

MINUTES
The Regular Meeting of the
Carbon Cliff Board of Trustees
Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL
November 6, 2018

Village President Hintz called the meeting to order at 7:08 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 (D.O.C.A.S.); & Karen L. Hopkins, Village Clerk

Village President's Agenda items discussed:

- ServiceMaster by Blaze quoted the Village \$12,890.64 to completely tear out, remove and sanitize the walls, flooring, ceiling and all other areas affected by mold and mildew at the Old Village Hall, 106 1st Avenue.
- Ordinance No. 2018-23 is an ordinance updating part of the Sexual Harassment Policy adopted last year. This amendment changes the time period to report an incident from 180 days to 300 days.
- Ordinance No. 2018-24 is for the 2018 payable 2019 Tax Levy, Village Board is adopting tonight, and it must be filed in Rock Island County Clerk's Office prior to the last working Tuesday of the year. This year the last working Tuesday of the year is December 18, 2018.
- The Village 2019 Illinois Municipal League Risk Management Association is up for renewal. There are three options to paying the premiums. The Village usually does the 3rd option – pay in two installments including 1% installment fee with the first installment due 12/21/18; second installment due 05/10/19.
- Ordinance No. 2018-25 is ordinance authorizing the execution of the Intergovernmental Cooperation Contract with Illinois Municipal League Risk Management Association.
- Mississippi Truck & Trailer quoted \$2,3388.35 to repair damaged to the F-550 from accident on October 17, 2018. Insurance currently is covering \$1,250.68, D.O.C.A.S. Gottwalt is in contact with insurance company to see if they will cover the additional \$587.67. Quote from Reynolds Ford did not appear to repair all the items damaged.

Correspondence items discussed:

- D.O.C.A.S. Gottwalt received an email from Norm Moline, Augustana College thanking us for our contribution and hard work preparing for the Upper Mississippi River Conference, held on October 24th and 25th in Moline, Illinois as well as giving a guided field trip of the paver street in Carbon Cliff.
 - D.O.C.A.S. Gottwalt stated this conference is a very good conference, it deals with flooding, stormwater runoff, and State IEMA Manager Paul Osman was also at the conference to answer questions, etc.
 - Village plans on attending this conference next year.

Meetings / Conferences discussed:

- D.O.C.A.S. Gottwalt will be attending the 2018 Illinois Rural Water Association Fall Administration Conference November 15th and 16th, 2018 at Par-A-Dice Hotel Casino in East Peoria, IL.
- D.O.C.A.S. Gottwalt would like to and plans on attending the 2019 Illinois Association of Floodplain and Stormwater Management Conference, March 13-14, 2019 at Embassy Suites in East Peoria, IL.

Old Business items discussed:

- Update on projects that Walter D. Laud Construction has just finished for the Village:
 - Storm sewers in Mansur Wood Addition have been completed, total cost \$23,214.00.
 - Water main valve repairs / replacement out of the five quoted only three needed done. The other two were on old abandoned water lines. Total cost came in at \$29,045.00, much lower than the bid due to only three replaced.

New Business items discussed:

- Judy Degraeve's old house at 600 North 1st Avenue, has been tagged by D.O.C.A.S. Gottwalt as the Village Floodplain Manager, that the house must be demolished. Paul Osman, IEMA Manager, also brought this up to Nick Gottwalt, it must be torn down, if they would like to rebuilding it will be done under all the laws and regulations of FEMA.
- PDC Laboratories called Clerk Hopkins about the Village being past due over \$2,000.00 and more than 90 days. The invoices were never received by the Village. PDC has a new way of sending out the invoices, they come in an email as the last page of lab test results. These emails for some reason had been going to the Village's contracted water operator, Dan Helm. PDC has updated their records and the Village will start receiving all test results again along with the invoices. The past due are in tonight's bills for payment.
- Tim Kammler, East Moline City Engineer contacted the Village about having the sewer master meter calibrated. East Moline is stating this has not been done since it was installed. The company that East Moline used prior to calibrating the meter sent a letter to East Moline, they no long want to calibrate this meter. Village Engineer Jack Kuske, with IMEG will be in town Thursday November 15, 2018 to go over other items and meet with Donner. Clerk Hopkins is arranging for Jack Kusek and Tim Kammler to meet the same day and discuss the calibrating of the master sewer meter.
- D.O.C.A.S. Gottwalt and Clerk Hopkins have meet with Village Engineer Loren Rains, with IMEG, to discuss the upcoming road projects for budgeting, etc. The end of 4th Street was discussed how the water sets on the pavers, etc. Clerk Hopkins had a copy of the plans from the original construction, there is an 8" stormwater pipe running from end of 4th Street under the middle of the Denhardt Alley to 3rd Street. Then there is a 4" stormwater pipe with perforations in the top running under the ditch between Denhardt Alley and the Phoenix School yard toward 3rd Street. May be able to increase these and add storm inlet drains to help drain the stormwater that accumulates on the pavers.
- Vibrant Credit Union has sold 750 N. 2nd Avenue apartment building and paid off all the past due liens.
- The Village has ordered salt and the State just got the price to us, it is \$61.00+ per ton, this year.
- Phase I of the inside ladder to the roof has been installed, waiting for the hatch to be cut and finished. Johnson Contracting Company, Inc. (\$6,981.00 to install a 36" x 30" Roof Hatch, straight ladder, secondary vertical ladder with walk through handrails, and all structural framing at the Village Hall, 1001 Mansur Avenue).

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

5. Village President’s Agenda:

- a. Approve quote from ServiceMaster by Blaze in the amount of \$12,890.64 to completely tear out, remove and sanitize the walls, flooring, ceiling and all other area affected by mold and mildew at 106 1st Avenue. (Old Village Hall)
- b. Adopt Ordinance No. 2018-23, “An Ordinance Of The Village Of Carbon Cliff, Illinois, Adopting A Sexual Harassment Policy, As Amended”
- c. Adopt Ordinance No. 2018-24, “An Ordinance Providing For The Levy And Assessment Of Taxes For The Fiscal Year Beginning January 1, 2018, And Ending December 31, 2018, Of The Village Of Carbon Cliff, County Of Rock Island And State of Illinois.”
- d. Approve Option 3 of the 2019 Illinois Municipal League Risk Management Association Annual Contribution. Total invoice \$36, 764.00;
Option 3: - pay in two installments includes 1% installment fee
Contribution Amount \$36,414.00
Plus 1% Fee \$ 364.14
Sub-Total \$36,778.14
IL Municipal League Dues \$ 350.00
\$37,128.14
Due by 12/21/18 \$18,564.07
Due by 05/10/19 \$18,564.07
- e. Adopt Ordinance No. 2018-25, “An Ordinance Authorizing Execution Of An Intergovernmental Cooperation Contract With The Illinois Municipal League Risk Management Association.”
- f. Approve a quote from Mississippi Truck & Trailer in the amount of \$2,338.35 to repair damage to the F-550 from the accident on October 17, 2018.

9. Minutes / Reports / Public Notices:

- a. Minutes of the Public Properties Committee Meeting of October 8, 2018, as presented – approved / filed;
- b. Minutes of the Regular Meeting of the Carbon Cliff Board of Trustees for Tuesday, September 18, 2018 and Tuesday, October 2, 2018, as presented – approved / filed;
- c. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Dated October 26, 2018. Site Name: Upper Rock Island County Landfill – 17201 20th Avenue North, East Moline, Illinois. IEPA ID #1618100014 – Description of Project: Application providing an evaluation of dissolved chromium at G138 and dissolved chloride at G151 in accordance with Condition. VI.26 of Permit Modification No. 142, placed on view for public comment;
- d. I-EPA Notice of Application for Permit to Manage Waste (LPC-PA16), Dated October 26, 2018. Site Name: Upper Rock Island County Landfill – 17201 20th Avenue North, East Moline, Illinois. IEPA ID #1618100014 – Description of Project: Alternate source demonstration for the second quarter 2018 confirmed exceedance of dissolved chloride at G139 in accordance with Condition VI.15 of Permit Modification No. 142, placed on view for public comment;

12. Bills / Payroll / Transfers / Voided Checks:

BILLS, PAYROLL, TRANSFERS FOR MEETING DATE 11/06/18				
Date	Description		Amount	
10/31/18	Payroll - Bi-Weekly		\$ 12,027.84	Ben Allen cashed out 67.13 Hours unused vacation & Dan Clark cashed out 72.50 Hours unused
10/31/18	Board Liab.		\$ 2,711.06	
10/17/18	Bills		\$ 5,814.69	Corp General - written after meeting when rec. invoice due before next mtg - check list in board packet for mtg 11/6/18
11/07/18	Bills		\$ 86,421.12	
10/17/18	Village of Carbon Cliff Non Utility	ACH payment	\$ 2.11	* Home Rule Roadway Fuel Tax Fund - 4% accounting of Walter D. Laud 3rd Qtr Tax
11/02/18	Verizon Wireless	Web payment	\$ 360.80	* Corp General - web payment
11/05/18	Blue Cross Blue Shield	Web payment	\$ 5,729.81	* Corp General - web payment
11/05/18	VSP	Web payment	\$ 95.78	* Corp General - web payment
11/07/18	Dorner Co.	CK # 2006	\$ 2,500.00	* Water Capital Reserve - start up and training on altitude valve
11/07/18	Walter D. Laud	CK # 2007	\$ 29,045.00	* Water Capital Reserve - repair/replace water main valves
11/07/18	Village of Carbon Cliff Non Utility	CK # 25026	\$ 83.49	* Home Rule Roadway Fuel Tax Fund - 4% accounting of Molo Oil 3rd Qtr Tax
11/07/18	IMEG	CK # 2570	\$ 670.00	* Hotel Tax Fund - engineering on bike trail from 4/1/18 to 10/31/18
	Total bills & Transfers		\$ 106,974.71	
				* Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.
TRANSFERS:				
INTERFUND TRANSFERS:				
N/A	Blackhawk Bank w/s/g to Sewer Capital Reserve Fund		N/A	Interfund Operating Trans to Capital Res Acct. for Sept. 2018 collected revenues
N/A	Blackhawk Bank w/s/g to Water Capital Reserve Fund		N/A	Interfund Operating Trans to Capital Res Acct. for Sept. 2018 collected revenues
11/07/18	Blackhawk Bank Non Utility to Corp Gen Capital Fund		\$ 1,250.00	Interfund Operating Trans to Capital Res Acct.
11/07/18	Blackhawk Bank Non Utility to Building Capital Reserve		\$ 500.00	Interfund Operating Trans to Building Capital Reserve
11/07/18	Blackhawk Bank Non Utility to Stormwater Capital Reserve		\$ 500.00	Interfund Operating Trans to Stormwater Capital Reserve
11/07/18	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. Sls Tax REC#33104 9/11/18
N/A	Blackhawk W/S/G to Utility Deposit Account		N/A	
10/22/18	Blackhawk Non Utility to Blackhawk WSG		\$ 99.13	Rec. #33091 9/6/18 dep into Non should be W/S/G corr on 10/22/18
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
10/31/18	Daniel A. Clark	CK #6214	\$ 2,108.36	Void - should not have deducted for family insurance on 3rd payroll of the month. See correct check #6219
VOID CHECK(S): Blackhawk Bank & Trust --- Corporate General Checking Account				
Date	Corp General Checking - Payable to	Check No.	Amount	Remarks for voiding
11/07/18	Anchor Lumber	CK #86331	\$ 60.48	Written for incorrect amount see check #86349 \$48.50
09/19/18	Office Max	CK #86248	\$ 132.44	Void check - paid on web so payment would be credited to account before due date
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 Cantrell. Motion passed with 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 Cantrell to approve the Consent Agenda as established:

- 5. a., b., c., d., e., f. Village President’s Agenda
- 9. a., b., c., d. Minutes / Reports / Public Notices
- 12. a. Bills / Payroll / Transfers & Void Checks

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

Motion 3: Motion by Neels to adjourn. Second by Harris.

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 8:16 p.m.

Karen L. Hopkins, Village Clerk

<p>APPROVED AS PRESENTED / AMENDED On <u>Nov. 20, 2018</u></p>  <p>_____ Village President</p>  <p>_____ Village Clerk</p>
