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Keith Curry
Chairman

Leevon Harris
Trustee

Alma Neels
Trustee

PUBLIC WORKS COMMITTEE MEETING
(WATER, SEWER, GARBAGE AND CABLE TV)

Village Hall – 106 1st Avenue, Carbon Cliff

AGENDA

Tuesday, October 10, 2017

6:00 P.M.

1. Hoerr Construction started televising the downtown on Thursday October 5, 2017. They will not be televising on Friday 10/6 or the week of October 9 thru October 13, 2017. Will come back and finish starting Monday October 16, 2017.
2. Clerk Hopkins requested Hoerr Construction get a hold of D.O.C.A.S. Gottwalt with the quote from the previous walking the sewer easement in wooded area. Also, requested if they cannot get equipment into wooded area to do the televising, if they had a way of doing the two sections that run under the creek.
3. Discuss the water curb box at 127 1st Street, cannot be turned off at the curb. This is due to paver street construction it is believed to have shift the concrete side, where the maintenance guys can't get to the curb box. The Village had one other resident have this problem on 1st Street, it was repaired by a licensed plumber and the Village paid the bill from the Street Dept. Would like guidance on how you want to handle this, resident is aware of it, and know the Village hired a plumber to fix the other guys curb box. There are times that his curb box needs turned off and the Village is unable to do it.
4. Discuss the need for a pressure pit so the connection to Silvis at the 1st Avenue was installed and connected using TIF Funds in the amount of \$207,877.60. The connection is operable, but if it is turned on and used to supply the Village with water, the Village must not operate our water tower. Due to our tower being higher in elevation than the Silvis tower feeding it, it does not allow us to fill our water tower.
 - a. This is a problem if Pump House A would be down. Not sure if the tower and Cliff Heights might eventually run out of water.
 - b. Should be budget in engineering and construction charges for installation of a pressure pit to correct this problem next year?
5. Discuss the need for raising the Sewer Lift Station at the end of 10th Avenue (East Lawn) to keep flood waters from entering the lift station. This year the maintenance operators sand bagged the Lift Station and someone took part of the sandbags.

6. Water Operator Certification discussion.
 - a. Maintenance Operators Dan Clark & Banks Murphy were sent to Blackhawk College for the Water Operator classes in 2016. Village paid tuition, books, & comp time for them to attend and study.
 - b. Dan Clark & Banks Murphy then went to Elgin, IL to take the Water Operator Certification exam, all expenses paid by the Village, on December 5, 2016. Did not pass, which is normal on the first try.
 - c. In spring of 2017, test study books were purchased for the guys from IL Rural Water Association at a cost of \$125.00 each for the book and then after studying the book IL Rural Water sends a representative to tutor the guys one on one for the test. As of Friday October 6, 2017, the tutoring one on one has not been scheduled, don't think the guys have studied the books and are not ready for the tutoring.
 - d. The closes examination is in Rockford, IL last test is Tuesday November 14, 2017. Others are offered in December but they are further away. 2017 Examination Schedule is included in your packet.
 - e. Would committee want to consider hiring a company to be water operator and pull the samples and issue boil orders, etc.?
 - f. Currently the Village is not in compliance with EPA on turning in monthly pumping reports. The Village has been written up on this before, when the previous water operator was here prior to Mike Whittington. Not sure about the chain of custodies on water samples, currently.
7. Village Clerk / Budget Officer requested from Dan Clark maintenance operator a list of needed, requested, wanted, etc. for the upcoming budget. This was back in August, it was also mentioned to D.O.C.A.S. Nick Gottwalt. Budget Officer requested Dan Clark give a copy to Nick Gottwalt & myself.
8. Last two payrolls the maintenance operators have not included what they have done each day of work on the back of their time sheets. This information is used for many things, include to make sure hours are correct if on front you can't tell; also, if they were off a day and forgot to write it down; helps if office needs to cost out a project for insurance or disaster reimbursement. Also, it is looked at to try to see if payroll expense are being deducted from proper funds or if an adjustment needs to be made. The auditor also looks at these during the audit.
9. Discuss attached sheet of jobs that maintenance should be including just routinely, not including special project, etc. Need to see if there is enough work for 3 full time maintenance operators, need to discuss which maintenance operator will be responsible for the jobs. This way Budget Officer can look at trying to correctly split cost of payroll, etc. into the proper funds. Will also be discussed at the Administration Committee Meeting.
10. Discuss updates needed to the Pump Houses in 2018. Will need to get quotes or estimates for this for budgeting.
11. Discuss the replacement of the water main pipe running up the Old Colona Road hill, where there have been three recent water main breaks.
12. Discuss and recommend repairing, etc. the water valves for turn water mains off in section where the break is currently.
13. Discuss and recommend repairing the sewer man hole covers, that are completely gone or in bad shape, this should help us save on the sewer disposal bill with East Moline.
14. Discuss the need and action to take to get all the Village alarm systems back up and operating in the Sewer Lift Stations and the Pump House.

15. Discuss the sewer master pit meter, rates used by East Moline, etc. Start taking any necessary action to lower the sewer bills for disposal into East Moline, IL.
16. Discuss the future need for a radium treatment plant. This will possible take five (5) years to get designed and bid for construction. There are possible grants using the USDA or low interest loans. Jack Kusek, advises the Village to look for grant or financing options used the USDA.
17. Discuss the condition of wells #3 & #4 at Pump House B. Suggest any repairs, upgrades, etc. to put in budget.
18. Discuss / take action on quote for new electrical service, etc. for Pump House A.
19. Discuss the condition of wells #1 & #2 at Pump House A. Suggest any repairs, upgrades, etc. to put in budget.
20. Discuss current trash contract with clauses for free yard waste pickup last week of October through the last yearly pickup 1st week of December 2017.
21. Discuss contract with Republic about the recycling, recommend changes
22. Discuss normal budget items for 2018
23. Update on resident that had stolen utilities by turn back on curb box, when had been turned off by the Village for non-payment. Resident also unhooked water meter during this time.
24. Possible update on insurance claims for the water main break on Old Colona Road and Pump House A.
25. Monthly Collector's Report – September 2017.
26. Monthly Maintenance Comp Time Report – September 2017.
27. Monthly Clerk's Report – September 2017.
28. New Business / Other.

Next Meeting – Tuesday, November 14, 2017 – 6:00 P.M. at Village Hall