

Carbon Cliff Board of Trustees Meeting Minutes

Carbon Cliff Village Hall
1001 Mansur Avenue, Carbon Cliff, Illinois

Tuesday, August 25, 2020

Village President Bill Hintz called the meeting to order at 7:00 p.m.

Members Present: Todd Cantrell, Keith Curry, Leevon Harris, Alma Neels, and Larry Scott

Members Absent: Robert Dreher

Others Present: Director of Community & Administrative Services, Nick Gottwalt, Head of Maintenance, Dan Clark, and Jim Taylor with Carpentier, Mitchell, Goddard, & Company

Village President's Agenda items discussed:

- b. Jim Taylor with Carpentier, Mitchell, Goddard, & Company presented the Annual Financial Report (Audit) for Fiscal Year Ending December 31, 2019.

Reviewed the following Motions to Pass Resolutions Authorizing the Sale of Surplus Real Estate:

- c. # 2020-01 "A Resolution Authorizing The Sale Of Surplus Real Estate" (701 Foret Mansur)
- d. # 2020-02 "A Resolution Authorizing The Sale Of Surplus Real Estate" (706 Foret Mansur)
- e. # 2020-03 "A Resolution Authorizing The Sale Of Surplus Real Estate" (707 Foret Mansur)
- f. # 2020-04 "A Resolution Authorizing The Sale Of Surplus Real Estate" (705 Rebecca Place)
- g. # 2020-05 "A Resolution Authorizing The Sale Of Surplus Real Estate" (709 Rebecca Place)
- h. # 2020-06 "A Resolution Authorizing The Sale Of Surplus Real Estate" (801 Rebecca Place)
- i. # 2020-07 "A Resolution Authorizing The Sale Of Surplus Real Estate" (805 Rebecca Place)
- j. # 2020-08 "A Resolution Authorizing The Sale Of Surplus Real Estate" (809 Rebecca Place)
- k. # 2020-09 "A Resolution Authorizing The Sale Of Surplus Real Estate" (813 Rebecca Place)
- l. # 2020-10 "A Resolution Authorizing The Sale Of Surplus Real Estate" (704 Mansur Lane)
- m. # 2020-11 "A Resolution Authorizing The Sale Of Surplus Real Estate" (800 Rebecca Lane)
- n. # 2020-12 "A Resolution Authorizing The Sale Of Surplus Real Estate" (900 Rebecca Lane)
- o. # 2020-13 "A Resolution Authorizing The Sale Of Surplus Real Estate" (908 Rebecca Lane)
- p. # 2020-14 "A Resolution Authorizing The Sale Of Surplus Real Estate" (1000 Rebecca Lane)
- q. # 2020-15 "A Resolution Authorizing The Sale Of Surplus Real Estate" (801 Rebecca Drive / 800 Kohrs Drive)
- r. # 2020-16 "A Resolution Authorizing The Sale Of Surplus Real Estate" (801 Kohrs Drive / 800 Johns Place)
- s. # 2020-17 "A Resolution Authorizing The Sale Of Surplus Real Estate" (550 N. 2nd Avenue)
- t. # 2020-18 "A Resolution Authorizing The Sale Of Surplus Real Estate" (116 2nd Street)
- u. Reviewed adopting Ordinance No. 2020-14 "An Ordinance Of The Village Of Carbon Cliff, Illinois, Adopting A Personnel Policy Manual"
- v. Discussed approving a quote from Davey Tree Service in the amount of \$3,270.00 to remove to ground level, clean and haul debris, a multi-stem Ash tree located on 1st Avenue and to prune 3 Sycamores and 1 Sweetgum to a height of 15' on the street side and 10'-12' on the sidewalk side.
- w. Discussed authorizing D.O.C.A.S. Nick Gottwalt to fill out a credit application with Greenwood Cleaning Systems, Davenport, Iowa. They can provide competitive prices on cleaning supplies and janitorial items for the Village.

Meetings / Conferences:

- a. Discussed Crime Free Multi-Housing Program. Bloomington Police Department. September 17 & 18, 2020. Cost is \$210.00.

Minutes / Reports / Public Notices:

- a. Minutes of the Tuesday, August 4, 2020, Carbon Cliff Board of Trustees Meeting as presented – approved / filed; and
- b. Monthly Maintenance Comp Time Report for July 2020 as presented – approved / filed; and
- c. Monthly Maintenance Report for July 2020 as presented – approved / filed; and
- d. Monthly Treasurer’s Report for July 2020 as presented – approved / filed; and
- e. Minutes of the August 10, 2020, Public Properties Committee Meeting as presented – approved / filed; and
- f. Minutes of the August 10, 2020, Public Safety Committee Meeting as presented – approved / filed; and
- g. Minutes of the August 11, 2020, Public Works Committee Meeting as presented – approved/ filed; and
- h. Minutes of the August 11, 2020, Administration Committee Meeting as presented – approved / filed; and
- i. August 4, 2020; Illinois Commerce Commission, MidAmerican Energy Company – Verified Petition For Reconciliation Of Revenues Collected Under Rider E.U.A. – Electric Utility Assessment. Docket # 20-0589. 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 3, 2020, at the hour of 11:00 A.M. – Placed on view for public comment.
- j. August 4, 2020; Illinois Commerce Commission, MidAmerican Energy Company – Verified Petition For Reconciliation Of Revenues Collected Under Rider G.U.A. – Gas Utility Assessment. Docket # 20-0590. 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 3, 2020, at the hour of 11:30 A.M. – Placed on view for public comment.

New Business:

- a. Update on Storm Damage – maintenance completed the cleanup of the storm debris. Head of maintenance brought up being prepared for any future storms to consider purchasing a chipper or to consider a community burn pit. The Board of Trustees wanted to also consider purchasing a thumb attachment for the skid loader or a bucket to help with the clean up process. Maintenance will put together what they would prefer and present at budget time.
- b. Discuss Village Wide Yard Sale scheduled for September 25, 26, & 27. Currently, for the safety of our community, the Board of Trustees does not believe we should endorse a Village wide sale so that we can maintain social distancing and keep the Village safe.

Approval of Bills / Payroll / Transfers / Voided Checks:

Bills, Payroll, Transfers for Board Meeting 08/18/2020					
PAYABLES					
Date	Corporate General Checking Account & Payroll checking Account	Amount	CK #	Remarks	
08/05/20	Payroll - Bi-Weekly & Monthly	\$ 9,733.43			
08/05/20	Board Liab.	\$ 2,039.18			
08/05/20	Bills	\$ 20,174.40			
	GRAND TOTAL BILLS & PAYROLL from General Fund & W/S/G	\$ 31,947.01			

Date	Hotel Accom. Tax Fund	Amount	CK #	Remarks	
08/19/20	Mid-American Energy	\$ 2,039.18	3643	electric for 3 Welcome Signs	
	VCC Non Utility - 4% accounting fee of Super 8 Hotel Accom. Tax			4% acct fee May 2020	
	VCC Non Utility - 4% accounting fee of Comfort Inn Accom. Tax			4% acct fee April 2020	
	VCC Non Utility - 4% accounting fee of Comfort Inn Accom. Tax			4% acct fee May 2020	
	Quad Cities Convention & Visitor's Bureau			2nd Qtr 2020 Dues 04/1/20 -06/30/20	

Date	Bank Account Balances - all located at Blackhawk Bank & Trust	Balance	Interest for July 2020	Notes
08/04/20	Building Capital Reserve Fund	\$ 31,526.25	\$ -	
08/04/20	W/S/G - Utility - paid by Credit Card	\$ 571,840.41	\$ -	
08/04/20	Corporate General Capital Reserve Fund	\$ 35,964.82	\$ -	
08/04/20	Corporate General Checking Account	\$ 35,964.82	\$ -	
08/04/20	Home-Rule Retailer's Occupation Sales Tax Fund	\$ (5,001.09)	\$ -	Missed a transfer has been taken care of
08/04/20	Home-Rule Roadway Fuel Tax Fund	\$ 69,313.28	\$ -	
08/04/20	Hotel Accommodation Tax	\$ 130,040.11	\$ -	
08/04/20	Motor Fuel Tax Fund	\$ 276,561.94	\$ -	
08/04/20	Non-Utility Account (General Funds)	\$ 134,222.64	\$ -	
08/04/20	Parks & Trails Capital Reserve Fund	\$ 11,707.37	\$ -	
08/04/20	Payroll Account	\$ 1,051.08	\$ -	
08/04/20	Public Safety Capital Reserves Fund	\$ 18,921.23	\$ -	
08/04/20	Sewer Capital Reserve Fund	\$ 78,998.35	\$ -	
08/04/20	Storm Water Capital Reserve Fund	\$ 16,524.96	\$ -	
08/04/20	Utility Deposit Fund	\$ 24,470.00	\$ -	
08/04/20	Water Capital Reserve Fund	\$ 90,097.94	\$ -	
08/04/20	W/S/G - Utility Fund	\$ 103,265.81	\$ -	
	Total Bank Account Balance - total interest	\$ 1,509,436.74	\$ -	

Loan Information - Internal Fund Loans & Blackhawk Bank Loans

Date	Orchard Court Drainage - Blackhawk Bank Loan refin. 9/24/19	Payment	Estimated Pay Off	Interest paid this year
08/20/20	Payment - Orchard Court Drainage	\$ 3,080.43	\$ 144,663.21	\$ 2,743.94

Date	2019 Street & Drainage Project - Blackhawk loan 7/8/19 TTL \$55,000.00	Payment	Estimated Pay Off	Interest paid this year
07/01/20	Monthly payment from General Fund (Non-Utility Acct.)	\$ 4,655.86	Paid off	\$ -

INTERFUND LOAN INFO NOT UPDATED

Date	Loan to pay off Village Hall from Sewer Fund Ord. 2018-21 8/21/18	Payment	Estimated Pay Off	Interest paid this year
02/15/20	Monthly payment from General Fund (Non-Utility Acct.)	\$ 2,765.00	\$ 187,616.36	payment 1/15/20 & end 12/15/25 68 mos @ \$2,765.00 / 1 mo. @ \$5,126.36

Date	Loan to pay off Village Hall from Hotel Accom. Tax Fund Ord. 2018-21 8/21/18	Payment	Estimated Pay Off	Interest paid this year
	Board Meeting 08/18/2020			payment 1/15/20 & end 6/15/21

Check Register

For the Period From Aug 19, 2020 to Aug 19, 2020

Filter Criteria includes: 1) Check Numbers from 87399 to 87417. Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
87399	8/19/20	BP	10-04-1000	346.32
87400	8/19/20	East Moline, City of	10-04-1000	6,050.64
87401	8/19/20	Gold Star, FS, Inc.	10-04-1000	369.85
87402	8/19/20	IMEG	10-04-1000	4,448.00
87403	8/19/20	Walter D. Laud, Inc.	10-04-1000	630.00
87404	8/19/20	Menards	10-04-1000	110.99
87405	8/19/20	PDC Laboratories, Inc.	10-04-1000	180.00
87406	8/19/20	Quad City Spring	10-04-1000	595.00
87407	8/19/20	Republic Services	10-04-1000	171.60
87408	8/19/20	Rock Island County Recor	10-04-1000	25.50
87409	8/19/20	Riverstone Group, Inc.	10-04-1000	29.60
87411	8/19/20	Blue Cross Blue Shield of	10-04-1000	5,819.49
87412	8/19/20	Delta Dental	10-04-1000	331.64
87413	8/19/20	Maria Murguia	10-04-1000	300.00
87414	8/19/20	City of Moline	10-04-1000	15.00
87415	8/19/20	Thymet Pest Control	10-04-1000	65.00
87416	8/19/20	Verizon Wireless	10-04-1000	45.77
87417	8/19/20	Jeff Welvaert d/b/a Safe	10-04-1000	640.00
Total				<u>20,174.40</u>

MOTION #1: Motion Made By Trustee Curry Approve The Consent Agenda As Follows:

- 5. b., c., d., e., f., g., h., i., j., k., l., m., n., o., p., q., r., s., t., u., v., w. (VILLAGE PRESIDENT'S AGENDA)
- 9. a., b., c., d., e., f., g., h., i., j. (MINUTES, REPORTS, PUBLIC NOTICES)
- 12. a. (BILLS, PAYROLL, TRANSFERS AND VOIDED CHECKS)

#1: Second By Trustee Cantrell. Motion Carried By The Following Roll Call Vote:
Cantrell – yes; Curry – yes; Harris – yes; Neels – yes; Scott – yes;

5 – yes, 0 – no, 1 – absent

MOTION #2: Motion Made By Trustee Scott Approve The Consent Agenda As Established:

- 5. b., c., d., e., f., g., h., i., j., k., l., m., n., o., p., q., r., s., t., u., v., w. (VILLAGE PRESIDENT'S AGENDA)
- 9. a., b., c., d., e., f., g., h., i., j. (MINUTES, REPORTS, PUBLIC NOTICES)
- 12. a. (BILLS, PAYROLL, TRANSFERS AND VOIDED CHECKS)

#2: Second By Trustee Harris. Motion Carried By The Following Roll Call Vote:
Cantrell – yes; Curry– yes; Harris – yes; Neels – yes; Scott – yes:
5 – yes, 0 – no, 1 – absent

MOTION #3: Motion Made By Trustee Neels to Continue Meeting / Set Special Meeting / Adjourn:

#3: Second By Trustee Harris. Motion Carried By The Following Roll Call Vote:
Cantrell – yes; Curry– yes; Harris – yes; Neels – yes; Scott – yes:
5 – yes, 0 – no, 1 – absent

Meeting adjourned at 8:12 p.m.

Carly Neblung
Deputy Clerk / Collector

APPROVED AS PRESENTED / AMENDED
On September 1, 2020



Village President



Village Deputy Clerk