

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, September 21, 2021

1. At 6:34 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, Karel Volpert, Mary Potter, Sheila Switzer and Jeff Beukelman, President Mike Brown, and Treasurer Adam Muehl. A quorum was established. No guests in attendance.
3. Approval of agenda for September 21, 2021, was made on a motion by Trustee Terry Light, and seconded by Trustee Sheila Switzer. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on August 24, 2021, was made on a motion by Trustee Karel Volpert and seconded by Trustee Mary Potter. Motion passed by acclamation.

Approval of the Minutes for Special Board Meeting held on September 9, 2021, was made on a motion by Trustee Mary Potter and seconded by Trustee Sheila Switzer. Motion passed by acclamation.

5. Public Comments/Questions: None
6. President's Comments: President Brown thanked everyone for being at the meeting tonight. President Brown stated that it has been a busy month and he appreciates everyone for taking time out to come to the Board Meetings to get things done for the Village.
7. Correspondence: None Noted
8. Treasurer Adam Muehl presented Treasurer's report. Treasurer Adam Muehl stated that the majority of the bills for this month were regular and recurring monthly bills. Did receive a bill from Department of Animal Regulations for 2 months plus 2 cases of impoundment for a total of \$92.00. The annual fee for the Village website through Beamsco was due this month for \$300.00. total bills this month was for a total of \$3,936.47.

Trustee Terry Light made a motion to approve treasurer's report and pay the bills as presented, with a second by Trustee Jeff Beukelman. 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 8/31/2021 are as follows:

New General Fund	\$ 228,594.21
Old General Fund	\$ 7,565.95
TIF	\$ 68,581.95
MFT	\$ 52,901.28

Treasurer Adam Muehl discussed that he needs approval to transfer \$7,465.95 from Old General Fund to the New General Fund. Trustee Kris Kizer made a motion to approve, with a second by Trustee Karol Volpert, 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

9. Reports of committees and assignments

a. Budget and Finance

- i. Village Clerk received 2021 Engagement Letter from Accountant Mr. Ed Ryan for signatures. Motion to approve engagement letter for Mr. Ed Ryan to perform auditing paperwork and services was made by Trustee Terry Light, with a second made by Trustee Kris Kizer. The motion passed by acclamation.
- ii. Village Clerk received bill from Attorney Steve Miller from Acton and Snyder for services rendered for a total of \$1462.50. Motion to approve payment to Acton and Snyder was made by Trustee Kris Kizer, with a second made by Sheila Switzer. 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)- None

c. Public Works/Municipal Projects (Roads, Drainage, other improvements)

i. MFT Funded Projects

a. Village Basins (MFT Funds)-President Brown stated they are getting a plan together to continue to clean out existing basins in the Village.

b. Sam Claypool invoice received for total of \$3750.00 for completion of South Street Ditch. It was noted that residents have remarked on how nice the ditches look along South Street. Trustee Mary Potter made a motion to approve Sam Claypool invoice, with a second by Trustee 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

- c. President Brown discussed that he received a quote from Ron Wall for the sidewalk concrete work in front of the office. The quote was for \$454.05. He would like to have the board approve the quote for Mr. Ron Wall to complete the work. Trustee Terry Light made a motion to approve Ron Wall Quote for sidewalk concrete work, with a second by Trustee 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

- d. President Brown stated he has not been able to do any further investigation on quotes. No updates at this time.

d. Public Works (non-MFT Funds)

i. President Brown discussed the State of Illinois Holloway resurfacing project. President Brown has a meeting set with IDOT on October 20th. Discussed the need to make the pipe bigger going to Painter's Creek, but he is unsure as to how to do that at this time, as it runs across resident Rutan's property. There are also some issues and concerns regarding the east side of elementary school at the corner of Holloway and Chicago. There is a pipe that also goes to Painter's creek. Trustee Terry Light stated that it could be beneficial to get quotes from other businesses if we could hire someone else. IDOT will take care of all the curbs and inlets, but the discussion of the pipe is still being discussed. President Brown stated he will have more information after he meets with IDOT in October.

ii. President Brown discussed Donohue C2 and a quote from Jay Bullock for engineering cost for \$8500.00 to register and qualify reports and forms to submit for sewer system detail. This is something that needs to be completed to apply for grants. The last one done was in 2017 and we need a newer one for 2022 for current grant applications. We do not need to file it as of this time, and can file when we are ready to apply for a grant. It would be \$30,000 to file, and if we get a grant, we would be able to use the grant to reimburse the filing charges. President brown stated that when he is looking at current grants, they are requiring this document and the Village does not have an updated

one for approval. The issue is that we need to have an updated document so that we can be ready to submit when needed. Motion to approve the Engineering Detail for Donohue for \$8500.00 was made by Trustee Terry Light, with a second made by Trustee Kris Kizer. Motion passed by roll call vote.

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

iii. President Brown discussed the snow fence on Wilson Lane with the board. President Brown stated that if the Village decides to put up the snow fence, Maintenance Worker Dan Wright has the fencing and poles, so it would be the cost of labor. Trustee Terry Light asked if that was the best way to spend money, when it would be a gamble as to if the Village would have a heavy snow where it would make the cost efficient. Newell Township is not able to plow the roads, because once Bismarck went incorporated Newell Township is not able to plow the Village. They would be willing to help along Wilson Lane if there is a huge snow drift. The Village complimented Sam Claypool for his work in plowing the Village streets last winter. President brown stated the snow fence can now be taken off the agenda.

e. Health and Safety

i. New Health and Safety Ordinance Complaints

a. President Brown discussed that there is a camper on Prairie Drive. There have been some complaints about the camper and the dogs that the owner of the camper has. President Brown stated that she has someone interested in purchasing the camper, but she needs someone to help get it to the person. President brown stated that he told her he would be willing to help.

b. President brown discussed the ditch on Center St in front of Mr. Wilkens home. Trustee Jeff Beukelman stated that maintenance personnel Dan Wright went down and sprayed the ditch and cleared it. Village Board Trustee Terry Light stated that Mr. Wright did a great job with the ditch. President Brown asked the Village Board members to help keep an eye on the ditch to see if anything needs done in the future.

ii. Public Safety Committee- Police Officer

i. Trustee Terry Light discussed the citation forms should be coming in next week.

f. Ordinance

i. President Brown discussed the Storm Water Special Service Area Ordinance and Attorney Steve Miller sent the Ordinance for approval to President Brown. President Brown stated Mr. Miller liked the changes and stated it was easy to read and understand. President Brown discussed that the Village will need an account for the surface water funds. President brown asked who was responsible for finding out what each property owner would be charged. Trustee Terry Light stated that someone would need to reach out to the assessor's office and see what they need. Trustee Terry Light also stated that we may need to get a copy of the properties from the Vermilion County Treasurers office. There was a recommendation by Trustee Terry Light to have a special meeting and each Trustee take a page and figure out the charge for each parcel, if it was up to the Village to figure out what the charges would be. There is a process that we will need to post in the paper and set a time for a public Village Meeting to discuss. President Brown would like to shoot for January for public meeting, hopefully at the school, like previous public meetings.

ii. President Brown discussed the Central Illinois Land bank approval of the IPMC codes for the Village. Approval to accept IPMC codes, was made on a motion by Terry Light and seconded by Trustee Jeff Beukelman. 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

- iii. President Brown discussed the Central Illinois Land Bank approval of Dave Biggerstaff for Code Officer for the Village. There is a needed change, as on page 2, there is a section that mentions Westville instead of Bismarck. Clerk Brandye Kizer will send a request for document to be corrected and sent back for signatures. Approval to accept Mr. Biggerstaff as Village Code Officer, was made on a motion by Karel Volpert and seconded by Trustee 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

b. Permits

c. Keep Bismarck Beautiful (KBB)

- i. Trustee Karel Volpert and Trustee Sheila Switzer discussed that they awarded the final 4 houses as Keep Bismarck Beautiful homes for last round.

g. Old Business

h. New Business

- i. President Brown discussed there is a lot owned by Nancy Brain that is next to the Village office and has the Village office sewer located on it. She is willing to sell the property to the Village and President Brown wanted to get what the Village Board thought about purchasing the property. It was agreed upon by the Board in a discussion that the Village should try and purchase the land if possible.
- ii. President brown discussed that the Annual Burn Day has been scheduled for November 6th, 2021. President Brown would like to get the approval of the Board for him to purchase lunch for those that are helping out that day. The Village Board agreed that President Brown could purchase lunch for the helpers on that day. Motion to approve President Brown to purchase lunch for workers the day of the burn, was made on a motion by Trustee Terry Light and seconded by Trustee Jeff Beukelman. 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

- iii. Clerk Brandye Kizer, discussed that the board asked for the Village farm ground be placed on the agenda for this month to discuss if the ground rent would need to be increased. Trustee Terry Light stated that the Village would probably need to look at what the going cost rate is for farm ground rental. The current rate is \$100 an acre. The Village Board stated they have not raised the rent on the land since they started renting it.

- iv. Trustee Terry Light mentioned that in 2022 is the Village's 150th year.

- i. **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 October 19th, 2021. Bills to be considered for payment and items for the agenda are to be submitted by October 12th, 2021, to Village Clerk and Village Treasurer.
- j. **Adjournment** – With no further business to come before the Board at this time, upon motion by Trustee Kris Kizer, with a second by Trustee Jeff Beukelman, the meeting was adjourned at 8:01p.m. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

APPROVED 10/19/2021