

**MINUTES**  
**The Regular Meeting of the**  
**Carbon Cliff Board of Trustees**  
**Village Hall – 1001 Mansur Avenue – Carbon Cliff, IL**  
**November 20, 2018**

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

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

Members Absent: LeeVon Harris

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:**

- Ordinance No. 2018-26 setting the salaries and wages for full-time Village Officers & Employees, is only establishing not to exceed dollar amount for the different positions.
- Ordinance No. 2018-27 setting the wages for part-time Village Employees, is only establishing not to exceed dollar amount for part-time positions.
- Village Clerk / Budget Officer Hopkins presented the Tentative Budget for Fiscal Year 2019.
  - Budget was discussed fund by fund, explaining how income and expenses were figured for each fund & line item.

**Meetings / Conferences items discussed:**

- D.O.C.A.S. Nick Gottwalt is planning on attending the 2019 Illinois Association of Floodplain and Stormwater Management Conference, March 13-14, 2019 at Embassy Suites; Peoria Riverfront Conference Center, 100 Conference Center Drive, East Peoria, Illinois.

**Old Business items discussed:**

- Johnson Contracting Co., Inc. has completed the installation of a 36" X 30" roof hatch, straight ladder, secondary vertical ladder with walk through handrails and framing to the Village Hall roof, 1001 Masur Avenue.
- Discussed update on Tina & Aaron Dunn vs the Village of Carbon Cliff. Village attorney has talked with Dunn's attorney and they are willing to settle with the Village if the Village would just put it back the way it was and grant them access to their farm field by driving off the end of 169<sup>th</sup> Street.
  - Discussed this would cost a lot of money & probably could not even be done.
  - Would have to survey the land, get easements from the adjoining property owners, easements that were given back to those property owners were easements for the road right of way.
  - The Village road never extended to the farm field.
- It was verbally decided to proceed with the law suit of Tina & Aaron Dunn vs the Village of Carbon Cliff.
- Donner Co. (company who installed the new Cla-Valve for altitude at water tower and works on our other two Cla-Valves) & Jack Kusek, Village Engineer with IMEG meet to go over the specs for the pressure pit valve at 1<sup>st</sup> Street & 2<sup>nd</sup> Avenue and the Cla-Valve at 10<sup>th</sup> Street & S. 2<sup>nd</sup> Avenue. Donner had questions, then needs to research some items & then maintenance the valves.

- City of East Moline wants to know who the Village recommends for calibrating the sewer master meter. The person (Willie) that had previously been doing it can no longer do it, the company that Willie works for sent East Moline a letter they don't have the knowledge of this type meter to calibrate & will no longer work on it.

Jack Kusek meet with Tim Kammler, East Moline City Engineer & Clerk Hopkins about the calibrating of the sewer master meter. Jack will reach out to the company we purchased the meter from, looking for a company to calibrate the meter. Jack also states this type of meter should not need calibrated more than once per year. Jack will follow up with a letter of recommendation to City of East Moline & Village of Carbon Cliff.

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

**5. Village President's Agenda**

- a. Adopt Ordinance No. 2018-26," An Ordinance Setting Salaries And Wages For Full-Time Village Officers And Employees Beginning December 22, 2018, And Ending December 31, 2019."
- b. Adopt Ordinance No. 2018-27, "An Ordinance Setting Salaries And Wages Beginning December 22, 2018, And Ending December 31, 2019 For Part-Time Village Officers And Employees."
- d. Publish the Tentative Annual Budget for Fiscal year 2019, by publication in the Journal of the Proceeding of the Corporate Authorities, and by posting at the Village Hall and the Carbon Cliff Post Office, for at least 10 days prior to the passage of the Annual Budget.
- e. Set the Budget Hearing for 7:00 p.m. on December 18, 2018, at the Village Hall, 1001 Mansur Avenue, Carbon Cliff, Illinois.
- f. Disband the Carbon Cliff Food Basket Program effective immediately.
- g. Donate to the Christ United Food Basket Program (3801 7<sup>th</sup> Street, East Moline, Illinois 61244) the balance remaining in the Carbon Cliff Food Basket Account at Blackhawk Bank & Trust, after the checks for Thanksgiving have been deducted. (Balance donating is \$874.32)
- h. Close the Carbon Cliff Food Basket checking account at Blackhawk Bank & Trust.

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

- a. Minutes of the Regular Board Meetings of the Carbon Cliff Boards of Trustees for Tuesday, October 16, 2018 and Tuesday, November 6, 2018, as presented – approved/filed;
- b. Monthly Clerk's Report for October 2018, as presented – approved/filed;
- c. Monthly Collector's Report for October 2018, as presented – approved/filed;
- d. Monthly Maintenance Comp Time Report for October 2018, as presented -approved/filed;
- e. Monthly Treasurer's Report for October 2018, as presented – approved/filed;
- g. Minutes of the Public Safety Committee Meeting of November 12, 2018, as presented – approved/filed and
- h. Minutes of the Public Works Committee Meeting of November 13, 2018, as presented – approved/filed.

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

BILLS, PAYROLL, TRANSFERS FOR MEETING DATE 11/20/18				
Date	Description		Amount	
11/14/18	Payroll - Bi-Weekly & Monthly		\$ 9,962.35	Bi-weekly & Monthly
11/14/18	Board Liab.		\$ 2,245.49	Bi-weekly & Monthly
11/21/18	Bills		\$ 13,537.09	
11/21/18	Mid-American Energy	CK #3571	\$ 79.26	* Hotel Tax Fund - Electric for three Welcome Signs
	<b>Total bills &amp; Transfers</b>	.....	<b>\$ 25,744.93</b>	* <b>Not in transfer total, written from Hotel Tax, MFT, Non Home Rule, etc.</b>
<b>TRANSFERS:</b>				
<b>INTERFUND TRANSFERS:</b>				
11/21/18	Blackhawk Bank w/s/g to Sewer Capital Reserve Fund		\$ 12,229.67	Interfund Operating Trans to Capital Res Acct. for Oct. 2018 collected revenues
11/21/18	Blackhawk Bank w/s/g to Water Capital Reserve Fund		\$ 5,513.75	Interfund Operating Trans to Capital Res Acct. for Oct. 2018 collected revenues
11/21/18	Blackhawk Bank Non Utility to Corp Gen Capital Fund		\$ 1,250.00	Interfund Operating Trans to Capital Res Acct.
11/21/18	Blackhawk Bank Non Utility to Building Capital Reserve		\$ 500.00	Interfund Operating Trans to Building Capital Reserve
11/21/18	Blackhawk Bank Non Utility to Stormwater Capital Reserve		\$ 500.00	Interfund Operating Trans to Stormwater Capital Reserve
11/21/18	Blackhawk Bank Non Utility to Public Safety Capital Reserve		\$ 300.00	Interfund Operating Trans to Public Safety Capital Reserve
11/14/18	Blackhawk Bank W/S/G to East Lawn Water Assoc. (ACH)		\$ 1,691.85	Transfer to East Lawn Water for bills paid in Oct. 2018
N/A	Blackhawk Bank Non Utility to Home Rule Municipal Sales Tax		N/A	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
11/13/18	Blackhawk W/S/G to Utility Deposit Account		\$ 175.00	Rec #33396A 10/24/18 Ray & Kelly Snyder - 217 Cliff Dr Water Bill Deposit transfer to Deposit Account
11/13/18	Blackhawk W/S/G to Utility Deposit Account		\$ 175.00	Rec #33414 10/26/18 Josh or Karen Kinney - 407 Pleasant Ave Water Bill Deposit transfer to Deposit Account
11/13/18	Blackhawk W/S/G to Utility Deposit Account		\$ 175.00	Rec #33446 11/1/18 Robin Bollinger - 122 4th Street Water Bill Deposit transfer to Deposit Account
11/13/18	Blackhawk W/S/G to Utility Deposit Account		\$ 275.00	Rec #33488 11/7/18 We Buy Houses, LLC - 750 N 2nd Ave. Water Bill Deposit transfer to Deposit Account
11/13/18	Blackhawk W/S/G to Utility Deposit Account		\$ 175.00	Rec #33436 10/31/18 Curtis or Michelle David - 112 1st Ave. Water Bill Deposit transfer to Deposit Account
11/13/18	Blackhawk W/S/G to Utility Deposit Account		\$ 175.00	Rec #33497 Quad Cities Bank - 2348 Troy Drive Water Bill Deposit transfer to Deposit Account
11/13/18	Blackhawk W/S/G to Utility Deposit Account		\$ 175.00	Rec #33188 Gary Miller - 2017 Villa Pines Circle Water Bill Deposit transfer to Deposit Account
11/13/18	Blackhawk Utility Deposit Account to W/S/G		\$ 275.00	Ck #86334 - to VCC to apply to final bill of 750 N 2nd Ave - foreclosure & paid by Vibrant Credit Union.
11/13/18	Blackhawk Utility Deposit Account to W/S/G		\$ 125.00	Ck #86302 - to Wade Strait 217 Cliff Drive Acct #2035 - moved with out telling Vlg Hall - account was paid in full
<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
NONE				
<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>				
11/14/18	Village Collector	Rec #33534	\$ 138.00	Rec written twice, refer to Rec #33533 11/14/18

Second by Scott. 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 Neels to approve the Consent Agenda, as established:  
 5. a., b., c., d., e., f., g., h., i. Village President’s Agenda  
 9. a., b., c., d., e., g., h. Minutes / Reports / Public Notices  
 12. a. Bills / Payroll / Transfers & 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 Cantrell to adjourn. Second by Curry.  
 Motion carried by roll call vote:  
 Cantrell-yes; Curry-yes; Dreher-yes; Neels-yes; Scott-yes  
 5-yes; 0-no; 1-absent

Meeting adjourned at 8:55 p.m.

Karen L. Hopkins  
 Village Clerk

**APPROVED AS PRESENTED / AMENDED**

On Dec. 18, 2018



Village President



Village Clerk