

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, February 18, 2020

1. At 6:32 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 Jane Cress, Terry Light, Kris Kizer, Mary Potter, Sheila Switzer, President Mike Brown, Treasurer Adam Muehl and Clerk Brandye Kizer. A quorum was established. Trustee Karel Volpert arrived at 6:36 p.m. after roll call was taken. Guests present included: Residents Bruce Johnson, Adam Wendell and Sam Claypool.
3. Approval of the Agenda for February 18, 2020 made on a motion by Jane Cress, seconded by Sheila Switzer. Trustee Kris Kizer requested to add discussion on furnace to New Business. President Brown requested a discussion on making the Village “Wet” and the Bike Path project added to New Business. The motion passed by acclamation.
4. Public Comments/Questions: Resident Tammy Moore, who works 2nd shift and unable to attend the meeting, reached and inquired as to why the Village does not have a gas station or store. The board members discussed that there were talks in the past about getting a gas station, but several obstacles have paused the discussion from going any further. Trustee Potter stated that Casey’s will not put a gas station in a village with less than 1,000 residents. This was a change they had made recently when inquired by the Village. Trustee Light reported that there are flooding issues that need addressed and that the Village would need a dedicated sewer to allow for a gas station to be built as reported by Casey’s in the past when the Village had inquired. It was discussed that Fairmount is on a septic and Trustee Cress explained that they may have been grandfathered in before the corporate changes were made. President Brown discussed that there was a road test completed to inquire about an ATM on Bowman and there is significant traffic at around 3,000 a day. President Brown stated there are several regulations that need to be addressed in order to get a store, gas station or a business. Trustee Switzer recommended putting an article in the monthly newsletter regarding why the Village does not currently have a gas station, business or store. President Brown agreed that this would be a good idea.
5. President’s Comments: President Brown welcomed everyone to the Village Meeting. Trustee Switzer asked that the village quests be introduced. President Brown asked guests to introduce themselves to the Village Board. President Brown welcomed and thanked guests for attending the meeting. Trustee Switzer asked if there were any comments good or bad that they would like to inform the Village of. There were no comments from the audience.
6. Approval of the Minutes for Regular Board Meeting held on January 21, 2020 was made on a motion by Trustee Jane Cress and seconded by Trustee Kris Kizer. Motion passed by acclamation.
7. Treasurer Adam Muehl presented Treasurer’s report. Trustee Karel Volpert made a motion to approve, with a second by Trustee Sheila Switzer, to approve the Treasurer’s Report and pay the bills as presented. The motion passed by roll call vote.

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

Treasurer Adam Muehl reported that the account balances as of 1/31/2020 are as follows: New General Fund is \$113,797.38; Old General Fund \$15,454.17; Motor Fuel Fund \$27,229.12 and TIF \$17,804.94.

The majority of the bills paid out this month are for regular and recurring bills. There are two additional payments needed, one for Berry’s Garden Center for a Funeral Arrangement for the passing of previous Village President Greg Lewis’s mother in the amount of \$40.00, and to the Village Accountant, Mr. Ed Ryan for W-2 preparation in the amount of \$235.00. Trustee Cress questioned if the Conxxus Internet bill was correct. It was verified as correct.

Treasurer Adam Muehl discussed that he needs approval to transfer \$7,789.63 from Old General Fund to the New General Fund. Treasurer Adam Muehl reported that he was unable to move the funds approved at the January meeting in time and will transfer with this fund transfer if approved. This will leave \$100 in the Old General Account as required. Trustee Terry Light made a motion to approve, with a second by Trustee Jane Cress, to approve the transfer of funds as presented. The motion passed by roll call vote.

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

8. Correspondence: Village Clerk Brandye Kizer read a Thank You card from the family of Jacqueline “Jackie” Lewis for the arrangement sent.
9. Reports of committees and assignments:
 - a. Public Works
 - i. President Brown stated that he spoke to the Men’s Club about the alley repairs. They are not interested at this time in assisting with the cost of the alley repair, but may be willing to revisit in the future. They have some other possible projects they are working on and so they would like to hold off on spending any money. Trustee Cress asked if the Village knew what it would cost. There has not been a quote as of yet for alleyway repair.
 - ii. President Brown discussed that there are several road signs in the Maintenance shed that are not able to be used in the Village. President Brown spoke to IDOT to inquire what to do with them and he was instructed that he could sell them to residents or scrap them at Mervis. The Village Board agreed that they should be offered for sale to the Village residents if anyone is interested. The signs will be posted on the Village website, facebook and in the newsletter for \$20 each.
 - iii. President Brown discussed that the State has been in the Village and repaired the pothole in the roadway at the east side corner of Center St and Holloway St. He stated that he is starting to see another pothole forming on the west side. He has been in contact with the state on inquiring about repairs as the area is a state road and ultimately their responsibility. Trustee Jane Cress discussed that the area on

Center St where Derek Heidrick completed some work over the summer may need more patch as it is settling and sinking.

- iv. President Brown stated that during the last snow the Plow Truck would not start. It was found to have a bad starter. The starter was removed and sent to the Mark's Repair shop for repair. The bill has not been received by the Village as of today's date. It has now been replaced and the truck is in working order. The Village was able to find other means and the roads were plowed during that snow fall, although there was a delay. He apologized to the residents of the Village for any delay in snow removal that occurred during that time.

b. Budget and Finance

- i. Clerk Brandye Kizer informed the board that the budget needs to be approved and filed in April. The Village Board has February and March to review and finalize the yearly budget. The Village Board will pass the budget at April's board meeting and it will be filed in April, 2020 for the fiscal year.
- ii. Annual Budget review was conducted. Discussed totals on each line item and the Village Board Trustees suggested changes to be made before final approval at meeting in April. Trustee Karel Volpert inquired if there was a way for the Board to get a review each month of what was left in the budget for certain line items such as donations and Keep Bismarck Beautiful. President Brown stated he feels there needs to be a category for the Machine Shed. Trustee Mary Potter discussed that the money that was going towards the Kaboda may be able to be allotted for the machine shed. Trustee Jane Cress stated that Clean Up Day may need more money allotted in the budget as the price is increasing each year.

c. Health and Safety

i. Ordinance Violation Updates

President Brown made a recommendation that the date the letters are sent out to residents be added to the agenda. Trustee Terry Light would like to get clarification on what the letters say in regards to the Village Ordinance. He will investigate what the letters should say in order to be in compliance with Night Court. The letters will start with a 30-day notice and then a follow-up letter and then Night Court notice. He stated that if we are sending letters then the Village needs to start following through with the consequences of residents not complying with the ordinances.

1. Zaborsky property- Letter sent later than intended (1.7.2020) due to needing postage to mail letter. No response as yet. President Brown stated that the tree has been removed. President Brown would like to send another letter with a deadline. Clerk Brandye Kizer will send another letter with a 30-day deadline.
2. 423 S. Chicago- Vecellio- Letter sent (2.7.2020) not livable and County Health Department has been out to look at it and the property owner was supposed to be remodeling it. Does not appear that any work has been started on it as of yet. Unsure if there was deadline by the Health Department.
3. John Brain- Letter sent (2.7.2020). President Brown stated that the van now has a tire.

- ii. New Ordinance update
 - 1. 14 W. South St- un-plated and inoperable vehicle complaint received. Current tags need to be placed on vehicles. Letter will be sent out asking for compliance with ordinance.

- d. Keep Bismarck Beautiful (KBB) –
 - i. Trustee Karel Volpert reported that she has added more bags of caps to the garage. These bags of caps need sorted and she will be in the Village garage on Sunday at 2pm if anyone would like to assist in the sorting. She is hoping to get 3 benches made from the collection of caps and the extra caps will go to Rossville/ Hoopeston area.
 - ii. Trustee Jane Cress reported that Teresa Spicer and Marjorie Winger will plant flowers in the flower beds at each end of town.

- e. Tax Increment Financing (TIF)- None

- f. Municipal Projects (Roads, Drainage, other improvements)
 - i. Stormwater Drainage Update- President Brown reported that he has spoken to Village Attorney Steve Miller and Attorney Ken Beth to discuss the Special Service Area.
 - a. President Brown stated that Attorney Steve Miller and Ken Beth are working on an ordinance on defining the definition of the surface water special service area, how the breakdown of the IRU is and that it can be placed on a tax bill as a dedicated fee. Attorney Steve Miller discussed with the County and they have agreed to collect this for the Village.
 - b. President Brown stated he was encouraged to look at IERA grants and he has started to look into what grants are available. He will continue to look for grants to help with costs and will reach out to Angel Crawford at Representative Bennett’s office for assistance.

 - ii. DCEO grant: Reports are due each month by the 30th. President Brown will submit this month’s report by the 28th. Grant funds that need to be spent by June 2020 at this time is \$8500.00 so the Village Board needs to be discussing how to spend these funds and what work would make the best use of this money in regards to the stormwater concerns.
 - a. The Village heard from contractor Sam Claypool on what he would like to do regarding culvert work in the Village to help clear some of the water issues. He explained that there are several options and certain options will make more of an impact than others. He would like to start with what will make the most impact in the Village. He stated that the areas of concern would be around the Wilson, Prairie, Center St as they take on quite a bit of water. There are some tiles in that area that are not working and he would like to see the water re-routed to a tile that is working. He stated he lives in the Village and wants to do what is best for the Village. He is already completing culvert work with the Village and the Village has been happy with what he has done so far. He was asked how much he is expecting the work to cost for what he is recommending and he stated it would be approximately \$6,000 without materials. The Village inquired if this work would make an impact on the water concern. Sam reported that in his professional opinion, this will not take care of the issue, but it will

definitely make the most impact and get the water moving in the right direction. Sam Claypool discussed the idea of Tar and Chip for the roads and it has been recommended by the Engineer Tim Cowan and Sam Claypool that this be put on hold until the water can be removed from the road.

- iii. The Village Board discussed approving Sam Claypool to complete Culvert work in the Village. Motion to approve Sam Claypool to start culvert work in the Village, was made by Trustee Jane Cress, and seconded by Kris Kizer. The motion passed by roll call vote.

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

- iv. President Brown stated that there will be a stop sign going in at Wilson and Prairie. Maintenance Worker Dan Wright will be putting that in.

g. Permits- none received

10. Old Business –

- a. President Brown and Clerk Brandye Kizer gave an update of the Ordinance review. The ordinances have been printed and placed in files by year for review by President, Trustees and Clerk. If the board can review and mark any Ordinances passed or discussed in the minutes, then the Clerk will obtain a copy of those Ordinances for further review and discussion. Once the annual budget is reviewed, completed and filed, then the Village Board will begin the project of reviewing and updating Village ordinances.

11. New Business-

- a. President Brown would like to start looking at Disaster Recovery in the Village. Trustee Kris Kizer stated he will reach out to Ted Fischer, Vermilion County Emergency Management Director, to discuss where to start. It as also discussed that the current Storm Siren is not very loud and does not alert the entire Village. It was discussed that maybe a second siren would need to be placed around Wilson Lane. Trustee Mary Potter stated that the current Siren only went off for a moment and then stopped. Trustee Kris Kizer would like to see if Ted Fisher would be available to come to a future meeting to discuss what we would need for emergencies and ordinance compliance.
- b. President Brown met with the Water Coalition members Jeff Beckler and Michell Killough on February 18th, 2020. There are concerns with water run-off from the village. President Brown is now on the Water Coalition Board. The Director of the project, Jeff Beckler, will be doing chemical testing. President Brown is unsure as to what the results will be for the Village or what repercussions that will be when results come back. The water coalition will be working with Mike Hannan at the Health Department on where the new septic systems are in the Village.

- c. Village Clerk informed the Village Board that The State of Illinois has passed a new law that will require mandated Sexual Harassment Training for all employees by December 2020 for entities that employ at least one person. This includes the Village Board members. There will be an online option or the Village can conduct their own training if desired as long as it meets the State of Illinois criteria. Village Clerk will forward email with link to training to all board members and Village Employees.
- d. Bismarck Rossville Henning Alvin Cooperative High School sent a request letter asking for donations for their Post- Prom. The Village Board stated that this is a very important event for the safety of the Village’s children and would be happy to donate. Trustee Jane Cress stated that they went to the trampoline park last year. Treasurer Adam Muehl was looking at past records to see how much was donated in the past. A motion to approve \$100 donation was made by Trustee Terry Light, with a second by Trustees Karel Volpert and Sheila Switzer at the same time. The motion passed by roll call vote.

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

Treasurer Adam Muehl reported that the Village Board donated \$250 last year to the Post Prom. Trustee Terry Light made motion to amend the donation from \$100.00 to \$250.00. A second motion to amend donation amount to \$250.00 was made by Trustee Jane Cress. The motion passed by roll call vote.

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

- e. Trustee Mary Potter asked for a discussion on updating furnace and air conditioning and whether this could be done through TIF funds. It was discussed that this is a need for the Village Office and that President Brown will start with getting quotes from several different Heating and Air contractors.
- f. President Brown opened discussion on the option to make the Village “Wet”. It is currently a “Dry” Village and he would like to entertain the idea of starting procedures to look at moving it to a “Wet” Village. Trustee Karel Volpert inquired as to why the Village needed to be changed to a “Wet” Village. President Brown discussed that it would bring in revenue if the Village allowed for an entity to sell liquor, whether it be for weddings or events. By the Village being “Wet” it would open some opportunities for the Village. Discussed that the Village would get a portion of the sales tax. Trustee Terry Light stated that if it is not already in place then you cannot entertain it when someone inquires about it. Trustee Karel Volpert stated she would like it to be on record she is not in support. President Brown acknowledged Trustee Volpert’s opposition and stated he understood her take on the matter. However, he would like to continue future discussions on the matter. Discussion about the comments made on a facebook page and how concerned residents were invited to tonight’s meeting. Discussion that only 3 residents were in attendance. President Brown asked that this topic be placed on the future agenda for discussion and action.

- g. President Brown opened discussion on looking into how we would be able to get a bike route path through the Village. He asked Village Clerk to do some investigating on if that would be possible and the procedures to do so.

- 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 17, 2020. Bills to be considered for payment and items for the agenda are to be submitted by March 10th, 2020 to Village Clerk and Village Treasurer.
- 13. **Adjournment** – With no further business to come before the Board at this time, upon motion by Trustee Terry Light, with a second by Trustee Kris Kizer, the meeting was adjourned at 8:44 p.m. The motion passed by acclamation.

Respectfully Submitted,
Brandye Kizer, Clerk

APPROVED 3/17/ 2020