

Carbon Cliff Board of Trustees Meeting Minutes

Carbon Cliff Village Hall
1001 Mansur Avenue, Carbon Cliff, Illinois

Tuesday, October 6, 2020

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

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

Members Absent: Robert Dreher

Others Present: None

Village President's Agenda items discussed:

- a. Motion approved to remove Karen L. Hopkins, former Village Clerk, as the listed secretary on all bank accounts, loans, and financial documents associated with Blackhawk Bank & Trust.
- b. Motion approved to cancel the Village VISA Credit Card for Karen L. Hopkins, former Village Clerk, with Blackhawk Bank & Trust.
- c. Motion approved to authorize Treasurer Nick Gottwalt to execute a Business Visa Credit Card application from Blackhawk Bank & Trust for Carly Neblung with a credit limit of \$2,000.00.
- d. Motion approved to appoint Carly Neblung to the Position of Village Clerk & Office Manager.
- e. Motion approved to set wages for Office Manager at \$1,610.00 per pay period for the remainder of FY 2020.
- f. Resolution No. 2020-19, "A Resolution Establishing Authorized Signors as: Bill Hintz; Todd Cantrell; Keith Curry; Leevon Harris; Nick Gottwalt with Carly Neblung as electronic transfers and ACH only for the following Accounts the Village has at Blackhawk Bank & Trust: Payroll; Corporate General Fund; Non-Utility Fund; W/S/G Utility; Corporate General Fund Capital Reserve; Water Fund Capital Reserve; Sewer Fund Capital Reserve; Building Capital Reserve; Hotel Accommodation Tax; Home-Rule Municipal Retailers' Occupation Tax; Home-Rule Roadway Tax Fund; Motor Fuel Tax; W/S/G Utility – Credit Card Payments." This is approved and is moving forward.
- g. Motion approved to acknowledge and ratify a proposal from Engineered Solutions Midwest, Inc (also known as Engineered Fluid, Inc.) in the amount of \$7,950.51 as authorized as an emergency expenditure by DOCAS Nick Gottwalt on 10/1/2020 to "Provide labor and materials to replace and install 2 new VFD's at the Village Treatment Facility #2 (Pumphouse B)" [*Both VFD's stopped working the end of September, the town is running off of Treatment Facility #1 currently*]
- h. Motion approved for quote from Engineered Solutions Midwest, Inc. in the amount of \$27,238.80 to replace the obsolete Programmable Logic Controller (PLC) at Treatment Facility #2. Quote includes at new PLC – Allen Bradley 1400 Ethernet PLC programmed by ESM, AB memory module, AB analog, input, and output cards, 5 port Ethernet switch, HMI – Maple Systems 10" touchscreen programmed by ESM and any necessary miscellaneous conduit, wire and materials as required.
- i. Motion approved to authorize DOCAS, Nick Gottwalt to execute a renewal with Blue Cross / Blue Shield for the Village Employees Health Insurance with an annual premium of \$63,339.12 (\$5,278.26 monthly). Current Plan is \$5,819.49 per month so this is a cost savings of \$541.23 per month or \$6,494.76 per year.
- j. Motion approved for quote from Ferguson Waterworks in the amount of \$2,062.20 for (2) Mach 10 R900I USG 15-1/4 water meters and all needed hardware to be installed at Old Orchard Apartments. Two of the meters up there do not see enough usage to activate the high flow and low flow meters on the compound meter currently installed.
- k. Motion approved to authorize Village President Bill Hintz to sign off on the Maintenance Expenditure Statements (closeout paperwork) for the Illinois Department of Transportation – Motor Fuel Tax (MFT) years of 2013, 2014, and 2015.

Meetings / Conferences:

- a. IMRF Authorized Agent Workshop (Tue, Oct 20 – Thu, Nov 19 – Tue, Dec 8) Carly Neblung and Nick Gottwalt will be attending virtually.

Minutes / Reports / Public Notices:

- a. Minutes of the Carbon Cliff Board of Trustees Meetings held on Tuesday, June 2, 2020; Tuesday, June 16, 2020; and Tuesday, July 7, 2020 as presented – approved and filed.

Old Business/New Business Discussed:

- a. Halloween will be from 5-7 p.m. on October 31, as established by Ordinance. The Rock Island County Sheriff's Department has agreed to pass out candy for the Village as they have in the past.
- b. Hydrant Flushing will begin on Monday, October 5. The schedule can be found on our website at https://www.carboncliff.com/documents/212/Hydrant_Flushing_Schedule.pdf
- c. USDA has formally invited the Village to complete a full application for funding in FY 2021 to begin work on the upgrades to the water system at Treatment Facility #1. Upgrades will include the installation of a Reverse Osmosis system to reduce, if not eliminate, the higher than normal radium level in the water from Well #1. Phone meeting with USDA 10/6/2020 with Lorali Heintzleman with USDA, John Kusek and Loren Rains from IMEG. The phone call walked us through how to properly fill out the application. The Public Meeting for the public is set for NOVEMBER 4, 2020 AT 8 P.M. following that evenings board meeting.

- d. Bill Hintz shared that Karen Hopkins signed off on retirement package that was offered, there was a deadline of returning Village owned property by 10/2/2020 but have not heard anything back yet.
- e. Wanting update on tree trimming and trees getting cut down by Phoenix school and getting a quote for the tree at the park. Have not heard back as of 10/6/2020 but will call for quotes 10/7/2020.
- f. Leevon Harris inquired about using the tablet and keyboard to take notes at committee meetings – whether it be an office staff member or member of committee.

Approval of Bills / Payroll / Transfers / Voided Checks:

9/24/20 at 12:59:50.04

VILLAGE OF CARBON CLIFF
Check Register
For the Period From Sep 24, 2020 to Sep 24, 2020

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
87471	9/24/20	Blackhawk Bank & Trust	10-04-9408	3,080.43
87472	9/24/20	Delta Dental	10-04-9408	331.04
87473	9/24/20	Sentry Post, Inc.	10-04-9408	543.00
87474	9/24/20	Thyssen Post Control	10-04-9408	65.10
87475	9/24/20	Verizon Wireless	10-04-9408	87.72
87476	9/24/20	Zimmer & Franzen, Inc	10-04-9408	1,944.98
87477	9/24/20	Michael Campbell	10-04-9408	184.31
Total				6,077.00

**Please see attached additional financial records behind these minutes*

MOTION #1: Motion Made By Trustee Curry To Establish Consent Agenda As Follows:

- 5. a., b., c., d., e., f., g., h., i., j., k.
- 9. a., b.
- 12. a.

(VILLAGE PRESIDENT'S AGENDA)
(MINUTES, REPORTS, PUBLIC NOTICES)
(BILLS, PAYROLL, TRANSFERS AND VOIDED CHECKS)

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

Cantrell – yes; Curry – yes; Harris – yes; Neels – yes; Scott – yes:
5 – yes, 0 – no, 1 – absent

MOTION #2: Motion Made By Trustee Neels To Approve The Consent Agenda As Established:

- 5. a., b., c., d., e., f., g., h., i., j., k.
- 9. a., b.
- 12. a.

(VILLAGE PRESIDENT'S AGENDA)
(MINUTES, REPORTS, PUBLIC NOTICES)
(BILLS, PAYROLL, TRANSFERS AND VOIDED CHECKS)

#3: Second By Trustee Scott. Motion Carried By The Following Roll Call Vote:

Cantrell – yes; Curry – yes; Harris – yes; Neels – yes; Scott – yes:
5 – yes, 0 – no, 1 – absent

MOTION #3: Motion Made By Trustee Scott to Continue Meeting / Set Special Meeting / Adjourn:

#4: Second By Trustee Harris. Motion Carried By The Following Roll Call Vote:

Cantrell – yes; Curry – yes; Harris – yes; Neels – yes; Scott – yes:
5 – yes, 0 – no, 1 – absent

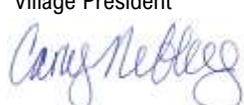
Meeting adjourned at 7:24 p.m.

Carly Neblung
Village Clerk

APPROVED AS PRESENTED / AMENDED
On November 4, 2020



Village President



Village Clerk