

MINUTES
The Regular Meeting of the
Carbon Cliff Board of Trustees
Village Hall – 106 1st Avenue – Carbon Cliff, IL
October 17, 2017

Village President Bill Hintz called the meeting to order at 7:06 p.m.

Members Present: Todd Cantrell, Keith Curry, Robert Dreher, LeeVon Harris, Alma Neels and Larry Scott

Members Absent: None

Others Present: Chris Hicks, Dispatch/Argus Reporter; Leo Fetterer, Village Resident; Diana Fetterer, Village Resident; Loren Rains, Village Engineer; Nick Gottwalt, Director of Community & Administrative Services (D.O.C.A.S.); & Karen L. Hopkins, Village Clerk

Village President's Agenda items discussed:

- Ordinance No. 2017-25 is terminating Special Service Area No. 3 of the Village and repealing Ordinance No. 02-12. Special Service Area No. 3 was set for the funding of the Village water main, etc. into the Merry Oaks and Whispering Oaks Addition. This put a special assessment on the properties within the Special Service Area No. 3 to include a tax levy on the Special Service Area No. 3. All bond payments have been fully paid. No further need for the Special Service Area No. 3 now or in the future.
- Item 5. Village President's Agenda f. *"Motion to authorize the Village Code Enforcement Officer and Village Clerk to mail a courtesy letter to those who are in violation of the Village Code stating that the Village will be joining MUNICES and the Village would like to work with said violators to correct the outstanding violations along with helping to prevent future violations."* This was removed from the Consent Agenda, NO ACTION TAKEN. Trustee Dreher did not approve of this motion, so it was removed from the Consent Agenda. It was decided to take NO ACTION and use the process of violation letters and tickets as is currently in the Code Book.

Committee Meetings:

- Public Properties – Comments at the Board Meeting:
 - Orchard Court and Valley View Drive has a sink hole by the stop sign, this is the third time. This sink hole is larger than before.
 - Discussed the outside permanent iron ladder to the roof of New Village Hall at 1001 Mansur Avenue. There is concern over the liability for the Village and that we need to have an iron worker set the ladder.
- New Village Hall Committee – Next meeting was changed from October 5, 2017 as shown on Agenda to October 26, 2017 5:00 p.m. at New Village Hall 1001 Mansur Avenue.
- Holiday Food Basket Program Committee – Next meeting was changed from October 26, 2017 as shown on Agenda to October 19, 2017 5:30 p.m. at current Village Hall.

New Business discussed:

- Maintenance Operator's Dan Clark and Ronald Banks Murphy were hit while driving through the intersection of I-5 and Barstow Road. Mostly only thing damaged was salt spreader. A truck T boned them near the rear of the Village maintenance truck.

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

5. **Village President’s Agenda:**

- a. Adopt Ordinance No. 2017-24 “An Ordinance Of The Village Of Carbon Cliff, Rock Island County, Illinois, Amending The Stormwater Drainage And Detention, Soil Erosion And Sediment Control Code For The Village Of Carbon Cliff, Illinois.”
- b. Adopt Ordinance No. 2017-25 “An Ordinance Terminating Special Service Area Number 3 Of The Village of Carbon Cliff, Rock Island County, Illinois And Repealing Ordinance No. 01-12.”
- c. Acknowledge & Ratify Village President Bill Hintz executing the proposal with Rock River Electric, Inc. for electrical upgrades including new 200 amp 480 volt 3 phase service, outdoor rated meter socket, outdoor rated service entrance rated automatic transfer switch, main distribution panel, transformer, breakers, grounding per code, conduit and wiring from new panels to existing loads, disconnect and remove all old service and wiring, coordination with the power company and Village of Carbon Cliff for shutdowns and power change over. Including external mounted surge protection for the new 200-amp MDP. Total proposal \$17,888.00.
- d. Acknowledge & Ratify Village President Bill Hintz’s authorization of Roofing Technology, Inc., to make needed repairs to the new Village Hall located at 1001 Mansur Avenue, Carbon Cliff, IL. Cost not to exceed \$3,000.00 for labor and materials.
- e. Approve the purchase of materials needed to construct new dugouts for the baseball diamonds at the Carbon Cliff Park not to exceed \$1,047.50. Funds donated to the Village of Carbon Cliff by the Carbon Cliff Methodist Church in dedication of Hilbert Stone.
- g. Set a deadline for the Carbon Cliff Maintenance Employees, Dan Clark & Ronald “Banks” Murphy, to complete the Water Operator study guides purchased by the Village no later than November 10, 2017. Upon completion of the study guide, each employee must schedule their session with Illinois Rural Water Association no later than December 1, 2017 so that they may take the Certified Water Operators Test on Tuesday, December 12, 2017 at the Champaign Regional Office.
- h. Acknowledge and Ratify a Motion made at the October 3, 2017 Village Board Meeting by Trustee Alma Neels, Seconded by Trustee Larry Scott, to authorize Village President, Bill Hintz to execute the proposal with Cummins Sales and Service for the purchase of a Spark Ignited Genset 60Hz – 150kW Generator, Fuel System Natural Gas, and Service Entrance Transfer Switch-Electronic Control 225A to be located on the West Side of Pump House A for a total price of \$38,112.00.
- i. Acknowledge and Ratify Village President Bill Hintz’s approval to purchase a list of small tools, hardware, operating materials, etc. not to exceed total of \$2,325.00 on Friday October 13, 2017 at Harbor Freight Tools Parking Lot Sale, this will be covered with funds in the 2017 budget. Actual total came to \$1,951.45 and purchased with use Village Visa Card’s assigned to Dan Clark and Karen Hopkins.
- j. Pass Resolution No. 2017-04, “A Resolution Naming Blackhawk Bank & Trust As Depository For The Carbon Cliff Food Basket Account, And Authorize Signatures As Bill Hintz; Alma Neels, Nick Gottwalt, and Ben Allen.”

8. **Committee Meetings:**

d. **Administration Committee:**

1. Set the Interfund Operating Transfers To Building Capital Reserve Fund at \$500.00 each Board Meeting from the General Fund (Non-Utility Fund) for the Fiscal Year of 2018.

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

- a. Minutes of the Carbon Cliff Planning Commission Public Hearing – Amendment to Stormwater Drainage and Detention, Soil Erosion and Sediment Control Code of October 16, 2017, as presented, approved – filed;
- b. Monthly Clerk’s Report for September 2017 as presented – approved / filed;
- c. Monthly Collector’s Report for September 2017 as presented – approved / filed;
- d. Monthly Maintenance Comp Time Report for September 2017 as presented – approved / filed;
- e. Monthly Treasurer’s Report for September 2017 as presented – approved / filed;
- f. Minutes of the Public Properties Committee Meeting of October 9, 2017 as presented – approved / filed;
- g. Minutes of the Public Safety Committee Meeting of October 9, 2017 as presented – approved / filed; and
- h. Minutes of the Public Works Committee Meeting of October 10, 2017 as presented – approved / filed

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

- a. Motion to approve Bills / Payroll / Transfers / Voided Checks

BILLS, PAYROLL, TRANSFERS FOR MEETING DATE 10/17/17			
Date	Description		Amount
10/18/17	Payroll - Bi-Weekly		\$ 9,366.46
10/18/17	Board Liab.		\$ 2,171.15
10/18/17	Bills		\$ 9,629.35
10/04/17	Brandt Schultz	ACH	\$ 435.00
09/27/17	Blackhawk Bank & Trust	Web payment	\$ 4,429.72
09/27/17	Blackhawk Bank & Trust	Web payment	\$ 2,607.69
10/18/17	Anchor Lumber Co., Inc.	CK #	\$ 98.38
10/18/17	East Moline Feed	CK #	\$ 6.54
10/18/17	Mid-American Energy	CK #	\$ 77.95
10/18/17	Quad Cities Convention & Visitors Bureau	CK #	\$ 1,250.00
10/18/17	Village of Carbon Cliff Non Utility	CK #	\$ 116.22
10/18/17	Village of Carbon Cliff Non Utility	CK #	\$ 2.10
10/19/17	Blackhawk Visa	Web payment	\$ 5,340.32
10/18/17	Blackhawk Bank & Trust	Web payment	\$ 4,429.72
10/18/17	Blackhawk Bank & Trust	Web payment	\$ 2,607.69
	Total bills & Transfers		\$ 21,166.96

* Corp General Fund - 2 months pro-rate for H.S.A.
 * Non Utility Fund - New Village Hall loan payment
 * Home Rule Municipal Sales Tax - Loan payment on Orchard Court drainage Project
 * Building Capital Reserve - replacement light bulbs & socket / light switch plates for 1001 Mansur Ave (New Vlg Hall)
 * Building Capital Reserve - Keys for 1001 Mansur Avenue
 * Hotel Tax Fund - Electric at 3 Welcome Signs
 * Hotel Tax Fund - Dues 10/1/17 to 12/31/17
 * Hotel Tax Fund - 4% accounting of Super 8 Sept. 2017 Hotel Tax
 * Home Rule Roadway Fuel Tax - 4% accounting fee for Walker D. Laud Q/E 9/30/17 Fuel Tax
 * Corp General Fund - Visa charges including travel to IML
 * Non Utility Fund - New Village Hall loan payment
 * Home Rule Municipal Sales Tax - Loan payment on Orchard Court drainage Project
 * **Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.**

TRANSFERS:

INTERFUND TRANSFERS:

10/18/17	Blackhawk Bank w/s/g to Sewer Capital Reserve Fund	\$ 207.99	Interfund Operating Trans to Capital Res Acct. for Sept. 2017 collected revenues
10/18/17	Blackhawk Bank w/s/g to Water Capital Reserve Fund	\$ 103.63	Interfund Operating Trans to Capital Res Oct. for Sept. 2017 collected revenues
10/18/17	Blackhawk Bank Non Utility to Corp Gen Capital Fund	\$ 1,130.00	Interfund Operating Trans to Capital Res Acct.
10/18/17	Blackhawk 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
10/18/17	Blackhawk Bank Hotel Tax to Building Capital Res.	\$ 1,500.00	Interfund Operating Trans to Capital Res Acct. from Hotel Tax Fund
N/A	Blackhawk Bank W/S/G to East Lawn Water Assoc. (ACH)	NONE	Transfer to East Lawn Water for bills paid in Sept. 2017 - NO BILLS PAID DURING SEPT.2017
10/17/17	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax	\$ 4,164.92	Transfer - State will only deposit sales taxes in to Corp. General Fund - VCC transfer to H.R. Munic. Sls Tax REC # 9/11/17
10/17/17	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax	\$ 3,361.07	Transfer - State will only deposit sales taxes in to Corp. General Fund - VCC transfer to H.R. Munic. Sls Tax REC #30568 5/10/17
10/17/17	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax	\$ 4,053.37	Transfer - State will only deposit sales taxes in to Corp. General Fund - VCC transfer to H.R. Munic. Sls Tax Rec. #30699 6/18/17
10/17/17	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax	\$ 4,194.71	Transfer - State will only deposit sales taxes in to Corp. General Fund - VCC transfer to H.R. Munic. Sls Tax Rec. #31294 10/11/17
10/17/17	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax	\$ 4,027.23	Transfer - State will only deposit sales taxes in to Corp. General Fund - VCC transfer to H.R. Munic. Sls Tax Rec. #29918 1/12/17

ACH or VISA - VOIDED BY REVERSAL NEEDING APPROVAL:

NONE

VOID CHECK(S): Triumph Community Bank --- Payroll Fund

Date	Payroll Fund - Payable to:	Check No.	Amount	Remarks for voiding
10/18/2017	Ben Allen	CK #5889	\$ 960.38	Void - Incorrect amount was cashing out 7 hours vacation. See Check #5895

VOID CHECK(S): Triumph Community Bank --- Hotel Accommodation Tax Fund

Date	HOTEL ACCOM. TAX FUND CHECKING	Check No.	Amount	Remarks for voiding
	NONE			

VOID RECEIPT(S):

NONE

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

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Motion 2: Motion by Neels to approve the Consent Agenda as established:



- 5. a., b., c., d., e., g., h., i., j. (Village President’s Agenda)
- 8. d.1. (Committee Meetings)
- 9. a., b., c., d., e., f., g., h. (Minutes, Reports, Public Notices)
- 12. a. (Bills, Payroll, Transfers and Voided Checks)

Second by Harris. 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 Scott to adjourn. 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

Meeting adjourned at 9:04 p.m.

Karen L. Hopkins,
Village Clerk

<p>APPROVED AS PRESENTED / AMENDED On <u>December 19, 2017</u></p> <p></p> <p>_____ Village President</p> <p></p> <p>_____ Village Clerk</p>
