

**The Regular Meeting of the
Carbon Cliff Board of Trustees
Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL
Tuesday, January 7, 2020**

Village President Hintz called the meeting to order at 7:02 p.m.

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

Members Absent: None

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

Village President's agenda items discussed:

- Discussed quote from Mutual Wheel Co., Milan, IL in amount of \$1,116.52 to perform needed work on the 2008 Ford F-350. Adjust Camber Caster, replace left and right outer tie rod end, replace left inner tie rod end, replace drag link, and replace track bar bushings.
- Authorize Fiscal Year transfers for the Capital Reserve transfer for Wednesday after each Board Meeting; monthly payments of \$3,080.43 for the Orchard Court Drainage Project – paid with funds from the Home Rule Municipal Sales Tax Fund at Blackhawk Bank & Trust; monthly payments of \$4,655.86 from January through June of 2020 with a final payment of \$4,655.80 on July 1, 2020 for the 2019 Street & Drainage Project; monthly loan payment of \$2,765.00 General Fund (Non-Utility Acct.) to VCC Sewer Fund due 15th of each month per ordinance; monthly loan payment of \$2,765.00 General Fund (Non-Utility Acct.) to VCC Hotel Fund due 15th of each month per ordinance.
- Reported to the Board for the Village to be able to pay bills for December 31, 2019; and bills and payroll for Wednesday January 8, 2020. The Village General Fund borrowed \$45,000.00 from the Village Sewer Capital Reserve Fund.

Meetings / Conferences discussed:

- D.O.C.A.S. Gottwalt, Flood Plain Manager will be attending the 2020 IAFSM Conference March 11 & 12, 2020 at the Tinley Park Convention Center – 18451 Convention Center Drive, Tinley Park, IL. Registration is \$430.00.

Minutes / Reports / Public Notices discussed:

- Trustee Neels stated the Minutes of the Regular Village Board Meeting of the Carbon Cliff Board of Trustees for Tuesday, December 17, 2019 needed amended to take out the line talking about Trustees talked about laying off Office Staff.

No old or new business discussed.

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

5. Village President's Agenda:

- a. Approve quote from Mutual Wheel Co., Milan, Illinois, in the amount of \$1,116.52 to perform needed work on the 2008 Ford F-350. (Adjust Camber Caster, replace left & right outer tie rod end, replace left inner tie rod end, replace drag link, and replace track bar bushings).

- b. Authorize the following transfers for the 2020 Fiscal Year:

Fund From:	Fund To:	Dollar Amount	Occurs	Annual Total
General Fund (Non-Utility Acct)	Corp. General Capital Reserve	\$1,000.00	Per Board Meeting	\$24,000.00
General Fund (Non-Utility Acct)	Building Capital Reserve	\$ 500.00	Per Board Meeting	\$12,000.00
General Fund (Non-Utility Acct)	Public Safety Capital Reserve	\$ 300.00	Per Board Meeting	\$ 7,200.00
General Fund (Non-Utility Acct)	Stormwater Capital Reserve	\$ 500.00	Per Board Meeting	\$12,000.00
General Fund (Non-Utility Acct)	Parks & Trails Capital Reserve	\$ 300.00	Per Board Meeting	\$ 7,200.00

- c. Authorize monthly payments of \$3,080.43 during Fiscal Year 2020 for the Orchard Court Drainage Project. Funds will come from the Home Rule Municipal Sales Tax Fund at Blackhawk Bank & Trust.
- d. Authorize monthly payment of \$4,655.86 from January through June of Fiscal Year 2020 with a final payment of \$4,655.80 on July 1, 2020 for the 2019 Street & Drainage Project.
- e. Authorize a monthly loan repayment of \$2,765.00 from General Fund Building & Grounds (Non-Utility Account) Vender is VCC Sewer Fund – for 020 – Due 15th of each month per Ordinance.
- f. Authorize a monthly loan payment of \$2,765.00 monthly from General Fund Building & Grounds (Non-Utility Account) Vender is VCC Hotel Accommodation Tax Fund – for 2020 – Due 15th of each month per Ordinance.
- g. Acknowledge & ratify interfund transfer of \$45,000.00 from Village of Carbon Cliff Sewer Capital Reserve Fund to Village of Carbon Cliff General Fund (Non-Utility Account) on December 31, 2019 to cover bills & vendor payments (bills).

9. Minutes / Reports / Public Notices:

- a. Minutes of the Regular Village Board Meeting of the Carbon Cliff Board of Trustees for Tuesday, December 17, 2019, as presented / amended – approved & filed;
- b. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Dated December 13, 2019. Site Name: Upper Rock Island County Landfill – 17201 20th Avenue North, East Moline, Illinois EPA ID#1618100014 – Description of Project: Permit Renewal in accordance with Conditions IV.6 and I.7. – Placed on view for public comment;
- c. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Dated December 17, 2019. Site Name: Upper Rock Island County Landfill – 17201 20th Avenue North, East Moline, Illinois EPA ID#1618100014 – Description of Project: Permit to Operate Landfill Gas System. – Placed on view for public comment; &
- d. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Dated December 31, 2019. Site Name: Upper Rock Island County Landfill – 17201 20th Avenue North, East Moline, Illinois EPA ID#1618100014 – Description of Project: Annual Gas evaluation in accordance with Condition VII.2.1 – Placed on view for public comment.

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

- a. Approve Bills / Payroll / Transfers / Voided Checks

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PAYABLES				
Date	Corporate General Checking Account & Payroll checking Account	Amount	CK #	Remarks
12/25/19	Payroll - Bi-Weekly & Monthly	\$ 10,733.55		Clark cashed out 40 hrs comp & Schultz cashed out 15 hrs comp
12/25/19	Board Liab.	\$ 2,131.68		
12/31/19	Bills - need checks cut prior to 2019 year end	\$ 21,166.54		Check register attached
01/08/20	Bills	\$ 45,963.04		
01/08/20	Payroll - Bi-Weekly, Monthly & Quarterly	\$ 13,487.22		Bi-weekly, Monthly & Quarterly
01/08/20	Board Liab.	\$ 2,407.96		
	GRAND TOTAL BILLS & PAYROLL from General Fund & W/S/G	\$ 95,889.99		
Date	Hotel Accom. Tax Fund	Amount	CK #	Remarks
	Mid-American Energy			electric for 3 Welcome Signs
01/08/20	VCC Non Utility - 4% accounting fee of Super 8 Hotel Acom. Tax	\$ 68.11	3625	4% acct fee Nov. 2019
01/08/20	VCC Non Utility - 4% accounting fee of Comfort Inn Acom. Tax	\$ 82.22	3626	4% acct fee Nov. 2019
	Quad Cities Convention & Visitor's Bureau			4th Qtr 2019 Dues 10/1/19-12/31/19
Date	Home Rule Municipal Sales Tax Fund	Amount	CK #	Remarks
Date	Corporate General Capital Reserve Fund	Amount	CK #	Remarks
Date	Home Rule Roadway Fuel Tax Fund	Amount	CK #	Remarks
	VCC Non-Utility Acct. General Fund - 4% accounting fee for			from Casey's (paid monthly)
	VCC Non-Utility Acct. General Fund - 4% accounting fee for			from Molo Oil (BP) Pay quarterly
	VCC Non-Utility Acct. General Fund - 4% accounting fee for			from Walter D Laud (Pay quarterly)
Date	Interfund Transfers; ACH to Others & Misc Payments &/or Fees	Amount	CK #	Remarks
01/22/20	Sewer Fund to Sewer Capital Reserve	\$ 1,799.49	ACH	10% of Previous Mo. Sewer Revenue
01/22/20	Water Fund to Water Capital Reserve	\$ 523.95	ACH	10% of Previous Mo. Water Revenue
01/15/20	Water Fund to East Lawn Water Assoc.	\$ 1,770.53	ACH	East Lawn Funds collected prev mo.
	VCC Non-Utility Acct to Home-Rule Municipal Sales Tax			IL will not split Tax pymts over accts
01/02/20	Blackhawk Bank & Trust - VCC W/S/G Credit Card Acct.	\$ 58.39	Auto from acct	Credit Card fees for Dec. 2019
12/30/19	Transfer from W/S/G to Utility Deposit Account	\$ 3,875.00	ACH	Paid water bill deposit to Deposit acct
12/31/19	Transfer from Utility Deposit Acct to W/S/G Acct.	\$ 2,925.00	ACH	Returned water bill dep. To w/s/g acct.
Date	Voided or Refunded Transactions needing approved	Amount	CK #	Remarks
	NONE			
Date	Bank Account Balances - all located at Blackhawk Bank & Trust	Balance	Interest for Dec. 2019	Notes
01/07/20	Building Capital Reserve Fund	\$ 24,004.21	\$ 4.15	
01/07/20	W/S/G - Utility - paid by Credit Card	\$ 239,750.21	\$ 145.25	
01/07/20	Corporate General Capital Reserve Fund	\$ 20,942.82	\$ 3.55	
01/07/20	Corporate General Checking Account	\$ 11,613.93	\$ 2.17	
01/07/20	Home-Rule Retailer's Occupation Sales Tax Fund	\$ 26,960.74	\$ 2.38	
01/07/20	Home-Rule Roadway Fuel Tax Fund	\$ 61,784.21	\$ 10.79	
01/07/20	Hotel Accommodation Tax	\$ 101,143.07	\$ -	
01/07/20	Motor Fuel Tax Fund	\$ 214,538.83	\$ 130.67	
01/07/20	Non-Utility Account (General Funds)	\$ 35,633.50	\$ 3.55	Balance after Bills & Payroll \$228.82
01/07/20	Parks & Trails Capital Reserve Fund	\$ 7,203.69	\$ 0.61	
01/07/20	Payroll Account	\$ 929.98	\$ -	
01/07/20	Public Safety Capital Reserves Fund	\$ 14,414.61	\$ 1.25	
01/07/20	Sewer Capital Reserve Fund	\$ 123,972.99	\$ 98.81	
01/07/20	Storm Water Capital Reserve Fund	\$ 9,020.05	\$ 0.76	
01/07/20	Utility Deposit Fund	\$ 23,845.00	\$ -	
01/07/20	Water Capital Reserve Fund	\$ 77,293.31	\$ 33.67	
01/07/20	W/S/G - Utility Fund	\$ 318,830.97	\$ 55.61	
	Total Bank Account Balance - total interest	\$ 1,311,882.12	\$ 493.22	
Loan Information - Internal Fund Loans & Blackhawk Bank Loans				
Date	Orchard Court Drainage - Blackhawk Bank Loan refin. 9/24/19	Payment	Estimated Pay Off	Interest paid this year
12/19/19	Payment - Orchard Court Drainage	\$ 3,080.43	\$ 163,572.59	\$ -
Date	2019 Street & Drainage Project - Blackhawk loan 7/8/19 TTL \$55,000	Payment	Estimated Pay Off	Interest paid this year
01/02/20	Monthly payment from General Fund (Non-Utility Acct.)	\$ 4,655.86	\$ 27,705.27	\$ 82.21
Date	Loan to pay off Village Hall from Water Fund Ord. 2018-21 8/21/18	Payment	Estimated Pay Off	
12/18/19	Monthly payment from General Fund (Non-Utility Acct.)	\$ 5,530.00	\$ -	Was paid off Dec. 18, 2019
Date	Loan to pay off Village Hall from Sewer Fund Ord. 2018-21 8/21/18	Payment	Estimated Pay Off	
01/15/20	Monthly payment from General Fund (Non Utility Acct.)	\$ 2,765.00	\$ 190,381.36	payment 1/15/20 & end 12/15/25 68 mos. @ \$2,765.00 / 1 mo. @ \$5,126.36
Date	Loan to pay off Village Hall from Hotel Accom. Tax Fund Ord. 2018-21 8/21/18	Payment	Estimated Pay Off	
01/15/19	Monthly payment from General Fund (Non Utility Acct.)	\$ 2,765.00	\$ 47,235.00	payment 1/15/20 & end 6/15/21 15 mos. @ \$2,765.00 / 1 mo \$2,995.00
Date	Loan Hotel Accom. Tax to General Fund (Non-Utility Acct.)	Payment	Estimated Pay Off	
10/02/19	Loan necessary to cover Bills and Payroll	\$ -	\$ 65,000.00	Approved BM 10/01/19
12/31/19	Loan Sewer Capital Reserve to General Fund (Non-Utility Acct.)	\$ -	\$ -	
12/31/19	Loan necessary to cover Bills and Payroll	\$ -	\$ 45,000.00	Approve at BM 1/7/20

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Second by 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.


Motion 2: Motion by Cantrell to approve Consent Agenda as established:
5. a., b., c., d., e., f., g. Village President’s Agenda
9. a., b., c., d. Minutes / Reports / Public Notices
12. a. Bills / Payroll / Transfers / Voided Checks

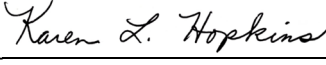
Second by Neels. Motion carried by the following roll call vote:
Cantrell-yes; Curry-yes; Dreher-yes; Harris-yes; Neels-yes; Scott-yes
6-yes; 0-no; 0-absent.

Motion 3: Motion by Scott to adjourn. Second by 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.

Meeting adjourned at 7:27 p.m.

Karen L. Hopkins
Village Clerk

APPROVED AS PRESENTED / AMENDED
On January 21, 2020


Village President


Village Clerk