

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, December 15, 2020

1. At 6:31 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: Mayor of Henning, Troy Wolfe
3. Clerk Brandye Kizer asked the board to approve two additions to the agenda: Tax Levy and Ed Ryan invoice for filing Annual Tax Increment report to the State of Illinois, added under Budget and Finance. Approval of agenda for December 15, 2020, was made on a motion by Terry Light, and seconded by Trustee Sheila Switzer. The motion passed by acclamation.
4. Public Comments/Questions:
 Village Trustee Karel Volpert informed the board that her father, Frank Morse, will be turning 100 years old next month and they are putting together a Drive-by celebration for January 10th. She would like to invite anyone that would like to attend to meet at the Rossville Grade School at 2pm on January 10th. They are also hoping that he will have a card shower with 100 birthday cards in the mail. If interested they can be sent to his address in Rossville.
5. President's Comments: President Brown welcomed everyone to the Village Meeting. President Brown thanks Mayor Troy Wolfe for attending the meeting and wished him a Merry Christmas. He asked if anyone has any questions. No other information from the President.
6. Approval of the Minutes for Regular Board Meeting held on November 17, 2020, was made on a motion by Trustee Karel Volpert and seconded by Trustee Sheila Switzer. Motion passed by acclamation.
7. Treasurer Adam Muehl presented Treasurer's report. Treasurer Adam Muehl stated that the bills for this month are all usual bills. He did, however, need to add Dan Wright's paycheck to the list of bills for a total of \$455.43 and needed to subtract Premier Network Solutions for \$131.10 needs to be removed from bills for this month for a grand total of \$4,761.84 for this month's bills due. Trustee Karel Volpert asked what Carbonite was, and Clerk Kizer stated it is the Village backup system paid annually. The majority of the bills paid out this month are for regular and recurring bills.

Trustee Terry Light made a motion to approve treasurer's report and bills, with a second by Trustee Kris Kizer, 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 12/14/2020 are as follows: New General Fund is \$166,848.70; Old General Fund \$7,455.35; Motor Fuel Fund \$23,840.70 and TIF \$45,165.78.

Treasurer Adam Muehl discussed that he needs approval to transfer \$7,355.35 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: None

9. Reports of committees and assignments

a. Public Works

- i. President Brown presented an invoice from Drennan for the Village of Bismarck Basin Cleaning for 3 hours for a total of \$750.00. President Brown and Maintenance Dan Wright assisted with the cleaning of the basins which helped keep the cost down.

Trustee Karel Volpert made a motion to approve the invoice for \$750.00 to Drennan for Village Basin Cleaning with a second by Trustee Sheila Switzer. 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 stated no update on Village Alley and Ditch repair. Sam Claypool is working on getting that completed when the weather is cooperative.
- iii. President Brown reported no new updates on the Charlesworth pothole repair at this time.
- iv. President Brown reported no new updates on the Village sidewalk repair in front of the office. Trustee Karel Volpert discussed that they noticed that there were some other areas in the Village that need sidewalk repairs when we are able to do so.

b. Budget and Finance

- i. Clerk Brandye Kizer reported the current Tax Levy document received by Attorney Steve Miller that needs to be approved and filed to the Vermilion County Clerk office by the 4th Tuesday of December.

Trustee Terry Light made a motion to approve the Ordinance for the Annual Tax Levy, 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

- ii. Village Clerk Kizer presented a bill from Accountant Ed Ryan for \$1500.00 for completion of the Village of Bismarck TIF Audit reports and Annual Audit reports to be submitted to the State of Illinois.

Trustee Terry Light made a motion to approve the invoice for \$1500.00 to Accountant Ed Ryan, with a second by Trustee Sheila Switzer 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

c. Health and Safety

- i. New Ordinance Complaints- None

Trustees discussed whether night court was in session. Clerk Brandye Kizer will email or call to inquire as to if this service is still in process with COVID-19 restrictions. Trustee Terry Light questioned who would be presiding over the night court now that Mockbee has been appointed to a new position.

- ii. President Brown wanted to discuss more with Mayor Troy Wolfe on cost; insurance; details of logistics. It was recommended to have a committee that would work with the Village of Henning to discuss details and then bring back to the Board meeting. President Brown will be chair of this committee with Trustee Terry Light. Any Trustee interested would need to reach out to President Mike. Trustee Jane Cress asked about how to serve ordinance violations, and if this is something a police officer would be able to do. This could be something that the police officer could do if the Village Board would want to do. The police officer is paid by the hour.

Currently it is \$18 an hour for the Village of Henning. The Village of Bismarck pays \$500 for 20 hours a month to the Vermilion County Sheriff department.

d. Ordinance

- i. President Brown discussed the Storm Water Special Service Area Ordinance- Village Clerk had sent the Ordinance to Attorney Steve Miller for review and he had one area that he wanted terminology changed. In section 3, paragraph B, he wanted the word “developed residence” changed to “developed parcel”. Developed means anything with a structure (such as a garage, outbuilding, house). Clerk Kizer will make change and resend to all village trustees for the next meeting. President Brown and Trustees scheduled a special meeting to discuss the Storm Water Special Service Area Ordinance for January 26th, 2021, at 6:30pm.

e. Keep Bismarck Beautiful (KBB)-

- i. Trustee Karel Volpert discussed Christmas for the Keep Bismarck Beautiful Holiday Trim and Lighting Contest Winners. Jack and Bonnie Luttrell, the judges thought they exemplified the true meaning of Christmas with their light display; Harry and Tina Mills, their display appealed to children in our community; and Kris and Brandye Kizer, for their light display with amazing and fantastic displays of lights. Trustee Karel Volpert would like the board to approve to give the winners a gift card from Berry’s Garden center for \$15.00. Treasurer Adam Muehl stated that the Village would have funds to approve this. The Village Board would need to give approval to purchase three \$15 gift cards to Berry’s Garden Center for the winners.

Trustee Jane Cress made a motion to approve the purchase of three \$15.00 gift cards to Berry’s Garden Center, with a second by Trustee Sheila Switzer the motion passed by roll call vote.

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

- ii. Trustee Karel Volpert discussed the greenery in the pots in the Village pots. Trustee Karel Volpert discussed the banners are in place on the poles now with the help from President Mike Brown and Dan Wright. Trustee Karel Volpert discussed that the Village Board needs to think about funds for future banners or lights. There was discussion about other banners being placed in the Village for other seasons.

- iii. Trustee Karel Volpert discussed that the Keep Vermilion County Beautiful annual dues are needing to be paid. Village Clerk discussed the different tiers for membership. Last year the membership paid was \$150.00. The membership would allow the Village to apply for grants to beautify the community. Motion needed to pay membership fees for this year.

Trustee Jane Cress made a motion to approve the membership fee for \$150.00 to Keep Vermilion County Beautiful, with a second by Trustee Sheila Switzer. 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

- f. Tax Increment Financing (TIF): No updates at this time.

- g. Municipal Projects (Roads, Drainage, other improvements):

- i. MFT

- a. MFT Funds from Rebuild Illinois- no updates at this time.

- h. Permits

10. Old Business

11. New Business

i. Clerk Brandye Kizer discussed annual meeting dates for 2021: January 19th, February 16th, March 16th, April 20th, May 18th, June 15th, July 20th, August 17th, September 21st, October 19th, November 16th, and December 21st. Village of Board Trustees approved the Village Board dates.

Trustee Terry Light made a motion to approve the Village Board dates, with a second by Trustee Sheila Switzer 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. Clerk Brandye Kizer discussed changing the order of the agenda. Discussed with the Village board trustees if they would be okay with making the agenda a little more streamlined. The Village Board agreed that Clerk Kizer can change the agenda order and make it more streamlined.

iii. President Brown would like to have the Village Board think about areas that need to be cleaned up in the Village, especially the areas around Bowman area down Holloway and to Chicago St. President Brown stated the buildings do not look very good and he would like to be able to find some grant funding or MFT funds to make these repairs. He would like the Village Board to keep the idea in mind and bring some suggestions to the meetings. President Brown would like to discuss this next month at the meeting. President Brown wished everyone a Merry Christmas and Happy New Year.

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 January 19, 2021. Bills to be considered for payment and items for the agenda are to be submitted by January 12th, 2021, 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 7:41 p.m. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

APPROVED 1/19/2021