

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

1. At 6:33 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, Karel Volpert, President Mike Brown, Treasurer Adam Muehl and Clerk Brandye Kizer. A quorum was established. Guests included Mr. Jim Russell from The Vermilion County Mental Health Board.
3. Approval of amendment made to agenda to include action for the S&E, LLC TIG Increment Invoice Payment for 2020 and correction of next month's meeting to say September and not August. The Agenda with approved amendments for August 18, 2020 was made on a motion by Kris Kizer, seconded by Trustee Sheila Switzer. The motion passed by acclamation.
4. Public Comments/Questions: Guest Mr. Russell presented to the board that the Vermilion County Health Board in collaboration with Bismarck Henning CUSD#1 and Northside Church will be hosting a Youth Mental Health First Aid Training on September 12th from 8:30a-4:30pm at Northside. They are asking for any donations to help provide food or snacks for participant's as the event is free and funded by grant money received to provide the trainings. The intention is to bring awareness of mental health for youth in the community and how the adults in the community can be a support and resource for these youth. Village Board will vote later in meeting on whether to provide a donation.
5. President's Comments: President Brown welcomed everyone to the Village Meeting. President Brown made a Proclamation to designate September 17th-23rd as Constitution Week. A reminder to review the United States Constitution was recommended.
6. Approval of the Minutes for Regular Board Meeting held on July 28, 2020 was made on a motion by Trustee Terry Light and seconded by Trustee Kris Kizer. Motion passed by acclamation.
7. Treasurer Adam Muehl presented Treasurer's report. New bills to be considered and approved by the Board increased from \$1,773.68. treasurer Adam Muehl did report he recently received the Animal Regulations Bill and that should be added to payment of bills to be presented for \$46.00. Trustee Karel Volpert made a motion to approve treasurer's report and bills, with a second by Trustee Terry Light, 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

Treasurer Adam Muehl reported that the account balances as of 8/17/2020 are as follows: New General Fund is \$139,043.84; Old General Fund \$15,592.46 as the July transfer has not been posted yet on the account; Motor Fuel Fund \$49,853.27 and TIF \$58,775.69.

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: Me Bulbs for a total of \$233.54 for office light bulbs, and there was a charge to the account for a new trailer, taxes and registration to haul the Mug-a-Bug machine.

Treasurer Adam Muehl discussed that he needs approval to transfer \$9,063.02 from Old General Fund to the New General Fund. Trustee Kris Kizer 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: Received a Thank you note and Card from Ms. Paili Davis for Donation to her journey as Miss Illinois Teen USA pageant to be held in Bloomington on March 28th, 2021.

9. Reports of committees and assignments

a. Public Works

- i. President Brown discussed having basins cleaned in the Village. President Brown stated that there is some funding from Motor Fuel Tax that can be used for work within the Village such as concrete work, rock placement, basin cleaning. President Brown would like a plan on how to work on the basins and would like the Board input on how to spend the MFT funds and what would be the best use of the funds. The funds would need to be used as they are coming from the Rebuild Illinois. He stated we will also be receiving the refund back from the DCEO grant. Trustee Mary Potter stated she would like to see the basins started and made a priority. Trustee Terry Light stated it has been a little while since they have all been cleaned out. President Brown stated that we do not know what we will run into once the cleaning starts. There are 3 basins on Prairie that were already cleaned. There is one by the Marksman's place and that basin is not working at all. The concern is that the Village will not know how intensive each basin will be until you get in there to work on each one, so getting an estimate will be very difficult. President Brown would like a motion to start cleaning out basins and then a new plan will be completed to repair if needed. Trustee Karel Volpert asked how many basins are in the Village and President Brown stated there are about 50 basins he has counted so far. The Village Board will decide the order in which each basin will be cleaned.

Motion to approve Drennan to clean Basins was made by Trustee Jane Cress and seconded by Trustee Kris Kizer. The motion passed by acclamation.

- ii. President Brown discussed South St. ditches. He said the ditches are too deep to maintain and several have weeds really high and do not look very good for the Village. President Brown put a call to Sam Cole, C2 Engineer, to inquire if the project on South St was finished, as the ditch does not seem like it was finished. Trustee Terry Light stated that that project was not cheap and the Village did not have any more money to put towards the project. Trustee Terry Light will spray some weed killer in the ditch on South St. and the rest of the grass will be up to the homeowner to clean up. Trustee Terry Light sprayed some weeds on Crystal Lane as well. Board agreed that ditches are supposed to be maintained by residents who own the property. Clerk will send letter to homeowner to maintain the ditch after Trustee Terry Light sprays the weeds in the ditch.
- iii. The Board wanted review as to last month's discussion on alley. Discussion of the Village Alleys and the Board agreed that the Village would be responsible for repairing these alleys in need of maintenance. The Board agreed that the Village is not responsible for mowing and keeping weeds down. The Village Board is not for placing a culvert in the alley off of South St, and garbage vehicles should not be driving along that alley as it is grass and not graveled. Village Board agreed to fix the alleys with soil and grass seed but not with rock or culverts. Residents will continue to remain responsible for the upkeep of mowing and weeds. The Village board will purchase maintenance only signs that would need to be placed at alley entrance for Maintenance Vehicles Only. President Brown will get new quote from Sam Claypool on alley repair.

Approval for maintenance signs to be purchased for alley entrances was made on a motion by Trustee Jane Cress, with a second by Trustee Terry Light. 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. Clerk Kizer discussed conversation with Gary Sims at IDOT. He will investigate some options for the Village but at this time he would not be recommending any stop signs as it would cause

more of an issue to have 4 way stops. He stated that if they did a traffic control study it would not be based on just the busy time of day (school hours) but the typical traffic pattern throughout the day. He stated they will not recommend doing alternate STOP/YIELD signs either. He will reach out to a co-worker and if there is another option, he will reach out to President Brown.

- v. President Brown discussed offering a Brush and Cleanup Assistance to Village residents. It was recommended to have residents call the office and schedule a pick-up time. It was also recommended to suggest a monetary donation with a recommended \$10 donation.

Approval for Brush Cleanup be offered to Village Residents was made on a motion by Trustee Jane Cress, with a second by Trustee Sheila Switzer. The motion passed by acclamation.

- vi. President Brown discussed weeds along the railroad tracks and Village responsibility. It was recommended to spray weeds with roundup around the railroad signal. Sidewalks belong to the Village and should be sprayed as well in areas that need to be taken care of.

b. Budget and Finance

- i. Village Clerk Kizer and Treasurer Muehl reported no updated information on Audit from Mr. Ed Ryan at this time.

c. Health and Safety

- i. Board discussion of Motor Track concerns on Virginia. No new updates at this time.
- ii. Trustee Karel Volpert reported that the mosquitoes are really bad at the park. She wondered what the status was for the spraying and it was reported that many of the issues is because of the "swamp". Donuts to reduce the mosquito are being placed in there. Trustee Mary Potter discussed that there was a question at one time to drain it, but they were told that the Village could not do that because it is considered a protective wetland.

d. Ordinance

- i. President Brown and Village Clerk Kizer discussed that we may need to have a committee of 3 board members agree to look at and review ordinances and bring suggestions back to entire board. The ordinance book needs to be updated before next fiscal year if at all possible. There are several individuals looking to rent out a building and run a business out of it.
- ii. Sexual Harassment Policy Review and Ordinance was tabled and will be moved to agenda for next month. Village Clerk has emailed Village Attorney Steve Miller twice for review and approval. Village Clerk has not heard back from attorney. President Brown stated that he has been ill according to his secretary. Will review at next month's meeting.

- e. Keep Bismarck Beautiful (KBB)- Trustee Karel Volpert reported that the building that was taking the caps to make the park benches caught fire. The caps are now at the Township Building, waiting to see what they will be able to do and if the company will rebuild their building.

Trustee Karel Volpert stated that the concrete pad was poured at the park.

Vermilion Advantage has agreed to send the Village five extra copies each month at the request of Trustee Mary Potter.

f. Tax Increment Financing (TIF)

- i. Treasurer Muehl reported he has received enough tax revenue to pay the invoice to S&E, LLC for the total owed of \$19,478.90.

Approval to pay S&E, LLC from TIF funds per agreement was made on a motion by Trustee Mary Potter, with a second by Trustee Terry Light. 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. Municipal Projects (Roads, Drainage, other improvements):

- i. President Brown stated that he has received a quote from Sam Claypool for \$1000.00 to finish the Prairie Phase 1 project. This should get that phase completed and it was successful. Approval to accept Sam Claypool quote for \$1,000.00 was made on a motion by Trustee Terry Light, with a second by Trustee Kris Kizer. 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

- ii. President Brown presented an invoice from Ribbe Trucking for rock that is by the maintenance shed for \$331.17. President Brown stated he wants to put rock against the building and in the alley by the office building. Approval to pay Ribbe invoice for \$331.17 was made on a motion by Trustee Terry Light, with a second by Trustee Jane Cress. 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. Storm Water Special Service area- President Brown asked to table the discussion on the Storm Water Special Service Ordinance until next meeting.

iv. MFT

- a. MFT Rebuild Illinois will be sending money to the Village for approved projects. President Brown will be working with Engineer Tim Cowan from Donohue Associates to ensure compliance with the approved projects.
- b. Project list will be sent to Tim Cowan as the Village Board agrees to projects. The first project will pertain to the cleaning of the basins.

h. Permits

- i. Permits – None received

10. Old Business

11. New Business

Vermilion County Mental Health Board Youth Mental Health First Aid Training Donation Request. Trustee Jane Cress, made a motion to approve donation of \$100 to Vermilion County Mental Health Board to assist with food or supplies for the upcoming Youth Mental Health First Aid Training, with a second by Trustee Karel Volpert. 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

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 September 22, 2020, as President Brown will be out of town on regular scheduled board date of September 15, 2020. Bills to be considered for payment and items for the agenda are to be submitted by September 15, 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 Kris Kizer, with a second by Trustee Sheila Switzer, the meeting was adjourned at 8:52 p.m. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

APPROVED 9/22/2020