

**The Regular Meeting of the
Carbon Cliff Board of Trustees
Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL
Tuesday, March 3, 2020**

Village President Hintz called the meeting to order at 7:03 p.m.

Members Present: Todd Cantrell, Keith Curry, Robert Dreher, LeeVon Harris

Members Absent: Alma Neels, Larry Scott

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

Village President's agenda items discussed:

- Update on Well #2 at Pump House A – Larson Pump was out on Friday, February 28, pulled the pump that needs replaced. Televised Well #2, today, March 3, 2020. The televising operator made reference to a section of the casing not so good, is going bad at one of the joints 50-100' apart. Will get quote on replacing the casing while pump is already pulled & involves the crane.
- D.O.C.A.S. Nick Gottwalt authorized & signed a letter of engagement with QC Home Appraisals (Joel Hansen & Kristin Lovett) appraisal report (18 properties owned by the Village of Carbon Cliff).
- Quote for new pump in Well #2 Pump House A – Larson Pump for a 10 HP 460v 3ph Franklin Motor, Goulds 95L pump end, all necessary hardware, crane & Labor for total of \$18,950.01.

Old Business discussed:

- Clerk Hopkins has submitted most of the past year of Maintenance Expenditure of Motor Fuel Tax. Several years had been submitted to I-DOT MFT in Dixon & Village had already received back the approved signed copies from I-DOT MFT.
- IL Rural Water will be in the Quad Cities & should be dropping off the "Energy Efficiency Assessments" that he performed on each of the Village Buildings.
- IMEG has started the surveying for Village easements to the water tower & sewer easement from East Lawn Addition to Barstow Road.

New Business discussed:

- Received email from resident Michelle David about the low water pressure. Village President Hintz answered her email.
- House & garage fire broke out around 5:00 p.m. tonight at 201 1st Avenue. Fire Chief Aaron Harlon called Dan Clark, Maintenance Operator in to watch the Wells & Water Tower levels.

Motion #1: Motion by Curry to establish Consent Agenda, as follows:

5. Village President's Agenda:

- b. Acknowledge and ratify D.O.C.A.S. Nick Gottwalt's authorization and signature of "A Letter of Engagement for an Appraisal Report" from QC Home Appraisals (Joel Hansen & Kristin Lovett) in the amount of \$3,150.00 for the appraisal of eighteen (18) properties owned by the Village.
- c. Authorize the purchase of a new well pump from Larson Pump at a cost of \$18,950.01 make, model, etc. is Franklin Motor 10 HP 460v 3ph (covers new pump, new Goulds Pump End, all necessary hardware, crane, and labor.)

9. Minutes / Reports / Public Notices:

- a. Minutes of the Regular Village Board Meeting of the Carbon Cliff Board of Trustees for Tuesday, February 4, 2020 as presented – approved / filed;
- b. Minutes of the Regular Village Board Meeting of the Carbon Cliff Board of Trustees for Tuesday, February 18, 2020 as presented – approved / filed;
- c. February 14, 2020; Illinois Commerce Commission, MidAmerican Energy Company – Reconciliation of revenues collected under power procurement riders with actual costs associated with power procurement expenditures. Docket # 20-0134. Notice is hereby given by the Administrative Law Judge that a Prehearing Conference in the above entitled matter will be held at the offices of the Commission, Chicago, Illinois, Michael A. Bilandic Building, 160 North LaSalle, Suite C-800, on February 25, 2020, at the hour of 10:30 A.M. *In compliance with the Americans with Disabilities Act and other applicable federal and state laws, the hearing will be accessible to individuals with disabilities. Persons requiring auxiliary aids and services should contact the Chief Clerk, preferably no later than five days before the hearing at 217-782-7434.* – Placed on view for public comment; and
- d. February 14, 2020; Illinois Commerce Commission, MidAmerican Energy Company – Reconciliation of revenues collected under the EECR riders with actual costs associated with energy efficiency programs. Docket # 20-0124. Notice is hereby given by the Administrative Law Judge that a Prehearing Conference in the above entitled matter will be held at the offices of the Commission, Chicago, Illinois, Michael A. Bilandic Building, 160 North LaSalle, Suite C-800, on February 25, 2020, at the hour of 10:30 A.M. *In compliance with the Americans with Disabilities Act and other applicable federal and state laws, the hearing will be accessible to individuals with disabilities. Persons requiring auxiliary aids and services should contact the Chief Clerk, preferably no later than five days before the hearing at 217-782-7434.* – Placed on view for public comment.

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

Bills / Payroll / Transfers / Voided Checks:

PAYABLES				
Date	Corporate General Checking Account & Payroll checking Account	Amount	CK #	Remarks
03/04/20	Payroll - Bi-Weekly & Montly	\$ 10,436.82		
03/04/20	Board Liab.	\$ 2,186.52		
03/04/20	Bills	\$ 49,027.88		
03/02/20	VSP	\$ 160.50	Web paid	vision insurance premiums
	GRAND TOTAL BILLS & PAYROLL from General Fund & W/S/G	\$ 61,811.72		
Date	Hotel Accom. Tax Fund	Amount	CK #	Remarks
	Mid-American Energy			electric for 3 Welcome Signs
03/04/20	VCC Non Utility - 4% accounting fee of Super 8 Hotel Acom. Tax	\$ 72.62	3630	4% acct fee Jan. 2020
03/04/20	VCC Non Utility - 4% accounting fee of Comfort Inn Acom. Tax	\$ 46.98	3631	4% acct fee Jan. 2020
	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
	Gardiner Koch Weisberg & Wrona			Legal - Aaron/Tina Dunn vs VCC
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
	Sewer Fund to Sewer Capital Reserve		ACH	10% of Previous Mo. Sewer Revenue
	Water Fund to Water Capital Reserve		ACH	10% of Previous Mo. Water Revenue
	Water Fund to East Lawn Water Assoc.		ACH	East Lawn Funds collected prev mo.
	VCC Non-Utility Acct to Home-Rule Municipal Sales Tax		ACH	IL will not split Tax pymts over acct
03/02/20	Blackhawk Bank & Trust - VCC W/S/G Credit Card Acct.	\$ 129.06	ACH	Credit Card fees for Feb. 2020
	Utility Deposit Fund to W/S/G Utility Fund		ACH	
	W/S/G Utility Fund to Utility Deposit Fund		ACH	
	W/S/G Utility Fund (Credit Card Acct) to Utility Deposit Fund		ACH	
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
01/15/20				
	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
02/05/20	Loan necessary to cover Bills and Payroll		\$ 5,000.00	Approve at BM 2/4/20
03/04/20	Loan necessary to cover Bills and Payroll		\$ 20,000.00	Approved at BM 3/3/20
	TOTAL LOAN - INTERFUND OPERATING LOAN TO COVER BILLS & PAYROLL		\$ 135,000.00	As of 3/3/2020

OBLIGATED FUNDS			
03/03/20	General Fund - (Non-Utility Acct) - Obligation due from		
	Due to VCC Sewer Capital Reserve Fund	\$ 70,000.00	Loan to VCC to pay Bills & Payroll
	Due to VCC Hotel Accom. Tax Fund	\$ 112,235.00	Loan to VCC to pay Bills & Payroll \$65,000.00 + \$2,765.00/mo. To return loan to pay off Village Hall estimated pay off is \$47,235.00
	Due to VCC Sewer Fund (W/S/G Acct)	\$ 190,381.36	Loan to VCC to pay off bank loan for Village Hall & save paying interest
	Due to Blackhawk Bank & Trust (loan for 2019 Street & Drainage Project	\$ 23,110.86	Loan from Blackhawk Bank final payment will be July 2020 \$4,655.86/mo.
	TOTAL DUE FROM GENERAL FUND (NON-UTILITY ACCT.)	\$ 395,727.22	
03/03/20	Home Rule Municipal Sales Tax Fund - Obligation due from		
	Due to Blackhawk Bank & Trust (loan for Orchard Ct Drainage Proje	\$ 154,615.99	Loan from Blackhawk Bank \$3,080.43/mo. Final payment
	TOTAL DUE FROM HOME RULE MUNICIPAL SALES TAX	\$ 154,615.99	

Date	Voided or Refunded Transactions needing approved	Amount	CK #	Remarks
	NONE			
Date	Bank Account Balances - all located at Blackhawk Bank & Trust	Balance	Interest for Feb. 2020	Notes
03/03/20	Building Capital Reserve Fund	\$ 26,012.31	\$ 3.93	
03/03/20	W/S/G - Utility - paid by Credit Card	\$ 471,306.68	\$ 203.43	
03/03/20	Corporate General Capital Reserve Fund	\$ 24,950.27	\$ 3.71	
03/03/20	Corporate General Checking Account	\$ 12,662.10	\$ 1.89	
03/03/20	Home-Rule Retailer's Occupation Sales Tax Fund	\$ 27,819.56	\$ 2.39	
03/03/20	Home-Rule Roadway Fuel Tax Fund	\$ 64,144.67	\$ 9.82	
03/03/20	Hotel Accommodation Tax	\$ 110,898.94		
03/03/20	Motor Fuel Tax Fund	\$ 230,799.11	\$ 123.11	
03/03/20	Non-Utility Account (General Funds)	\$ 14,983.28	\$ 2.70	
03/03/20	Parks & Trails Capital Reserve Fund	\$ 8,404.96	\$ 0.63	
03/03/20	Payroll Account	\$ 929.94		
03/03/20	Public Safety Capital Reserves Fund	\$ 15,617.04	\$ 1.18	
03/03/20	Sewer Capital Reserve Fund	\$ 130,064.44	\$ 67.03	
03/03/20	Storm Water Capital Reserve Fund	\$ 11,021.68	\$ 0.82	
03/03/20	Utility Deposit Fund	\$ 24,245.00		
03/03/20	Water Capital Reserve Fund	\$ 83,183.29	\$ 30.59	
03/03/20	W/S/G - Utility Fund	\$ 124,316.86	\$ 35.18	
	Total Bank Account Balance - total interest	\$ 1,381,360.13	\$ 486.41	
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
02/18/20	Payment - Orchard Court Drainage	\$ 3,080.43	\$ 158,138.20	\$ 826.13
Date	2019 Street & Drainage Project - Blackhawk loan 7/8/19 TTL \$55,000	Payment	Estimated Pay Off	Interest paid this year
03/02/20	Monthly payment from General Fund (Non-Utility Acct.)	\$ 4,655.86	\$ 18,509.70	\$ 208.22
Date	Loan to pay off Village Hall from Sewer Fund Ord. 2018-21 8/21/18	Payment	Estimated Pay Off	payment 1/15/20 & end 12/15/25
02/15/20	Monthly payment from General Fund (Non Utility Acct.)	\$ 2,765.00	\$ 187,616.36	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 8/2	Payment	Estimated Pay Off	payment 1/15/20 & end 6/15/21
02/15/20	Monthly payment from General Fund (Non Utility Acct.)	\$ 2,765.00	\$ 44,470.00	15 mos. @ \$2,765.00 / 1 mo \$2,995.00

Second by Harris. Motion carried by the following roll call vote:

Cantrell-yes; Curry-yes; Dreher-yes; Harris-yes

4-yes; 0-no; 2-absent

Motion #2: Motion by Cantrell to approve the Consent Agenda, as established:

5. b., c.

Village President's Agenda

9. a., b., c., d.

Minutes / Reports / Public Notices

12. a.

Bills / Payroll / Transfers & Voided checks

Second by Harris. Motion carried by the following roll call vote:

Cantrell-yes; Curry-yes; Dreher-yes; Harris-yes

4-yes; 0-no; 2-absent

Motion #3: Motion by Cantrell to adjourn. Second by Dreher.

Motion carried by the following roll call vote:

Cantrell-yes; Curry-yes; Dreher-yes; Harris-yes

4-yes; 0-no; 2-absent

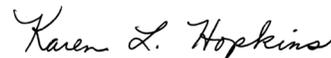
Meeting adjourned at 7:45 p.m.

APPROVED AS PRESENTED / AMENDED

On May 5, 2020



Village President



Village Clerk

Karen L. Hopkins, Village Clerk