

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, April 18th, 2022

1. At 6:39 p.m. in the Village office located at 106 E. Holloway, Bismarck, Illinois, President Brown opened the meeting with the Pledge of Allegiance.
2. Clerk Brandye Kizer took roll call. Board members present were Trustees Terry Light, Karel Volpert, Jeff Beukelman, Sheila Switzer, Mary Potter, and President Mike Brown. Trustee Kris Kizer arrived at 7:49 pm due to a prior engagement. Treasurer Adam Muehl was also in attendance. A quorum was established. Guests in attendance: Women’s Club of Bismarck members Jackie Hupfer; Diane Thomason; Mary Griffis and Nancy Gray. Attorney Steve Miller was in attendance for board questions.
3. Approval of agenda for April 18, 2022, with a request to move Item #9; section (f) Ordinance items a. Ordinance No. 18-4-22-1 (Establishing SSA) and b. Ordinance 18-4-22-2 (Levy SSA) after Budget and Finance (item #9; section a.) so that attorney Mr. Miller can leave after discussion and action. The motion to move item #9; section (f) was made by Trustee Karel Volpert and seconded by Trustee Mary Potter. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on March 21, 2022, and Special Meeting Minutes for April 4, 2022, was made on a motion by Trustee Sheila Switzer and seconded by Trustee Karel Volpert. Motion passed by acclamation.
5. Public Comments/Questions: Women’s Club of Bismarck presented each member of the Bismarck Village Board with a pinwheel and several vases and asked them to place a pinwheel in a vase to “plant” pinwheels to “promise safe place for every child” and to “renew our commitment to happy, healthy children in Bismarck and the community.”
6. President’s Comments: President Brown thanked everyone for being at the meeting tonight. President Brown stated that he appreciated the Women’s Club of Bismarck coming to the Village board meeting and presenting the pinwheels in awareness of child abuse and prevention.
7. Correspondence: None
8. Treasurer Adam Muehl presented the Treasurer’s report. Most of the bills paid out this month are for regular and recurring bills. This month included Q1 federal and state taxes. The total for bills this month was \$2,144.25.

Trustee Terry Light made a motion to approve treasurer’s report and bills as presented, with a second by Trustee Sheila Switzer. The motion passed by roll call vote.

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

Treasurer Adam Muehl’s report presented, reported that the account balances as of 3/31/2022 are as follows:

New General Fund		\$280,653.60
Old General Fund		\$9,066.89
TIF		\$72,945.17
MFT		\$72,713.76

Treasurer Adam Muehl requested approval to transfer \$8,966.89 from Old General Fund to the New General Fund. Trustee Mary Potter made a motion to approve, with a second by Trustee Terry Light, to approve the transfer of funds as presented. The motion passed by roll call vote.

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

9. Reports of committees and assignments

a. Budget and Finance

- i. Village Treasurer presented 2022-2023 fiscal year budget to the Village board with adjustments and updates as agreed at April 4th, 2022 Special Board meeting. Trustee Karel Volpert made a motion to approve the invoice, with a second by Trustee Sheila Switzer. Motion passed by roll call vote.

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

- ii. Maintenance Hourly/Clerk/ Treasurer payroll was approved in the budget approved prior to this section. If there are any changes made after the adoption of the budget, there will need to a resolution made. The changes will start effective May 1st, 2022.
- iii. Clerk Kizer went to the Vermilion County assessor's office and the reason the Village is being taxed on the farm ground is because it is being leased and not being used for a governmental entity purpose. This does not qualify the farm ground to be tax exempt. If this changes the Village will need to apply for an exemption.
- iv. Beamsco is the Village website and Clerk is not able to get anyone to respond. Clerk Kizer went into the business address listed and was informed they have been moved for two years. There is a phone number and website to request them to call you back, but no one has returned the calls left. Clerk Kizer has been able to figure out how to upload the liquor ordinances to the website. Trustee Terry Light asked if the board may want to investigate a new website host if we continue to not be able to reach someone. It was recommended that the board investigate a new website host.

Trustee Mary Potter discussed that she went in to get a price for one hundred copies of the newsletter double sided and it was \$400.00. At this time, the village will continue to print using the office printer.

- v. Acton and Snyder invoice for \$250.00 was presented to the board for approval. Trustee Mary Potter made a motion to approve the invoice, with a second by Trustee Sheila Switzer. The motion passed by roll call vote.

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

b. Ordinance

- i. President Brown presented the Ordinance No. 18-4-22-1 and 18-4-22-2. Attorney Steve Miller discussed the two ordinances and asked if the Village Board Trustees had any questions. Several Trustees voiced concerns over sections that were not completed in the document and regarding the wording "Tax" instead of "Fee." Attorney Steve Miller stated it is still considered a tax but is not really the "tax" most people think of when they hear the word "tax." It is legal wording as the statute refers to it as a "tax." Trustee Terry Light made motion to approve the ordinances as presented, with a second made by Trustee Jeff Beukelman. Motion passed by roll call vote.

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

- ii. President Brown asked the board what their thoughts are if an ordinance needs to be created for side by sides in the village. There are more side by sides showing up and if we regulate them what would the Village require. It was discussed that an ordinance should be created and that the owners should be required to register with the village and show proof of insurance. There should be a fee for the registration of the side by sides and the cost should be higher than the golf cart permits. Discussion that the Village would need to hire a police officer to enforce the ordinance within the village once it is created and passed. Trustee Terry Light will investigate his contacts as to how to get into contact with someone who may be interested. Motion made to approve the creation of a side-by-side ordinance was made by Trustee Terry Light , with a second by Trustee Mary Potter. Motion passed by roll call vote.

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

c. Tax Increment Financing (TIF)

d. Public Works (non-MFT Funds)

- i. President Brown discussed he has no new updated for the Holloway Resurfacing Proposal. It is on schedule.
- ii. President Brown presented a copy of a new job description for Village Maintenance Technician. The Village Board would like to look it over and table the action until next meeting. Motion to table approval of Village Maintenance job description until next meeting was made by Trustee Jeff Beukelman, with a second by Trustee Terry Light. Motion passed by acclamation.

e. 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. No current updates currently.
- b. President Brown discussed that Wilson Lane is in terrible shape. The road is below grade and water cannot run off into the ditch. Wilson Lane needs to be redone and President Brown discussed with Ribbe about starting the project. He has not gotten a quote at this time. No action taken.
- c. President Brown reported that Vermilion County approved to place a sidewalk from Crystal Lane to the high school this year. They have received some funds and they would be willing to use some of these funds for that project. The concern was due to the kids walking on the street coming to the school.
- d. President Brown discussed the sidewalk in front of the new convenience store. President Brown met with Jay Bullock at Donohue, and they looked at the sidewalk on Holloway. The sidewalk needs to be handicapped accessible. Donohue will draw up a proposal and get it to the board. IDOT will not be responsible for any of the cost, and it will be the Village's cost. There was a question if TIF funds could be used for the cost. Trustee Mary Potter stated that maybe TIF funds could help with the roof of the new convenience store as it was leaking. President Brown will ask IML if TIF funds can be used. Trustee Jeff Beukelman made motion to approve getting a quote for the costs of the sidewalk, with a second made by Trustee Kris Kizer. The motion passed by acclamation.

f. Health and Safety

i. New Health and Safety Ordinance Complaints- None

ii. President Brown discussed that he would like to reduce the golf cart permits to \$25.00 from \$35.00. Golf cart stickers are in, and owners need to talk with Trustee Mary Potter to get their permits. Motion was made by Trustee Mary Potter, to reduce golf cart permit from \$35.00 to \$25.00, with a second by Trustee Terry Light. Motion passed by roll call vote.

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

iii. Trustee Karel Volpert stated there is a concern about the mobile home on South Street. The owner has asked if they could remove the current trailer out of the Village and he would replace it. Trustee Mary Potter stated that the ordinance states that once a trailer leaves, one cannot replace it.

g. Permits

- i. Brian Corn permit request was received for an addition. Motion to approve the permit request for Brian Corn was made by Trustee Terry Light, with a second by Trustee Mary Potter. Motion passed by acclamation.
- ii. Creed zoning change permit from residential to commercial. Trustee Jeff Beukelman made a motion to approve the zoning request change, with a second by Trustee Terry Light. 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

h. Keep Bismarck Beautiful (KBB)

- i. Trustee Jeff Beukelman updated the Village Board that he can submit the receipts and put together the document for the Village sign for the Beautification grant from Keep Vermilion County Beautiful. He will get that all submitted and get started on the signs if given approval. Trustee Mary Potter made motion for Jeff Beukelman to submit the application for the Village signs, with a second by Sheila Switzer. The motion passed by acclamation.
- ii. Trustee Karel Volpert discussed the 150th banners and she wanted to know if we could place the years under the sign. She is waiting on response from Patrick at Hall of Fame. Trustee Karel Volpert stated that the KVCB will be working on Newell Road cleaning up the area on April 23rd from 9-11. The DACC electronics collection will be on May 14th, 2022, and another collection on October 15th, 2022. Trustee Karel Volpert stated that Connie Spicer from the church used \$49.00 for the food baskets, and she wanted to pass on the appreciation for the donation.

10. Old Business

11. New Business

- i. President Brown requested a donation for the 150th celebration. The Board had asked that it be placed on this month's agenda. Trustee Karel Volpert made motion to approve a donation of \$600.00 for the 150th celebration, 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. Trustee Kris Kizer discussed when the Board would like to have the town Cleanup. It was discussed to see if Ribbe would be available the weekend after the 150th celebration, June 25th. The Village Clerk will contact Ribbe Trucking to see what dates he has available.

- 12. **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 May 16th, 2022. Bills to be considered for payment and items for the agenda are to be submitted by May 9th, 2022, to Village Clerk and Village Treasurer.
- 13. **Adjournment** – With no further business to come before the Board at this time, upon motion by Trustee Sheila Switzer, with a second by Trustee Karel Volpert, the meeting was adjourned at 8:43 p.m. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

APPROVED 05/26/2022