

# VILLAGE OF BISMARCK

## Regular Board Meeting

February 26, 2019

1. **Pledge of Allegiance** – President Lewis opened the meeting with the Pledge of Allegiance at 6:30 p.m.

2. **Roll Call** –

Jane Cress	- PRESENT
Terry Light	- PRESENT
Jack Luttrell	- PRESENT
Mary Potter	- PRESENT
Sheila Switzer	- PRESENT
Karel Volpert	- PRESENT
Greg Lewis	- PRESENT
Eric Nesbitt	- PRESENT
Valerie Moss	- PRESENT

3. **Approval of the Agenda for February 26, 2019** – Karel Volpert made the motion to approve the agenda with a second by Terry Light. The motion passed by acclamation.

4. **Public Comments / Questions** –

Don Evans, owner of 111 E South Street (old French residence), shared his plans for preserving the oldest residence in the Village. He provided the Board with a sketch of the property. Don proposed that the Village replace the sidewalks on the south and east sides of his future residence with TIF funds as an infrastructure expenditure. President Lewis suggested that Don obtains an estimate for new sidewalks to be poured for future discussion by the Board after he looks into the feasibility of TIF funding.

Dwight Marxman, landowner at 2 Prairie, stated the flooding in his subdivision is causing his driveway to deteriorate and questioned why the South Street drainage project took precedence over Prairie Drive flooding. President Lewis stated that the Board thought the Prairie Drive drainage project would have been started by now. Dwight inquired about the streetlight at his neighbor's across the road (Farnsworth's) which is been coming on for 10 seconds and then shuts off. According to Jane Cress, the light is maintained by Ameren. Rule of thumb, if the lamp is on a 3' long extension it is the homeowner's. If the lamp is on a 6' long

extension, it belongs to the Village. President Lewis stated that he would inform Ameren.

**5. President's Comments – None.**

**6. Approval of minutes for January 15, 2019, January 22, 2019 and February 7, 2019**

– Terry Light made the motion to approve the minutes with a second by Karel Volpert. The motion passed by acclamation.

**7. Treasurer's Report –** The Treasurer's Report was presented by Eric Nesbitt. Jack Luttrell made the motion to approve the Treasurer's Report and pay the bills with a second by Terry Light.

Roll Call Vote: Jane Cress - Yea      Terry Light - Yea      Jack Luttrell - Yea  
Mary Potter - Yea      Karel Volpert - Yea      Sheila Switzer - Yea.

The motion passed with 6 yeas and 0 nays.

**8. Reports of Committees and Assignments –**

**a. Public Works –**

**i. Further review/clarification of maintenance personnel duties –**

Mary Potter stated that the chainsaw is missing, the white erase board has been moved and the maintenance building door continues to be left unlocked. The Board agreed that the Kabota is to be kept at the maintenance building along with all other Village owned tools and equipment, and are not to be used for personal use.

Maintenance personnel, Dan Wright, explained that the chainsaw is at his house as he had picked it up from being worked on and hadn't brought it back to the maintenance building yet. Jack Luttrell stated that the alleys should not be plowed and the remaining board members agreed.

**ii. Property damage by maintenance personnel/equipment at 204 W. Holloway owned by Phil McDonald and resided by Amanda Potter –**

Amanda has been unable to obtain an estimate for sealant as it won't be available until on or around April 1, 2019. Phil stated that they put the sealant on themselves and used approximately 8-10 cans plus labor. President Lewis advised that the Village will make the repairs. Mary Potter recommended the Board get an estimate as well. Terry Light suggested that the rock be replaced when Derek

Heidrick is there to repair the tile. Amanda will be back in touch with the Board when an estimate for sealant becomes available.

- iii. **Snowblower** – President Lewis shared that the snowblower has been fixed and still has a lot of life left. The repair bill totaled \$230. Discussion was made regarding trading or selling the snowblower. The issue has been tabled for future discussion.
- iv. Ken Moulton provided a list of hours worked towards maintenance and training Dan Wright on snow removal. He will be paid for his time.
- v. **Mosquito Abatement** – Dan Wright stated that there is a meeting coming up in April in Forsyth that he plans to attend. No one else has shown any interest in obtaining a license for mosquito abatement. Dan will keep us up to date.
- vi. **Maintenance Inventory** – Dan Wright has been working on maintenance inventory and recommended that the insurance coverage should be increased from \$5,000 to \$10,000. The Kabota, snowblower and mosquito equipment is scheduled separately. There are numerous street signs in the maintenance garage that did not pass IDOT inspection. Dan raised the question, can the Village put up school signs by the high school?

Mary Potter stated that the sign from W. South Street and Center was in the ditch from wind and is now in the maintenance garage. Terry Light said the sign has been down at the intersection of Myers Avenue and Maiden Lane. Dan suggested the Board look into purchasing posts of better quality, different from the ones we're currently using. President Lewis will look into purchasing new posts.

Potholes around the Village should be patched soon.

The American Flags need to be replaced with new ones.

**b. Budget and Finance –**

- i. The previous years' budget and appropriation ordinance and estimated anticipated revenues for the next fiscal year was reviewed by line item. The loan balance for the Kabota is approximately \$854.

It was suggested that the amount allotted for Keep Vermilion County Beautiful annual participation be reduced from \$500 to \$150. It was also suggested that the Vermilion Advantage Economic Development Contribution be reduced from \$1,200 to \$500. Further review of the budget will take place in March.

- ii. Jane Cress recommended that salaries for the President, Treasurer and Clerk be reviewed at the next meeting.

**c. Health and Safety –**

**i. Ordinance Violation Updates:**

1. 91 Crystal Lane, resident – Cynthia Williams, landowner – ARKAD Properties LLC: a letter was mailed February 20, 2019 regarding a broken down automobile with expired license plates in and along the road creating a hazard to passing traffic and a nuisance during snow removal. The automobile was removed in a timely manner.
2. 300 Maiden Lane, landowners - Mike and Doris Pundt: Mike provided President Lewis with an agreed upon monthly progress update via email reporting his cleanup efforts.
3. 2 East South Street, resident – Austin Taylor, landowner – Tricia Tennyson: it has been reported that the dog's barking continues to be a nuisance. Jane Cress will provide Vermilion County Animal Control with a copy of the Village's Animal Control Ordinance for possible enforcement. Nuisances before 10:00 pm should be reported to Animal Control. Nuisances after 10:00 pm should be reported to the Vermilion County Sheriff's Department via the non-emergency line.
4. 205 Maiden Lane, residents – Eric and Melissa Richards, landowners - Rex and Cheryl Richards: it doesn't appear that there has been any attempt of property cleanup. Ordinance enforcement will proceed if no progress has been made by spring.
5. 106 S. Chicago Avenue, residents – John and Anne Kessler, landowners - Steve and Debbie Stimac: the pickup truck that had been blocking the sidewalk has been relocated.

6. 106 W. South Street, residents and landowners – Gary and Ame Vecellio have a vehicle with expired license plates on their property. However, the trash has been picked up.

- d. **Keep Bismarck Beautiful (KBB)** – Karel Volpert attended the Keep Vermilion County Beautiful meeting. There is an opportunity to Adopt a Spot on a quarterly basis to keep the area beautiful. Karel suggested adopting the Bismarck park for trash cleanup around the playground and pavilion. The Bismarck-Henning Rossville-Alvin Cooperative High School Key Club may be interested in the project. Jane Cress will share the news. There is also a Beautification Grant available by application for \$1,000 that Karel is interested in applying for. Residential grants are available for \$200. Applications for reimbursement should be submitted only after project completion. The application deadline is July 1, 2019.
- e. **Tax Increment Financing (TIF)** – No report.
- f. **Municipal Projects (Roads, Drainage, other improvements)** –
  - i. **Stormwater drainage project** – President Lewis, Sheila Switzer, Mike Brown and Logan Cronk attended a meeting with the Danville Sanitary District to discuss billing options and collection procedures. The Village would be responsible for maintaining a contact list. A billing sample was provided for the Board to review. The annual expense for services provided would be between \$5,000 - \$10,000 during a three to five year contract. A final quote from Danville Sanitary District needs to be considered.

Contact is to be made with Steve Light to discuss billing options through him.

In order to proceed on the project, the loan amount needs to be determined. A meeting needs will be scheduled with the engineer to choose the area of work to be done with an anticipated start date of Spring 2020.

It is believed that Village landowners would be responsible to pay a Stormwater Drainage Fee of \$35 - \$40 a month for the size of loan believed to be needed.

The Federal and State governments are coming out with new guidelines for loan perimeters and forgiveness of debt.

ii. Because C2 Engineers transitioned to Donohue, A Continuing Service Agreement with Donohue & Associates, Inc. was executed to continue miscellaneous work. Task Order No. 1 To Continuing Professional Services Agreement was also executed for miscellaneous on-call engineering services allowing completion of up to 20 hours of work on a case by case basis with email authorization. Another task order will be created at a later date for next year's MFT program.

iii. **204 W. Holloway tile work** – Derek Heidrick explained that the tile running north to Holloway is plugged up. Water is backed up disabling the landowner's septic system. Approximately 30' of new tile will be installed and connected to the good tile next to the catch basin. Derek will reseed the yard and grade it down. Mike Hannah from the Vermilion County Health Department verbally approved the project. Derek Heidrick estimated the expense to be \$600. While Derek is there working, he will also take a look at the gravel in the back that was scattered during snow removal. Jack Luttrell made the motion to pay Derek Heidrick \$600 to repair the tile at 204 W. Holloway with a second by Terry Light.

Roll Call Vote: Jane Cress - Yea      Terry Light - Yea      Jack Luttrell - Yea  
Mary Potter - Yea      Karel Volpert - Yea      Sheila Switzer - Yea.

The motion passed with 6 yeas and 0 nays.

**g. Permits** – No report.

**9. Old Business** – None

**10. New Business** –

a. Bismarck Henning Rossville Alvin Cooperative High School is seeking donations for Post Prom. Jane Cress made a motion to donate \$250 to BHRA Coop HS for Post Prom activities with a second by Sheila Switzer.

Roll Call Vote: Jane Cress - Yea      Terry Light - Yea      Jack Luttrell - Yea  
Mary Potter - Yea      Karel Volpert - Yea      Sheila Switzer - Yea.

The motion passed with 6 yeas and 0 nays.

- b. Bismarck Men’s Club is seeking donations for their annual firework display. Mary Potter made a motion to donate \$500 to the Bismarck Men’s Club for fireworks with a second by Sheila Switzer.

Roll Call Vote: Jane Cress - Yea      Terry Light - Yea      Jack Luttrell - Yea  
Mary Potter – Yea      Karel Volpert – Yea      Sheila Switzer – Yea.

The motion passed with 6 yeas and 0 nays.

**11. Executive Session/Closed Session** – No report.

**12. Date and Time of Next Meeting** – The next regular meeting of the Bismarck Village Board will be held at the Village Office in Bismarck, Illinois, at 6:30 p.m. on March 19, 2019.

**13. Adjournment** – With no further business to come before the Board at this time, upon motion by Jane Cress, seconded by Terry Light, the meeting was adjourned at 8:38 p.m. The motion passed by acclamation.

Respectfully Submitted,  
Valerie Moss, Clerk