

An Executive Session of the Board of Directors of Hammond Water Works Department was held on Thursday, August 13, 2020 to discuss litigation and personnel matters prior to the commencement of the regular meeting of the Board of Directors. President, Vice President, Secretary, Treasurer, Asst. Secretary/Treasurer, the Deputy Executive Operator and the Board Attorney were present. No other matters were discussed by the Board.

MEETING MINUTES, BOARD OF DIRECTORS
HAMMOND WATERWORKS DEPARTMENT
Thursday, August 13, 2020

S. Daniels	President	M. McLaughlin, Deputy Executive Operator
B. Grisolia	Vice President	S. Levinson, Board Attorney
P. Walker	Secretary	
R. Lendi	Treasurer	
P. Gavrilos	Asst. Secretary/Treasurer	

Those not present: E. Krusa

The Board President called the meeting to order.

The Minutes of the previous meeting were approved and accepted as submitted to be placed on file upon motion made by B. Grisolia seconded by P. Walker and motion carried.

The following reports were received to be placed on file upon motion made by B. Grisolia; seconded by P. Walker, and motion carried: Three-Year Monthly Pumpage Comparison for June and July, Pumpage Report, Filtration Overtime Report for December, Operations Reports, Sick and Personnel Absentee Reports.

Upon motion made by R. Lendi seconded P. Walker; to approve the payment of the claims listed on Accounts Payable Voucher Ledger and UB Check Writer Deposit Refund register for 8-13-20.

The Deputy Executive Operator read aloud the Cash Flow Report for 8/13/20.

The Deputy Executive Operator informed the Board that there were no changes to the investments.

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The Board Attorney informed the Board that the State Board of Accounts would like us to confirm by Board approval the rate changes and letters sent to certain wholesale customers. A motion was made by R. Lendi, seconded by P. Gavrilos and motion carried to approve the rate changes as follows:

April 1, 2018 Chicago Heights \$3.414/1,000 Gallons
April 1, 2018 Calumet City \$3.42/1,000 Gallons
April 1, 2018 Burnham \$3.42/1,000 Gallons
July 1, 2020 Burnham \$3.59/1,000 Gallons
May 20, 2020 Calumet City \$3.59/1,000 Gallons
June 1, 2020 Chicago Heights \$3.59/1,000 Gallons
July 2012 Confirming of Lansing rate at \$1.12/1,000 Gallons
January 2008 Lynwood \$0.135/1,000
2006 New Contract for South Holland at \$0.075/1,000 Gallons

The Deputy Executive Operator informed the Board that the two meter trucks that they had approved at the last meeting are no longer available. The salesperson that had given the quote to us was on vacation and another salesman sold the trucks that were quoted to us. We have received a quote for the same van only a V8 instead of the V6. Unfortunately only one is available at this time. The difference in price from the original quote is \$504.35. We will be back with the Board with a quote when there is another van available. A motion was made by P. Gavrilos, seconded by P. Walker and motion carried to: approve the additional \$504.35 for the van, total purchase price \$24,348.00 from Smith Chevrolet.

With the Filtration Electrical Upgrades project being complete and the final billing coming the bond money can now be used to upgrade the vehicles, which has been previously discussed. The Deputy Executive Operator requested authorization from the Board to transfer money into the Depreciation account for the vehicles. Upon the recommendation of the Deputy Executive Operator, motion made by R. Lendi, seconded by P. Gavrilos and motion carried to: transfer \$900,000.00 from the Huntington Bond Account to the Depreciation fund.

The installation of the newer remote meters have slowed down since March. We have not sent out letters requesting the exchanges due to COVID and entering homes. Until recently, the only meters that were being exchanged were meters that were found to be dead or damaged and proper safety precautions were taken upon entering those homes. We will resume sending letters to residents who have the older style meters this week. To date 17,652 new remote meters have been installed and 7,020 remain with older style meters.

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With the Governors Order suspending utility shut offs expiring this week, the Office Staff is prepared to handle the aftermath of past due water bills. Customer Service will be able to offer lists of agencies in the area that will assist customers in paying their bills. Also available to the customers will be agreements that will allow the customer to put a 1/3 down of their arrearage and make monthly payments towards that balance, all while keeping current with their new bills as they become due. This will allow the customer to get back to a \$0 balance.

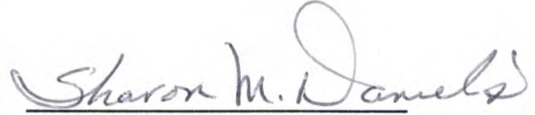
The shut off notices are sent in cycles once a week so it won't hit the whole city at once and should not be an issue. On a typical shut off period we cannot get to all the customers on a shut off list anyway due to other jobs that Distribution may have going on such as broken mains.

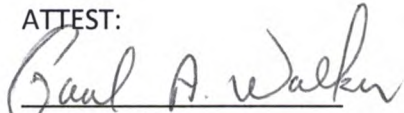
During the Order, customers who called inquiring about their past due balances were advised by customer service that they did not have to worry about being shut off during the Governors Order, but were advised it was a good idea to pay what they could, that way when shut offs reconvened it wouldn't be so difficult to come up with their arrearage. They were also informed that if they received a shut off notice and still couldn't pay by the date provided to call the office and see how we can help.

The Filtration Superintendent reported that on Monday August 12, 2020 he was notified at 5:30 pm that incoming NIPSCO power was lost due to the severe thunderstorm that went through the area. Both plants 1 and 2's power were affected but the back-up 1.0 and 2.0 megawatt diesel generators transferred power to the plants automatically with no incidents. The plants' functions were restored in a manner of minutes due to the recent electrical upgrades, that were completed this past January and the response of operators on duty. This storm was the first real test of these improvements and he is happy to report that everything went flawlessly. NIPSCO unfortunately was not very helpful. NIPSCO's power was not restored until Tuesday August 13th at or about 12:30 pm due to poor communication on their part. The issue with NIPSCO however has been rectified. NIPSCO did not notify Hammond Water as to the change of phone numbers for Direct Transmission Dispatch. And as a major Utility we should have been notified of that change. The Filtration Superintendent would like to commend his Operator's and Operations Supervisor for the extra effort in helping respond to this event.

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There being no further business to come before the Board, motion was made by; R. Lendi, seconded by P. Gavrilos and motion carried to: adjourn the meeting.


Sharon M. Daniels
PRESIDENT

ATTEST:

Paul A. Walker
SECRETARY