various local high schools in
23 the area as well as their adult learning programs.

24 So we've got favorable responses from the
25 counselors. I'm waiting to get an update from Loretta to see
26 how many actual applications we received. And hopefully
27 we'll get a good response.

28 I just wanted to give the Board information and let
29 them know that she did reach out to me.

30 Part of Compliance is that I help reach out to
31 various communities to see if we can also identify East
32 Chicago residents being a part of City and seeing if they can
33 kind of do a career path training/on-the-job training
34 experience education.

35

1 Possibly doing some or having some Ivy Tech
2 training and join the City of East Chicago and kind of train
3 them and mold them to kind of help work with our City and
4 build careers for some of these people.

5 MR. BAKOTA: Very good. Thank you.

6 MS. CEJA-RAMIREZ: Thank you.

7 REPORT FROM LEGAL COUNSEL:

8 MR. BAKOTA: Next is Report from Legal Counsel,
9 Mr. Allegretti.

10 MR. ALLEGRETTI: I guess I already gave my report. I
11 have nothing additional to discuss with the Board today.
12 Thank you.

13 MR. BAKOTA: Thank you.

14 FINANCIAL REPORT:

15 MR. BAKOTA: Next is Bill Biller, Cash Report October
16 2020.

17 MR. BILLER: Mr. President, you have a report in your
18 packet. If the Board has any questions, I'd be happy to
19 answer them.

20 MR. BAKOTA: Any questions for Mr. Biller?

21 UNFINISHED BUSINESS: None.

22 PUBLIC COMMENT: None.

23 * Next Regular Meeting Date: December 21, 2020
24 @ 5:00 p.m.

25 Motion to adjourn was made by Joseph Ochoa. Second by Henry
Ventura.

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

 * Meeting ended at 5:43 p.m.

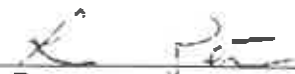
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

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 17th day of December, 2020.




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



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

Approval of the Meeting Minutes of
Monday, December 7, 2020
Approved and Signed _____



John Bakota, President

Bl Henry Ventura

Henry Ventura, Vice President

(S) Joseph Ochoa

Joseph Ochoa, Member

Anthony Askounis

Anthony Askounis, Member

(S) Ray Lopez

Ray Lopez, Member



Anthony Herrera, Board Secretary