

**VILLAGE OF BISMARCK**  
County of Vermilion, State of Illinois  
Minutes of Regular Board Meeting, April 20, 2021

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 Clerk Brandye Kizer. Board members present were Trustees Terry Light, Kris Kizer, Sheila Switzer, Karel Volpert, Mary Potter and Jane Cress, President Mike Brown and Treasurer Adam Muehl. A quorum was established.  
  
Guests: Incoming Village Board Candidate Jeff Beukelman, Jackie Hupfer and Nancy Gray from the Bismarck Women's Club.
3. Approval of agenda for April 20, 2021 was made with a recommendation to move the swearing in of the new officers to after the President's comments. The approval of the agenda with this change was made on a motion by Jane Cress, and seconded by Trustee Sheila Switzer. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on March 16, 2021, was made on a motion by Trustee Karel Volpert and seconded by Trustee Sheila Switzer. Motion passed by acclamation.
5. Public Comments/Questions: Ms. Nancy Gray and Ms. Jackie Hupfer from the Bismarck Women's Club presented on Child Abuse Awareness month for April. They stated they were focusing on Celebrating Children for the month of April. They discussed the pinwheels around the Village and that April 8<sup>th</sup> was wear Blue Day. President Brown made a proclamation that April 20<sup>th</sup>, 2021 be Celebrating Children Day.
6. President's Comments: President Brown thanked Mrs. Jane Cress for her service to the Board as a Trustee and wished her well in her future endeavors. Mrs. Jane Cress brought so much knowledge to the table and the Board will be forever grateful for her contributions.
7. New Business: Swearing in of new officers took place. Mr. Jeff Beukelman and Terry Light were sworn in by Trustee Mary Potter, who also notarized their oath. Mrs. Mary Potter was also re-elected and will be sworn in and notarized by Carol McCubbin with President Brown.
8. Correspondence: None Noted
9. Treasurer Adam Muehl presented Treasurer's report. Treasurer Adam Muehl requested approval for payment of bills for \$ 2,657.50. The majority of the bills paid out this month are for regular and recurring bills, with the exception that the Q1 payroll taxes for federal and state.

Trustee Terry Light made a motion to approve treasurer's report and bills, with a second by Trustee Mary Potter, to approve the Treasurer's Report and pay the bills as presented. The motion passed by roll call vote.

Jeff Beukelman- 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 3/31/2021 are as follows: New General Fund is \$182,236.87; Old General Fund \$9,071.22; TIF \$45,170.87 and Motor Fuel Fund \$37,230.73.

Treasurer Adam Muehl discussed that he needs approval to transfer \$8,971.22 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.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Karel Volpert- Yea	Sheila Switzer-Yea

**10. Reports of committees and assignments**

**a. Budget and Finance**

- i. Clerk Brandye Kizer and Treasurer Adam Muehl discussed with the Board that the annual Budget is due to be signed and filed by April 30, 2021. The Board trustees reviewed current proposed budget and made motion for approval for the upcoming fiscal year. Trustee Mary Potter, made a motion to approve, with a second by Trustee Terry Light, to approve the Annual Budget as presented. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Karel Volpert- Yea	Sheila Switzer-Yea

- ii. Clerk Brandye Kizer, presented an estimate for a new Village clerk desk in the amount of \$866.50 from Arnold's office Supply in Danville. This includes the price of the desk, assembly and a mat to go under the desk to help protect the floor from the office chairs. The board discussed that the desk for the president should be postponed for now. The board discussed the clerk desk estimate and made a motion to approve the purchase for the clerk desk at this time. Trustee Mary Potter, made a motion to approve, with a second by Trustee Terry Light, to approve the quote and purchase of the desk from Arnolds Office Supply for the Village Clerk desk and mat. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Karel Volpert- Yea	Sheila Switzer-Yea

- b. **Tax Increment Financing (TIF)**- No updates at this time
- c. **Public Works/Municipal Projects (Roads, Drainage, other improvements)**

- i. **MFT Funded Projects**

- a. Village Basins (MFT Funds)- no updates at this time due to weather.
    - b. Village Office- Concrete repair (MFT funds)- No updates at this time.
    - c. Village Alley and Ditch repair (MFT Funds)- No updates at this time.
    - d. Charlesworth- Pothole repair (MFT funds)- No update due to weather.
    - e. MFT Funding- Rebuild Illinois- No Update at this time.

- d. **Public Works (non-MFT Funds)**

- i. President Brown would like to remind the Village Board that repairs and projects for inside the Village is still on his mind. He is asking that they really think about the projects that would need to be completed.

- ii. President Brown is still continuing to investigate the tankless water heaters options and will have an update at next month's meeting.

- iii. Trustee Sheila Switzer and Trustee Karel Volpert discussed the Village entrance welcome signs. The Village Board discussed what they would like to see for a welcome sign, and the next step will be to get a rough sketch of what that would look like. Trustee Karel Volpert discussed the grant application from KVCB regarding the welcome signs and will work with Trustee Jeff Beukelman on getting things in order to submit the application for reimbursement of some of the cost for one sign. The application will need to be submitted by May 15<sup>th</sup>, 2021.

- iv. President Brown discussed the elementary pickup line concerns. He still has concerns but has not reached out to the school district at this time.

- v. The village Truck is going to cost \$4500.00 to fix. President Brown stated he is unsure if the truck is worth the cost. He asked the Board if they felt the truck should be repaired or salvaged at this time. The Board agreed that the cost of the truck repairs was far more than what the truck is worth at this time. The board made a motion to salvage the truck at this time to who would give them the most for it. Trustee Sheila Switzer, made a motion, with a second by Trustee Kris Kizer, to approve that the Village truck be salvaged to the highest salvage yard. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Karel Volpert- Yea	Sheila Switzer-Yea

- vi. President Brown discussed the Salt Spreader that goes with the truck. It was also decided that it would go with the truck as well.

- vii. a) President Brown stated it is that time of year for the yearly inspection of the Mug-A-Bug equipment. This will be travel for the Maintenance worker and President Brown to get it to the site for inspection.

b) The Vermilion County Health Department sent out another request for Villages to apply to have a portion of their Mosquito Larvae Prevention costs reimbursed. Village Clerk Brandye Kizer, informed Village Trustees that she has submitted the request to the VCHD, same as last year.

c) President Brown informed the board that Alvin Village Clerk, Terry Dines, has asked if the Board of Trustees would allow the Village of Bismarck Maintenance employee Dan Wright, to spray their Village for mosquitoes. She stated the Village of Alvin does not have a licensed mosquito abatement personnel and would be willing to pay the Village of Bismarck for services and supplies. There was a discussion that Dan Wright certification is good for 3 years until 2022. The Board agreed to allow the Village of Bismarck to spray the Village of Alvin by a motion made from Trustee Terry Light, with a second by Trustee Karel Volpert. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Karel Volpert- Yea	Sheila Switzer-Yea

viii. President Brown discussed alley behind Dan Wright’s house. Trustee Terry Light stated Mr. Wright would like to add rock in the ruts along the alley. The Village Board stated they were not improving alleys, except for soil and grass seed. There was a discussion that individuals keep driving through the alleys and making ruts. The Village Board discussed adding posts to alleys to reduce availability to drive through unless required vehicles. There was a motion to approve adding posts to the alley entrances by Trustee Terry Light, with a second by Sheila Switzer. The motion passed, with opposition noted by Trustee Karel Volpert.

x. Village Clerk Brandye Kizer, presented invoices for repairs to Prairie Tile repairs. The invoices were from Sam Claypool (\$1400.00); Danville Tile (\$198.68); Drennan Septic (\$1625.00) for a total of \$3,223.68. Trustee Terry Light made a motion to approve payment for the Prairie tile repairs, with a second by Trustee Sheila Switzer. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Karel Volpert- Yea	Sheila Switzer-Yea

xi. Sam Claypool discussed South Street Ditch repair to assist with issues with water drainage. Sam Claypool quote is for \$3750.00. Trustee Terry Light made a motion to approve quote for South Street ditch repair, with a second by Kris Kizer. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Karel Volpert- Yea	Sheila Switzer-Yea

**e. Health and Safety**

i. New Health and Safety Ordinance Complaints

Letters were mailed to the following residents on March 15, 2021. They had until April 15, 2021 to make improvements or a 10-day letter will be mailed after next Board Meeting in April. The board has agreed to hold off on 2<sup>nd</sup> letters at this time until we can get citation forms.

- a. Property at 27518 N 1800 East Rd. Letter sent to owner, Don Evans.
- b. Property at 111 E. South St. Letter sent to the owner, Don Evans.
- c. The property at 9 E. Holloway needs cleanup of the property and building repairs and cleanup. Letter sent to owner Don Evans.
- d. The property at 13 W. South St has non-functioning and non-licensed vehicles and vehicles that are parked along the roadway that are also obstructing the view of drivers who are stopped at the stop sign on South and Myers. Letter sent to owners at the address (Holman).
- e. The property at 9 W. South St needs yard cleanup. Letter sent to owners, Stark.

ii. Public Safety Committee- Police Officer

- a. President Brown and Trustee Terry Light discussed that they are continuing discussion with Mayor Troy Wolfe about the possibility of joining forces with the Village of Henning to partner with a joint Police Officer.

**f. Ordinance**

- i. President Brown discussed the Storm Water Special Service Area Ordinance and that we need to start moving on that again. Special Meeting will need to be convened.
- ii. Liquor Referendum passed and there will need to be an Ordinance created and instituted. This is will be a long journey to get everything in place. The first step is to get the local liquor law information and an ordinance created. This will need to be part of a separate meeting and not completed at a regular board meeting as there is too much to discuss.

- g.** Permits- President Brown stated he is requesting a permit to expand his garage area. The motion to approve permit for President Brown was made by Trustee Terry Light and seconded by Trustee Sheila Switzer. Motion passed by acclamation

- h.** Keep Bismarck Beautiful (KBB)- Trustee Karel Volpert stated that they will be placing flowers in the pots soon.

**11. Old Business**

- i. Economic interest forms are due by May 1<sup>st</sup> and if not received then fines will be instituted. The County Clerk's office called and stated they are still waiting

on several from the Village of Bismarck. Village Clerk Brandye Kizer, stated that if the forms were completed and given to her, she would take them have them filed.

- ii. The Village Cleanup has been confirmed for June 26<sup>th</sup> with Ribbe Trucking and the township. The Village Clerk will get stickers from Hall of Fame plaques to go over the signs.

## 12. New Business

- i. President Brown discussed the Central Illinois Landbank opportunity and would really like the Village Board to consider if this is something we would like to invest in. The Village Board would be interested in seeing what a contract would look like if they instituted the services. Trustee Terry Light discussed the buildings in the Village that would be potential areas for the Village to look at.
- ii. President Brown discussed that the Zaborski building is for sale and they have a buyer. There is a lean for \$2100.00. He has spoken with the son of Mr. Zaborski and he would like to know if the board would be willing to allow him to make payments. The Board had questions if that was even something that was possible. The board referred President Brown to the lawyer. The Board would like to not take payments and wait until the building is sold to get money owed.
- iii. Molly Goodwin from Serve Together Vermilion County reached out and asked the Village Board if they knew of any residents that would need any assistance with projects during their serve Vermilion County project, they are taking applications. Applications would need to be submitted by April 30<sup>th</sup>, 2021.

13. **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 18th, 2021. Bills to be considered for payment and items for the agenda are to be submitted by May 11th, 2021 to Village Clerk and Village Treasurer.

14. **Adjournment** – With no further business to come before the Board at this time, upon motion by Trustee Sheila Switzer, with a second by Trustee Terry Light, the meeting was adjourned at 8:55p.m. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

**APPROVED 5/18/2021**