

MINUTES
The Regular Meeting of the
Carbon Cliff Board of Trustees
Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL
July 3, 2018

Village President Bill Hintz called the meeting to order at 7:00 p.m.

Members Present: Robert Dreher, LeeVon Harris, Alma Neels, Larry Scott

Members Absent: Todd Cantrell, Keith Curry

Others Present: Nick Gottwalt, Director of Community & Administrative Services (D.O.C.A.S.); & Karen L. Hopkins, Village Clerk

Village President's Agenda item discussed:

- Village President Hintz proclaims the week of July 23-27, 2018 as “Treasurer’s Week”
- Discussed the Carbon Cliff Flood Guide as the official policy for handling flooding with the Village. It covers:
 - items Maintenance should do during the flood, from start to finish;
 - items the Village Director of Village Clerk would be responsible for doing, such as media releases, email notifications to residents, preparing warning/flood preparation flyers for door-to-door distribution by volunteers;
 - Action to take if sewer lift station needs to be shut down during the flood for safety to the pumps;
 - Sanitizing the Village Park with 10% bleach & water solution after flood waters have receded;
 - List of locations where sand will be placed for residents to fill sandbags.
- Discussed Ordinance No. 2018-16, “An Ordinance Amending Title V, Article 1, Section 6, Of The Village code By Adding section 6.4” (Payment Agreements)” This is for the water / sewer / garbage bills. It gives a detailed outline on acceptable process of payments, with guide lines for Village Collector to use and the residents need to follow when utilizing the payment agreement system.

Meetings / Conferences:

- D.O.C.A.S. Gottwalt is planning on attending the Illinois Department of Revenue Local Government Workshop, Thursday July 19, 2018 9:00 am to 12:00 pm at East Peoria City Hall in East Peoria, Illinois. Cost is free.
- D.O.C.A.S. Gottwalt also plans on attending the 2018 IML 105th Annual Conference, September 20-22 at Chicago Hilton, 720 Michigan Avenue, Chicago, Illinois. Conference Package is \$310.00.

Minutes / Reports / Public Notices:

- Removed Minutes of the Public Works Committee Meeting of June 2, 2018. Trustee Chairman Keith Curry of the Public Works Committee was absent, so no minutes available.

Old Business items discussed:

- Martin Equipment has a date of July 19, 2018 for the factory tour. D.O.C.A.S. Gottwalt needs to know a.s.a.p. to finalize the reservation with Martin Equipment. Trustee Cantrell and Trustee Neels will be attending.
- Village President updated everyone that he had spoke to the manager Kathy at Old Orchard Estates about the water and the smell that she is complaining about. Village Maintenance has flushed hydrants, checked chlorine levels at hydrants, at Old Orchard Estate apartment buildings, etc. It appears to be inside Old Orchard’s plumbing system somewhere. They mention they had been working on some of the hot water heaters, either replacing parts or replacing the water heater, and that appears to be helping.
- Received a letter in the mail from Service Master our current vendor for cleaning the Village Hall, they will be leaving us at the end of July 2018. They stated they had other obligations.

New Business items discussed:

- Village Resident stopped in on Friday June 29, 2018 and requested the Village to allow her to use the fence post currently at the 550 N 2nd Avenue property. She has a bid in on the property next to 550 N 2nd Avenue and would like to fence in the complete yard, if she gets the property. Village President and Village Board does not have a problem with that.
- Illinois EPA is looking for construction permits on the Silvis water connections with Carbon Cliff. One would be at Megan Drive and construction would have been back in mid to late 1980’s. The other is referred to as Mansur Avenue connection to 1st Avenue in Silvis, this was done in the last ten (10) years.

Village Clerk Hopkins has spoken to the EPA Permit Department in Springfield, those are not even on his list of needing or missing. He has a couple other at this time, which We will attempt to find a construction permit on or refile if unable to locate that one had been completed and submitted to EPA.

- There is a Public Hearing coming up for the Grand Illinois Bike Trail, it will be held at the Silvis City Hall on July 23, 2018 from 7:00 pm to 8:00 pm.
- Trustees were informed that Comfort Inn has not paid any of their Hotel Taxes in 2018. Currently D.O.C.A.S. Gottwalt has issued Village Code Violation tickets for each month not received and mailed them certified. The Ordinance establishing the Hotel Tax has the fines directly in the Ordinance. D.O.C.A.S. Gottwalt and Clerk Hopkins will continue with fines and necessary legal action to collect the tax.

Motion 1: Motion by Neels to establish Consent Agenda, as follows:

5. Village President’s Agenda:

- b. Adopt the Carbon Cliff Flood Guide as the official policy for handling flooding within the Village.
- c. Award the base bid for the proposed Roadway Patching for Valley View Drive and add alternate #1 proposed roadway base improvements for Valley View Drive to Walter D. Laud, Inc. at a total bid cost of \$18,400.00 Base Bid with \$3,960.00 Add Alternate #1.
- d. Adopt Ordinance No. 2018-16, “An Ordinance Amending Title V, Article 1, Section 6, Of The Village Code By Adding Section 6.4” (Payment Agreements)”.

9. Minutes / Reports / Public Notices:

- a. Minutes of the Regular Board Meeting of the Carbon Cliff Board of Trustees for Tuesday March 20, 2018, April 17, 2018, May 1, 2018, May 15, 2018, June 5, 2018, and June 19, 2018, as presented – approved / filed;
- c. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA 16), Dated June 11, 2018. Site Name: Upper Rock Island County Landfill – 17201 20th Avenue North, East Moline, Illinois. IEPA ID #1618100014 – Description of Project: Authorization to Operate Phase 14 Separation Layer, placed on view for public comment; and
- d. Minutes of the Bid Opening for the Valley View Drive Roadway Patching on June 26, 2018, as presented – approved / filed.

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

BILLS, PAYROLL, TRANSFERS FOR MEETING DATE 07/03/18				
Date	Description		Amount	
06/27/18	Payroll - Bi-Weekly & Monthly		\$ 11,031.77	
06/27/18	Board Liab.		\$ 2,468.01	
07/04/18	Bills		\$ 47,301.42	
07/04/18	I-EPA Div of Water Pollution Control	CK #6013	\$ 1,000.00	* Home Rule Municipal Sales Tax Fund - stormwater FY-2019 (MS4)
07/04/18	Village of Carbon Cliff Non Utility	CK #25018	\$ 19.12	* Home Rule Roadway Fuel Tax Fund - 4% accounting for Casey's May 2018 fuel tax
07/04/18	Martin Equipment	CK #70002	\$ 17,275.00	* Corp General Capital Reserve - John Deere Skid Steer 325G (1/3 of invoice)
07/04/18	Martin Equipment	CK #2003	\$ 17,268.00	* Water Capital Reserve - John Deere Skid Steer 325G (1/3 of invoice)
07/04/18	Martin Equipment	CK #1115	\$ 17,268.00	* Sewer Capital Reserve - John Deere Skid Steer 325G (1/3 of invoice)
07/04/18	Gardiner Koch Weisberg & Wrona	CK #6012	\$ 709.40	* Home Rule Municipal Sales Tax Fund - Legal Services Aaron & Tina Dunn vs VCC
				*
	Total bills & Transfers		\$ 60,801.20	
				* Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.
TRANSFERS:				
INTERFUND TRANSFERS:				
N/A	Blackhawk Bank w/s/g to Sewer Capital Reserve Fund		N/A	Interfund Operating Trans to Capital Res Acct. for May 2018 collected revenues
N/A	Blackhawk Bank w/s/g to Water Capital Reserve Fund		N/A	Interfund Operating Trans to Capital Res Acct. for May 2018 collected revenues
07/03/18	Blackhawk Bank Non Utility to Corp Gen Capital Fund		\$ 1,250.00	Interfund Operating Trans to Capital Res Acct.
07/03/18	Blackhawk Bank Non Utility to Building Capital Reserve		\$ 500.00	Interfund Operating Trans to Building Capital Reserve
07/03/18	Blackhawk Bank Non Utility to Stormwater Capital Reserve		\$ 500.00	Interfund Operating Trans to Stormwater Capital Reserve
07/03/18	Blackhawk Bank Non Utility to Public Safety Capital Reserve		\$ 300.00	Interfund Operating Trans to Public Safety Capitl Reserve
07/11/18	Blackhawk Bank W/S/G to East Lawn Water Assoc. (ACH)		\$ 8.46	Transfer to East Lawn Water for bills paid in May 2018
N/A	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax		N/A	Transfer - State will only deposit sales taxes in to Corp. General Fund-VCC transfer to H.R. Munic. Sls Tax REC#32561 6/8/1
06/20/18	Blackhawk Bank Credit Card W/S/G to Blackhawk Utility Account		\$ 175.00	Rec. #32596 Utility Deposit 16713 10th Avenue (Utility Rec. #759) (16713 10th Avenue Acct 7245)
06/22/18	Blackhawk Bank W/S/G to Blackhawk Utility Account		\$ 175.00	Rec. #32604 Utility Deposit 312 Orchard Ct (Utility Rec. #760) (312 Orchard Ct Acct #2185)
ACH or VISA - VOIDED BY REVERSAL NEEDING APPROVAL:				
NONE				
VOID CHECK(S): Blackhawk Bank & Trust --- Payroll Fund				
Date	Payroll Fund - Payable to:	Check No.	Amount	Remarks for voiding
NONE				
VOID CHECK(S): Blackhawk Bank & Trust --- Payroll Checking Account				
Date	Payroll Checking - Payable to	Check No.	Amount	Remarks for voiding
NONE				
VOID CHECK(S): Blackhawk Bank & Trust --- Corporate General Checking Account				
Date	Corp General Checking - Payable to	Check No.	Amount	Remarks for voiding
NONE				
VOID RECEIPT(S):				
NONE				

Second by Scott. Motion carried by the following roll call vote:
 Dreher-yes; Harris-yes; Neels-yes; Scott-yes
 4-yes, 0-no, 2-absent

Motion 2: Motion by Dreher to approve Consent Agenda as established:
5. b., c., d. Village President’s Agenda
9. a., c., d. Minutes / Reports / Public Notices
12. a. Bills / Payroll / Transfers & Voided Checks
Second by Harris. Motion carried by the following roll call vote:
Dreher-yes; Harris-yes; Neels-yes; Scott-yes
4-yes, 0-no, 2-absent

Trustee brought up that the Park Pond is looking really good and they have even received compliments from Residents on how good it is looking.

Motion 3: Motion by Scott to adjourn. Second by Neels.
Motion carried by the following roll call vote:
Dreher-yes; Harris-yes; Neels-yes; Scott-yes
4-yes, 0-no, 2-absent

Meeting adjourned at 7:51 p.m.

Karen L. Hopkins
Village Clerk

**APPROVED AS PRESENTED /
AMENDED On July 17, 2018**


Village President


Village Clerk