

**MINUTES**  
**The Regular Meeting of the**  
**Carbon Cliff Board of Trustees**  
**Village Hall – 106 1<sup>st</sup> Avenue – Carbon Cliff, IL**  
**August 1, 2017**

Village President Bill Hintz called the meeting to order at 7:00 p.m.

Members Present: Todd Cantrell (arrived 7:07 p.m.), Keith Curry, Robert Dreher, LeeVon Harris, Alma Neels and Larry Scott

Members Absent: None

Others Present: Joe Taylor, Quad Cities Convention & Visitors Bureau; Chris Hicks, Dispatch/Argus Reporter; Loren Rains, Village Engineer (McClure Engineering); Rock Island County Sheriff's Deputy Justin Schatteman; Nick Gottwalt, Director of Community & Administrative Services (D.O.C.A.S.); & Karen L. Hopkins, Village Clerk

**Hearing of Citizens items discussed:**

- Joe Taylor, President and CEO of the Quad Cities Convention & Visitors Bureau gave the Village Board an annual update on events and progress the Quad Cities Convention & Visitors Bureau has made. Mr. Taylor also thanked the Village for their continual support.

**Village President's Agenda items discussed:**

- Informed the Board of Trustees PDC Lab had contacted the Village with radium results that exceeded the limit. The Village has enough time to resample, which we have chosen to do.
- Gave update on electrical problem at Pump House A. It has been repaired by Mississippi Valley Pump, Inc. Need to replace 3 fuses; 1 contactor; 1 overload relay.

**Committee Meetings items discussed:**

- Changed the next meeting for New Village Hall Committee will be held Monday August 7, 2017 at 5:00 p.m. (No meeting will be held on Thursday August 3, 2017 at 6:00 p.m.).

**Minutes / Reports / Public Notices items discussed:**

- Remove the July 18, 2017 Minutes of the Regular Meeting of the Carbon Cliff Board of Trustees.

**Old Business items discussed:**

- DOCAS Gottwalt has it arranged to have for the Village Maintenance to use Illinois Rural Water smoke testing machine. The Village has purchased the liquid smoke, and start performing the Sewer Mains and Sewer laterals for leaks, starting the week of August 14, 2017.
- New water meters are scheduled for installation on Wednesday August 2, 2017. Installations will be at 800 N. 2<sup>nd</sup> Ave.; 750 N. 2<sup>nd</sup> Avenue; Eagles Club, Methodist Church at 106 2<sup>nd</sup> Street and Super 8 Motel.
- Paperwork for refinancing the Mortgage for 1001 Mansur Avenue and Commercial Loan for Orchard Court Drainage Project are coming along.

**New Business items discussed:**

- Updated on Flooding:
  - Paul Osman, Manager – Statewide Floodplain Programs / National Flood Insurance Program Illinois Office of Water Resources out of Springfield, IL; helped Nick Gottwalt, Village Flood Plain Manager with flood damage assessments.
  - Paul Osman was unable to actually come to Carbon Cliff, but did the assessments with information that Nick Gottwalt was able to forward to him.
  - One Property in Flood Plain was substantially damaged.
  - Clerk Hopkins has been notified by Jerry Shirk, Rock Island County EMA requesting each jurisdiction in Rock Island County affected by the flood to submit a Disaster Impact Assessment (DIA) and file with County Emergency Management Agency (EMA). These should be eligible reimbursement to the Village for cost of cleaning up flood debris, emergency protective measures and the restoration of damaged public facilities.
- With permission from Village President, Clerk Hopkins contacted Lisa Ahern, Charitable Voice out of Waterloo, IA. She is originally from the Quad cities and is familiar with Carbon Cliff.
  - She owns her own Grant Writing company. She has a Master’s Degree in Public Administration. She has worked for municipalities previously including, Indianapolis, IN and Rock Island, IL.
  - The Village would enter into a contract with Ms Ahern for hours not to exceed at \$48.00 per hour for a term of months.
  - Trustees will approve this on the Consent Agenda with the stipulation the Administration Committee next week look over a bio from Ms Ahern and agree with her bio, including work history, Grants applied for, Grants awarded, etc.
- Discussed the following new business, that came up at this Board Meeting
  - Water main break in front of 114 2<sup>nd</sup> Avenue needs more rock along the road and compacted down. Ditch is now higher than before and is not draining properly.
  - The culvert under driveway of 200 2<sup>nd</sup> Avenue is flat on one end. Discussed these previously were replaced by IDOT and DOCAS Gottwalt will contact IDOT.
  - Discussed the mud and standing water at the end of 4<sup>th</sup> Street.

Motion 1: Motion by Curry to establish Consent Agenda, as follows:

**5. Village President’ Agenda:**

- a. Adopt Ordinance No. 2017-18,”An Ordinance Acknowledging And Ratifying Execution Of Blackhawk Bank & Trust New Merchant Application & Agreement Between The Village Of Carbon Cliff And Blackhawk Bank & Trust, For Acceptance Of Credit Card Payments To The Village Of Carbon Cliff For Utilities Executed By The Village President On July 5, 2017”
- b. Acknowledge and ratify the purchase of (5) “Road Closed Ahead” and (5) “High Water” street signs from Smart Sign on July 24, 2017, for a total cost of \$979.35. Village D.O.C.A.S. Gottwalt ordered additional signs to be used with the current flooding in downtown.
- c. Authorize Village President Bill Hintz and one other authorized signor to execute a First Tennessee Pledgee Signature Card for Triumph Bank and any other necessary paperwork to close out the Pledgee with Triumph Community Bank. This is to update to current authorized signors to cancel First Tennessee Pledgee of Village Funds deposited in Triumph Community Bank over the amount of FDIC insured \$250,000.00.

**9. Minutes / Reports / Public Notices:**

- a. Minutes of the Regular Meeting of the Carbon Cliff Board of Trustees for June 20, 2017 and July 5, 2017, as presented – approved/filed.

**10. Old Business:**

- c. Authorize Village President Bill Hintz and one other authorized signor to execute the State of Illinois Comptroller “Authorization for Direct Deposit of Payments” and Blackhawk Bank & Trust “Authorized Agreement For Direct Payment Via ACH”.
- d. Authorize Village President Bill Hintz and one other authorized signor to execute the Blackhawk Bank & Trust “Authorized Agreement For Direct Payment Via ACH”, this will be filed with Rock Island County for Property Tax and Road and Bridge automatic tax payments.
- e. Authorize Village President Bill Hintz to execute a form from Blackhawk Bank & Trust so the Village will receive a key for the night deposit box at the bank. This will be used on occasion for deposits dropped off after bank hours, in a locked bag, in a locked night deposit box, safely at the Blackhawk Bank & Trust in Silvis, IL.

**11. New Business:**

- b. Authorize Clerk Karen Hopkins to submit the Disaster Impact Assessment (DIA) with Rock Island County Emergency Management Agency.
- c. Authorize Clerk Karen Hopkins if damages are more than \$3,100.00 to execute and submit the Public Assistance Initial Damage Assessment (IDA) to Illinois Emergency Management Agency and copy to Rock Island County Emergency Management Agency.

**12. Bills / Payroll / Transfers / Voided Checks:**

**a. Approve Bills / Payroll / Transfers / Voided Checks:**

Date	Description		Amount	
07/26/17	Payroll - Bi-Weekly		\$ 9,190.99	
07/26/17	Board Liab.		\$ 2,130.47	
08/02/17	Bills		\$ 80,081.63	Includes sewer bill to East Moline for \$50,943.83
08/02/17	Village of Carbon Cliff Non Utility	CK #25002	\$ 84.20	* Home Rule Roadway Fuel Tax Fund - 4% accounting for Molo (Big 10 Mart) Q/E 6/30/17
08/02/17	Village of Carbon Cliff Non Utility	CK #25001	\$ 21.54	* Home Rule Roadway Fuel Tax Fund - 4% accounting for Casey's - 1 month only ending
08/02/17	Village of Carbon Cliff Non Utility	CK #3500	\$ 170.77	* Hotel Accom. Tax Fund - 4% accounting for Comfort Inn June 2017 Hotel Tax
08/02/17	Gardiner Koch Weisberg & Wrona	CK #6000	\$ 209.00	* Home Rule Munic. Sales Tax Fund - Legal service Aaron & Tina Dunn vs Village of Carbon
08/02/17	Heartsmart.Com	CK #7001	\$ 1,968.00	* Building Capital Reserve Fund - 2 Philips HeartSmart On-Site Defibrillator w/8 year warranty
08/02/17	Thymet Pest Control	CK #7000	\$ 65.00	* Building Capital Reserve Fund - Monthly pest control for bldg at 1001 Mansur Avenue
				*
	<b>Total bills &amp; Transfers</b>		<b>\$ 91,403.09</b>	
				* <b>Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.</b>
<b>TRANSFERS:</b>				
	<b>Transfers from Triumph Community Bank</b>			
N/A	Triumph Bank w/s/g to Sewer Capital Reserve Fund		N/A	Interfund Operating Trans to Capital Res Acct. for June 2017 collected revenues
N/A	Triumph Bank w/s/g to Water Capital Reserve Fund		N/A	Interfund Operating Trans to Capital Res Oct. for June 2017 collected revenues
08/02/17	Triumph Bank Non Utility to Corp Gen Capital Fund		\$ 1,130.00	Interfund Operating Trans to Capital Res Acct.
08/02/17	Triumph Bank Bldg / Grounds (Non Utility) to Building Capital Res.		\$ 1,500.00	Interfund Operating Trans to Capital Res Acct. from Bldg/Grounds in Gen.Fund
08/02/17	Triumph Bank Hotel Tax to Building Capital Res.		\$ 1,500.00	Interfund Operating Trans to Capital Res Acct. from Hotel Tax Fund
N/A	Triumph Bank W/S/G to East Lawn Water Assoc. (ACH)		N/A	Transfer to East Lawn Water for bills paid in June 2017
N/A	Triumph Bank Non Utility to Home Rule Municipal Sales Tax		N/A	Transfer - State will only deposit sales taxes in to Corp. General Fund - VCC transfer to H.R. Munic. Sls Tax REC #30699 6/8/17
<b>ACH or VISA - VOIDED BY REVERSAL NEEDING APPROVAL:</b>				
NONE				
<b>VOID CHECK(S): Triumph Community Bank --- Payroll Fund</b>				
Date	Payroll Fund - Payable to:	Check No.	Amount	Remarks for voiding
				NONE
<b>VOID CHECK(S): Triumph Community Bank --- Hotel Accommodation Tax Fund</b>				
Date	HOTEL ACCOM. TAX FUND CHECKING	Check No.	Amount	Remarks for voiding
				NONE
<b>VOID RECEIPT(S):</b>				
NONE				

b. Approve Final copy of Bills / Payroll / Transfers Voided Checks from July 18, 2017 Board Meeting.

Date	Description	Amount		
07/12/17	Payroll - Bi-Weekly, Monthly, Quarterly	\$ 14,266.30		
07/12/17	Board Liab.	\$ 2,789.11		
07/19/17	Bills	\$ 20,527.33	Report at 8/1/17 - All Invoice are not printed from vendor & checks cut	
07/19/17	East Moline, City of CK #2566	\$ 195.15	* Hotel Accom. Tax - Engineering for Bike Trail Invoice #22	
07/19/17	Quad Cities Convention & Visitors Bureau CK #2568	\$ 1,250.00	* Hotel Accom. Tax - Dues quarterly dues 7/1/17 to 9/30/17	
07/19/17	Mid American Energy Co. CK #2567	\$ 78.79	* Hotel Accom. Tax - Utileis for the 3 Welcome Signs 6/9/17 to 7/11/17	
07/19/17	Village of Carbon Cliff Non Utility CK #455	\$ 2.25	* Home Rule Roadway Motor Fuel Tax - 4% accounting fee Walter D. Laud 2nd qt 2017	
07/13/17	Triumph Community Bank Electronic	\$ 4,009.32	* Non Utility - Additional Principal payment from Lamar additional rent check 1001 Mansur Ave.	
07/19/17	Office Depot Office Max Web payment	\$ 304.71	* Corp General Checking - web payment for office supplies, ink & toner	
07/19/17	Brandt E Schultz ACH	\$ 435.00	* Non Utility, Water, Sewer - prorated Health Saving Insurance	
07/19/17	Village of Carbon Cliff Non Utility ACH	\$ 4,549.93	* Non Utility - Garbage Fund for 1st Distr of Property taxes 6/22/17	
07/26/17	Delta Dental	\$ 298.51	* Non Utility, W/S/G - Dental Insurance check to be signed with payroll	
	<b>Total bills &amp; Transfers</b>	<b>\$ 37,582.74</b>	* <b>Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.</b>	
<b>TRANSFERS:</b>				
<b>Transfers from Triumph Community Bank</b>				
07/19/17	Triumph Bank w/s/g to Sewer Capital Reserve Fund	\$ 959.62	Interfund Operating Trans to Capital Res Acct. for June 2017 collected revenues	
07/19/17	Triumph Bank w/s/g to Water Capital Reserve Fund	\$ 537.25	Interfund Operating Trans to Capital Res Oct. for June 2017 collected revenues	
07/19/17	Triumph Bank Non Utility to Corp Gen Capital Fund	\$ 1,130.00	Interfund Operating Trans to Capital Res Acct.	
07/19/17	Triumph Bank Bldg / Grounds (Non Utility) to Building Capital Res.	\$ 1,500.00	Interfund Operating Trans to Capital Res Acct. from Bldg/Grounds in Gen.Fund	
07/19/17	Triumph Bank Hotel Tax to Building Capital Res.	\$ 1,500.00	Interfund Operating Trans to Capital Res Acct. from Hotel Tax Fund	
N/A	Triumph Bank W/S/G to East Lawn Water Assoc. (ACH)	N/A	Transfer to East Lawn Water for bills paid in June 2017	
N/A	Triumph Bank Non Utility to Home Rule Municipal Sales Tax	N/A	Transfer - State will only deposit sales taxes in to Corp. General Fund - VCC transfer to H.R. Munic. Sls Tax REC #30699 6/8/17	
<b>ACH or VISA - VOIDED BY REVERSAL NEEDING APPROVAL:</b>				
NONE				
<b>VOID CHECK(S): Triumph Community Bank --- Payroll Fund</b>				
Date	Payroll Fund - Payable to:	Check No.	Amount	Remarks for voiding
NONE				
<b>VOID CHECK(S): Triumph Community Bank --- Hotel Accommodation Tax Fund</b>				
Date	HOTEL ACCOM. TAX FUND CHECKING	Check No.	Amount	Remarks for voiding
NONE				
<b>VOID RECEIPT(S):</b>				
NONE				

Second by Neels. Motion carried by the following roll call vote:  
Cantrell-yes; Curry-yes; Dreher-yes; Harris-yes; Neels-yes; Scott-yes  
6-yes, 0-no, 0-absent



Motion 2: Motion by Neels to approve the Consent Agenda as established:  
5. a., b., c. Village President’s Agenda  
9. a. Minutes / Reports / Public Notices  
10. c., d., e. Old Business  
11. b., c., e. New Business  
12. a., b. Bills / Payroll / Transfers and Voided Checks

Second by Scott. Motion carried by the following roll call vote:  
Cantrell-yes; Curry-yes; Dreher-yes; Harris-yes; Neels-yes; Scott-yes  
6-yes, 0-no, 0-absent

Motion 3: Motion by Cantrell to adjourn. Second by Dreher.

Motion carried by the following roll call vote:  
Cantrell-yes; Curry-yes; Dreher-yes; Harris-yes; Neels-yes; Scott-yes  
6-yes, 0-no, 0-absent

Meeting adjourned at 8:32 p.m.  
Karen L. Hopkins,  
Village Clerk

**APPROVED AS PRESENTED / AMENDED**  
On August 15, 2017  
  
\_\_\_\_\_  
Village President  
  
\_\_\_\_\_  
Village Clerk