

**MINUTES  
REGULAR MEETING  
Thursday, December 19, 2024  
1000 Civic Center Drive, Niles Illinois 60714**

I. CALL TO ORDER

Superintendent Balling called the Regular Meeting to order at 3:10 p.m. on Thursday, December 19, 2024, in accordance with the Open Meeting Act.

II. ROLL CALL

Superintendent Bill Balling called the roll. Present were Chairman Pietron and Commissioner Fowler. Also present were Hanna Sullivan and Charles Meyer of the Village of Morton Grove, Larry Thomas of Stanley Engineering Group, and Deputy Commission Clerk Conor Schultz.

III. PLEDGE OF ALLEGIANCE

Chairman Pietron led the assemblage in the Pledge of Allegiance.

IV. APPROVAL OF MINUTES

**a. Regular Meeting November 21, 2024**

Chairman Pietron made a motion, seconded by Commissioner Fowler, to approve Regular Meeting Minutes of November 21, 2024. On roll call, the vote was:

YEAS	2 Pietron, Fowler
NAYS	0
ABSENT	1 La Margo
ABSTAIN	0

There being 2 affirmative votes and 1 absence, the **MOTION CARRIED.**

V. APPROVAL OF WARRANTS

**a. Warrant for Payment 2024-12 in the Amount of \$872,289.57.**

Chairman Pietron made a motion, seconded by Commissioner Fowler, to approve Warrant List 2024-12. On roll call, the vote was:

YEAS	2 Pietron, Fowler
NAYS	0
ABSENT	1 La Margo
ABSTAIN	0

There being 2 affirmative votes and 1 absence, the **MOTION CARRIED.**

VI. NEW BUSINESS

a. **Ordinance Approving the 2025 Annual Budget for the Morton Grove-Niles Water Commission (January 1, 2025 through December 31, 2025)**

Superintendent Balling explained the budget is based on a 3% growth model. He and Hana Sullivan highlighted several line items from the budget, beginning with the purchase of wholesale water. Hana Sullivan explained that the cost of wholesale water is budgeted to increase 1.9%. Next, they discussed the amounts budgeted for emergency repairs; the commission expects fewer emergency repairs will be necessary due to the completion of major projects in the current fiscal year.

Superintendent Balling also explained the Commission’s goal to use its new Wintrust Maxsafe investment account to grow the Commission’s unassigned fund balance. Hana explained that as a fund specifically for governments there is no principal risk involved and uses a guaranteed interest rate. Right now, the Commission invests \$2-3 million in that fund.

Superintendent Balling next discussed the Commission’s third strategic objective: exploring a customer relationship with Park Ridge. The Commission would not supply Park Ridge with 100% of its water supply but supplement the water they purchase from Chicago. Park Ridge would not be a full member of the Commission. A key consideration is the ability to move that water successful through Niles’ water infrastructure without causing problems. Any new capital costs or connection points would be borne by Park Ridge.

Larry Thomas raised the concern that Chicago changed the chemicals used for the prevention of lead corrosion in its pipes. These new chemicals differ from Evanston, and so there is potential for the mix of the new and old chemicals in the water supply to produce an adverse effect. The Commission will investigate this new development.

Chairman Pietron asked about the budgeted revenue figures. Superintendent Balling explained that the revenues are based on the full expenses of the budget. The revenues are designed to cover those expenses and are split appropriately among the two customers. In 2025, there are no major expenses comparable to the lining project in 2024.

Chairman Pietron made a motion, seconded by Commissioner Fowler, to accept the Ordinance Approving the 2025 Annual Budget for the Morton Grove-Niles Water Commission for the year January 1, 2025, through December 31, 2025. On roll call, the vote was:

YEAS	2 Pietron, Fowler
NAYS	0
ABSENT	1 La Margo
ABSTAIN	0

There being 2 affirmative votes and one absence, the **MOTION CARRIED.**

**b. Commission Approval – Adoption of the 2025 Regular Meeting Schedule**

Deputy Commission Clerk Conor Schultz explained the meeting schedule for 2025. For January through October the meetings are held on the third Thursday of each month; November and December meetings are held on the second Thursday of those months.

Commissioner Fowler made a motion, seconded by Chairman Pietron, to approve the Adoption of the 2025 Regular Meeting Schedule. On roll call, the vote was:

YEAS	2 Pietron, Fowler
NAYS	0
ABSENT	1 La Margo
ABSTAIN	0

There being 2 affirmative votes and one absence, the **MOTION CARRIED.**

**c. Approval of Engagement Letter with Reflow Professional Services for the Management of the IT System for the Morton Grove Niles Water Commission**

Superintendent Balling explained that Reflow Professional Services consists of Boyle Wong and subcontractors. The term sheet between Reflow and the Commission establishes that Boyle is the primary point of contact for operations. Commissioner Fowler and Chairman Pietron suggested several mechanical and formatting improvements, and Superintendent Balling agreed to approve the agreement with those changes.

Chairman Pietron made a motion, seconded by Commissioner Fowler, to accept the Approval of Engagement Letter with Reflow Professional Services for the Management of the IT System for the Morton Grove Niles Water Commission. On roll call, the vote was:

YEAS	2 Pietron, Fowler
NAYS	0
ABSENT	1 La Margo
ABSTAIN	0

There being 2 affirmative votes and one absence, the **MOTION CARRIED.**

**d. Approval of Engagement Letter with CCS LLC to serve as Deputy Water Commission Clerk**

Superintendent Balling explained that CCS LLC is the LLC representative for Conor Schultz to serve as the Deputy Water Commission Clerk.

Chairman Pietron made a motion, seconded by Commissioner Fowler, to accept the Approval of Engagement Letter with CCS LLC to serve as Deputy Water Commission Clerk. On roll call, the vote was:

YEAS	2 Pietron, Fowler
NAYS	0

ABSENT 1 La Margo  
ABSTAIN 0

There being 2 affirmative votes and one absence, the **MOTION CARRIED.**

**e. Resolution Authorizing a Letter of Understanding for the Extension of the Professional Services Agreement between the Village of Niles and the Morton Grove-Niles Water Commission for Operation of the Water Transmission, Pumping and Storage Facilities for a Period from January 1, 2025, through June 30, 2025**

Superintendent Balling explained that Niles and the Commission rely on a Professional Services Agreement to govern the working relationship between the two parties, specifically regarding how infrastructure in Niles is used and maintained. The current agreement expires on December 31, 2024, and neither party successfully prepared for a mutually agreed upon extension to continue services after that date. Superintendent Balling met with representatives from Niles including the Acting Village Manager and Public Works director to determine that an extension of the current agreement is in order until a new, formal professional services agreement can be established to the satisfaction of all parties.

A new Professional Services Agreement will be prepared in the first quarter of 2025.

Chairman Pietron made a motion, seconded by Commissioner Fowler, to accept the Resolution Authorizing Letter of Understanding for the Extension of the Professional Services Agreement between the Village of Niles and the Morton Grove-Niles Water Commission for Operation of the Water Transmission, Pumping and Storage Facilities for a Period from January 1, 2025, through June 30, 2025. On roll call, the vote was:

YEAS 2 Pietron, Fowler  
NAYS 0  
ABSENT 1 La Margo  
ABSTAIN 0

There being 2 affirmative votes and one absence, the **MOTION CARRIED.**

**VII. SUPERINTENDENTS REPORT**

Superintendent Balling told the Commission that the tax abatement was successfully filed with Cook County. Next, he explained that he would contact Niles Mayor Alpogianis to determine Niles next Commission appointee following Joe La Margo's departure from the Village of Niles and his seat on the Commission.

**Treasurers Report**

Treasurer Sullivan presented the financial statements through the month of November.

**Engineering Report**

Larry Thomas presented the Engineering Report. He said that the lining project is completed, and next steps consist of transferring assets. There are some remaining invoices for construction services to be received.

- VIII. NEXT MEETING – January 23, 2025, at 3:00pm in the Niles Council Chambers Conference Room
- IX. PUBLIC COMMENT - No members of the public are present at the meeting location.
- X. ADJOURNMENT – Chairman Pietron made a motion, seconded by Commissioner Fowler, to adjourn the meeting. On voice vote, the meeting was adjourned at 4:01 p.m.