



**Bill Hintz – Village President**

Karen L. Hopkins – Village Clerk

Nick Gottwalt – D.C.A.S.

(309) 792-8235

1001 Mansur Avenue - P.O. Box 426 - Carbon Cliff, Illinois 61239

[www.Carbon-Cliff.com](http://www.Carbon-Cliff.com)

**Regular Meeting of the Carbon Cliff Board of Trustees**  
**Carbon Cliff Village Hall**  
**1001 Mansur Avenue, Carbon Cliff, Illinois 61239**  
**Tuesday, October 15, 2019 – 7:00 PM**

- Trustees**  
 Todd Cantrell   
 Keith Curry   
 Robert Dreher   
 Leevon Harris   
 Alma Neels   
 Larry Scott

**AGENDA**

1. Call To Order
2. Roll Call
3. Pledge
4. Hearing of The Citizens – Rules of Citizen Participation printed on last page of Agenda.

5. **Village President’s Agenda:**

- a. Motion to approve Option 3 of the 2020 Illinois Municipal League Risk Management Association Annual Contribution. Total Invoice of \$36,769.32. The options are as follows:

**Option #3** – Pay in two installments includes 1% installment fee

Contribution Amount	\$ 36,232.00		
Plus 1% fee	\$ 362.32		
	\$ 36,594.32	Due by 12/20/2019	\$ 18,384.66
Illinois Municipal League Dues	\$ 175.00	Due by 05/15/2020	\$ 18,384.66
	<b>\$ 36,769.32</b>		

- b. Motion to adopt Ordinance No. 2019-31, “An Ordinance Authorizing Execution Of An Intergovernmental Cooperation Contract With The Illinois Municipal League Risk Management Association.”
- c. Village President recommends the following salaries/wages for the employees/offices in 2020:

**Ben Allen**

Village Collector .....	(ANNUAL SALARY)	\$ 38,937.60
Deputy Clerk.....	(PAY PER BOARD MEETING)	\$ 60.80

**Karen Hopkins**

Office Manager & Accountant .....	(ANNUAL SALARY)	\$ 44,449.60
Budget Officer .....	(PER WEEK)	\$ 185.71
Village Clerk (To Attend Board Meetings) .....	(PAY PER BOARD MEETING)	\$ 60.80

**Nick Gottwalt**

Director of Community & Administrative Services.....	(ANNUAL SALARY)	\$ 45,385.60
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**Dan Clark**

Head Maintenance Operator .....	(ANNUAL SALARY)	\$ 41,641.60
	(HOURLY RATE)	\$ 20.02

**Ronald Murphy**

Maintenance Operator .....	(ANNUAL SALARY)	\$ 37,897.60
	(HOURLY RATE)	\$ 18.22

**Brandt Schultz**

Maintenance Operator .....	(ANNUAL SALARY)	\$ 36,337.60
	(HOURLY RATE)	\$ 17.47

- d. Motion to set the 2020 salaries/wages for employees/officers as recommended by the Village President in item 5.c.
- e. Motion to Adopt Ordinance No. 2019-29, “An Ordinance Setting Salaries And Wages For Full-Time Village Officers And Employees Beginning December 21, 2019 And Ending December 31, 2020.”
- f. Motion to adopt Ordinance No. 2019-30, “An Ordinance Setting Salaries And Wages Beginning December 21, 2019 And Ending December 31, 2020 For Part-Time Village Officers And Employees.”
- g. Informational – Illinois Department of Central Management Services (Joint Purchasing) has awarded the 2019-2020 Bulk Rock Salt Contract to Compass Minerals America Inc. The Village approved ordering 250 tons of Bulk Rock Salt on February 19, 2019. The price was awarded on October 1, 2019 at a rate of \$82.98 per ton. Per the contract the Village must order 80% (200 ton) but may purchase up to 120% (300 ton).
- h. Informational – The Village started receiving funds from the new Illinois fuel tax that went into effect on July 1, 2019. This will really help build up our MFT funds for the village.

**August** – Distributed 09/05/19

Motor Fuel Tax Fund Allotment	\$ 3,916.52 (Normal Distribution)
MFT Transportation Renewal Fund Allotment	\$ 3,179.88 (New MFT Tax Portion)

**September** – Distributed 10/07/2019

Motor Fuel Tax Fund Allotment	\$ 4,504.53 (Normal Distribution)
MFT Transportation Renewal Fund Allotment	\$ 3,203.61 (New MFT Tax Portion)

- i. D.C.A.S., Nick Gottwalt has included copies of the below listed presentation materials in the Trustee Board Packets. Information obtained from the 2019 IML Annual Conference held in Chicago last month.
  - Project Construction 101: What the heck are soft costs
  - Capital Planning for Small Communities
  - Ethics & Transparency: How Well Do You Know The Rules?
  - Ethics For Elected Officials
  - Municipal Budgeting: The Annual Cycle of Resources, Priorities and Planning
  - The Impact of Legalization of Recreational Cannabis on IL Municipalities
  - Local Regulation of Cannabis Business Establishments

6. **Correspondence:**

- a. “Tax & Business Alert” – Carpentier, Mitchell, Goddard & Co., LLC. – October 2019
- b. “The IAFSM Current” – Illinois Association for Floodplain and Stormwater Management – Fall 2019
- c. “Risk Report” – Illinois Municipal League Risk Management Association – Fall 2019

7. **Meetings / Conferences:**

- a. Upper Mississippi River Conference, October 23-24, 2019 at Stoney Creek Hotel & Conference Center, Moline, Illinois. – D.C.A.S., Nick Gottwalt will attend.

8. **Committee Meetings:**

a. **Public Properties Committee:**

- 1. Next Meeting, Wednesday, November 13, 2019, 6:00 p.m. at the Village Hall.

b. **Public Safety Committee:**

- 1. Next Meeting, Wednesday, November 13, 2019, 7:00 p.m. at the Village Hall.

c. **Public Works Committee:**

- 1. Next Meeting, Tuesday, November 12, 2019, 6:00 p.m. at the Village Hall.

d. **Administration Committee:**

- 1. Next meeting, Tuesday, November 12, 2019, 7:00 p.m. at the Village Hall.

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

- a. Minutes of the Regular Board Meetings of the Carbon Cliff Board of Trustees for Tuesday, September 17, 2019 and Tuesday, October 1, 2019 as presented – approved / filed;
- b. Monthly Clerk’s Report for September 2019 as presented – approved / filed;
- c. Monthly Collector’s Report for September 2019 as presented – approved / filed;
- d. Monthly Maintenance Comp Time Report for September 2019 as presented – approved / filed;
- e. Monthly Maintenance Report for September 2019 as presented – approved / filed;
- f. Monthly Treasurer’s Report for September 2019 as presented – approved / filed;
- g. Minutes of the October 7, 2019, Public Properties Committee Meeting as presented – approved / filed;
- h. Minutes of the October 7, 2019, Public Safety Committee Meeting as presented – approved / filed;
- i. Minutes of the October 8, 2019, Public Works Committee Meeting as presented – approved/ filed; and
- j. Minutes of the October 8, 2019, Administration Committee Meeting as presented – approved / filed.

10. **Old Business:**

- a.

11. **New Business:**

- a.

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

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

13. **Motion To Establish Consent Agenda, As Follows:**

- 5. a., b., d., e., f. (VILLAGE PRESIDENT’S AGENDA)
- 8. (COMMITTEE MEETINGS)
- 9. a., b., c., d., e., f., g., h., i., j. (MINUTES, REPORTS, PUBLIC NOTICES)
- 10. (OLD BUSINESS)
- 11. (NEW BUSINESS)
- 12. a. (BILLS, PAYROLL, TRANSFERS AND VOIDED CHECKS)

14. **Motion To Approve The Consent Agenda As Established:**

- 5. a, b., d., e., f. (VILLAGE PRESIDENT’S AGENDA)
- 8. (COMMITTEE MEETINGS)
- 9. a., b., c., d., e., f., g., h., i., j. (MINUTES, REPORTS, PUBLIC NOTICES)
- 10. (OLD BUSINESS)
- 11. (NEW BUSINESS)
- 12. a. (BILLS, PAYROLL, TRANSFERS AND VOIDED CHECKS)

15. **Motion to Adjourn.**

**Section 12    RULES OF CITIZEN PARTICIPATION**

- 12.1    Persons wishing to speak during any portion of a Board meeting shall sign in before the start of the meeting stating name and topic to be discussed. All speakers shall comply with these rules and ruling of the presiding officer.
- 12.2    Speakers shall identify themselves at the podium before beginning their comments. Speakers shall speak their position on the issue and provide any supporting documentation. The speaker shall refrain from engaging in debates, directing threats or personal attacks at the Board, staff, other speakers or members of the audience.
- 12.3    Members of the audience shall refrain from applauding, cheering or booing during or at the conclusion of remarks made by any speaker, staff member or member of the Board.
- 12.4    Groups of residents should, whenever possible, consolidate their comments and avoid repetition through the use of representative speakers.
- 12.5    Persons other than the Village President, the Trustees, Village Officials or persons invited by a majority of the Board present shall address the Board subject to the following additional rules and regulations.

- a.    Citizen Concerns and Comments at Village Board Meetings. Members of the general public may address the board with concerns or comments regarding issues relevant to village business. Issues relevant to village business are defined to mean information about village events; issues that the public body has the authority to address; items listed on the agenda; and items or issues previously voted on by the village board or that the village board has the authority to consider or vote on in the future. The village president or his designee shall strictly restrain comments to matters that are relevant to the village business and shall not permit repetitious comments or arguments. Members of the general public who wish to address the board must sign the requested to speak form prior to the commencement of the public meeting. The persons submitting a petition, concern or other comment shall be allotted five (5) minutes to present their points. The manager or corporate authorities may respond for the village.
- b.    Citizen Concerns and Comments at the other Village Public Bodies' Meetings. Members of the general public may address all village committees, commissions, boards, and any and all other subsidiary boards established by the village board or Village Municipal Code (e.g. board of health, plan commission, liquor control commission, etc.) with concerns or comments regarding issues relevant to that specific board, committee or commission's agenda or topics that the specific board, committee, or commission has the authority, pursuant to the Village Code, to address. The chairperson or his or her designee shall strictly restrain comments to matters that are relevant to the board's, committee's, or commission's business and shall not permit repetitious comments or arguments. Members of the general public who wish to address the board, committee, or commission must sign the request to speak form prior to the commencement of the public meeting. The persons submitting a petition, concern or other comment shall be allotted five minutes to present their points.
- c.    Public comments on agenda items shall be limited to thirty (30) minutes unless extended for a time certain by a majority of the Board present. All speakers shall limit their comments to no more than three (3) minutes. Speakers who are residents shall be allowed to speak before nonresidents.

Public comments on non-agenda items shall be limited to thirty (30) minutes unless extended for a time certain by a majority of the Board present. All speakers shall limit their comments to no more than three (3) minutes."