

**VILLAGE OF BISMARCK**  
County of Vermilion, State of Illinois  
Minutes of Regular Board Meeting, May 21, 2019

1. At 6:30 p.m. in the Village office located at 106 E. Holloway, Bismarck, Illinois, President Brown opened the meeting with the Pledge of Allegiance. Roll call was taken by the Clerk. Board members present were Trustees Terry Light, Karel Volpert, Kris Kizer, Sheila Switzer, Mary Potter, President Mike Brown, Clerk Valerie Moss and Treasurer Eric Nesbitt. A quorum was established. Trustee Jane Cress arrived at approximately 8:25 p.m. Guests present included Phil McDonald, Amanda Potter, Sam Cole, Don Evans, Derek Heidrick and Lindsay Heidrick.
  
2. **Approval of the Agenda for May 21, 2019** – On a Motion by Karel Volpert, seconded by Terry Light, the agenda was approved as amended to include the following:
  - a. Approval of special meeting minutes from May 13, 2019
  - b. Add ordinance violation to discuss 17234 E 2750 North Rd (Blythe)
  - c. Add New Business items including: discussion of Prevailing Wage Act Amendments, Travel Reimbursement Ordinance and livestock issue between Scott and Gail Defenbaugh, Anne Dicken and Derek Heidrick.  
The motion passed by acclamation.

**3. Public Comments / Questions –**

Derek Heidrick of Heidrick Excavating & Septic discussed tiling issues at the residence of Kris and Brandye Kizer, 101 Maiden Lane, and suggested a new drainage tile be installed to aid their septic system or repair the old tile. There is a spot in the tile leaking near the intersection of Center and South Streets. Derek suggested running a new tile down the alley between Myers and Center Street, increasing the size of the tile, which would remedy water buildup throughout the whole area including neighbors who wish to tie into the tile. There is a hole in the middle of the road on Center Street that bubbles up and overflows in the road whenever it rains near the residences of Bill McDonald and Terry Sandlin. Without knowing exactly what is going on, Derek can't quote a price to do any work but will look into the issue further to give an estimate. Mary Potter reported that Conxxus cable runs down the alley. The telephone utility is on South Street. Derek highly encourages the Village to upsize the tile to help others in the future.

Amanda Potter reported that kids are riding dirt bikes through the ditch that was just fixed on South Street. Mary Potter suggested that we get more police coverage.

Don Evans, Vice President of Bismarck Community Fire Protection District, reported that weeds, tall grass and personal landscaping/flowers are creating a visual hinderance around hydrants. Don asked that we spread the word to the community to keep 3' diameter

mowed free and clear of weeds, tall grass and flowers/landscaping around each hydrant which is typically maintained by the landowner where the hydrant is placed. A program, Adopt a Hydrant, was implemented in the past.

Valerie read a thank you note from the BHRA Post Prom Parents for the monetary donation.

4. **President's Comments** – President Brown thanked everyone for coming and sharing with the Board.
5. **Approval of minutes for April 16, 2019** – Terry Light made the motion to approve the minutes of the regular meeting on April 16, 2019 and the special meeting on May 13, 2019 with a second by Karel Volpert. The motion passed by acclamation.

- a. **Treasurer's Report** – Eric Nesbitt presented the Treasurer's Report. New signers, Mike Brown and Sheila Switzer, have been added to our Old National bank accounts. Mary Potter remains as a signor on the accounts. The old debit cards were shut down last week. Currently there are no debit cards available for use. Valerie Moss was reimbursed for office supplies. Jane Cress was reimbursed for Cleanup Day signs. Mike Brown was reimbursed for the office printer. Current balances are not available due to no access to online banking. Terry Light made the motion to approve the Treasurer's Report and pay the bills with a second by Mary Potter.

Roll Call Vote: Jane Cress - Absent Terry Light - Yea Kris Kizer - Yea  
Mary Potter Yea Karel Volpert - Yea Sheila Switzer - Yea  
-

The motion passed with 5 yeas, 0 nays and 1 absent.

6. **Clerk's Report** – Valerie Moss presented the following:
  - a. An updated Contact List/Directory was given to board members for personal use, not to be distributed to the general public. Don Evans reported that he has seen the previous Village Office address of 204 S. Chicago Street printed in telephone books and the Vermilion County directory. Valerie advised that she would look into getting the address corrected.
  - b. IML Newly Elected Officials Workshop – Mike Brown, Kris Kizer and Sheila Switzer would like to attend the June 20<sup>th</sup> meeting at Parkland Community College in Champaign. The Village will pay for the workshop (\$75/ea attendee) and reimburse for travel expenses. Valerie will place the reservations once the new debit cards are received. Valerie requested that an updated IML handbook be purchased for her use. There is an IML annual conference taking place in Chicago later on in the year.
  - c. Supply purchases
    - i. printer ink will be purchased through HP Instant Ink online and set up for an automatic payment withdrawal each month. The expense is \$9.99 per month for

printing 300 pages. Extra cartridges will always be on hand and shipped automatically when running low which is monitored automatically through the internet.

- ii. President business cards – Mike has designed business cards and will purchase them. Mary Potter suggested ordering the cards through Speedy's.
- d. Valerie shared that she has already experienced a lot of ding dong ditching and her house being egged this spring. After discussion, Valerie agreed to contact the Vermilion County Sheriff's Department to request additional patrol. In the State of Illinois, minors age 17 and under, Saturday and Sunday 12am – 6am, Monday through Friday, 11pm – 6am. Sheila Switzer shared that the small town of State Line used to sound a curfew siren.
- e. Office Updates:
  - i. A calendar has been placed on the President's desk. Valerie requested that board members update the calendar for availability.
  - ii. Valerie shared the idea of an outside, weather proof, bulletin board to post community announcements. She will look into more options and prices.
- f. Valerie suggested the idea to send "Welcome to Our Community" letters to new residents. Valerie shared that most of the correspondence sent out by the Board tends to be negative in the terms of ordinance violations. Valerie recommended that letters be sent out to new residents to welcome them to the community as well as some useful resources for utilities, contact information, etc to give off a positive vibe.
- g. Upcoming Events in the Village:
  - i. Cleanup Day June 1<sup>st</sup>, 8 – 11am, Newell Twp Maintenance Garage, 200 Illinois St.
  - ii. Super Saturday hosted by area churches in lieu of Vacation Bible School is at Bismarck First Church of Christ, June 1<sup>st</sup> 10am – 5:30pm
  - iii. Serve Together Project June 8<sup>th</sup>
  - iv. Town-wide Rummage June 15<sup>th</sup> by Bismarck Lucky Clovers 4-H Club
  - v. BCFPD 3<sup>rd</sup> Annual Fire & Ice, June 22<sup>nd</sup> 1 – 5pm
  - vi. Bismarck Men's Club Raffle 50/50 drawing and Fireworks June 22<sup>nd</sup>, dusk

## **7. Reports of Committees and Assignments –**

### **a. Public Works –**

- i. President Brown updated the Board on maintenance projects by personnel, Dan Wright. President Brown will be helping Dan with electrical work in the maintenance garage.
- ii. After discussion by the Board, it was mutually decided to have Dan paint the office doors with another coat of blue paint, perhaps a different kind of paint.
- iii. Dan will take another Mug-a-Bug test next month. He has completed one test and will complete another. President Brown and Terry Light will study with Dan.

### **b. Budget and Finance –**

- i. Valerie presented the Board with a copy of the revised Budget and Appropriation Ordinance 2019-4-16.1. The amended ordinance reflected the new annual salaries of President \$3,600, Treasurer \$2,400 and Clerk \$2,400 which were voted upon at the regular board meeting on April 16, 2019. The Trustees and Clerk executed the ordinance. Valerie will file the amended Ordinance with the Vermilion County Clerk's Office. Mary Potter questioned the TIF line item figure for the payment amount due to S & E LLC. Eric Nesbitt confirmed that the figure in the Budget is correct.

**c. Health and Safety –**

- i. Cleanup Day June 1<sup>st</sup>, 8 – 11am, at the Newell Twp Maintenance Garage, 200 Illinois St. Jane Cress has placed 4 signs around the Village for advertisement. She has contacted the school to seek volunteers to help. She also confirmed the date, time and new location with Dan Ribbe's secretary. President Brown will pick up petty cash in the amount of \$200. So far only one resident has sought help for pickup. Karel Volpert believed a Peer Court student would be available to volunteer. The Board discussed coordination of duties.
- ii. Serve Together Project June 8<sup>th</sup> – three families within the Village will benefit from this project by area churches: Martha and Stephanie Siddens - yardwork, Tricia Tennyson – roof maintenance and John and Anne Kessler - yardwork. Valerie advised the Board that volunteers are still needed and can sign up online through Facebook.
- iii. Valerie reported that residence at 12 S. Chicago Avenue is being torn down. New landowner, Craig Sims, is waiting on a dumpster to remove the remaining debris.

**iv. Ordinance Violation Updates:**

1. 111 E. South Street (Evans) "French" house project update. Owner Don Evans reported that a new roof is on the new addition and all enclosed. The outside porch will be the next project along with new concrete. A few trees have been removed. Don has been dealing with ailments while trying to work on the house.
2. 12 Meyer (Huls & Hodshire) - excessive trash, toys and debris – A letter was mailed May 8<sup>th</sup>. No response received. The Board requested a follow-up letter to be sent advising of Night Court procedures.
3. 9 W. South Street (Moore & Stark) - excessive trash, toys, debris and lawn tractors – A letter was mailed May 8<sup>th</sup>. No response received. No visible cooperation. The Board requested a follow-up letter to be sent advising of Night Court procedures.
4. 525 S. Chicago (Moss) - downed tree limbs, brush and excessive weeds – A letter was mailed May 8<sup>th</sup>. No response received. Minor visible cooperation by mowing but still excessive weeds, brush and logs. The Board requested a follow-up letter to be sent advising of Night Court procedures.
5. 12 E. South Street (Overmier) – inoperable/untagged vehicle – A letter was mailed May 8<sup>th</sup>. No response received. No visible cooperation. The Board requested a follow-up letter to be sent advising of Night Court procedures.

6. 205 Maiden Lane (Richards) - excessive trash, toys, debris, weeds and laundry appliance – A letter was mailed May 8<sup>th</sup>. No response received. Adequate cooperation has been seen.
7. 106 W. South Street (Vecellio, Gary) – inoperable/untagged vehicle. A letter mailed May 7<sup>th</sup>. Valerie reported that Gary left a message on the Village answering machine requesting an additional two weeks to obtain an application for lost title so that he can sell the vehicle. The Board agreed to grant him the requested time to comply. Mary Potter reported excessive weeds in the back yard and partial mowing in the front yard.
8. 423 S. Chicago Avenue (Vecellio, Gene & Gary) - dilapidated mobile home skirting. Jane Cress asked landowner if he would be interested in being a recipient of the Serve Project; landowner declined. Gene told Jane Cress that the mobile home belonged to Gary. Letters to Gene and Gary were mailed May 7<sup>th</sup>. No response was received. Terry Light suggested that if the mobile home is inhabitable, it should be removed from the Village. The Board requested a follow-up letter to be sent advising of Night Court procedures.
9. Valerie presented the Board with an update from Mike Pundt which was received by Jane Cress via email. He continues to show an adequate amount of cleanup progress. The Board requested that a return letter be sent to acknowledge continued efforts and a show of appreciation.
10. 10 Prairie (Dawson) – tall grass, excessive weeds. The yard has since been partially mowed. The Board requested a letter be sent to the landowner.
11. 11 Charlesworth (Seaton) – tall grass, excessive weeds. The property has been mowed since the original complaint was made. No action necessary.
12. 17234 E 2750 North Rd (Blythe) – tall grass, excessive weeds. The Board requested a letter be sent to the landowner.
13. Mary Potter reported that on the property right behind Zaborsky's, the old Handle building, owned by John Brain, sits an old truck along with large broken windows leaning up against it creating a danger for small children next door. There are also some old tires that need removed. The Board requested a letter be sent to the landowner.
14. Mary Potter reported on behalf of Dan Wright that John and Anne Kessler have old tires on their property that should be removed.
15. Mary Potter reported on behalf of Dan Wright that the southeast corner of the Lion's Club park is a swampy area and should be treated for mosquitos. Terry Light shared some ideas for remedy. Mary will relay the recommendations to Dan.

**d. Keep Bismarck Beautiful (KBB) –**

- i. Karel Volpert thanked Mary Stonecipher, Mary Potter and Jane Cress for planting the flower pots which look really nice.
- ii. Karel has talked with Teresa Spicer on behalf of the Men's Club wives, who expressed interest in taking over the flower beds at Village entrances. President Brown shared that the idea had been approved by the Men's Club. Mary Potter reported that someone has started to remove weeds from the flower beds and she hopes to talk with Teresa again soon.

- iii. President Brown confirmed that Dan Wright would water the flowers in the Village pots. Once the weather warms up, the flowers will need watered more than once a week.
- iv. Karel attended the Keep Vermilion County Beautiful meeting and discussed the Adopt a Spot Program. DACC will hold another e-Waste collection event on October 19<sup>th</sup>. Information will be posted on the KBB website.
- v. Revitalizing Your Community Workshop is coming up for building owners. A flyer was passed around.

**e. Tax Increment Financing (TIF) – None**

**f. Municipal Projects (Roads, Drainage, other improvements) –**

i. Stormwater drainage project –

- 1. President Brown and Engineer Sam Cole met with Village Attorney Steve Miller. A special meeting will be held May 30<sup>th</sup> at 6:30 p.m. to discuss other opportunities and the whole project in depth. Ordinance No. 2018-5-15b, an Ordinance Creating a Stormwater Utility and User Fees will be revised by Attorney Miller.
- 2. Lake Vermilion Water Quality Coalition (LVWQC)/State Representative Tom Bennett, will be meeting June 27<sup>th</sup> in Rossville. President Brown plans to attend.
- 3. President Brown spoke with Doug Ahrens of the Danville Sanitary District and requested that contract be drawn up for their billing and collection services.

ii. President Brown has been working diligently with Josh Hedstrum to complete the State of Illinois grant application for \$10,000 towards easement acquisition for construction of storm sewers.

iii. Updates from Derek Heidrick on work performed:

- 1. Tiling repair at 204 W. Holloway is complete.
- 2. Blacktop repair at 204 W. Holloway, due to snow removal by maintenance personnel - Derek will take a look at the project area and provide the Board with an estimate for repairs.

**g. Permits –** Mary Potter reported that golf cart permits have been received from Mike Brown and Jim Potter. The annual fee is \$35. Mary suggested sending past applicants a reminder via postcard to obtain their 2019 permit; the Board agreed. Mary will provide Valerie with a list for mailings. John Pendleton has questioned Mary Potter about the use of a dune buggy. The Board feels that dune buggies must be street legal and licensed through the State of Illinois.

**8. Old Business – None.**

**9. New Business –**

- a. Valerie reported that the Illinois Municipal League is in the process of unveiling Prevailing Wage Act amendments.
- b. Valerie presented the Board with a Travel Reimbursement Ordinance provided by the Illinois Municipal League for review and implementation. The Board discussed the current IRS rate for travel reimbursement of \$0.58 per mile for business miles driven.
- c. President Brown shared information obtained from conversations with Derek Heidrick and resident Gail Defenbaugh regarding a complaint concerning cows owned by Derek and grazing the pasture owned by neighbor, Ann Dicken. Gail provided President Brown with a page of the zoning ordinance, supplied by her Attorney, Charles D. Mockbee, IV, focusing on the statement that the livestock could not re-enter the pasture after they have been removed for more than six months. The zoning map and Zoning Ordinance #2001-9 were reviewed. Procedures were reviewed for application of a Special Use Permit for rezoning the property agricultural use.

**10. Executive Session/Closed Session – None**

**11. 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 June 18, 2019. A special meeting will be held at the Village Office in Bismarck, Illinois, at 6:30 p.m. on May 30, 2019.

**12. Adjournment** – With no further business to come before the Board at this time, upon motion by Mary Potter, seconded by Terry Light, the meeting was adjourned at 8:43 p.m. The motion passed by acclamation.

Respectfully Submitted,  
Valerie Moss, Clerk

**APPROVED: 6/18/2019**