

**MINUTES**  
**The Regular Meeting of the**  
**Carbon Cliff Board of Trustees**  
**Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL**  
**September 18, 2018**

Village President Hintz called the meeting to order at 7:07 p.m.

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

Members Absent: Todd Cantrell, Robert Dreher

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:**

- Budget Officer Clerk Hopkins presented the Tentative 2018 Levy Figures (2018 taxes paid in 2019)

2018 Tentative Assessed Valuation \$23,871,989.00						
divided by \$100.00 equals \$238,719.89						
						\$ 238,719.89
Maximum Rate	Fund	2017 / 2018 Certified to Collect	2017 / 2018 Rate	+ 5%	2018 / 2019 Rate	Difference
N/A	Corporate	\$ 130,059.06	0.5508	\$ 136,562.01	0.5721	\$ 6,502.95
N/A	Police Protection	\$ 21,109.80	0.0894	\$ 22,165.29	0.0929	\$ 1,055.49
N/A	Garbage	\$ 14,167.65	0.0600	\$ 14,876.03	0.0623	\$ 708.38
N/A	Street Lights	\$ 14,167.65	0.0600	\$ 14,876.03	0.0623	\$ 708.38
<b>Paid by all properties within the Village</b>		<b>\$ 179,504.16</b>	<b>0.7602</b>	<b>\$ 188,479.37</b>	<b>0.7895</b>	<b>\$ 8,975.21</b>
<b>Taxes for 2018 payable in 2019</b>						

- D.O.C.A.S. Nick Gottwalt would like to attend the Illinois Rural Water Association Fall Conference, November 15 & 16, 2018 at the Par-A-Dice Hotel in East Peoria, Illinois. Cost of conference is \$165.00.

**Meetings / Conferences items discussed:**

- D.O.C.A.S. Gottwalt and Village President Hintz plan on attending the 11<sup>th</sup> Annual Upper Mississippi Conference, October 24-25, 2018. Stoney Creek Hotel & Conference Center, Moline, Illinois. Carbon Cliff’s paver streets will be featured in one of the tours.

**Committee Meetings:**

***Public Properties Committee:***

- Decided to wait on replacing or adding gutter to the Village Hall at 1001 Mansur Avenue until after Maintenance has looked at the North side downspout drains.
- Committee approved to forward the proposal from Johnson Contracting Company, Inc. to full board for the installation of a 36” X 30” roof hatch, straight ladder, secondary vertical ladder with walk through handrails and framing in the amount of \$6,981.00.
- Discussed drainage problems at 10<sup>th</sup> Street and 1<sup>st</sup> Avenue culvert is too high for water to drain North to South. D.O.C.A.S. Gottwalt will have Laud Construction to look at this concern.
- Trees on South 1<sup>st</sup> Avenue from 6<sup>th</sup> Street to 10<sup>th</sup> Street on West side need to be cut back.
- Discussed the sinkholes on Orchard Court. Maintenance will be addressing this problem as it happens.

***Public Safety Committee:***

- No update from Rock Island County Sheriff’s Department on monthly totals, etc.
- MUNICES update – D.O.C.A.S. Gottwalt has written 29 tickets in August and one carried over from July. Total fines collected \$2,450.00. There have been 34 tickets issued in September.
- Committee approved the purchase of Halloween candy not to exceed \$300.00.
- Approved taking to full board the \$1,000.00 Donation to “Cops & Kids at Christmas” program with the Rock Island County Sheriff’s Department. This year the program will include kids from Eagle Ridge and the Phoenix Center. (Phoenix Center now has younger students).
- Committee was informed that Carbon Cliff assigned day Deputy Tim Gillette did receive one of the new squad cars from County.
- Discussed under C.O.R.A. who the Committee would want to use as the towing company. It was decided to go with who ever County uses for towing.

***Public Works Committee:***

- Committee approved taking to full board the purchase of a Neptune UME 3HPT V4 R900I USG meter from Ferguson Waterworks for Pump House B, at a price of \$775.40. This will allow the Village to do drive by readings and graph usage from the Wells at Pump House B.
- Fire hydrant at Allen Street and Charles Street is leaking and needs replaced, will contact Alvarado Plumbing.
- Hampton Township shows Miller Holding did purchase the property previous owned by Jim Hass with Valley Construction. This is the area of the old Rock Island Lines.
- Village Resident Dan Hemphill water will be dug up and capped off due to nonpayment of water / sewer / garbage bill.

***Administration Committee:***

- Chairman LeeVon Harris was absent and Village President Bill Hintz temporarily chaired the committee.
- Discussed the change that will be in Ordinance No. 2018-22 for Hotel Accommodation Tax, it will require participating parties to include a copy of Illinois Department of Revenue form RHM-1 (Hotel Operators’ Occupation Tax Return) with their Hotel Tax payments to the Village.
- Comfort Inn has paid their August Hotel Tax but missed their July Hotel Tax. Comfort Inn will check into this. Comfort Inn is also questioning exemption of Hotel Tax on rooms that are free with

the rewards program offered by Choice Hotels. Clerk will check with State on this statute, it is believed the Village Hotel Tax is not exempt.

- Reviewed & discussed maintenance hours worked based on specific tasks. Noted Committee feels that we should assign tasks based on a pre-determined priority.
- Committee is also requesting maintenance to close bay doors when not in building as this presents a security risk.

**Old Business items discussed:**

- Fall Village Wide Yard Sale is September 28-30 from 8:00 a.m. to 4:00 p.m. – no permit is needed.
- Trick-or-Treat Hours are set for October 31, 2018 from 5:00 p.m. to 7:00 p.m.

**New Business items discussed:**

- Super 8 Motel has called the Village with low water pressure. Everything looks good on the Village end of the water supply. Maintenance Operator Dan Clark stopped in to talk with them about it.
- D.O.C.A.S. stated he wrote 34 tickets for the upcoming MUNICES court date of Thursday September 20, 2018 and there is a total of 52 tickets on the docket for that day.
- House located at 119 Orchard Court the Village put in a new water meter, it was running fine and now the meter is running backward and graphing the usage backwards. Water Collector Ben Allen will work with homeowner and maintenance to have this checked out.
- The Village garbage disposal contract with the City of East Moline does not end until 2022.
- SWAG Grant with Rock Island County Waste Management has been approved.

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

**5. Village President’s Agenda:**

- b. Approve sending D.O.C.A.S. Nick Gottwalt to the Illinois Rural Waster Association Fall Conference, November 15 & 16<sup>th</sup>, 2018 at the Par-A-Dice Hotel in East Peoria, Illinois. Conference is \$165.00.

**8. Committee Meetings:**

**a. Public Properties Committee:**

1. Approve a proposal from Johnson Contracting Company, Inc. in the amount of \$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)

**b. Public Safety Committee:**

1. Approve a donation of \$1,000.00 to the “Cops” & Kids at Christmas” program. (Rock Island County Sheriff’s Department).

**c. Public Works Committee:**

1. Approve a quote from Ferguson Waterworks for the purchase of an UME 3HPT V4 R900i USG meter for Pump House B, total cost including freight is \$775.40.

**d. Administration Committee:**

1. Adopt Ordinance no. 2018-22, “Ordinance Amending The Hotel Accommodation Tax”.

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

- a. Minutes of the Regular Board Meetings of the Carbon Cliff Board of Trustees for Tuesday, August 21, 2018 and Tuesday, September 4, 2018, as presented – approved/filed;
- b. Monthly Clerk’s Report for August 2018, as presented – approved/filed;
- c. Monthly Collector’s Report for August 2018, as presented – approved/filed;
- d. Monthly Maintenance Comp Time Report for August 2018, as presented – approved/filed;

Minutes – The Regular Meeting of the Carbon Cliff Board of Trustees – September 18, 2018

- e. Monthly Treasurer’s Report for August 2018, as presented – approved/filed;
- f. Minutes of the Public Properties Committee Meeting of September 10, 2018, as presented – approved/filed;
- g. Minutes of the Public Safety Committee Meeting of September 10, 2018, as presented – approved/filed;
- h. Minutes of the Public Works Committee Meeting of September 11, 2018, as presented – approved/filed;
- i. Minutes of the Administration Committee Meeting of September 11, 2018, as presented – approved/filed; and
- j. September 4, 2018, Illinois Commerce Commission, Mid-American Energy Company – Verified Petition for Reconciliation of Revenues Collected under Rider PZE – Illinois Power Agency Purchased Power Zero Emission Resource Recovery Adjustment. Docket #18-1412. 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 September 19, 2018 at the hour of 2:00 P.M. – placed on view for Public Comment.

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

BILLS, PAYROLL, TRANSFERS FOR MEETING DATE 09/18/18				
Date	Description		Amount	
09/19/18	Payroll - Bi-Weekly		\$ 10,206.95	(Note: Dan Clark cashed out 40 hours comp time that is included in this total)
09/19/18	Board Liab.		\$ 2,300.63	
09/19/18	Bills		\$ 22,881.57	
09/19/18	Gardiner Koch Weisberg & Wrona	CK #6016	\$ 1,632.68	* Home Rule Municipal Retailers Tax Fund - Legal Service Aug 2018 Aaron & Tina Dunn vs VCC
09/19/18	Mid-American Energy	CK #3562	\$ 79.36	* Hotel Tax Fund - electric for 3 Welcome Signs
09/19/18	Village of Carbon Cliff Non Utility	CK #3563	\$ 105.65	* Hotel Tax Fund - Super 8 Aug 2018 4% accounting fee
09/19/18	Village of Carbon Cliff Non Utility	CK #3564	\$ 233.31	* Hotel Tax Fund - Comfort Inn July 2018 4% accounting fee
09/19/18	Village of Carbon Cliff Non Utility	CK #3565	\$ 148.76	* Hotel Tax Fund - Comfort Inn Aug. 2018 4% accounting fee
09/19/18	Office Depot Business Credit	web paid	\$ 132.44	* Corp General ckg - paid on website for payment to arrive before due date
09/19/18	Republic Service	web paid	\$ 160.80	* Corp General ckg - paid on website for payment to arrive before due date
09/01/18	Millennium Waste, Inc.	web paid	\$ 111.71	* Corp General ckg - paid on website for payment to arrive before due date - 2 dumpsters (maint. Bldg/Vlg Hall)
09/01/18	Millennium Waste, Inc.	web paid	\$ 429.80	* Corp. General ckg - paid on website for payment to arrive before due date - large dumpster
	<b>Total bills &amp; Transfers</b>	.....	<b>\$ 35,389.15</b>	* Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.
<b>TRANSFERS:</b>				
<b>INTERFUND TRANSFERS:</b>				
09/19/18	Blackhawk Bank w/s/g to Sewer Capital Reserve Fund		\$ 4,804.14	Interfund Operating Trans to Capital Res Acct. for Aug. 2018 collected revenues
09/19/18	Blackhawk Bank w/s/g to Water Capital Reserve Fund		\$ 1,938.79	Interfund Operating Trans to Capital Res Acct. for July 2018 collected revenues
09/19/18	Blackhawk Bank Non Utility to Corp Gen Capital Fund		\$ 1,250.00	Interfund Operating Trans to Capital Res Acct.
09/19/18	Blackhawk Bank Non Utility to Building Capital Reserve		\$ 500.00	Interfund Operating Trans to Building Capital Reserve
09/19/18	Blackhawk Bank Non Utility to Stormwater Capital Reserve		\$ 500.00	Interfund Operating Trans to Stormwater Capital Reserve
09/19/18	Blackhawk Bank Non Utility to Public Safety Capital Reserve		\$ 300.00	Interfund Operating Trans to Public Safety Capital Reserve
09/13/18	Blackhawk Bank W/S/G to East Lawn Water Assoc. (ACH)		\$ 2,318.77	Transfer to East Lawn Water for bills paid in Aug. 2018
09/12/18	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax		\$ 4,880.35	Transfer - State will only deposit sales taxes in to Corp. General Fund-VCC transfer to H.R. Munic. Sls Tax REC#33104 9/11/
09/12/18	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax		\$ 30.33	Transfer - State will only deposit sales taxes in to Corp. General Fund-VCC transfer to H.R. Munic. Sls Tax REC#33102 9/11/
08/14/18	Blackhawk Credit Card W/S/G to Utility Deposit Account		\$ 175.00	Orig. Rec. #32959 Dated 08/14/18 - Moush Sheiba Acct #2495 Water Bill Deposit
<b>ACH or VISA - VOIDED BY REVERSAL NEEDING APPROVAL:</b>				
NONE				
<b>VOID CHECK(S): Blackhawk Bank &amp; Trust --- Payroll Checking Account</b>				
Date	Payroll Checking - Payable to	Check No.	Amount	Remarks for voiding
NONE				
<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
09/19/18	Office Depot Business Credit	CK #86248	\$ 132.44	Void - paid on web for payment to arrive before due date
<b>VOID CHECK(S): Blackhawk Bank &amp; Trust --- Hotel Accom. Tax Checking Account</b>				
Date	Hotel Accom. Tax Checking - Payable to	Check No.	Amount	Remarks for voiding
NONE				
<b>VOID RECEIPT(S):</b>				
NONE				

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

Minutes – The Regular Meeting of the Carbon Cliff Board of Trustees – September 18, 2018

Motion 2: Motion by Neels to approve the Consent Agenda, as established:  
5. b. Village President’s Agenda  
8. a. 1., b. 1., c. 1., d. 1. Committee Meetings  
9. a., b., c., d., e., f., g., h., i., j., k. Minutes / Reports / Public Notices:  
12. a. Approval of 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 Neels to adjourn. 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

Meeting adjourned at 7:55 p.m.

Karen L. Hopkins  
Village Clerk

**APPROVED AS PRESENTED / AMENDED**  
On Nov. 6, 2018  
  
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Village President  
  
\_\_\_\_\_  
Village Clerk