

Carbon Cliff Board of Trustees Meeting

1001 Mansur Avenue
Carbon Cliff, Illinois 61239
Wednesday, November 4, 2020 at 7:00 PM

Anyone attending this meeting must wear a face covering and be able to keep said covering on the entire duration of the meeting. Seating for the meeting will be spaced out to adhere to social distancing regulations. If you have any symptoms of illness you will not be allowed to attend.

AGENDA

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1. Call To Order V.P. Bill Hintz Todd Cantrell Leevon Harris
 2. Roll Call Keith Curry Alma Neels
 3. Pledge Robert Dreher Larry Scott
 4. Hearing Of The Citizens (Please See Rules Of Citizen Participation On Last Page)
 - a.
 5. **Village President's Agenda**
 - a. Update from Liane DeVore, Financial Consultant
 - b. Discuss open maintenance position (*job description, pay, etc.*)
 - c. Motion To Adopt Ordinance No. 2020-17 "An Ordinance Amending Salaries Of Certain Corporate Officials"
 - d. Motion To Adopt Ordinance No. 2020-18 "An Ordinance Adopting A Diversity, Equity, And Inclusion Policy For The Village Of Carbon Cliff, Illinois."
 - e. Motion To Approve Option 3 Of The 2021 Illinois Municipal League Risk Management Association Annual Contribution. Total Invoice Of \$ 36,944.32. The Options Are As Follows:

<u>Option #3 – Pay In Two Installments Includes 1% Installment Fee</u>	
Contribution Amount	\$ 36,232.00
Plus 1% Fee	\$ 362.32
	\$ 36,594.32
<u>Illinois Municipal League Dues</u>	\$ 350.00
	\$ 36,944.32

\$ 18,472.16 Due By 12/18/2020
\$ 18,472.16 Due By 05/14/2021
 - f. Motion to Adopt Ordinance No. 2020-19 "An Ordinance Authorizing Execution Of An Intergovernmental Cooperation Contract With The Illinois Municipal League Risk Management Association."
 - g. Motion To Pass And Approve Resolution No. 2020-19 "A Resolution Approving An Agreement For Legal Services" (*Agreement With Kathleen Field Orr As Required By USDA When Applying For Financial Assistance*)
 - h. Motion To Pass And Approve Resolution No. 2020-20 "A Resolution Setting Forth The Compensation Packages For Full-Time Employees Of The Village Of Carbon Cliff."
 - i. Motion to pass and approve Resolution No. 2020-21 "A Resolution Supporting The City Of Silvis's Application For An Illinois Transportation Enhancement Program (ITEP) Grant Related To Phase II Of The Grand Illinois Trail."

- j. Motion to set the Board Meeting and Committee Meeting dates and times for FY 2021. (*See attached schedule*)
- k. Motion To Approve A Quote From J&J Locks, Safes & Alarms, Inc. To Furnish And Install New Battery Powered Prox Locks On Front Glass Storefront Door And Back Man Door For A Total Cost Of \$5,092.46.
- l. Motion to acknowledge and ratify D.O.C.A.S. Nick Gottwalt's approval of a quote from Ace Tree Service in the amount of \$3,200.00 to remove the damaged maple located near the park pavilion. This tree was damaged in the storm that occurred on August 10, 2020. The Public Properties committee approved this on October 12, 2020, and Nick was authorized to get the tree taken down as soon as possible.
- m. Motion to approve a quote from Davey Tree Service to remove a dead ash in the playground area of the Village Park. Total cost to remove, clean and haul debris is \$1,880.00.
- n. Motion to transfer all funds from the Corporate General Account at Blackhawk Bank & Trust into the Village's Non-Utility Account at Blackhawk Bank & Trust. The interest rate is currently higher in the Non-Utility Fund. The Corporate General Account will then be closed with Blackhawk Bank & Trust.

6. **Correspondence:**

- a. "The IAFSM Current" – Fall 2020 Newsletter
- b. "Risk Report" – Illinois Municipal League Risk Management Association, Fall 2020
- c. Review – Illinois Municipal League, November 2020

7. **Meetings / Conferences:**

- a. The Illinois Municipal Retirement Fund (IMRF) Authorized Agent Workshop (~~Thu, Sept 24 – Tue, Oct 20~~ – Thu, Nov 19 – Tue, Dec 8) Carly Neblung And Nick Gottwalt Will Be Attending

8. **Committee Meetings:**

- a. *Public Properties Committee:*
 - 1. Next Meeting, Wednesday, October 12, 2020, 6:00 P.M. At The Village Hall.
- b. *Public Safety Committee:*
 - 1. Next Meeting, Wednesday, October 12, 2020, 7:00 P.M. At The Village Hall.
- c. *Public Works Committee:*
 - 1. Next Meeting, Tuesday, October 13, 2020, 6:00 P.M. At The Village Hall.
- d. *Administration Committee:*
 - 1. Next Meeting, Tuesday, October 13, 2020, 7:00 P.M. At The Village Hall.

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

- a. Minutes Of The Carbon Cliff Board Of Trustees Meetings Held On Tuesday, September 15, 2020, Tuesday, October 6, 2020, and Tuesday, October 20, 2020, As Presented – Approved / Filed; And
- b. Monthly Maintenance Comp Time Report For September 2020 As Presented – Approved / Filed; And
- c. Monthly Maintenance Report For September 2020 As Presented – Approved / Filed; And
- d. Minutes Of The October 12, 2020, Public Properties Committee Meeting As Presented – Approved / Filed; And
- e. Minutes Of The October 12, 2020, Public Safety Committee Meeting As Presented – Approved / Filed; And
- f. Minutes Of The October 13, 2020, Public Works Committee Meeting As Presented – Approved / Filed; And
- g. Minutes Of The October 13, 2020, Administration Committee Meeting As Presented – Approved / Filed; And

10. **Old Business:**

- a. Karen Hopkins has returned her keys and the credit card that was issued to her.

- b. Update on Dunn v. Carbon Cliff
- c. Phone lines approve to be disconnected by the board at the end of last year, earlier this year, have been disconnected.

11. **New Business:**

a.

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

- a. Motion To Approve Bills / Payroll / Transfers / Voided Checks
 - Payrolls Ending 10/09/2020 and 10/23/2020 and Associated Transfers
 - Accounts Payable (Bills) 10/21/2020 and 11/4/2020 and Associated Transfers

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

- 5. c., d., e., f., g., h., i., j., k., l., m., n. (Village President's Agenda)
- 8. (Committee Meetings)
- 9. a., b., c., d., e., f., g. (Minutes, Reports, Public Notices)
- 10. (Old Business)
- 11. (New Business)
- 12. a. (Bills, Payroll, Transfers And Voided Checks)

1st. _____ 2nd. _____

___ Cantrell ___ Curry ___ Dreher ___ Harris ___ Neels ___ Scott

Yes = _____ No = _____ Absent = _____

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

- 5. c., d., e., f., g., h., i., j., k., l., m., n. (Village President's Agenda)
- 8. (Committee Meetings)
- 9. a., b., c., d., e., f., g. (Minutes, Reports, Public Notices)
- 10. (Old Business)
- 11. (New Business)
- 12. a. (Bills, Payroll, Transfers And Voided Checks)

1st. _____ 2nd. _____

___ Cantrell ___ Curry ___ Dreher ___ Harris ___ Neels ___ Scott

Yes = _____ No = _____ Absent = _____

15. **Motion To Continue Meeting / Set Special Meeting / Adjourn.**

1st. _____ 2nd. _____

___ Cantrell ___ Curry ___ Dreher ___ Harris ___ Neels ___ Scott

Yes = _____ No = _____ Absent = _____

Meeting Adjourned At:

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."