

Carbon Cliff Board of Trustees Meeting

1001 Mansur Avenue
Carbon Cliff, Illinois 61239
Wednesday, November 17, 2020 at 7:00 PM

Anyone attending this meeting in person 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.

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/vccdirecor>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3112](tel:+16467493112)

Access Code: 474-583-181

AGENDA

- | | | | |
|------------------|--|--|--|
| 1. Call To Order | V.P. Bill Hintz <input type="checkbox"/> | Todd Cantrell <input type="checkbox"/> | Leevon Harris <input type="checkbox"/> |
| 2. Roll Call | | Keith Curry <input type="checkbox"/> | Alma Neels <input type="checkbox"/> |
| 3. Pledge | | Robert Dreher <input type="checkbox"/> | Larry Scott <input type="checkbox"/> |
4. Hearing Of The Citizens (Please See Rules Of Citizen Participation On Last Page)
- a.
5. **Village President's Agenda**
- a. Presentation of tentative 2020 levy figures. (2020 taxes paid in 2021) Determination of truth in taxation act, and setting of truth in taxation hearing, if needed.
- b. Motion to set Public Hearing on the Tax Levy for Fiscal Year January 1, 2021 and ending December 31, 2021, for 7:00 p.m. on December 1, 2020 and to give notice of this hearing in publication in the Dispatch at least one week prior to the time of the hearing.
- c. Financial Consultant Liane DeVore presents the Tentative Budget for Fiscal Year 2021.
- d. Motion to publish the Tentative Budget for Fiscal Year 2021, by publication in the Proceeding of the Corporate Authorities, and by posting at the Village Hall, for at least ten (10) days prior to the passage of the Annual Budget.
- e. Motion to set the Budget Hearing for 7:00 p.m. on December 1, 2020, at the Village Hall, 1001 Mansur Avenue, or at a date set by the Village Board of Trustees.
- f. Motion to approve an Agreement between Owner (Village of Carbon Cliff) and Engineer (IMEG) For Professional Services. *This agreement is required by USDA and is part of the formal application process for the Reverse Osmosis System we are installing.*
- g. Motion to adopt Ordinance No. 2020-20 "An Ordinance Setting Salaries And Wages Beginning December 19, 2020 And Ending December 31, 2021 For Part-Time Village Officers And Employees."
- h. Motion to adopt Ordinance No. 2020-21 "An Ordinance Granting Emergency Powers To The Village President Of The Village Of Carbon Cliff, Rock Island County, Illinois."
- i. Motion to adopt Ordinance No. 2020-22 "An Ordinance Setting Salaries And Wages For Full-Time Village Officers And Employees Beginning December 19, 2020 And Ending December 31, 2021."

- j. Motion to approve an immediate raise for Ronald “Banks” Murphy and Brandt Schultz of the maintenance department. Murphy will receive an increase in pay from \$18.22 per hour to \$22.22 per hour retro active to the payroll ending November 6, 2020 (payday of 11/11/20) and Schultz will receive an increase in pay from \$17.47 per hour to \$20.47 per hour, also retro active to the payroll ending November 6, 2020 (payday of 11/11/20). Approved and recommended by the Administrative Committee.
- k. Village President recommends the following salaries/wages for the following named employees/offices in 2019 as discussed with the Administration Committee on November 10, 2020:

Maintenance Operator (ANNUAL SALARY).....	Ronald Murphy	\$ 46,217.60
(HOURLY RATE FOR FIGURING COMP TIME PAYOUT, ETC.).....		\$ 22.22
Maintenance Operator (ANNUAL SALARY).....	Brandt Schultz	\$ 42,577.60
(HOURLY RATE FOR FIGURING COMP TIME PAYOUT, ETC.).....		\$ 20.47
Office Manager/Accountant & Village Clerk (ANNUAL SALARY).....	Carly Neblung	\$ 46,030.40
Director of Community & Administrative Services (ANNUAL SALARY).....	Nick Gottwalt	\$ 60,278.40

- l. Motion to set the 2021 salaries/wages for the named employees/officers as recommended by the Village President in 5.k.
- m. Village President appoints the following officers for 2021:
 - Carly NeblungVillage Clerk
 - Nick Gottwalt.....Director of Community & Administrative Services
 - Liane DeVore.....Budget Officer
- n. Motion to approve the Village President’s appointments of Village Officers for 2021 as appointed in item 5.m.
- o. Motion to approve a services agreement with IMEG for the purpose of providing Hydrant Replacement Plans. Scope of work to include an aerial map with Rock Island County GIS parcel lines per each hydrant location with an anticipated plan for relocation and potential fittings needed for relocation. The list of hydrant locations is as follow: 107 Cliff Drive; 127 Cliff Court; 235 Cliff Court; Top of Valley View Hill (North Side); 234 Cherry Court; 216 Greenwood Avenue; and 101 1st Avenue. Total cost is \$2,800.00.
- p. Motion to approve a services agreement with IMEG for the purpose of providing a PASER Street Rating data sheet. Scope of work to include a color-coded street map of the Village and a developed spreadsheet ready for individual street ratings. A sample spreadsheet has been previously submitted to the Village. This spread sheet will provide a breakdown of each section/street (length x width). Total cost is \$2,500.00.
- q. Motion to approve an Exclusive Easement Agreement by and between Rock River Harmony Housing, LLC and the Village of Carbon Cliff to provide a right-of-way easement to operate, use, maintain, repair, remove, and replace the parking spaces encroaching upon the Village’s right-of-way.
- r. Motion to adopt Ordinance No. 2020-23 “An Ordinance Amending Title V, Article 1, Section 3, Of The Village Code.” (Water Service & Deposits)

6. Correspondence:

- a. Letter dated November 12, 2020 from the Illinois Department of Transportation. The Thanksgiving Holiday will be from Wednesday, November 25 at 3:00 p.m. until Sunday, November 29th at 11:59 p.m. Traffic hazards should be eliminated on construction work during this period.

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, December 7, 2020, 6:00 P.M. At The Village Hall.

b. *Public Safety Committee:*

1. Motion to approve a donation of \$1,000.00 to the Christ United Methodist Church % Carbon Cliff Food Basket Program (3801 7th Street, East Moline, Illinois 61244).
2. Next Meeting, Wednesday, December 7, 2020, 7:00 P.M. At The Village Hall.

c. *Public Works Committee:*

1. Next Meeting, Tuesday, December 8, 2020, 6:00 P.M. At The Village Hall.

d. *Administration Committee:*

1. Next Meeting, Tuesday, December 8, 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 Wednesday, November 4, 2020, As Presented–Approved/Filed; And
- b. Monthly Maintenance Comp Time Report For October 2020 As Presented–Approved/Filed; And
- c. Minutes Of The November 9, 2020, Public Properties Committee Meeting As Presented–Approved/Filed; And
- d. Minutes Of The November 9, 2020, Public Safety Committee Meeting As Presented–Approved/Filed; And
- e. Minutes Of The November 10, 2020, Public Works Committee Meeting As Presented–Approved/Filed; And
- f. Minutes Of The November 10, 2020, Administration Committee Meeting As Presented–Approved/Filed; And
- g. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Date: October 30, 2020, Site Name: Upper Rock Island County Landfill – 17201 20th Avenue North, East Moline, Illinois. IEPA ID#1618100014 – Description of Project: Application in accordance with Condition VI.26 and VI.28. – Placed on view for public comment

10. **Old Business:**

- a. The entryway doors to the Village Hall have been updated by J&J Locks. Employees now have key fobs to enter the building instead of keys.

11. **New Business:**

- a. The culvert under 2nd Street caught on fire Thursday afternoon as a resident was burning leaves in the ditch. Fire spread to the culvert under the road and the culvert began to burn/melt and the roadway above began to collapse. Miller Construction and McClintock Construction will be providing me with quotes to remove and replace the damaged section.
- b. Motion to approve proposal from _____ for the removal, repair, and replacement of damaged culvert on the corner of 1st Avenue and 2nd Street in the amount of \$_____.
- c. D.O.C.A.S. Nick Gottwalt talked to Dave Walker with Unison on Thursday morning, and he would like to submit a proposal to buy out the lease agreements for the water tower antennas on top of the water tower.
- d. Discuss/Motion to approve closing the Village Hall off to the public until the current influx in COVID cases in our region fall back within State approved parameters. Village Employees will continue to work on site during normal business hours. Date to begin _____.

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

- a. Motion To Approve Bills / Payroll / Transfers / Voided Checks
 - Payrolls Ending 11/6/2020 and Associated Transfers
 - Accounts Payable (Bills) 11/18/2020 and Associated Transfers

13. Motion To Establish Consent Agenda, As Follows:

- 5. b., c., d., e., f., g., h., i., j., l., n., o., p., q., r. (Village President's Agenda)
- 8. b.1. (Committee Meetings)
- 9. a., b., c., d., e., f., g. (Minutes, Reports, Public Notices)
- 10. (Old Business)
- 11. b., d. (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. b., c., d., e., f., g., h., i., j., l., n., o., p., q., r. (Village President's Agenda)
- 8. b.1. (Committee Meetings)
- 9. a., b., c., d., e., f., g. (Minutes, Reports, Public Notices)
- 10. (Old Business)
- 11. b., d. (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."