

**Carbon Cliff Board of Trustees Meeting  
1001 Mansur Avenue, Carbon Cliff, Illinois  
May 18, 2021 @ 7:00 p.m.**

**MINUTES**

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

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

Members Absent: None

Others Present: Nick Gottwalt, D.O.C.A.S

**5. Village President's Agenda**

- a. Approved Motion to pass Resolution No. 2021-04 "A Resolution By The Village Of Carbon Cliff, Illinois To Opposing SB2298 Amending The Tax Increment Allocation Redevelopment Act Of The Illinois Municipal Code."
- b. Informational - DOCAS Nick Gottwalt has submitted the pre-application for the USDA Facilities Grant in which the village hopes to obtain funding for a backup generator to be housed at the Village Hall. Funding request of \$50,000.00. Nick Gottwalt did receive communication from Bi-State stating that the grant is based upon our population size leaving the grant cap at \$35,000.00 for the Village. Bi-State is looking for additional funding so that we may still have the opportunity to have the generator cost paid in full.
- c. Village Engineer, Loren Rains has provided preliminary construction cost estimates for the 3<sup>rd</sup> & 4<sup>th</sup> Street alleyway (\$21,095.35) and 6<sup>th</sup> Street (\$187,814.19 w/sidewalks, \$129,514.19 w/out sidewalks). Loren also mentioned the cost of the alleyways may increase by an additional \$1,500.00 depending on the going rate of oil at the time of the project. The cost for the 5<sup>th</sup> & 6<sup>th</sup> Street alleyways would be around (\$32,000.00). Loren will work on final numbers for this alleyway. Board of Trustees thought this to be a high dollar amount and wanted to check on the gravel removal portion. We will further clarify with Loren on these questions.
- d. Approved Motion to hire Marcus Martin as a new Full-Time Maintenance Worker with a starting annual salary of \$40,000.00. DOCAS Nick Gottwalt and Maintenance Lead Brandt Schultz conducted interviews and felt Marcus was the most qualified for the job. Based on his work experience and current skill level, we feel he would be an excellent addition to Carbon Cliff. Marcus would still need to provide notice to his current employer, so we are anticipating a start date of June 7, 2021, which is also the start of a new pay period for the village employees. Marcus would be on a 30-day probationary period for health insurance and retirement benefits, and a 90-day probationary period for sick, vacation, and comp time.

**6. Correspondence:**

- a. Invitation to the River Action's 19<sup>th</sup> Annual Friendraiser & Fundraiser. June 25, 2021. Cost is \$50.00 per adult ticket and \$12.00 per ticket (children 8-16). See Nick for details.
- b. Splash – American Water Works Association, Illinois Section. Spring 2021.

- c. Water Ways – Illinois Rural Water Association, Volume XVIII – Spring 2021.
- d. “American Rescue Plan” – Illinois Municipal League, May 12, 2021.
- e. Journal – American Water Works Association, May 2021 | Volume 113, Number 4

7. **Meetings / Conferences:**

- a. Illinois Rural Water Association presents 39<sup>th</sup> Annual Technical Conference, June 15 & 16, 2021 in Effingham, Illinois.
- b. 2021 Illinois Municipal Treasurers Association Annual Conference, June 27-29, 2021 in Springfield, Illinois.
- c. Annual Association of Public Treasurers of the United States & Canada Conference, July 19-21, held virtually. Nick will attend.
- d. American Water Works Association “Illinois Section” presents WaterCon 2021, August 9-12, 2021.
- e. Illinois Municipal League’s 108<sup>th</sup> Annual Conference, September 23-25, 2021, Chicago, Illinois.
- f. Illinois Rural Water Association presents the 2021 Northern Conference, October 12 & 13, 2021 in Rockford, Illinois.

8. **Committee Meetings:**

- a. *Public Properties Committee:*
  - 1. DOCAS Nick Gottwalt has contacted EFI regarding the alarms located at the Pump Houses and Water Tower. EFI has checked the programming on their end, and they feel an on-site visit is required to see if any of the sensors have gone bad. They are hoping to make it up here in the next two weeks to do a full system analysis. They did come through 5/18/2021 and updated the alerts with more description. They did state that one sensor did go bad but did update the sensor and reinstalled the software from scratch and tested and it was successful. We will now implement a once-a-month testing protocol going forward.
  - 2. Next Meeting, June 7, 2021, 6:00 P.M. At the Village Hall.
- b. *Public Safety Committee:*
  - 1. Next Meeting, June 7, 2021, 7:00 P.M. At the Village Hall.
- c. *Administration Committee:*
  - 1. Next Meeting, June 8, 2021, 6:00 P.M. At the Village Hall.
- d. *Public Works Committee:*
  - 1. Next Meeting, June 8, 2021, 7:00 P.M. At the Village Hall.

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

- a. Minutes of the May 4, 2021 Carbon Cliff Board of Trustees Meeting as Presented – Approved / filed
- b. MUNCES financial report for the period ending March 31, 2021. – Placed on view for public comment.
- c. Maintenance Comp Time Report for the Month of April 2021 as Presented – Approved / filed
- d. Minutes of the May 10, 2021 Public Properties Committee Meeting as Presented – Approved / filed
- e. Minutes of the May 10, 2021 Public Safety Committee Meeting as Presented – Approved / filed
- f. Minutes of the May 11, 2021 Administration Committee Meeting as Presented – Approved / filed
- g. Minutes of the May 11, 2021 Public Works Committee Meeting as Presented – Approved / filed
- h. Balance and Income Statements for April 2021 as Presented – Approved / filed

10. **Old Business:**

- a. PAFCO said the new truck bed for the 2008 Ford F-550 should be done by the end of next week. They will be in contact with Nick to arrange a date and time to drop off the truck to have the new bed installed.
- b. DOCAS Nick Gottwalt met with Tom Crimmins of Simpleray on Thursday, May 13<sup>th</sup>. Tom felt the Village Hall would be an excellent candidate for solar panels. Tom is currently putting together a quote for the Village along with rebates, incentives, and grants that are available.

11. **New Business:**

- a. Carbon Cliff's projected allocation of the American Rescue Plan Act of 2021 is \$241,000.00 as of April 8, 2021. These figures are preliminary and may be subject to change. Based on the guidelines of the ARP non-metropolitan municipalities, the amount for funding they may receive is capped at 75% of the municipality's pre-pandemic budget as of January 27, 2020. As a reminder, the allotted amount will be disbursed in two payments, the first will happen within the next few months of 2021 and the second will be no later than 12 months after the distribution of the first allotment.
- b. Resident on Lily Avenue was granted an additional 1-month extension on the removal of their garage.

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

- a. Motion to Approve Bills / Payroll / Transfers / Voided Checks
  - Payroll and Associated Transfers for May 12, 2021
  - Accounts Payable (Bills) and Associated Transfers for May 19, 2021

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

- 5. a., d. (Village President's Agenda)
- 9. a., b., c., d., e., f., g., h. (Minutes, Reports, Public Notices)
- 12. a. (Bills, Payroll, Transfers and Voided Checks)

Motion Made by Trustee Scott to Establish Consent Agenda as Established:

**#1:** Second by Trustee Curry. Motion Carried by The Following Roll Call Vote:

Cantrell – yes; Curry – yes; Dreher– yes; Harris–yes; Neels – yes; Scott - yes  
6 – yes, 0 – no, 0 – absent

14. **Motion to Approve the Consent Agenda as Established:**

- 5. a., d. (Village President's Agenda)
- 9. a., b., c., d., e., f., g., h. (Minutes, Reports, Public Notices)
- 12. a. (Bills, Payroll, Transfers and Voided Checks)

Motion Made by Trustee Neels to Establish Consent Agenda as Established:

**#2:** Second by Trustee Cantrell. Motion Carried by The Following Roll Call Vote:

Cantrell – yes; Curry – yes; Dreher– yes; Harris–yes; Neels – yes; Scott - yes  
6 – yes, 0 – no, 0 – absent

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

Motion Made by Trustee Cantrell to Establish Consent Agenda as Established:

**#3:** Second by Trustee Harris. Motion Carried by The Following Roll Call Vote:

Cantrell – yes; Curry – yes; Dreher– yes; Harris–yes; Neels – yes; Scott – yes  
6 – yes, 0 – no, 0 – absent

**Meeting Adjourned At: 8:00**

APPROVED AS PRESENTED / AMENDED

On June 1, 2021



Village President



Village Clerk