

**MINUTES**  
**The Regular Meeting of the**  
**Carbon Cliff Board of Trustees**  
**Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL**  
**Tuesday, May 21, 2019**

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

Members Absent: Larry Scott

Others Present: Nick Gottwalt, Director of Community & Administrative Services; & Karen L. Hopkins, Village Clerk

**Village President's Agenda items discussed:**

- Nick Gottwalt, D.O.C.A.S. informed everyone the Village will receive an insurance claim check in the amount of \$6,090.00. The check is to cover two air conditioning compressors that were apparently damaged by a power surge. This was covered under the Travelers Insurance, a division of our Illinois Municipal League Risk Management Agency.
- Discussed quotes received from Crawford Company \$13,302.02 for 2 air conditioning York units, crane rental, equipment and replacement cost, all materials and labor. Northwest Mechanical, Inc. \$16,643.00 for 2 air conditioning York units, including electrical, economizer, crane, control hook up, disposal of units, crane, install verify proper operation of new units includes all material, labor, appropriate use taxes, to perform described work. Kale Heating & Air Conditioning \$13,493.00 2 Carrier units 1 50FC 4-ton single stage cooling unit & 1 50FC 6-ton 2 stage cooling unit, 2 economizers, includes reconnect of electrical, reuse thermostats, includes crane fees, factory start up on both units.

Discussed available of air conditioners from manufactures to vendors and schedule installation date. York brand air conditioners were at least out 21 days from manufacture, Carrier was on shipping time of a week or less. With the Carrier it would also be remove old and install new basically.

**Meetings Conferences:**

- Karen Hopkins, Village Clerk will be attending the Local Government Officials Workshop, given by Illinois Department of Revenue. Thursday June 13, 2019 at Moline Public Library.
- Nick Gottwalt, D.O.C.A.S. will be attending the 2019 Annual Conference for the Illinois Municipal Treasurers Association June 23-25, 2019 at Grizzly Jacks Grand Bear Resort, North Utica, Illinois.
- Nick Gottwalt, D.O.C.A.S. will attend 2019 Illinois Municipal League Annual Conference September 19-21, 2019 at Chicago Hilton.
- Nick Gottwalt, D.O.C.A.S. will attend Upper Mississippi River Conference, October 23-24, 2019 at Stoney Creek Inn, Moline, Illinois.

**Committee Meetings:**

- **PUBLIC PROPERTIES** - Bill Hintz, Village President read the in the absence of Chairman Larry Scott.
  - Committee went and looked at the water tower and grounds around the tower. Committee states vines on the water tower and fence line need removed along with the small trees in fence.
  - Met with Village Resident John Kennedy, Homeowners Association President at Villa Pines Circle to look at a sidewalk settling and exposing the water valve riser. Discussed possible mud jacking for this problem. Looked at curbs that were cracked or broken and seal cracks in roadway.
  - Discussed options for repair or replacing the two non-working air conditioners on the Village Hall side of the building. Insurance claim has been filed, should hear soon what will be covered.

- **PUBLIC SAFETY** – Trustee Robert Dreher read the minutes.
  - Lt. DeSmyter, Rock Island County Sheriff’s Office reported 357 events / calls for service – no significant calls. In April did 14 extra hours.
  - Discussed chronic nuisance properties ordinance, further review next month.
  - MUNICES update 39 tickets to be reviewed May 16<sup>th</sup>. January to April 2019 \$6,675.00 fines have been issued.
  
- **PUBLIC WORKS** - Trustee Alma Neels took the minutes on May 14, 2019, in the absence of Chairman Keith Curry.
  - Discussed the purchasing of 6 5/8 X 3/4 T-10 water meters at a cost of \$1,607.70.
  - Agreed to purchase another round of water meters under a special deal with Neptune, price for this is approximately \$25,365.00.
  - Committee recommends staying with PDC Lab, including Guard Dog Protection, plus shipping cost for \$6,103.00 for one year.
  - SAC Wireless, LLC, contractor for AT&T is wanting the Village to sign off on a Lease Agreement Consent form to allow for the modifications. Village Clerk Hopkins has requested further information for SAC Wireless, LLC for what is being one, blueprints for Village Engineer to look over and need to check spacing to see if there is space left in their current lease.
  - Miller Trucking & Excavating built a new building at 2101 2<sup>nd</sup> Avenue in Silvis, building consist of three Suites A, B, & C. In April 2019 a new water billing clerk at Silvis found these three meters were install, but not activated in Silvis billing system. The Village will bill Miller’s since we do have a reading on the water meters.
  - Plumber’s bill for water main break on Park Avenue and Park was \$4,000.00.
  -
  
- **ADMINISTRATION COMMITTEE** – Chairman Leevon Harris read the minutes.
  - Motion made by Committee to approve renewal of Dental Insurance with Delta Dental, 2-year rate guarantee with contract. Policy period July 1, 2019 thru June 30, 2019. Rates are staying the same as this policy: Single \$30.95; Single + 1 \$64.08; & Family \$110.63.
  - Discussed proposed Ordinance Abate of Chronic Nuisance Properties, will be sent to Village Attorney Kathy Orr for review and recommendations.
  - Reviewed proposed Ordinance 2019-18 deleting and replacing the rules of citizen participation.
  - Discussed proposed Ordinance amending the Yard Sale ordinance – includes yard sales and rain dates; taking down yard sale signs; taking down tables used in yard sale and establishing hours as 8:00 a.m. to 7:00 p.m.
  - Reviewed a Resolution 2019-01 approving a reciprocal agreement for exchange of information obtained pursuant to certain tax acts.

**Old Business items discussed:**

- Much discussion was had on the fees for credit cards. Trustees feel we should charge the resident a convenience fee for using credit card payments.

It was decided the Karen, Village Clerk would gather information on doing the convenience fee, plus total collected by credit / debit card and total fees paid. Taking credit card was originally set up to help residents pay their bills with a better collection percentage of bills for the Village.

Information will be taken to the June Public Works Committee and Administration Committee.

**New Business items discussed:**

- 2018 Consumer Confidence Report, also known as Water Quality Report, is now available online and a post card stating where they can find the report or call the Village Hall and one will be sent to them.

Motion 1: Motion by Neels to establish the Consent Agenda, as follows:

**5. Village President’s Agenda:**

- a. Purchase \$500.00 worth of gift certificates in various amounts from Carbon Cliff Bait & Tackle to be handed out as prizes during the 2019 Fishing Derby to be held on June 15, 2019.

**8. Committee Meetings:**

**a. Public Properties Committee:**

- 1. Approve the purchase of two (2) cooling only units (Air Conditioning Units) for the Village Hall from Kale Heating & Air Conditioning (Moline, IL) in the amount of \$13,493.00.

**c. Public Works Committee:**

- 1. Acknowledge & ratify the purchase of one (1) case of 6 LF 5/8 x 3/4 T10 Meter V4 R900I USG at a total cost of \$1,607.70
- 2. Approve the purchase of 108 LF 5/8 x 3/4 T10 MTR V4 R900I USG (Water Meters) from Ferguson Waterworks for a total of \$25,365.00.
- 3. Approve a quote for Analytical Services from PDC Laboratories, Inc. in the amount of \$5,853.00 with the optional Guard Dog Project Management Program in the amount of \$250.00 for a total of \$6,103.00 to perform water sampling as required by EPA until June 30, 2020.

**d. Administration Committee:**

- 1. Authorize Karen Hopkins, Village Clerk to execute 2-year renewal between the Village of Carbon Cliff & Delta Dental – new policy period and rates for 07/01/19 – 06/30/21 2-year rate guarantee. Rates are staying the same as follows: Policy is Delta Dental PPO with Individual Kids Preferred Plan (ACA compliance plan rider)
  - Single: \$30.95 currently – renewal rate guarantee at same price;
  - Single +1: \$64.08 currently – renewal rate guarantee at same price;
  - Family: \$110.63 currently – renewal rate guarantee at same price.
- 2. Adopt Ordinance No. 2019-17, “An Ordinance Amending Title 3, Article 7, Section 1 of the Village Code” (Yard Sales)
- 3. Adopt Ordinance No. 2019-18, “An Ordinance Of The Village Of Carbon Cliff, Rock Island County, Illinois Deleting and Replacing The Rules Of Citizen Participation.”
- 4. Pass Resolution No. 2019-01, “A Resolution Of The Village Of Carbon Cliff, Rock Island County, Illinois Approving A Reciprocal Agreement For The Exchange Of Information Obtained Pursuant To Certain Tax Acts.”

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

- a. Minutes of the April 9, 2019, Administration Committee Meeting, as presented – approved / filed;
- b. Minutes of the Regular Board Meetings of the Carbon Cliff Board of Trustees for Tuesday April 16, 2019 and Tuesday May 7, 2019, as presented – approved / filed;
- c. Monthly Clerk’s Report for April 2019, as presented – approved / filed;
- d. Monthly Collector’s Report for April 2019, as presented – approved / filed;
- e. Monthly Maintenance Comp Time Report for April 2019, as presented – approved / filed;

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- f. Monthly Treasurer’s Report for April 2019, as presented – approved / filed;
- g. Minutes of the May 13, 2019 Public Properties Committee Meeting, as presented – approved / filed;
- h. Minutes of the May 13, 2019 Public Safety Committee Meeting, as presented /amended by adding amending agenda to Minutes and add Robert Dreher. – approve / filed;
- i. Minutes of the May 14, 2019 Public Works Committee Meeting, as presented – approved / filed;
- j. Minutes of the May 14, 2019 Administration Committee Meeting, as presented – approved / filed;
- k. May 1, 2019; Illinois Commerce Commission, MidAmerican Energy Company – Verified Petition for Reconciliation of Collected under Electric Rider TS. Docket #1900278. Notice is hereby given by offices of the Commission, Springfield, Illinois, Leland Building, 527 East Capitol Avenue, on May 2, 2019, at the hour of 10:30 A.M. – Placed on view for public comment; and
- l. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Dated May 15, 2019. Site Name: Upper Rock Island County Landfill – 17201 20<sup>th</sup> Avenue North, East Moline, Illinois IEPA ID#1618100014 - Description of Project: Application providing an alternate source demonstration for phenolics at G130 and g133 in accordance with Condition VI.27 of Permit Modification No. 144 – Placed on view for Public comment.

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

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

BILLS, PAYROLL, TRANSFERS FOR MEETING DATE 05/21/19				
Date	Description		Amount	
05/15/19	Payroll		\$ 9,693.75	Payroll - Bi-Weekly
05/19/19	Board Liab		\$ 1,925.17	Board Liab - Bi-Weekly
05/19/19	Bills		\$ 258.11	Gold Star FS, Inc. due on 5/25/19 paid at Administration Committee to allow for mailing & payment to be on time.
05/22/19	Bills		\$ 22,227.44	
05/22/19	Ferguson Waterworks	CK #2010	\$ 803.85	* Water Capital Reserve - 1/2 of 6 5/8x3/4 T10 Water Meters V4 R900I USG
05/22/19	Ferguson Waterworks	CK #1120	\$ 803.85	* Sewer Capital Reserve - 1/2 of 6 5/8x3/4 T10 Water Meters V4 R900I USG
05/22/19	Village of Carbon Cliff	CK #25038	\$ 21.50	* Home Rule Roadway Fuel Tax - 4% accounting fee for Casey's April 2019 taxes
05/22/19	Mid American Energy	CK #3596	\$ 78.99	* Hotel Accom. Tax Fund - Electric for 3 Welcome signs
				*
	<b>Total bills &amp; Transfers</b>		<b>\$ 34,104.47</b>	<b>* Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.</b>
<b>TRANSFERS:</b>				
N/A	<b>BLACKHAWK BANK &amp; TRUST - INTERFUND TRA</b>			
N/A	Blackhawk Bank W/S/G to East Lawn Water Assoc. (ACH)	N/A		Transfer to East Lawn Water for bills paid in April 2019
N/A	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax	N/A		Transfer - State will only deposit sales taxes in to Corp. General Fund-VCC transfer to H.R. Munic. Sls Tax REC#34372 4/8/19
05/17/19	Blackhawk Bank W/S/G CC Utility to W/S/G Utility Deposit		\$ 175.00	Transfer Water bill deposit for Rick or Jill DeBleck 107 Cliff Dr transfer to Utility Deposit Account
05/22/19	Blackhawk Bank Utility to W/S/G		\$ 675.00	Transfer funds from Utility Deposit account to W/S/G for water bill deposits being returned on 6/30/19 bills
05/22/19	Blackhawk Bank W/S/G to Water Capital Reserve		\$ 5,225.73	Water Fund to Water Capital Reserve Fund 10% of previous month's revenue
05/22/19	Blackhawk Bank W/S/G to Sewer Capital Reserve		\$ 8,407.31	Sewer Fund to Sewer Capital Reserve Fund 10% of previous month's revenue
<b>CREDIT CARD TRANSACTIONS - FRAUD NOT VILLAGE ACTIVITY - SHOWING DEPOSITS AND THEN CHARGEBACK DEBIT NOTIFICATION FROM MERCHANT SERVICES:</b>				
Date Deposited 04/19/19	Deposit - Visa transaction online	ID #41304624058	\$ 112.00	Deposited using online processor Authorize.Net - no customer information at all was entered, no bills due in that amount. Wait a month for Visa Statement, then the card owner calls Visa as fraud entry. VCC then receives a "Chargeback Debit Notification" Visa debits it from our Credit Card account at Authorize.Net from a future payment of credit card payments to the Village - Case #91355186
Date Debited 05/15/19	Debit - Visa transaction online	ID #41304624058 Approval #092619	\$ 112.00	Visa Resolve Online - VROL Case Number 1777648378 - Found to be fraud and debit is being issued back or original Visa card holder.
<b>VOID CHECK(S): Blackhawk Bank &amp; Trust --- Corporate General Checking Account</b>				
Date	Corp General Checking - Payable to	Check No.	Amount	Remarks for voiding
05/22/19	Tri-City Blacktop, Inc.	CK #86685	\$ 340.00	Void written for incorrect dollar about - see ck #86693 dated 5/22/19 in amount of \$263.75
<b>VOID RECEIPT(S):</b>				
NONE				
<b>REFUND ACH TRANSACTION:</b>				
05/08/19	Wanda Sutton	ACH	\$ 33.12	ACH taken from Wanda Sutton's account due to Utility Computer kept her banking info with new owner orig deducted on 1/24/19. Customer called on 5/7/19 about this.
05/08/19	Wanda Sutton	ACH	\$ 265.07	ACH taken from Wanda Sutton's account due to Utility Computer kept her banking info with new owner orig deducted on 4/24/19. Customer called on 5/7/19 about this.

Second by Curry. Motion carried by the following roll call vote:  
 Cantrell-yes; Curry-yes; Dreher-yes; Harris-yes; Neels-yes  
 5-yes, 0-no, 1- absent

Motion 2: Motion by Harris to approve Consent Agenda as established:  
5. b. Village President’s Agenda  
8.a.1., c.1., c.2., c.3., d.1., d.2., d.4. Committee Meetings  
9. a., b., c., d., e., f., g., h., i., j., k., l. 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  
5-yes, 0-no, 1- 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; Neels-yes  
5-yes, 0-no, 1- absent

Meeting adjourned at 8:10 p.m.

Karen L. Hopkins, Village Clerk

**APPROVED AS PRESENTED / AMENDED**  
On June 18, 2019  
  
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Village President  
  
\_\_\_\_\_  
Village Clerk