

MINUTES
The Regular Meeting of the
Carbon Cliff Board of Trustees
Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL
April 17, 2018

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

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

Members Absent: Leevon Harris

Others Present: Chris Hicks, Argus / Dispatch reporter; Loren Rains, Village Engineer with IMEG (formerly McClure Engineer); Karen L. Hopkins, Village Clerk

Village President's Agenda item discussed:

- Proposal from IMEG on Professional Engineering Services to survey 6th Street roadway and easements, cost not to exceed \$1,500.00 lump sum for Topographic Survey.
- Proposal from IMEG on Professional Engineering Services to write bid specs for repairing Valley View Drive pavement and curbing from water main break, cost not to exceed \$1,000.00.
- Proposal from IMEG on Professional Engineering Services for additional services to expand the Phase I area of the Grand Illinois Trail connection between Mansur Drive and Mansur Road. Requesting to be include remaining work including Conceptual Drawings to be completed to present to Village Board for approval and inclusion in an addendum to the Overall Grand Illinois – Critical Gap Connector project which will be prepared and submitted IDOT District Two for approval as an alternate alignment when appropriate. Additional Services to complete the scope of work in additional preliminary design services including revising the trail alignment and profile, pavement, retaining walls, plan and profile and cross-sections not to exceed \$2,500.00.
- Village President proclaims May 6-12, 2018 as “Municipal Clerk’s Week”.
- The Village President and Village Board of Trustees hereby dedicate the Board Room at the Carbon Cliff Village Hall in memory of Kenneth A. Williams. Village President from 1981-1989 & 1993-2015.

Meetings / Conference items discussed:

- Illinois Department of Revenue Local Government Workshops, cost is free. Village Collector Ben Allen is planning on attending the one held in Minooka on May 17, 2018; Director of Community & Administrative Services & Village Treasurer Nick Gottwalt is planning on attending the one held in East Peoria on July 19, 2018 9:00 am to 12:00 pm.

Committee Meeting items discussed:

Public Works Committee:

- Dan Clark called PDC to correct the sample bottles still showing TP01 – Well #2, called on April 5, 2018; should be TP01- Pump House A
- EPA Lab sent the Village a quote to change our water sampling lab to the EPA Lab, Village is currently under contract with PDC and will stay with PDC.
- Approve Maintenance Operator Dan Clark to paint the outside of Pump House A and the old Village Hall this year. Trustee Keith Curry will loan him a sprayer to use.
- Trustees want the Village to send letters to the neighbors by the Pump House to inform them we will be spray painting the pump house, etc.
- Mid-American will install a new natural gas main that is larger to allow for the amount needed for the new generator. Approximate cost is \$1,015.00 to Mid-American Energy for the work.
- Approved Maintenance Operator Dan Clark to purchase concrete sewer manhole donut risers from Zimmer & Francescon, Inc. in Moline as needed up to \$1,500.00.
- Committee approved purchasing a Bun Coffee Maker for the maintenance department.

Public Safety Committee:

- Total calls for March 2018 was 282.

Administration Committee:

- Discussed quote for weed killer from Continental Research Corporation. Whack Non-Selective Weed Killer Concentrate \$87.10 per gallon or \$552.60 per container. Total of four 6-gallon containers would be cost of \$2,090.40. The cost is too high, Village will purchase Round Up as recommended for the paver streets.
- The Church on 2nd Street would like to have 2 handicapped parking placed in the angle parking in front of the Church. There was an old sign for handicapped parking. Clerk checked code book, it is not listed in the code book. If Committee wants to grant the 2 handicapped parking placed and signs put up, the Village will need to do an Ordinance to establish this in the Code Book.
- Looked over renewal with VSP Vision Insurance. Very small increase and contract policy would be good until June 30, 2020.

Old Business items discussed:

- Gas main upgrade to larger main, etc. is still not done, there are hold ups with Mid-American.

New Business items discussed:

- The Village received Tax Levy Confirmation. The Village levied for \$179,428.82; Certified to collect \$179,504.16, which equals the Village will receive \$75.34 more than levied for. This is on assessment year 2017, payable in 2018.
- It had been brought up of putting in a range behind the old Village Maintenance Building, insurance has some concerns. The maintenance of the range with the berm needing maintenance to remove all bullets etc. Otherwise this could cause the ground to be contaminated with lead, and over all safety. Another concern is the Village code does not allow for shooting of any items that is projectile.

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

5. Village President's Agenda:

- a. Adopt Ordinance No. 2018-07, “A Special Ordinance Authorizing The Ceding Of Private Activity Bonding Authority.”
- b. Adopt Ordinance No. 2018-08, “A Special Ordinance Authorizing Execution Of A Proposal For Professional Engineering Services – Survey 6th Street Roadway With IMEG Corp., Rock Island, IL.”
- c. Adopt Ordinance No. 2018-09, “An Ordinance Authorizing Execution Of A Proposal For Professional Engineering Services – To Write Bid Specs For Repairing Valley View Pavement And Curbing From Water Main Break With IMEG Corp., Rock Island, Illinois.”
- d. Adopt Ordinance No. 2018-10, “An Ordinance Authorizing Execution Of A Proposal For concept For Current Project Development Report (PDR) For The Grand Illinois Trail Critical Gap Connector Will Be Submitted To IDOT As Alternate When Phase II Design Is Ready, With IMEG Corp., Rock Island, Illinois.)

8. Committee Meetings:

a. Public Properties Committee:

1. Approve a quote from Ace Tree Service, Inc., for the removal of two maple trees (\$3,200.00), including stump removal (\$850.00), in front of 102 5th Street and four thorny locust trees along South 1st Avenue (\$600.00) at a cost of \$4,650.00
3. Approve quote from Olson Concrete in the amount of \$4,880.00 to tear out and replace the two front entrances of the Village Hall.
4. Purchase a replacement Airmax PondSeries PS40, 115V aeration system for the Village Pond from The Pond Guy in the amount of \$2,699.99.

c. Public Works Committee:

1. Acknowledge and ratify Village Clerk Hopkins, with Village President's prior approval, the signing of Mid-American Energy Customer Authorization, to approve work at Pump House A to supply natural gas to the new generator.
2. Approve the purchase of sewer manhole donut risers from Zimmer & Francescon, Inc., Moline, Illinois by Maintenance Operator Dan Clark on an as needed basis but not to exceed \$1,500.00.
3. Approve the purchase of annual update for our Neptune Software and an Equipment Maintenance Program at a cost of \$1,472.75.

d. Administration Committee:

1. Pass Resolution 2018-01, “A Resolution Naming Blackhawk Bank & Trust As Depository For The Village Of Carbon Cliff Utility Deposit Fund, And Authorize Signatures As Bill Hintz; Todd Cantrell; Keith Curry; and LeeVon Harris; with Karen L. Hopkins as electronic transfer and ACH only.”
2. Approve renewal of VSP (vision insurance) for two years, July 1, 2018 to June 30, 2020: New rates: Member only - \$9.71; Member +1 - \$15.53; Member + Children \$15.83; Member + Family - \$25.56.

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3. Approve the purchase of UB Max Software for utility billing at a cost of \$1,830.00 (includes first year of support). This will be the new billing software for Water, Sewer, and Garbage bills. There is an annual support fee of \$475.00.

9. Minutes / Reports / Public Notices:

- a. Monthly Clerk’s Report for March 2018, as presented – approved / filed;
- b. Monthly Collector’s Report for March 2018, as presented – approved / filed;
- c. Monthly Maintenance Comp Time Report for March 2018, as presented – approved/ filed;
- d. Monthly Treasurer’s Report for March 2018, as presented – approved/ filed;
- e. Minutes of the Public Properties Committee Meeting of April 9, 2018, as presented / amended – approved/ filed;
- f. Minutes of the Public Safety Committee Meeting of April 9, 2018, as presented – approved/ filed;
- g. Minutes of the Public Works Committee Meeting of April 10, 2018, as presented / amended – approved/ filed;
- h. Minutes of the Administration Committee Meeting of April 10, 2018, as presented / amended – approved/ filed; and
- i. Minutes of the Regular Meeting of the Carbon Cliff Board of Trustees for April 3, 2018, as presented – approved/ filed.

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

BILLS, PAYROLL, TRANSFERS FOR MEETING DATE 04/17/18				
Date	Description		Amount	
04/18/18	Payroll - Bi-Weekly		\$ 9,552.36	
04/18/18	Board Liab.		\$ 2,136.03	
04/18/18	Bills		\$ 26,637.91	
04/10/18	Bills Quick Pay		\$ 23,751.55	Had not received the invoice until after the 4/3/18 Board Meeting, due before the 4/17/18 Board Meeting
04/07/18	IL State Employment Security	web paid	\$ 4,037.09	* Corp. General Check - 1st qtr 2018 IL Unemployment insurance
11/20/17	Blackhawk State Bank & Trust	web paid	\$ 4,429.72	* Non Utility - Mortgage payment for 1001 Mansur Avenue
11/22/17	Blackhawk State Bank & Trust	web paid	\$ 4,429.72	* Non Utility - Mortgage payment for 1001 Mansur Avenue
12/29/17	Blackhawk State Bank & Trust	web paid	\$ 3,410.50	* Non Utility - Mortgage payment for 1001 Mansur Avenue - extra rent from Lamar used as Dec. reg. payment pd twice in Nov. 2017
04/11/18	Blackhawk State Bank & Trust	web paid	\$ 4,429.72	* Non Utility - Mortgage payment for 1001 Mansur Avenue
04/11/18	Blackhawk State Bank & Trust	web paid	\$ 2,607.69	* Home Rule Municipal Tax Fund - payment on loan for Orchard Lane drainage project
	Total bills & Transfers		\$ 62,077.85	* Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.
TRANSFERS:				
INTERFUND TRANSFERS:				
04/18/18	Blackhawk Bank w/s/g to Sewer Capital Reserve Fund		\$ 1,192.02	Interfund Operating Trans to Capital Res Acct. for March 2018 collected revenues
04/18/18	Blackhawk Bank w/s/g to Water Capital Reserve Fund		\$ 524.20	Interfund Operating Trans to Capital Res Acct. for March 2018 collected revenues
04/18/18	Blackhawk Bank Non Utility to Corp Gen Capital Fund		\$ 1,250.00	Interfund Operating Trans to Capital Res Acct.
04/18/18	Blackhawk Bank Non Utility to Building Capital Reserve		\$ 500.00	Interfund Operating Trans to Building Capital Reserve
04/18/18	Blackhawk Bank Non Utility to Stormwater Capital Reserve		\$ 500.00	Interfund Operating Trans to Stormwater Capital Reserve
04/18/18	Blackhawk Bank Non Utility to Public Safety Capital Reserve		\$ 300.00	Interfund Operating Trans to Public Safety Capital Reserve
04/18/18	Blackhawk Bank W/S/G to East Lawn Water Assoc. (ACH)		N/A	Transfer to East Lawn Water for bills paid in Feb. 2018
04/10/18	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax		\$ 3,978.99	Transfer - State will only deposit sales taxes in to Corp. General Fund - VCC transfer to H.R. Munic. Sls Tax REC#32099 3/8/
04/09/18	Blackhawk Bank Non Utility to Blackhawk Bank W/S/G		\$ 643.96	Rec. #31567 was accidently deposited into Non Utility & would have been W/S/G transferred to corrector error.
ACH or VISA - VOIDED BY REVERSAL NEEDING APPROVAL:				
NONE				
VOID CHECK(S): Blackhawk Bank & Trust --- Payroll Fund				
Date	Payroll Fund - Payable to:	Check No.	Amount	Remarks for voiding
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 RECEIPT(S):				
04/12/18	Village Collector	Rec # 32234	\$ 1,838.80	Void Receipt #32234 dated 4/12/18 - duplicate of Rec. #32233

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

Motion 2: Motion by Scott to approve the Consent Agenda, as established:
5. a., b., c., d. Village President’s Agenda
8. a.1., a.2., a.3., a.4., c.1., c.2., c.3., d.1., d.2., d.3. Committee Meetings
9. a., b., c., d., e., f., g., h., i. (removed the minutes of March 20, 2018) Minutes,
Reports, Public Notices.
12. a. Bills, Payroll, Transfers, and Voided Checks
Second by Dreher. Motion carried by the following roll call vote:
Cantrell-yes; Curry-yes; Dreher-yes; Neels-yes; Scott-yes
5-yes; 0-no; 1 absent

Motion 3: Motion by Scott to adjourn. Second by Cantrell.
Motion carried with the following roll call vote:
Cantrell-yes; Curry-yes; Dreher-yes; Neels-yes; Scott-yes
5-yes; 0-no; 1 absent

Meeting adjourned at 8:42 p.m.

Karen L. Hopkins
Village Clerk

<p>APPROVED AS PRESENTED / AMENDED On July 3, 2018</p>  <hr/> <p>Village President</p>  <hr/> <p>Village Clerk</p>
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