

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, May 19, 2020

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.
2. Roll call was taken by the Clerk. Board members present were Trustees Jane Cress (Videoconference), Terry Light, Kris Kizer, Mary Potter (phone), Sheila Switzer (Videoconference), Karel Volpert (Videoconference), President Mike Brown, Treasurer Adam Muehl and Clerk Brandye Kizer. A quorum was established. Guests included residents Brad Cunningham and Jeff Davis.
3. Clerk Kizer asked to amend the agenda to add a permit request for Burt Etchison to the agenda. Approval of the Agenda for May 19, 2020 with amendment was made on a motion by Terry Light, seconded by Kris Kizer. The motion passed by acclamation.
4. Public Comments/Questions: Mr. Cunningham made a statement about concerns with Mr. Davis property and his running dirt bikes on a homemade track on Mr. Davis property. Mr. Cunningham reported that there are other neighbors who share the same concerns. Mr. Davis made a statement that the track was there when he purchased the property and that the previous owner stated they had dirt bikes when they owned the property. Mr. Davis replied that he has also talked to his neighbors and he is unaware of any neighbors besides Mr. Cunningham that has concerns. President Mike Brown stated that he was advised by the Village attorney, Mr. Steve Miller, that the area where Mr. Davis and Mr. Cunningham live are outside of the territory where the village can enforce the ordinances as they are not annexed into the village limits. President Brown will confer with Mr. Cunningham, Mr. Davis and the Village Attorney on the matter. President Brown will also forward the attorney's contact information to Mr. Cunningham.
5. President's Comments: President Brown welcomed everyone to the Village Meeting. President Brown acknowledged what a great organization Bismarck Blessings is for the community and how much they assist residents in the community. He gave acknowledgement for the hard work that was put into the parade for the teachers, students and residents. It had a great turnout and received a positive response from the community.
6. Approval of the Minutes for Regular Board Meeting held on April 23, 2020 was made on a motion by Trustee Karel Volpert and seconded by Trustee Jane Cress. Motion passed by acclamation.
7. Treasurer Adam Muehl presented Treasurer's report. Mr. Muehl is still attempting to get accounts switched through the Comptroller's office so that Funds will no longer need to be transferred from the Old General Fund to the New General Fund. He will let the Board know when that is completed, progress has been halted due to COVID-19 and the agencies are hard to get in touch with at this time. Trustee Mary Potter asked that the approval of bills did not include Ribbe trucking or Claypool Excavating as those bills are listed farther down in the agenda for individual approval. Trustee Mary Potter made a motion to approve treasurer's report and bills, with a second by Trustee Sheila Switzer, to approve the Treasurer's Report

and pay the bills, minus Ribbe Trucking and Claypool Excavating, 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

Treasurer Adam Muehl reported that the account balances as of 4/30/2020 are as follows: New General Fund is \$133,297.15; Old General Fund \$8,500.50; Motor Fuel Fund \$32,656.94 and TIF \$17,805.38.

The majority of the bills paid out this month are for regular and recurring bills. The bills paid that are not monthly and regular are as follows: Vermilion County Property Taxes for \$234.64 for both installments; Mebulbs.com for lighting in the Village Office for \$152.87; reimbursement to Trustee Sheila Switzer for candy for the parade in the amount for \$76.23. No bills received from Bismarck Water District or from Dept. of Animal Regulation.

Treasurer Adam Muehl discussed that he needs approval to transfer \$8,400.50 from Old General Fund to the New General Fund. Trustee Karel Volpert made a motion to approve, with a second by Trustee Sheila Switzer, to approve the transfer of funds 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

- 8. Correspondence: Bismarck Blessings sent a thank you card for donation.
- 9. Reports of committees and assignments

a. Public Works

- i. The Village Board discussed clean-up day will be on Saturday June 27th, 2020 from 8am-12noon. The cost will be \$20 each per truck bed or trailer. The location will be the same as last year and that will be at the Newell Township Maintenance lot located at 200 Illinois St, Bismarck, IL. Save the Dates have been posted for residents and new flyers will be posted with the location and time.
- ii. Golf Cart permits are available and cost is \$35.00. Residents who need a new 2020 permit need to contact Trustee Mary Potter. Trustee Mary Potter commented that she has not had many residents reach out to her to get new permits.
- iii. President Brown discussed having basins cleaned in the Village along Holloway. He stated that many of the basins seem to be full and he is unsure as to the last time they were cleaned. He has reached out to Troy Drennen to see about getting a quote what the cost would be for the Village.
- iv. Clerk Kizer read a letter form the Vermilion County Health Department regarding a partial reimbursement program that will allow the Village to submit the costs associated with completing mosquito larvae activities and receive a partial reimbursement back. The Village Clerk would need to send a letter to the VCHD requesting interest to participate in the program by June 1, 2020 and the required documents would need to be submitted by October, 2020 for

reimbursement. The Village clerk would need the Village Board's approval to submit the letter of interest.

Trustee Terry Light made a motion to approve, with a second by Trustee Kris Kizer, to approve Village Clerk to send the letter of interest to VCHD. 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

b. Budget and Finance

c. Health and Safety

- i. Ordinance Violation Updates- No new updates at this time due to COVID-19. President Brown reminded all board members to stay safe and to encourage any residents to reach out if they need anything.

- d. Keep Bismarck Beautiful (KBB)- Trustee Jane Cress reported that resident Mary Alice Stonecipher has reported that plants are in for planting in the Village pots and she is willing to help get everything planted. They are planning to start planting on Saturday at 3pm. It was requested that those assisting to please wear masks.

Trustee Karel Volpert and Trustee Jane Cress reported that they would like to start the judging for Keep Bismarck Beautiful summer programs. They will need to get letters and certificates printed out for the winning homes. They will also need to look at the signs in the maintenance garage. Clerk Kizer will send the letters and certificates to them for their approval and then will continue to assist Trustees Karel Volpert and Jane Cress throughout the summer in getting what they need.

e. Tax Increment Financing (TIF)

- i. President Brown discussed the reimbursement process for TIF funds. We receive TIF dollars but 75% go back to the S&E and then the remaining amount remains with the Village. The Village received \$ 25,971.81 and the Village will need to pay \$19,479.00 back to S&E and then \$6,492.97. This will be completed when the Village gets the tax installments.
- ii. The Village received the S&E TIF NEWR 1208 Tax Increment Invoice statement. This will be tabled for approval when tax payments are received.

f. Municipal Projects (Roads, Drainage, other improvements):

- i. Storm Water Special Service area- No new updates at this time. Village attorney is working on ordinance for approval.
- ii. IDOT MFT 2020 Plan. Discussed the recommended plan that Tim Cowan from Donohue has submitted to use MFT funds. The project would be for tar and chip for roads: Starts at Market Street, go to the grade school, Charlesworth and fix the street to Holloway and down to North St. It would then go down South Street from Myers to Illinois and then it will jump up by the Newell Township building and then go east and then it will go down south Center to Wilson and then to Chicago St. Crystal Lane will also be completed.

Trustee Kris Kizer made a motion to approve, with a second by Trustee Jane Cress, to approve IDOT MFT 2020 Plan. 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

- iii. Dan Ribbe and Sam Claypool invoices for work completed on alleyway. Dan Ribbe for rock for a total of \$539.91 and Sam Claypool for labor for a total of \$200.00.

Trustee Terry Light made a motion to approve, with a second by Trustee Sheila Switzer, to approve IDOT MFT 2020 Plan. 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

- iv. President Brown discussed a quote received by Sam Claypool for \$5500.00 for Phase 1 of the DCEO grant. Discussed with the Board that this includes the area around Prairie. At this time this is the best place to start to get water flowing and to reduce some of the buildup in the Village.

Trustee Terry Light, made a motion to approve, with a second by Trustee Kris Kizer, to approve quote for \$5500.00 from Sam Claypool for phase 1 work. 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

- v. DCEO grant: Reports are due each month by the 30th. The Village has to spend the grant by the 30th of June, 2020. President Brown is working with Sam Claypool to get quotes for the remaining work to be completed for phase 1 of culvert work.
- vi. The state of Illinois has a REBUILD grant available that would give money to assist with infrastructure. This could be an opportunity for the Village to participate in to help with the sewer and storm water concerns. The timeline is very stringent and is due June 15th, 2020. This does not give a lot of time to get items completed and it was highly recommended that the Village hire a grant writer to write the grant if the Village Board would like to pursue the opportunity.

Trustee Jane Cress made a motion to approve, with a second by Trustee Terry Light, to pursue the grant opportunity. 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

- vii. The Village Board discussed hiring a grant writing team to write the grant due to the time crunch on the grant. The recommended grant writer is from the Champaign Regional Commission.

Trustee Kris Kizer made a motion to approve, with a second by Trustee Sheila Switzer, to approve hiring a grant writer to assist with the grant application. 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

g. Permits

i. Permits Received by 3 residents.

- a) Jeff Davis was postponed as not all paperwork was turned in.
- b) Rob McConkey requested a permit for an 18x 42 room addition. Approval of permit was made on a motion by Trustee Terry Light, seconded by Trustee Sheila Switzer. The motion passed by acclamation.
- c) Kizer requested a permit for a new concrete drive in front of their garage. Approval of permit was made on a motion by Trustee Terry Light, seconded by Trustee Mary Potter. The motion passed by acclamation.
- d) Burt Etchison requested to build a new bushel hopper bin. Approval of permit was made on a motion by Trustee Terry Light, seconded by Trustee Karel Volpert. The motion passed by acclamation.

10. Old Business

- a) Sexual Harassment training will be conducted by Village Clerk using the State of Illinois training manual at the August 18th Board Meeting. All Board members and employees will need to attend.
- b) Ordinance review will begin now that the budget is passed. The Village Clerk will email Board Members when the clerk will be in the office and they are welcome to come down and assist with the review of past minutes ad agendas.
- c) President Brown discussed that he would like to have the Village placed on the November ballot to make the Village “wet”. Trustee Karel Volpert reported that she has spoken to several Church leaders and they feel that their congregations will be opposed. Trustee Karol Volpert wanted it noted she is not in favor of placing this request on the November Ballot. President Brown wanted a vote from the Board to put “make the Village Wet” on the November Ballot. A vote was taken.

Trustee Terry Light made a motion to approve, with a second by Trustee Kris Kizer, to approve placing “Village Wet” on the November Ballot. The motion was received in a tie with President Brown breaking the tie, and approving the motion 4-3.

Jane Cress- Nay	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Nay	Karel Volpert- Nay	Sheila Switzer-Yea
President Brown- (Tie Vote)- Yea		

Trustee Karel Volpert would like to know when the Voting Board needs to have the information to place on the November Ballot. She would also like more information on if there can be a petition filed to stop this from going on the November Ballot. Trustee Terry Light stated he can try and find any information regarding these questions.

11. New Business

a) President Brown stated that the Mug-A—Bug unit went to Springfield and had maintenance completed on it. It is now back and in the Village Maintenance Technician's truck. It was discussed if the unit could be kept in his truck during the summer. The Village board felt that it was best to be in the Maintenance Garage if the truck was going to be used for personal use. President Brown stated he would speak with Village Maintenance Technician Dan Wright regarding the decision.

b) Discussed request for membership fee due to International League of Cities. The Village Board stated they have never paid membership fees to this organization. The board stated no to replying to this request.

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 May 19, 2020. Bills to be considered for payment and items for the agenda are to be submitted by May 12, 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 Sheila Switzer, the meeting was adjourned at 9:12 p.m. The motion passed by acclamation.

Respectfully Submitted,
Brandye Kizer, Clerk

APPROVED 06/16/2020