



**Bill Hintz – Village President**  
106 1st Avenue – P.O. Box 426  
Carbon Cliff, Illinois 61239  
Karen L. Hopkins – Village Clerk  
Nick Gottwalt – Village Director

Phone: (309) 792-8235

Fax: (309) 792-3267

E-mail: [CarbonCliff@mchsi.com](mailto:CarbonCliff@mchsi.com)

Website: [www.Carbon-Cliff.com](http://www.Carbon-Cliff.com)

Todd Cantrell  
Trustee

Keith Curry  
Trustee

Robert Dreher  
Trustee

Leevon Harris  
Trustee

Alma Neels  
Trustee

Larry Scott  
Trustee

## AGENDA

### **Regular Meeting of the Carbon Cliff Board of Trustees**

Carbon Cliff Village Hall

106 1st Avenue, Carbon Cliff, Illinois 61239

Tuesday, August 1, 2017 – 7:00 PM

1. Call To Order
2. Roll Call
3. Pledge
4. Hearing of The Citizens – Rules of Citizen Participation printed on last page of Agenda.
  - a. Joe Taylor with the Quad Cities Convention & Visitors Bureau to present annual report.
5. **Village President’s Agenda:**
  - a. Motion to adopt Ordinance No. 2017-18 “An Ordinance Acknowledging And Ratifying Execution Of Blackhawk Bank & Trust New Merchant Application & Agreement Between The Village Of Carbon Cliff And Blackhawk Bank & Trust, For Acceptance Of Credit Card Payments To The Village Of Carbon Cliff For Utilities Executed By The Village President On July 5, 2017.”
  - b. Motion to acknowledge and ratify the purchase of (5) “Road Closed Ahead”, (5) “Road Closed” and (5) “High Water” street signs from Smart Sign on July 24, 2017, for a total cost of \$979.35. Village D.O.C.A.S. Gottwalt ordered additional signs to be used with the current flooding in downtown.
  - c. Motion to authorize Village President Bill Hintz and one other authorized signor to execute a First Tennessee Pledgee Signature Card for Triumph Bank and any other necessary paperwork to close out the Pledgee with Triumph Community Bank. This is to update to current authorized signors to allow the updated authorized signors to cancel First Tennessee Pledgee of Village Fund deposited in Triumph Community Bank over the Amount of FDIC insured \$250,000.00.
6. **Correspondence:**
  - a. Splash – Summer 2017 (American Water Works Association, Illinois)
  - b. Review – August 2017 (Illinois Municipal League)
  - c. The Monitor – Spring / Summer 2017 (Indiana-Illinois Foundation For Fair Contracting)

7. **Meetings / Conferences:**

- a. Illinois Rural Water Association 14<sup>th</sup> Annual Golf Outing. Friday, August 18, 2017, Piper Glen Golf Course, Springfield, Illinois. \$60.00 (includes lunch, gift bag, green fees & golf cart). 10:00 a.m. shotgun start. Water & Wastewater Operators, Board Members, Councilmen, Mayors, Vendors and others are welcome.
- b. IMRF Authorized Agent Certification Course on Thursday, August 3, 2017 in Rock Falls, Illinois. Ben will be in attendance with travel and meal costs not to exceed \$102.00.
- c. 2017 Illinois Municipal League, 10<sup>th</sup> Annual Conference – September 21-23, 2017, Hilton Chicago. Access to online registration and hotel reservations is now available. Registration cost for IML Members is \$310.00. Hotel room rate is \$254.00 per night plus taxes and fees. Please see Nick if you are interested in going this year. Bill Hintz, Alma Neels & Leevon Harris will be attending.
- d. Illinois Municipal Treasurer’s Institute, November 12-16, 2017 at the Double Tree Hotel, 10 Brickyard Drive, Bloomington, Illinois. Phase 3 Registration cost is \$410.00. Nick will be putting together an approval of travel costs to attend.

8. **Committee Meetings:**

a. **Public Properties Committee:**

1. Next Meeting Monday, August 7, 2017, 6:00 p.m. at the Village Hall.

b. **Public Safety Committee:**

1. Next Meeting Monday, August 7, 2017, 7:00 p.m. at the Village Hall.

c. **Public Works Committee:**

1. Next Meeting Tuesday, August 8, 2017, 6:00 p.m. at the Village Hall.

d. **Administration Committee:**

1. Next meeting Tuesday, August 8, 2017, 7:00 p.m. at the Village Hall.

e. **New Village Hall Committee:**

1. Next meeting Thursday, August 3, 2017, 6:00 p.m. at the Village Hall.

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

- a. Minutes of the Regular Meetings of the Carbon Cliff Board of Trustees for June 20, 2017, July 5, 2017 and July 18, 2017 as presented – approved / filed;

10. **Old Business:**

- a. Smoke Testing: Scheduled for the week of August 14<sup>th</sup>
- b. New water meters installations are scheduled for Wednesday August 2, 2017. They are to be installed in 800 N. 2<sup>nd</sup> Ave., 750 N. 2<sup>nd</sup> Ave., Eagles Club, Methodist Church at 106 2<sup>nd</sup> Street, Super 8 Motel.
- c. Motion to authorize Village President Bill Hintz and one other authorized signor to execute the State of Illinois Comptroller “Authorization for Direct Deposit of Payments” and Blackhawk Bank & Trust “Authorized Agreement For Direct Payment Via ACH”
  - These are necessary to be executed and filed with the State for automatic deposits of State Taxes.
  - The Village also receives ACH payments from John Deere for water & sewer bills, Mid-American for utility tax, I-Wireless for cell phone antenna rental on water tower.

- d. Motion to authorize Village President Bill Hintz and one other authorized signor to execute the Blackhawk Bank & Trust “Authorized Agreement For Direct Payment Via ACH”, this will be filed with Rock Island County for Property Tax and Road and Bridge automatic tax payments.
- e. Motion to authorize Village President Bill Hintz to execute a form from Blackhawk Bank & Trust so the Village will receive a key for the night deposit box at the bank. This will be used on occasion for deposits dropped off after bank hour, in a locked bag, in a locked night deposit box, safely at the Blackhawk Bank and Trust in Silvis, IL.
- f. Update on the Mortgage Loan and Orchard Court Drainage Project loan.
  - Next payment due on September 1, 2017 for 1001 Mansur Avenue Mortgage Loan.
  - Next payment due on October 25, 2017 for Orchard Court Drainage Project Loan.
  - Clerk Hopkins faxed pay off information to Dave Emerick on Friday July 28, 2017.
  - Dave Emerick is working with Attorney Bill Phares on title and lien sure for the Mortgage Loan, Dave will contact their off again on Monday July 31, 2017.
  - Hopefully there will be agreements for the Administration Committee to look over at their August 8 Committee Meeting. Then forward the suggested loan agreement to full board for approval and approval to execute the loan signings.

11. **New Business:**

- a. Update on flooding:
  - Paul Osmon from Springfield has been in touch with Nick Gottwalt, Village Flood Plain Manager. Paul plans on trying to be in the Quad Cities this week and help Nick with the damage assessments.
  - Clerk Hopkins has received an email from Jerry Shirk, Rock Island County EMA and they are requesting each jurisdiction in Rock Island County that was affected by the flood to submit a Disaster Impact Assessment (DIA) and file with County Emergency Management Agency (EMA), as soon as possible. This would be for eligible reimbursement to the Village for cost of cleaning up flood debris, emergency protective measures and the restoration of damaged public facilities.
  - If these damages total at least \$3,100 of uninsured damages and cost a Public Assistance Initial Damage Assessment (IDA) Cost Tabulation form to IEMA & copy Rock Island County. These must be filed by 5:00 p.m. Thursday, August 3, 2017.
  - Sewer lift station situation in East Lawn.
- b. Authorize Clerk Karen Hopkins to submit the Disaster Impact Assessment (DIA) with Rock Island County Emergency Management Agency.
- c. Authorize Clerk Karen Hopkins if damages are more than \$3,100.00 to execute and submit the Public Assistance Initial Damage Assessment (IDA) to Illinois Emergency Management Agency and copy to Rock Island County Emergency Management Agency.

- d. With approval from Village President Bill Hintz, Clerk Hopkins has contacted a professional grant writer. Her name is Lisa Ahern, Charitable Voice out of Waterloo, IA.
- She is original from the Quad Cities and even is familiar with Carbon Cliff to some extent.
  - Her cost is \$48.00 per working hour. She will make a contract with the Village stating number of hours within a certain length of time, or a contract not to exceed total hours or total cost of.
  - Clerk Hopkins has emailed information to Ms Ahern to look over about the grants. In a response emailed Friday July 28, 2017 she states it will take some extra time just to get up to speed with the Village’s process, situation and overall project. She suggested the easiest contract would probably be a “Hours Not To Exceed” contract. For starters,0 she is thinking a three month contract not to exceed 60 hours a month (*roughly 15 hours per week when working on active grant opportunities*). She also is anticipating a couple visits to Carbon Cliff so she can become more familiar with the lay of the land and the proposed projects. If the Board decides to accept this offer she is looking at arranging her first visit the week of August 7, 2017 to set down with Clerk Hopkins and D.O.C.A.S. Gottwalt going over all the information we currently have to help back the necessity for grant funds.
    - The biggest hurdle is Argillo Creek is private land, not owned by the Village. In the grant, the Village would have to be the Agency to apply for and except the Grants funds, along with the Grant reporting of progress, payment of bills, submitting for reimbursement, etc. Not sure if the grant would require a match and how that could be handled, the Village would need to seek legal advice from Village Attorney.
- e. Motion to authorize Village President Bill Hintz to execute a contract with Lisa Ahern, Charitable Voice “Hours Not To Exceed” \_\_\_\_\_ at \$48.00 per hours for a term of \_\_\_\_\_ months, and Clerk Karen Hopkins to attest to signature if necessary.

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

- a. Motion to approve Bills / Payroll / Transfers / Voided Checks
- b. Motion to approved Final copy of Bills / Payroll / Transfers Voided Checks from July 18, 2017 Board Meeting.

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

- |     |            |   |
|-----|------------|---|
| 5.  | a., b., c. | (Village President’s Agenda)                  |
| 8.  |            | (Committee Meetings)                          |
| 9.  | a.         | (Minutes, Reports, Public Notices)            |
| 10. | c., d., e. | (Old Business)                                |
| 11. | b., c., e. | (New Business)                                |
| 12. | a., b.     | (Bills, Payroll, Transfers and Voided Checks) |

14. **Motion To Approve The Consent Agenda As Established:**
- |                |   |
|----------------|---|
| 5. a., b., c.  | (Village President’s Agenda)                  |
| 8.             | (Committee Meetings)                          |
| 9. a.          | (Minutes, Reports, Public Notices)            |
| 10. c., d., e. | (Old Business)                                |
| 11. b., c., e. | (New Business)                                |
| 12. a., b.     | (Bills, Payroll, Transfers and Voided Checks) |
15. **Motion to Adjourn.**

Title I, Article 7, Section 12, “Visitors,” of the Village Code

**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. Public comments on agenda items shall be limited to 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.
  - b. Public comments on non-agenda items shall be limited to 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.”