

**The Regular Meeting of the  
Carbon Cliff Board of Trustees  
Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL  
Tuesday, January 21, 2020**

Village President Hintz called the meeting to order at 7:02 p.m.

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

Members Absent: LeeVon Harris

Others Present: Dan Clark, Village Head Maintenance Operator & Village Resident; Nick Gottwalt, Director of Community & Administrative Services (D.O.C.A.S.); and Karen L. Hopkins, Village Clerk.

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

- Discussed briefly that D.O.C.A.S. had approved Maintenance to take Public Works truck #3 to Pomp's Tire Service, Inc. in East Moline to purchase and install two (2) steer tires, total cost \$415.00
- Did not need the interfund transfer to General Fund to pay bills and payroll, there was enough in the General Fund to cover General Funds portion.
- Informed the Board that Water Operator Jeff Welvaert d/b/a Safe Water Management is increase his fee per month from \$600.00 to \$640.00 per month,

**Meetings / Conferences discussed:**

- Dan Clark, Maintenance Operator will be attending the Pipeline Emergency Response Training to be held February 18, 2020 at Stoney Creek Inn, Moline, IL. Registration, lunch, and program will be 11:30 a.m. to 1:30 p.m.
- D.O.C.A.S. Nick Gottwalt will be attending the following conferences:
  - Quad Cities Stormwater Conference at Jumer's in Rock Island February 11, 2020, attend as Floodplain Manager.
  - 2020 IAFSM Conference at Tinley Park Convention Center – 18451 Convention Center Drive, Tinley Park, IL. Registration is \$430.00 March 11, and 12, 2020, attend as Floodplain Manager.
  - 2020 Illinois Tax Increment Association (T.I.F.) Annual Spring Conference being held April 15,-17, 2020 at the President Abraham Lincoln Springfield – a Double Tree by Hilton Hotel, attend as Village Treasurer.

**Committee Meeting items discussed:**

- ***Public Properties Committee Meeting*** – Larry Scott, Chairman of Committee read the minutes of the January 13, 2020 meeting. Present at Committee Meeting were: Trustee Larry Scott, Chairman; Trustee Todd Cantrell; Trustee Robert Dreher; Bill Hintz, Village President; Nick Gottwalt, D.O.C.A.S.; and Dan Clark, Maintenance Operator. Meeting was called to order at 6:00 p.m. meeting adjourned at 6:50 p.m.
  - Sealed bids were accepted, due Monday, January 13<sup>th</sup>, 2020. No bids were received for the diesel storage tank, diesel storage tank with stand, or the v-box spreader – these will just be sold as scrap for the metal, revenue from the sale will be deposited into the Village of Carbon Cliff General Fund (Non-Utility Acct.). Only one sealed bid was received for the 003 exmark zero turn mower, bid was from Michael Clark in the amount of \$50.00 – Committee approved 3-0 to award the bid to Michael Clark – revenue from the sale of mower will be deposited into the Village of Carbon Cliff General Fund (Non-Utility Acct.).
  - Illinois Rural Water Association met with Dan Clark, Maintenance Operator and Nick Gottwalt, D.O.C.A.S. on January 14, 2020 to perform an Energy Efficiency Assessment “Audit” (on energy efficient for Village buildings). This is a free service to the Village with our membership to Illinois Rural Water Association.

- New security light was added to the electric utility pole outside the Village Hall to help illuminate the park lot, sidewalk, and ramp at night. Mid-American Energy installed the light free of charge, cost per month will be \$6.04 (\$72.48 a year) – this cover the electric energy to light the security light, and all maintenance is the responsibility of Mid-American Energy.
  - Informational only – no gas usage showed for Pump House B for dates 11/06/2019 to 12/09/2019. General only starts once per week and does not run full load or for the one-hour exercise like requested. Dan Clark, Maintenance Operator and Nick Gottwalt, D.O.C.A.S. physically checked on the generator and it will start up and work when the normal electrically power to the building is cut.
  - Reports presented all look good.
  - New Business – need to compile a list of applications for part-time employee’s that can be reviewed in the fall to see what is needed.
  - Public Works truck #1 repairs, some vendors don’t want the work, other would not bid on the job. A list of other vendors was suggested to contact to see if they are interest.
- **Public Safety Committee Meeting** – Alma Neels, Chairman of Committee read the minutes of the January 13, 2020 meeting. Present at Committee Meeting were: Trustee Alma Neels, Chairman; Trustee Larry Scott; Trustee Robert Dreher; Bill Hintz, Village President; Nick Gottwalt, D.O.C.A.S. Meeting was called to order at 7:00 p.m. meeting adjourned at 7:34 p.m.
    - No update from Rock Island County Sheriff’s Office for December 2019 calls, no representative at Meeting.
    - New security light was added to the electric utility pole outside the Village Hall to help illuminate the park lot, sidewalk, and ramp at night. Mid-American Energy installed the light free of charge, cost per month will be \$6.04 (\$72.48 a year) – this cover the electric energy to light the security light, and all maintenance is the responsibility of Mid-American Energy.
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    - All reports presented looked good.
    - No new business.
- **Public Works Committee Meeting** – Keith Curry, Chairman of Committee read the minutes of the January 14, 2020 meeting. Present at Committee Meeting were: Trustee Keith Curry, Chairman; Trustee LeeVon Harris; Trustee Alma Neels; Bill Hintz, Village President; Nick Gottwalt, D.O.C.A.S. Meeting was called to order at 6:05 p.m. meeting adjourned at 6:20 p.m.
    - Discussed the Energy Efficiency Assessment “Audit” (on energy efficient for Village buildings). Referred to above in the Public Properties notes.
    - Discussed Pump House B no gas usage. Checking generator, etc. refer to above in Public Properties notes.
    - All reports presented looked good.
    - Trustee Alma Neels questioned about the car port at 550 next to Moline Boat and Motor.
      - Further discussed at current Board Meeting. This is in reference to car port installed on the North side of Village property at 550 N. 2<sup>nd</sup> Avenue. D.O.C.A.S. Gottwalt said it look ok as far as the setbacks. It appears the property owner had this building and the contractor used the 550 N. 2<sup>nd</sup> Avenue drive off 2<sup>nd</sup> Avenue to enter the property at 634 2<sup>nd</sup> Avenue North. The property owner request at the time she purchased the property if it was ok to take down the fence between Village property at 550 N 2<sup>nd</sup> Avenue and her property at 634 2<sup>nd</sup> Avenue North. Board approved since the fence was partially in other area around the Village property. It was never meant to be and drive thru Village property yard into her property.
      - There was a big discussion about Nick Gottwalt referring to property owner and not resident. Trustee Alma Neels feels it should be stated as resident of that property, not the property owner who does not live there. The reason Nick Gottwalt references the property owner can be different

than the person living on the property, the property owner is the one that did the requested, not the current occupant. At time the request was made no one even lived in the house at 634 N 2<sup>nd</sup> Avenue. Most of the time the Village does not even know the renter’s names, and the renters can not request or approve anything for the property.

- **Administration Committee Meeting** - Village President Bill Hintz, read the minutes of the January 14, 2020 Committee meeting, at the January 21, 2020 Board Meeting in the absence of LeeVon Harris, Chairman of the Administration Committee. Meeting was called to order at 7:01 p.m. meeting adjourned at 7:30 p.m. Present at Committee Meeting were: LeeVon Harris, Chairman; Trustee Keith Curry; Village President Bill Hintz and D.O.C.A.S. Nick Gottwalt – absent at Committee Meeting was Trustee Todd Cantrell.
  - Discussed the Energy Efficiency Assessment as discussed at the other Committee meetings.
  - Discussed the Village’s new “Drug & Alcohol Policy” draft, committee recommended one of the policies be take to Board Meeting for full board approval.
  - Rock Salt – Village ordered 250 tons of rock salt with the State of Illinois Central Management Services. Village must take 80% (200-ton delivery by June 30, 2020 and can order up to 120% of the 250 tons which would be 300 tons). Plan on ordering 40 tons of the rock salt to be delivered the 2<sup>nd</sup> week of January 2020. Village will receive new paperwork to order rock salt for the winter season of 2020 – 2021 in March. At that time it will be discussed what should be ordered in Spring for delivery of 2020 – 2021 winter season.
  - Recommend to full board to authorize Clerk Hopkins to open a credit account with Sexton Ford to be used for maintenance service to Village Public Work trucks.
  - Discussed the no gas used at Pump House B, refer to other Committees.
  - Approved updated contract with Access System for the copy machine maintenance agreement.
  - Two cell phones used by the Rock Island County Sheriff’s Deputies assigned to the Village of Carbon Cliff have been disconnected.
  - Committee was given a Stormwater Management Ordinance for consideration to be adopted and used to help stormwater and water shed run off, etc. This is a long extensive ordinance; Trustees can read over and the Ordinance will be discussed again in a couple months.
  - All reports presented to Committee looked good.

**New Business items discussed:**

- D.O.C.A.S. Nick Gottwalt reported the Village of Carbon Cliff is in violation with the Illinois EPA Water with the Radium levels in Well #1 reporting over the levels set by the IEPA. The IEPA is aware the Village blends the wells to keep the Radium levels low, and currently is in the 2<sup>nd</sup> or 3<sup>rd</sup> year of planning a new water treatment plant to remove the radium. Nick Gottwalt has been in touch with Jack Kusek, Village Engineer with IMEG on the water treatment plant, Village Water Operator and IEPA. A violation letter will be mailed to each household and / or property owner in Carbon Cliff that receives the water that is in violation. The violation letter will be mailed out on February 7, 2020.

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

5. **Village President’s Agenda:**

- a. Motion to acknowledge and ratify D.C.A.S. Nick Gottwalt’s approval to purchase and install two new front tires on truck #3 from Pomp’s Tire Service, Inc., East Moline, Illinois in the amount of \$415.00.

8. **Committee Meetings:**

a. **Public Properties Committee:**

- 1. Approve Committee’s recommendation to accept the highest sealed bid for the 2003 eXmark zero turn mower from Mike Clark in the amount of \$50.00.

**d. Administration Committee:**

1. Approve updates to the Village’s “Drug & Alcohol Policy”.
2. Approve and grant Village Clerk, Karen Hopkins permission to open a credit account for the Village with Sexton Ford for future servicing needs to our maintenance fleet.
3. Acknowledge and ratify the Administration Committee’s approval of a copier maintenance agreement with Access Systems dated January 14, 2020. 24-month agreement with no auto-renewal. Quarterly Maintenance Charge is \$162.00.

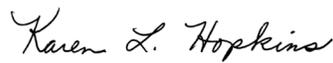
**9. Minutes / Reports / Public Notices:**

- a. Minutes of the Regular Village Board Meeting of the Carbon Cliff Board of Trustees for Tuesday, January 7, 2020 as presented – approved / filed;
- b. Monthly Clerk’s Report for December 2019 as presented – approved / filed;
- c. Monthly Collector’s Report for December 2019 as presented – approved / filed;
- d. Monthly Maintenance Comp Time Report for December 2019 as presented – approved / filed;
- e. Monthly Maintenance Report for December 2019 as presented – approved / filed;
- f. Monthly Treasurer’s Report for December 2019 as presented – approved / filed;
- g. Minutes of the January 13, 2020, Public Properties Committee Meeting as presented – approved / filed;
- h. Minutes of the January 13, 2020, Public Safety Committee Meeting as presented – approved / filed;
- i. Minutes of the January 14, 2020, Public Works Committee Meeting as presented – approved/ filed; and
- j. Minutes of the January 14, 2020, Administration Committee Meeting as presented – approved / filed.
- k. January 3, 2019; Illinois Commerce Commission, MidAmerican Energy Company – Reconciliation of revenues collected under gas adjustment charges with actual costs prudently incurred. Docket # 19-1041. Notice is hereby given by the Administrative Law Judge that a status hearing in the above entitled matter will be held at the offices of the Commission, Chicago, Illinois, Michael A. Bilandic Building, 160 North LaSalle, Suite C-800, on January 22, 2020, at the hour of 11:30 A.M. – Placed on view for public comment;
- l. January 3, 2020; Illinois Commerce Commission, MidAmerican Energy Company – Reconciliation of revenues collected under fuel adjustment charges with actual costs prudently incurred. Docket # 19-1035. Notice is hereby given by the Administrative Law Judge that a status hearing in the above entitled matter will be held at the offices of the Commission, Chicago, Illinois, Michael A. Bilandic Building, 160 North LaSalle, Suite C-800, on January 22, 2020, at the hour of 11:00 A.M. – Placed on view for public comment;
- m. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Dated January 7, 2020. Site Name: Upper Rock Island County Landfill – 17201 20th Avenue North, East Moline, Illinois. IEPA ID#1618100014 – Description of Project: Response to Condition VI.15 which provides an alternate source demonstration for confirmed increases from second quarter 2019. – Placed on view for public comment; and
- n. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Dated January 10, 2020. Site Name: John Deere Foundry Landfill – Route 84 and 14<sup>th</sup> Avenue, East Moline, Illinois. IEPA ID#1618100017 – Description of Project: A Supplemental Permit Application for Permit 2017-544-SP is being submitted in order to forward IEPA a five-year summary report on the groundwater monitoring for the John Deere Foundry Landfill. This report is intended to fulfill section 3.a of the Affidavit for Certification of Post -Closure Care for Non-Hazardous Waste Facilities. – Placed on view for public comment.

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

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

Bills, Payroll, Transfers for Board Meeting 01/21/2020				
PAYABLES				
Date	Corporate General Checking Account & Payroll checking Account	Amount	CK #	Remarks
01/22/20	Payroll - Bi-Weekly	\$ 9,942.01		Bi-Weekly
01/22/20	Board Liab.	\$ 2,078.85		
01/22/20	Bills	\$ 22,464.84		
01/22/20	VSP (Vision Insurance)	\$ 80.25	Web payment	
	<b>GRAND TOTAL BILLS &amp; PAYROLL from General Fund &amp; W/S/G</b>	<b>\$ 34,565.95</b>		
Date	Hotel Accom. Tax Fund	Amount	CK #	Remarks
01/22/20	Mid-American Energy	\$ 79.22	3627	electric for 3 Welcome Signs
	VCC Non Utility - 4% accounting fee of Super 8 Hotel Acom. Tax			4% acct fee Dec. 2019
	VCC Non Utility - 4% accounting fee of Comfort Inn Acom. Tax			4% acct fee Dec. 2019
	Quad Cities Convention & Visitor's Bureau			4th Qtr 2019 Dues 10/1/19-12/31/19
Date	Home Rule Municipal Sales Tax Fund	Amount	CK #	Remarks
01/22/20	Gardiner Koch Weisberg & Wrona	\$ 836.00	6033	Legal Aaron & Tina Dunn vs VCC
Date	Corporate General Capital Reserve Fund	Amount	CK #	Remarks
Date	Home Rule Roadway Fuel Tax Fund	Amount	CK #	Remarks
01/22/20	VCC Non-Utility Acct. General Fund - 4% accounting fee for	\$ 20.53	25053	from Casey's (paid monthly)
	VCC Non-Utility Acct. General Fund - 4% accounting fee for			from Molo Oil (BP) Pay quarterly
01/22/20	VCC Non-Utility Acct. General Fund - 4% accounting fee for	\$ 1.34	25054	from Walter D Laud (Pay quarterly)
Date	Interfund Transfers; ACH to Others & Misc Payments &/or Fees	Amount	CK #	Remarks
	Sewer Fund to Sewer Capital Reserve			10% of Previous Mo. Sewer Revenue
	Water Fund to Water Capital Reserve			10% of Previous Mo. Water Revenue
	Water Fund to East Lawn Water Assoc.			East Lawn Funds collected prev mo.
	VCC Non-Utility Acct to Home-Rule Municipal Sales Tax			IL will not split Tax pymts over accts
	Blackhawk Bank & Trust - VCC W/S/G Credit Card Acct.			Credit Card fees for Dec. 2019
Date	Voided or Refunded Transactions needing approved	Amount	CK #	Remarks
01/22/20	Mid-American Energy	\$ 3,920.68	87095	Already pd 1/8/2020 ck #87074

**APPROVED AS PRESENTED / AMENDED**  
 On February 4, 2020  
  
 Village President  
  
 Village Clerk

Page 2 of 2 – Bills, Payroll, Transfers / Voided Checks

Date	Bank Account Balances - all located at Blackhawk Bank & Trust	Balance	Interest for Dec. 2019	Notes
01/21/20	Building Capital Reserve Fund	\$ 24,504.21	\$ -	
01/21/20	W/S/G - Utility - paid by Credit Card	\$ 251,112.41	\$ -	
01/21/20	Corporate General Capital Reserve Fund	\$ 21,942.82	\$ -	
01/21/20	Corporate General Checking Account	\$ 11,482.05	\$ -	
01/21/20	Home-Rule Retailer's Occupation Sales Tax Fund	\$ 29,797.22	\$ -	
01/21/20	Home-Rule Roadway Fuel Tax Fund	\$ 62,297.43	\$ -	
01/21/20	Hotel Accommodation Tax	\$ 100,992.74	\$ -	
01/21/20	Motor Fuel Tax Fund	\$ 223,906.41	\$ -	
01/21/20	Non-Utility Account (General Funds)	\$ 38,696.75	\$ -	Fund after Bills & Payroll 1/22/20 \$15,266.43
01/21/20	Parks & Trails Capital Reserve Fund	\$ 7,503.69	\$ -	
01/21/20	Payroll Account	\$ 929.97	\$ -	
01/21/20	Public Safety Capital Reserves Fund	\$ 14,714.61	\$ -	
01/21/20	Sewer Capital Reserve Fund	\$ 123,972.99	\$ -	
01/21/20	Storm Water Capital Reserve Fund	\$ 9,520.05	\$ -	
01/21/20	Utility Deposit Fund	\$ 23,845.00	\$ -	
01/21/20	Water Capital Reserve Fund	\$ 77,293.31	\$ -	
01/21/20	W/S/G - Utility Fund	\$ 295,839.47	\$ -	
	<b>Total Bank Account Balance - total interest</b>	<b>\$ 1,318,351.13</b>	<b>\$ -</b>	
<b>Loan Information - Internal Fund Loans &amp; Blackhawk Bank Loans</b>				
<b>Date</b>	<b>Orchard Court Drainage - Blackhawk Bank Loan refin. 9/24/19</b>	<b>Payment</b>	<b>Estimated Pay Off</b>	<b>Interest paid this year</b>
01/18/20	Payment - Orchard Court Drainage	\$ 3,080.43	\$ 163,572.59	Not posted on back website due to Holiday
<b>Date</b>	<b>2019 Street &amp; Drainage Project - Blackhawk loan 7/8/19 TTL \$55,000</b>	<b>Payment</b>	<b>Estimated Pay Off</b>	<b>Interest paid this year</b>
01/02/20	Monthly payment from General Fund (Non-Utility Acct.)	\$ 4,655.86	\$ 27,705.27	\$ 82.21
<b>Date</b>	<b>Loan to pay off Village Hall from Sewer Fund Ord. 2018-21 8/21/18</b>	<b>Payment</b>	<b>Estimated Pay Off</b>	<b>payment 1/15/20 &amp; end 12/15/25</b>
01/15/20	Monthly payment from General Fund (Non Utility Acct.)	\$ 2,765.00	\$ 190,381.36	68 mos @ \$2,765.00 / 1 mo. @ \$5,126.36
<b>Date</b>	<b>Loan to pay off Village Hall from Hotel Accom.Tax Fund Ord. 2018-21 8/2</b>	<b>Payment</b>	<b>Estimated Pay Off</b>	<b>payment 1/15/20 &amp; end 6/15/21</b>
01/15/19	Monthly payment from General Fund (Non Utility Acct.)	\$ 2,765.00	\$ 47,235.00	15 mos. @ \$2,765.00 / 1 mo \$2,995.00
<b>Date</b>	<b>Loan Hotel Accom. Tax to General Fund (Non-Utility Acct.)</b>	<b>Payment</b>	<b>Estimated Pay Off</b>	
10/02/19	Loan necessary to cover Bills and Payroll		\$ 65,000.00	Approved BM 10/01/19
	Loan Sewer Capital Reserve to General Fund (Non-Utility Acct.)			
12/31/19	Loan necessary to cover Bills and Payroll		\$ 45,000.00	Approve at BM 1/7/20

Second by Scott. Motion carried by the following roll call vote:  
 Cantrell-yes; Curry-yes; Dreher-yes; Neels-yes; Scott-yes  
 5-yes; 0-no; 1-absent.

Motion #2: Motion by Neels to approve Consent Agenda has established:  
 5. a. Village President’s Agenda  
 8. a.1., d.1., d.2., d.3. Committee Meetings  
 9. a., b., c., d., e., f., g., h., i., j., k., l., m., n. Minutes, Reports, Public Notices  
 12. a. Bills, Payroll, Transfers, and Voided Checks

Second by Cantrell. Motion carried by the following roll call vote:  
 Cantrell-yes; Curry-yes; Dreher-yes; Neels-yes; Scott-yes  
 5-yes; 0-no; 1-absent.

Motion #3: Motion by Scott to adjourn. Second by Cantrell. Motion carried by the following roll call vote:  
 Cantrell-yes; Curry-yes; Dreher-yes; Neels-yes; Scott-yes  
 5-yes; 0-no; 1-absent.

Meeting adjourned at 7:36 p.m. Karen L. Hopkins, Village Clerk - approval stamp on page 5