

Carbon Cliff Board of Trustees Meeting Minutes

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

Tuesday, September 1, 2020

Village President Bill Hintz called the meeting to order at 7:05 p.m.

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

Members Absent: None

Others Present: Director of Community & Administrative Services, Nick Gottwalt and Head of Maintenance, Dan Clark

Village President's Agenda items discussed:

- a. Motion to approve a quote from Mississippi Valley Pump (MVP) for option: (A) To repair one Crane Deming Pump Model #7182, Serial #7432, 10HP, 230 Volt, Single Phase to include the following: Gasket, new impeller, bearings, seal, rotor repair, start and run capacitor for a total price of #5,845.00 (Delivery time on parts is 2-3 weeks) This pump is for the North 1st Avenue Lift Station.
- b. Motion to acknowledge and ratify the transfer of \$20,000.00 from the Corporate General Capital Reserve Account to the Corporate General Fund by Treasurer Nick Gottwalt as authorized by Village President Bill Hintz.
- c. Motion to acknowledge and ratify the transfer of \$900.00 from the Village to Carly Neblung for her remaining portion of the Health Savings Account through December 2020 as authorized by Village President Bill Hintz.
- d. Discuss Village Clerk, Office Manager, and Budget Officer position(s).
- e. Motion to approve the following changes pertaining to the Village Clerk, Office Manager and Budget Officer's position(s): **offer Clerk Hopkins a severance package and terminate employment as of September 2, 2020. Separate vote – see Motion #1 below.**
- f. Motion to approve Treasurer Nick Gottwalt and Deputy Clerk Carly Neblung to fill out a Direct Deposit Application and Service Agreement with SAGE 50 (Peachtree) which would allow the Village to add the option of Direct Deposit to our accounting software.
- g. Motion to authorize Treasurer Nick Gottwalt to contact Blackhawk Bank & Trust to grant Deputy Clerk, Carly Neblung increased access to our online banking system to help perform needed accounting tasks.
- h. Motion to approve additional training for Deputy Clerk Carly Neblung associated with or pertaining to the Illinois Municipal Clerk's Association, Accounting, Municipal Government, etc.
- i. Motion to adopt Ordinance No. 2020-15 "An Ordinance Authorizing The Director of Community & Administrative Services To Execute The Rock Island County Waste Management Agency Solid Waste Assistance Grant FY21 Application"

Meetings / Conferences:

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

Minutes / Reports / Public Notices:

- a. Minutes of the Board of Trustees Meeting held on Tuesday, August 18, 2020 and the continued meeting held on Tuesday, August 25, 2020. – approved / filed

Approval of Bills / Payroll / Transfers / Voided Checks:

PAYABLES				
Date	Corporate General Checking Account & Payroll checking Account	Amount	CK #	Remarks
09/01/20	Payroll - Bi-Weekly & Monthly	\$ 5,825.19		
09/01/20	Board Lib.	\$ 2,413.02		
09/01/20	Bills	\$ 14,950.18		
GRAND TOTAL BILLS & PAYROLL from General Fund & W/S/G		\$ 23,188.39		

Date	Hotel Accom. Tax Fund	Amount	CK #	Remarks
	Mid-American Energy	\$ -		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
09/01/20	Quad Cities Convention & Visitor's Bureau	\$ 1,250.00		3rd Qtr '20 Dues 07/1/20-12/31/20

8/31/20 at 16:38:44.97

VILLAGE OF CARBON CLIFF
Accounts Payable Check Register
 For the Period From Jun 16, 2020 to Sep 2, 2020

Filter Criteria includes: 1) Check Numbers from 87418 to 87440; 2) Accounts Payable only. Report order is by Check Number.

Check #	Date	Payee	Amount
87418	8/17/20	PDC Laboratories, Inc.	352.00
87419	8/31/20	Rock Island County Clerk	10.00
87420	8/21/20	Mid American Energy	6,959.22
87421	8/20/20	Mississippi Valley Pump	650.00
87422	8/19/20	Carly Neblung	6.40
87423	8/17/20	Carly Neblung	27.36
87424	8/19/20	Zimmer & Francescon, Inc.	602.10
87425	8/19/20	Cummins Sales & Service	464.19
87426	7/1/20	East Moline, City of	375.00
87427	7/1/20	MD Solutions, Inc.	217.85
87428	7/31/20	Quad Cities Convention & Visitor's	1,250.00
87429	8/14/20	Cummins Sales & Service	1,161.97
87430	8/14/20	Rock River Electric, Inc.	281.00
87431	8/14/20	Sentry Pool, Inc.	420.00
87432	8/14/20	Anchor Lumber	65.51
87433	8/31/20	Anchor Lumber	339.95
87434	8/31/20	Verizon Wireless	135.97
87435	7/1/20	Shred-It USA	86.83
87436	7/1/20	Rock Island County Recorder	25.50
87437	7/1/20	Village of Carbon Cliff Utility	1,200.00
87438	7/1/20	Blackhawk Bank & Trust	958.20
87438a	7/1/20	VOID	
87439	9/1/20	Blackhawk Bank & Trust	158.43
87440	9/1/20	Blackhawk Bank & Trust	308.60
Total			16,056.08

NP/RS \$ 144.¹⁰

\$ 16,200.¹⁵

MOTION #1: Motion made by Trustee Scott to terminate the employment of Karen Hopkins, Village Clerk/Budget Officer/Office Manager effective September 2, 2020.

5. e.

#1: Second By Trustee Neels. Motion Carried By The Following Roll Call Vote:

Cantrell – yes; Curry– yes; Dreher – yes; Harris – yes; Neels – yes; Scott – yes:

6 – yes, 0 – no, 0 – absent

MOTION #2: Motion Made By Trustee Curry To Establish Consent Agenda As Follows:

- 5. b., c., d., f., g., h., i. (VILLAGE PRESIDENT'S AGENDA)
- 9. a. (MINUTES, REPORTS, PUBLIC NOTICES)
- 12. a. (BILLS, PAYROLL, TRANSFERS AND VOIDED CHECKS)

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

MOTION #3: Motion Made By Trustee Scott To Approve The Consent Agenda As Established:

- 5. b., c., d., f., g., h., i. (VILLAGE PRESIDENT'S AGENDA)
- 9. a. (MINUTES, REPORTS, PUBLIC NOTICES)
- 12. a. (BILLS, PAYROLL, TRANSFERS AND VOIDED CHECKS)

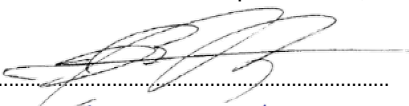
#3: Second By Trustee Cantrell. Motion Carried By The Following Roll Call Vote:
 Cantrell – yes; Curry– yes; Dreher – yes; Harris – yes; Neels – yes; Scott – yes:
 6 – yes, 0 – no, 0 – absent

MOTION #4: Motion Made By Trustee Neels to Continue Meeting / Set Special Meeting / Adjourn:

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

Meeting adjourned at 8:16 p.m.

Carly Neblung
Deputy Clerk / Collector

Approved as presented/amended on September 15, 2020	
Village President	
Village Deputy Clerk.....	