

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, October 23, 2019

1. At 6:36 p.m. in the Village office located at 106 E. Holloway, Bismarck, Illinois, President Brown opened the meeting with the Pledge of Allegiance.
2. Roll call was taken by the Clerk. Board members present were Trustees Terry Light, Karel Volpert, Jane Cress, Sheila Switzer, Kris Kizer, Mary Potter, President Mike Brown, Treasurer Valerie Moss and Clerk Brandye Kizer. A quorum was established. Guests present included: Tracey Fullen of Donohue & Associates, Douglas Toole and Brenda Adams, Executive Director from Keep Vermilion County Beautiful.
3. Approval of the Agenda for October 23rd, 2019 – On a motion by Terry Light, seconded by Karel Volpert. The motion passed by acclamation.
4. Public Comments/Questions
 - a. Douglas Toole and Brenda Adams thanked the board for their support of Keep Vermilion County Beautiful. It is time for Villages and Corporations to renew their annual membership. Bismarck is currently a Business level membership and the cost for Business level renewal is \$150.00 but Keep Vermilion County Beautiful is requesting that all members look into their finances and see if they are able to be a Corporate Sponsor. The cost for Corporate Sponsorship is \$1000.00. The benefits of being a Corporate Sponsor would be that Keep Vermilion County Beautiful would be able to assist the Village with two events a year by providing assistance and manpower to the Village for those two events and the ability to apply for beautification grants for the Village. Trustee Karel Volpert was thanked for being a strong supporter and attending the Keep Vermilion County Beautiful meetings and bringing back the information to the Village Board. Brenda Adams thanked the Village Board for sharing their information on the Village of Bismarck facebook page as it is really appreciated in getting information out to the community.
 - b. Trustee Karel Volpert shared that October is Domestic Violence Awareness Month and she presented the board with purple ribbons supplied by the Bismarck Women’s Club to show support for domestic violence victims. She shared that 1 in 3 women and 1 in 7 men are victims of Domestic Violence; every 9 seconds a woman is assaulted in the United States. The color purple is a symbol of peace, courage, survival, honor and dedication to ending Domestic Violence. It is a solute to survivors and to those who have lost to Domestic violence.

5. President Brown thanked the Village Board Trustees on getting the Notice of Hearing letters sent out to all the residents in a timely manner. Discussed a news article that was sent to him in regards to the grant that Catlin recently received in regards to wastewater. Discussed the difference in what the grant they received would cover versus what the Village of Bismarck is looking at with the Stormwater Drainage Project. Tracy Fullen from Donohue explained that the grant Catlin received was part of a loan for wastewater and the Bismarck residents in the last village meeting did not favor going forward with the sanitary project at that time.

6. President Brown made motion to approve all minutes in one vote after review. Approval of the Minutes for Regular Meeting September 17th, 2019 and Special Meetings dated September 26th, 2019 and October 3rd, 2019- On a motion by Jane Cress and Seconded by Kris Kizer. Motion passed by acclamation.

7. Valerie gave the Treasurer's Report and presented the bills for payment. Discussed that time sheets and reimbursement forms will be filled out and given to Treasurer for payment to ensure proper taxes are able to be deducted appropriately. The Village received deposit from Vermilion County Treasurer for real estate taxes for \$17,483.50. Discussed the motor fuel account had a significant higher balance than what it should have in that account. Valerie reported that the Motor Fuel account will be going through extensive reconciliation to get all accounts in proper order. It is most likely possible that certain items which should have been paid from the motor fuel account was paid from the general fund. Valerie and President Brown will work together on getting information from all accounts and verifying the information. Reviewed when the loan for the Kubota will be paid off. Possibly November, 2019 should be last payment. Discussed that the Quickbooks software is not working well in regards to payroll and it is time consuming using the software. Valerie will continue to pay manually at this time for all payroll. Terry Light will look into other payroll software or services and bring to board for review. Terry Light made a motion, with a second by Sheila Switzer, to approve the Treasurer's Report and pay the bills as presented. The motion passed by roll call vote.

Jane Cress -	Yea	Terry Light -	Yea	Kris Kizer -	Yea
Mary Potter	Yea	Karel Volpert -	Yea	Sheila Switzer -	Yea

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8. Correspondence: Bismarck First church of Christ sent a Thank you card for the Village Board donating money to help with their 1st Annual Community Picnic. It was a success and they have set the date for next year for September 19, 2020.

9. Reports of committees and assignments:
 - a. Public Works
 - i. Painting Curb Project: The curbs have all been painted except for the east end past the railroad. That is still in process to be finished.

- ii. Christmas Light Installation: Discussed options for putting up the Village Christmas lights as the holiday is approaching. The board would like to see this completed around Thanksgiving. Don Evans has been doing this for the Village in the past for \$350.00 to put up and take down. President Brown discussed the possibility of Larry Steinbaugh being able to put them up but he does not have a lift truck and would have to rent one in order to complete the installation. Mary Potter reminded the board they would need to check the lights before putting up to ensure they are all in working order. President Brown will continue to look at all options to put up Christmas Lights by Thanksgiving.
 - iii. Paint Shed behind Village building- President Brown stated that Village Maintenance Personnel Dan Wright asked about painting shed behind Village office. It was decided by the Board that this was not within the scope of the Village Maintenance Personnel to paint the shed as it is not Village property. Discussed looking into volunteer groups to assist homeowners who need assistance in sprucing up their properties.
 - iv. Pressure Wash Outbuildings- President Brown opened discussion on if the outbuildings could be pressure washed. The board agreed that this would be something that the maintenance personnel is able to do.
- b. Budget and Finance –** Discussed that Karol Volpert has only \$500 in her budget for the Keep Bismarck Beautiful. There is a concern that Keep Vermilion County Beautiful would like to see the Village move to the \$1000 Corporate membership. Discussed having this placed on the next agenda for discussion.
- c. Health and Safety**
- i. Ordinance Violation Updates
 - 1. 206 W. Holloway (Lyday/Pickett-Kumar) – The Board discussed the continued nuisance of raccoons seems to be under control and no new reports have been submitted. Will continue to monitor situation.
 - 2. 417 S. Chicago (Morse)- Two couches in the burn pile have been removed and are no longer in the burn pile.
 - ii. New Ordinance Violations –
 - 1. 21 Crystal Place- Report was made that garbage was being burned outside, garbage was piled up around the home and in the garage. President Brown was trying to get a hold of Mike Hannon at the Health Department to discuss what options the Village has in regards to garbage on a property. President Brown will make phone call to Health Department and will be placed on agenda for next meeting.

- d. Keep Bismarck Beautiful (KBB) – Karel reported that the Village will be doing the Holiday Trim and Lighting again this year. They would like to invite the winners to the Board meeting on December 17th, 2019. They are confirming judges and will confirm the dates for the judging. She will need fliers made to place around the Village, post on the Village’s website and also the Facebook page. Karol Volpert and Jane Cress would like to get some more greenery from Berry’s Garden Center again this year. Terry Light will make sure some greenery is saved back for them.
- e. Tax Increment Financing (TIF)
 - i. Valerie relayed email correspondence from accountant Ed Ryan who is wrapping things up with the TIF audit. The Village is process of having a general annual audit and everything is looking good right now. Ed Ryan would like to see the minutes being more descriptive in regards to TIF transactions.
- f. Municipal Projects (Roads, Drainage, other improvements)
 - i. Tracy Fullen (Donohue Associates) and President Brown met with Steve Miller (attorney) on Monday and discussed the upcoming Village Hearing meeting set for November 6th, 2019. Tracy Fullen (Donohue Associates) passed around a spreadsheet discussing the cost of the stormwater fee of \$35.00 and what it would generate. This ordinance that has already been passed would generate \$105, 876.00. This money would only be able to be used for operations and maintenance. It cannot be used to pledge for a loan to get tiles and culverts repaired and fixed. The money obtained from this revenue would have to be saved and projects done as money comes in from the fee. If new grants come open in the future as stormwater is becoming more of a concern, then the Village would be able to apply for those.
 - ii. Tracy Fullen (Donohue Associates) passed around the Special Service Area and who would fall into the Special Service Area and who would not. President Brown wanted to make sure that the criteria would be the same for everyone so that it was as fair as possible. Tracy Fullen (Donohue Associates) stated she had the minutes from the previous public meeting held in 2016. Discussed the upcoming meeting and that Steve Miller will talk about the Special Service Area, why the Village had to look at this as an option and how it will impact the community.
 - a. Tracy Fullen (Donohue Associates) presented the Storm Water Utility Fee Ordinance and some items that needed clarified within the ordinance.
 - b. All letters have been mailed to all residents within the Village Special Service Area. Notice was printed in the newspaper.
 - iii. President Brown had no new information on the DCEO grant.

- g. President Brown reported that he provided permits to:
- i. Mitchell Harper- 2650 N Rd- Permit request received for a new construction – 40x32 home and 24x48 garage. Permit approved.
 - ii. Steven J. Hoover-17103 E 2750 North Road, Bismarck (property just west of Andi Mae’s Ice Cream Shoppe) – Permit request received for 36x56 Garage behind home- Permit approved.
 - iii. Timothy Seyfert- 203 E. Holloway Ave- Permit request received for 792 sq.ft addition to home- Permit approved.

Terry Light made a motion, with a second by Jane Cress, to approve building permits for Harper, Hoover and Seyfert. Motion passed by acclamation.

10. Old Business – none.

11. New Business- none.

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 November 19, 2019.

13. Adjournment – With no further business to come before the Board at this time, upon motion by Terry Light, with a second by Kris Kizer, the meeting was adjourned at 8:22 p.m. The motion passed by acclamation.

Respectfully Submitted,
Brandye Kizer, Clerk

APPROVED 11.19.19