

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

1. At 6:35 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 Jeff Beukelman, Terry Light, Karel Volpert, Sheila Switzer, Mary Potter, and Kris Kizer. President Mike Brown, and Treasurer Adam Muehl. A quorum was established. Guests in attendance: None
3. Approval of agenda for December 21, 2021, was made on a motion by Trustee Terry Light and seconded by Trustee Kris Kizer. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on November 16, 2021, was made on a motion by Trustee Terry Light and seconded by Trustee Mary Potter. Motion passed by acclamation.
5. Public Comments/Questions: None
6. Trustee Karel Volpert and Trustee Sheila Switzer announced the 2021 Holiday Trim and Lighting Winners. This year the judges wanted to choose winners that had not won in the past, but they also wanted to recognize the continued excellence of the residents that continue to excel each year. The winners for 2021 were: Julie Sheets; Jason Toellner and Jackie Rush; and Jeremy and Jennifer Strawser. The continued excellence winners were: Susan and Ron Freedlund; Tina and Harry Mills; Jack and Bonnie Luttrell and Kris and Brandye Kizer. The committee judges were thrilled with the lights displayed in the Village and it was difficult to choose just three winners.
7. President's Comments: President Brown thanked everyone for being at the meeting tonight. He was happy with the turnout for the Public Meeting. He was surprised more people did not show up, but overall had a good crowd and really good questions. He was also surprised that there were no residents at the meeting tonight with questions.
8. Correspondence: None
9. Treasurer Adam Muehl presented Treasurer's report. Most of the bills paid out this month are for regular and recurring bills. The Vermilion County Sheriff's department stated that the amount billed will be the new amount as they have raised their costs. They apologized for not getting that information out to the Village Board. Trustee Mary Potter voiced concerns that the amount for services is going up and the quality of the patrolling is very minimal. It was discussed that they really need to patrol more during morning school drop-off and end of school pick-up times around 7:15am and 2:00pm. So many cars speed through the Village and don't follow the posted speed limit signs. Department of Animal Regulations is now on a bimonthly billing cycle. Quarter payroll for trustees and President was paid this month. The total for bills this month was \$4,126.68.

Trustee Mary Potter made a motion to approve treasurer's report and 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 11/30/2021 are as follows:

New General Fund	\$276,824.38
Old General Fund	\$8,147.47
TIF	\$72,942.75
MFT	\$58,837.66

Treasurer Adam Muehl discussed that he needs approval to transfer \$8,047.47 from Old General Fund to the New General Fund. Trustee Kris Kizer made a motion to approve, with a second by Trustee Mary Potter, 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. Presented Evans, Froelich, Beth and Chamley invoice for \$1050.00. Trustee Mary Potter made motion to approve the invoice as presented, with a second made 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

- ii. Presented Attorney invoice from Steve Miller for \$2,937.50. Trustee Mary Potter made motion to approve the invoice as presented, with a second made 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

- iii. Discussion on amending Annual Tax Levy. President Brown contacted Attorney Steve Miller and Mr. Miller stated that he did not get the Tax Levy sent out prior to the meeting. He will forward that to President Brown and Clerk Brandye Kizer. President Brown asked the Trustees if we could have a special meeting to approve the Annual Tax Levy. Meeting scheduled for Monday, December 27th, 2021 at 6:30pm.

b. Tax Increment Financing (TIF)- None

- i. Mr. Ed Ryan, tax accountant has completed the TIF audit. There are no recommendations at this time. He is waiting on an attorney letter from Mr. Miller stating that there are no legal matters and then he will be able to file with the state on behalf of the Village of Bismarck.

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

i. MFT Funded Projects

- a. Village Basins (MFT Funds)- President Brown is keeping an eye on the basins. He stated the basins seem to be working well. He stated there was a report that at the corner of the Men's Club and Water District the drain seemed to have some sort of grease being dumped in it. He spoke with the Men's Club, and they reported it was not them, but they would make sure to let everyone know that it is not to have grease dumped down the drain. He stated when he went by the other day it was cleaned out. He stated that some of the basins may need to have leaves cleaned out and they will be looking at those.

d. Public Works (non-MFT Funds)

- i. President Brown discussed the Holloway Resurfacing Proposal and that he has not heard anything new from the State. He does know the project is slated for March 2023. They are waiting to start due to other locations being first on the list. He has not been able to get a hold of Rutan to discuss the tile and drainage with them. He would like to discuss the need for a tile to go through the property to painter's creek or clean-up the current tile already in place. President Brown stated that there is a need to get a plan together to fix the pasture area. He will try and get to that before the next meeting.
- ii. President Brown discussed Donohue Sewer System Detail. The Village Board needs to have an updated Sewer Detail Plan detailing a plan for upgrading Stormwater and Sanitary Project in order to

apply for any grants that come available. The current grants will not accept the detail completed in 2017. This is a step needed for grant applications to be approved. It is almost complete.

iii. President Brown discussed the Annual Burn Day and stated that it was a success due to the volunteers, the Bismarck Fire Department and Ribbe. He stated that resident and Village Maintenance worker Dan Wright was instrumental in making it a success. He had everything lined up and ready to go. He picked up items from individuals who were requesting pick-up and didn't have other means and he supervised the burns while they were going on. President Brown stated he would like to make this an Annual event as it has been so successful the last two years.

e. Health and Safety

i. New Health and Safety Ordinance Complaints

a. President Brown updated on the increase in stray cats in the Village. He stated that Mr. Dan Wright has purchased 2 cages and continues to catch multiple cats in the Village. He is either relocating them to new families or taking them to the Vermilion County Animal Control. It costs the village \$10 a drop-off so he is trying to take multiple cats at a time if he can. He is taking care of them until he can get them dropped off at the animal shelter.

f. Ordinance

- i. President Brown stated he has no new updates since we just had the Village Public Meeting last night on December 20th, 2021. We will need to wait the 60 days from November 16th to pass the Stormwater Special Service Area Ordinance. It should be placed on the agenda for January regular meeting.
- ii. President Brown discussed that he created a Liquor license Procedure. He made changes based on the recommendations from the Trustees. He will get a copy to the Board once he has it updated. President Brown stated this item may be removed from the meeting agenda moving forward.

g. Permits

- i. Discussed building permit for Shackmann for a new home construction.
- ii. Discussed permit request for Bennett.
- iii. Discussed permit request for Ribbe for building removal and new building placement.

Permits were presented and discussed in their entirety with the application information, fees paid and any required documents. Trustee Terry Light made motion to approve the three permits as presented, with a second made by Trustee Jeff Beukelman. The motion passed by acclamation.

h. Keep Bismarck Beautiful (KBB)

- i. Trustee Karel Volpert discussed that the winter banners were placed on the poles and look nice. President brown stated that a resident that lives across the street from the Village office, Jim, helped. The Village Board thanked him for helping get those up on the poles. Trustee Karel Volpert also discussed that the greens, pinecones and bows were placed in the pots around the Village. The grade school and junior high pots were also dressed up this year.

Trustee Karel Volpert also informed the Village Board members that the Women's Club of Bismarck received the Kale grant to get new swings for the park.

Trustee Karel Volpert and Trustee Jeff Beukelman discussed there was a misunderstanding in what the requirements were for the grant received from Keep Vermilion County Beautiful Beautification Grant for the Village signs for the Village of Bismarck. The KVCB members stated the work needed to have been completed to get reimbursed and not just the materials purchased, and there was miscommunication with that expectation when the grant was granted. The Village can reapply for the grant when it re-opens and the signs are completed. Trustee Jeff Beukelman stated that he needs to know if the materials need to be returned or does the Board want to keep the materials and go ahead and make the Village entrance signs.

The Village Board discussed that the cost of lumber would probably continue to go up and the signs need to be completed regardless. It was decided to keep the materials, create the signs, and then re-apply for the grant when eligible. Trustee Jeff Beukelman was given approval to continue to the work on the signs by the Village Board.

11. Old Business

12. New Business

- i. Village Clerk, Brandye Kizer, discussed that there is a conflict in the clerk's schedule from January through May with the Tuesday night board meetings. Since the annual meeting dates get approved in December for the following year, there was a discussion that two of the five months discussed the Village Meeting date would need to be changed in order to have the Clerk present. The Village Board discussed and decided to move the regular monthly village board meetings to the 3rd Monday of each month through May 2022. The Board will look at the schedule moving forward in May to determine the schedule for June through December 2022. The Village Clerk thanked the Board for being accommodating to the conflict in her schedule, as it was something the Village Clerk could not control or work around.

- 13. Date and Time of Next Meeting** –The next regular meeting will be held at the Village Office in Bismarck, Illinois, at 6:30 p.m. on January 17th, 2022. Bills to be considered for payment and items for the agenda are to be submitted by January 10th, 2022, to Village Clerk and Village Treasurer.

- 14. Adjournment** – With no further business to come before the Board at this time, upon motion by Trustee Mary Potter, with a second by Trustee Terry Light, the meeting was adjourned at 8:02 p.m. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

APPROVED 1/17/2022