

MINUTES
The Regular Meeting of the
Carbon Cliff Board of Trustees
Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL
October 16, 2018

Village President Hintz called the meeting to order at 7:08 p.m.

Members Present: Keith Curry, LeeVon Harris, Alma Neels, Larry Scott

Members Absent: Todd Cantrell, Robert Dreher

Others Present: Jim Taylor, Carpentier, Mitchell, Goddard & Co.; Dan Clark, Village Head of Maintenance; Nick Gottwalt, Director of Community & Administrative Services (D.O.C.A.S.); & Karen L. Hopkins, Village Clerk

Village President's Agenda items discussed:

- Jim Taylor with Carpentier, Mitchell, Goddard & Company, LLC, presented the Village of Carbon Cliff's Annual Audit for Fiscal Year Ending December 31, 2017.

The Audit for FYE December 31, 2017 was finished later than normal, due to problems with closing out old info from Peachtree / Sage 50 Accounting software when closing accounts at Triumph Bank and opening all new accounts at Blackhawk Bank and Trust.

The Annual Financial Report is ready to electronically file with the Illinois State Comptroller's Office as soon as this Audit is approved by Village President Bill Hintz.

- Water Main Valve Replacement Project will be awarded to Walter D. Laud for a total base bid of \$64,526.74.
- Had much discussion on the Food Basket Program, it was decided to put the items about the Food Basket Program on the Board Meeting Agenda for November 20, 2018.
 - To disband the Carbon Cliff Food Basket Program effective immediately.
 - Donate in the amount of \$1,767.61 to the Carbon Cliff United Methodist Church food basket program. (This maybe a different dollar amount at time of actual time of donation).
 - Close the Carbon Cliff Food Basket checking account at Blackhawk Bank & Trust.
- High lift pump in Pump House A is bad and needs repaired or replaced. Estimate to repair is \$3,447.00 with only a 90-day warranty and the pump motor is still old; new Grundfos Pump Model #A96523627 (10 HP, 406 Volt, 3 Phase) 1-year warranty, new Pump also has the packed sealed bearings and will not need maintenance as the old one would. Board feels it is best to purchase the new pump with longer warranty and new motor.

Correspondence:

- The Village received a nice Thank You Card from Rock Island County Sheriff Bustos for our donation to the Cops and Kids at Christmas Program.

Meetings / Conferences:

- D.O.C.A.S. Nick Gottwalt plans on attending the 11th Annual Upper Mississippi River Conference, October 24 – 25th, 2018 at Stoney Creek Hotel & Conference Center, Moline, IL. Carbon Cliff’s paver streets will be featured in one of the tours.

Old Business items discussed:

- Three of the four stormwater inlet drains in Mansur Wood Addition have been repaired and the last one should be completed within the following week. There have been no major problems.
- G.A. Rich has installed the new hatch and Cla-Val control for altitude valve at water tower. Donner Company is set up to come in on Wednesday 10/17/18 to train our maintenance on how to operate the valve.
- The Village received \$21.00 in court fines from a 1991 ticket and \$216.00 in court fines from a 1992 ticket.
- The property at 750 N 2nd Avenue is in the processing of being purchased from Vibrant Credit Union. Vibrant has contacted the Village for a payoff to release the current lean on the property. The lien consists of past due water and sewer bills not paid, new water meter (previous owner had heat shut off and water pipes and the water meter froze.)
- Mid-American Energy replaced the Village’s gas meter at 101 1st Street, Pump House A, and it was found to be running 2.11% higher. Credit will be on the next Mid-American Energy bill for \$20.36 and \$0.27 interest for the overcharged amount from June 2016 to May 2018.
- D.O.C.A.S. Gottwalt had meet with Blaze Restoration a Service Master Co. about gutting the old Village Hall at 106 1st Avenue. They will remove and dispose of all materials and items in the building down to the bare walls and flooring, then sanitizing the inside with bleach water.

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

5. Village President’s Agenda:

- a. Award the Valve Replacement Project to the lowest responsible bidder, Walter D. Laud of Carbon Cliff, IL with a total base bid of \$64,526.74.
- e. Pass Resolution No. 2018-02, “A Resolution Naming Blackhawk Bank & Trust As Depository For The Village Of Carbon Cliff Parks And Trails Capital Reserve. Authorized Signatures As Bill Hintz, Todd Cantrell, Keith Curry, and LeeVon Harris, with Karen L. Hopkins as electronic transfers and ACH Only” Account to open January 1, 2019.
- f. Approve the purchase of a new Grundfos Pump Model #A96523627 (10 HP, 406 Volt, 3 Phase, 1-year warranty) as quoted by Mississippi Valley Pump on October 11, 2018 for a total price of \$5,223.00 plus freight (delivery time 3 to 4 weeks)

8. Committee Meetings:

c. Public Works Committee:

1. Approve the purchase of six (6) water meters and twenty (20) meter gaskets from Ferguson Water Works for a total of \$1,572.73 (meter info: NED2B11RDG3 – LF 5/8 x 3/4 T10 V4 R9001USG; Gasket info: 3/4 x 1/8 NEO)
2. Discontinue a one-time credit for sewer portion of the Water, Sewer, Garbage utility bills for customers filling their swimming pool. (No credits on the sewer or water will be issued from this day forward.)

d. Administration Committee:

1. Authorize Clerk Karen Hopkins to execute a renewal with Blue Cross / Blue Shield for the Village Employee’s Health Insurance with an annual premium of \$74,607.00 (\$6,217.25 monthly – Retiree Dawn Tubbs is \$723.55 per month or \$8,682.00 annually is reimbursed by Dawn Tubbs.)

9. Minutes / Reports / Public Notices:

- b. Monthly Clerk’s Report for September 2018, as presented – approved / filed;
- c. Monthly Collector’s Report for September 2018, as presented – approved / filed;
- d. Monthly Maintenance Comp Time Report for September 2018, as presented – approved / filed;
- e. Monthly Treasurer’s Report for September 2018, as presented – approved / filed;
- g. Minutes of the Public Safety Committee Meeting of October 8, 2018, as presented – approved/ filed;
- h. Minutes of the Public Works Committee Meeting of October 9, 2018, as presented – approved/ filed;
- i. Minutes of the Administration Committee Meeting of October 9, 2018, as presented / amended – approved / filed; and
- j. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Dated September 25, 2018. Site Name: Upper Rock Island County Landfill – 17201 20th Avenue North, East Moline, Illinois. IEPA ID#1618100014 – Description of Project: Request to Stockpile Ferrous Slag used as ADCM and road base. – 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 10/16/18				
Date	Description		Amount	
10/17/18	Payroll - Bi-Weekly		\$ 9,437.35	
10/17/18	Board Liab.		\$ 2,127.16	
10/17/18	Bills		\$ 30,513.33	
10/17/18	Moline Dispatch Publishing	CK #3566	\$ 49.45	* Hotel Tax Fund - Community Relations newspaper ad for Fall Vlg Wide yard sale
10/17/18	Mid American Energy	CK #3567	\$ 79.02	* Hotel Tax Fund - Electric for the 3 Welcome Signs
10/17/18	Quad Cities Convention & Visitor's Bur.	CK #3568	\$ 1,250.00	* Hotel Tax Fund - Dues for 4th Quarter 10/01/18 thru 12/31/18
10/17/18	Village of Carbon Cliff Non Utility	CK #3569	\$ 112.28	* Hotel Tax Fund - 4% accounting fee for Super 8 Sept. 2018 Hotel Tax
10/17/18	Village of Carbon Cliff Non Utility	CK #25025	\$ 21.99	* Home Rule Roadway Fuel Tax Fund - 4% accounting fee for Case's Sept. 2018 tax
10/16/18	VSP	Web payment	\$ 95.78	* Corp. General checking - Vision insurance for Sept. 2018
10/16/18	VSP	Web payment	\$ 95.78	* Corp. General checking - Vision insurance for Oct. 2018
	Total bills & Transfers		\$ 42,077.84	
* Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.				
TRANSFERS:				
INTERFUND TRANSFERS:				
10/17/18	Blackhawk Bank w/s/g to Sewer Capital Reserve Fund		\$ 2,846.43	Interfund Operating Trans to Capital Res Acct. for Sept. 2018 collected revenues
10/17/18	Blackhawk Bank w/s/g to Water Capital Reserve Fund		\$ 571.36	Interfund Operating Trans to Capital Res Acct. for Sept. 2018 collected revenues
10/17/18	Blackhawk Bank Non Utility to Corp Gen Capital Fund		\$ 1,250.00	Interfund Operating Trans to Capital Res Acct.
10/17/18	Blackhawk Bank Non Utility to Building Capital Reserve		\$ 500.00	Interfund Operating Trans to Building Capital Reserve
10/17/18	Blackhawk Bank Non Utility to Stormwater Capital Reserve		\$ 500.00	Interfund Operating Trans to Stormwater Capital Reserve
10/17/18	Blackhawk Bank Non Utility to Public Safety Capital Reserve		\$ 300.00	Interfund Operating Trans to Public Safety Capital Reserve
N/A	Blackhawk Bank W/S/G to East Lawn Water Assoc. (ACH)		N/A	Transfer to East Lawn Water for bills paid in Sept. 2018
10/15/18	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax		\$ 6,695.61	Transfer - State will only deposit sales taxes in to Corp. General Fund-VCC transfer to H.R. Munic. Sis Tax REC#33104 9/11
N/A	Blackhawk W/S/G to Utility Deposit Account		N/A	
ACH or VISA - VOIDED BY REVERSAL NEEDING APPROVAL:				
NONE				
VOID CHECK(S): Blackhawk Bank & Trust --- Payroll Checking Account				
Date	Payroll Checking - Payable to	Check No.	Amount	Remarks for voiding
NONE				
VOID CHECK(S): Blackhawk Bank & Trust --- Corporate General Checking Account				
Date	Corp General Checking - Payable to	Check No.	Amount	Remarks for voiding
NONE				
VOID CHECK(S): Blackhawk Bank & Trust --- Hotel Accom. Tax Checking Account				
Date	Hotel Accom. Tax Checking - Payable to	Check No.	Amount	Remarks for voiding
NONE				
VOID RECEIPT(S):				
NONE				

Second by Scott. Motion carried by the following roll call vote:
 Curry-yes; Harris-yes; Neels-yes; Scott-yes
 4-yes, 0-no, 2-absent

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Motion 2: Motion by Neels to approve the Consent Agenda as established:
5. a., e., f. Village President's Agenda
8. c.1., c.2., d.1. Committee Meetings
9. b., c., d., e., g., h., i. as amended & j. Minutes / Reports / Public Notices
12. a. Bills / Payroll / Transfers & Voided Checks
Second by Harris. Motion carried by the following roll call vote:
Curry-yes; Harris-yes; Neels-yes; Scott-yes
4-yes, 0-no, 2-absent

Motion 3: Motion by Curry to adjourn. Second by Harris.
Motion carried by the following roll call vote:
Curry-yes; Harris-yes; Neels-yes; Scott-yes
4-yes, 0-no, 2-absent

Meeting adjourned at 9:00 p.m.

Karen L. Hopkins
Village Clerk

APPROVED AS PRESENTED / AMENDED
On Nov. 20, 2018


Village President


Village Clerk