

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, May 26th, 2022

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. Clerk Brandye Kizer took roll call. Board members present were Trustees Terry Light, Karel Volpert, Jeff Beukelman, Kris Kizer, Sheila Switzer, Mary Potter, and President Mike Brown. Treasurer Adam Muehl was also in attendance. A quorum was established. Guests in attendance: Residents Steven and Kim Larson
3. Approval of agenda for May 26th, 2022, with a request to move Item #9; section (g) Permits items a. before Budget and Finance (item #9; section a.) so that Mr. and Mrs. Larson could leave after discussion and action. It was also requested by Treasurer Adam Muehl to ADD Vermilion County Tax Bill to the agenda under Tax Increment Financing (TIF) item (ii). The motion to move/add items on the agenda was made by Trustee Kris Kizer and seconded by Trustee Jeff Beukelman. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on April 18th, 2022, was made on a motion by Trustee Terry Light and seconded by Trustee Sheila Switzer. Motion passed by acclamation.
5. Public Comments/Questions: No public comments
6. President's Comments: President Brown thanked everyone for being at the meeting tonight.
7. Correspondence: Thank you card received by the BHRA Post Prom committee for donations received for their post prom (2022).
8. Treasurer Adam Muehl presented the Treasurer's report. Most of the bills paid out this month are for regular and recurring bills. No bill received from Dept. of Animal Regulation. The total for bills this month was \$1,170.35.

Trustee Terry Light made a motion to approve treasurer's report and bills as presented, 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

Treasurer Adam Muehl's report presented, reported that the account balances as of 4/30/2022 are as follows:

New General Fund	\$288,760.80
Old General Fund	\$12,562.39
TIF	\$72,945.77
MFT	\$74,641.82

Treasurer Adam Muehl requested approval to transfer \$11,462.39 from Old General Fund to the New General Fund. Trustee Terry Light 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

9. Reports of committees and assignments

a. Permits

- i. Steven and Kim Larson permit request was received for an addition. Motion to approve the permit request for Steven and Kim Larson was made by Trustee Karel Volpert, with a second by Trustee Sheila Switzer. Motion passed by acclamation.

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

b. Budget and Finance

- i. Acton and Snyder invoice for \$1500.00 was presented to the board for approval. Trustee Kris Kizer made a motion to approve the invoice, 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

c. Tax Increment Financing (TIF)

- i. S&E, LLC invoice for the Share of incremental Tax agreement for \$19,901.30 was presented to the board for payment. Trustee Terry Light made motion to approve the invoice for S&E, LLC as presented, 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

- ii. Treasurer Adam Muehl presented the Vermilion County Tax bill for payment of the Village farm ground. Trustee Terry Light made motion to approve payment of tax bill as presented, with a second made by Trustee Jeff Beukelman. 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. Public Works (non-MFT Funds)

- i. President Brown discussed he has no new updated for the Holloway Resurfacing Proposal. It is on target for May 2023.
- ii. President Brown presented a copy of a new job description for Village Maintenance Technician. The Village Board would like to have changes made before acting and requested action be tabled 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 Mary Potter. Motion passed by acclamation.
- iii. President Brown discussed that Maintenance Worker, Dan Wright, does not want to get recertified for Mug-A-Bug. It was discussed if this were part of his job duties and what would the Village options be if he did not get recertified. Trustee Sheila Switzer stated that she would investigate who else does mosquito spraying in the area. President Brown will contact Mr. Messmore to also inquire. Quotes can be received if there are individuals around the area who does the mosquito spraying.
- iv. President Brown discussed that the Kubota needs to have annual maintenance completed and requested that the board allow the annual maintenance to be completed on the Kubota. All members of the board agreed that annual maintenance should be done on the Kubota and gave President Brown permission to get that completed when due.

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. The basins are getting close to needing to be cleaned out again. President Brown will be spot checking some basins and get some others cleaned out as needed.

b. 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 sent proposal to the board for approval. 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. President Brown stated that TIF funds could be used for the project. Donohue Task Order 004 for the project would have an engineering fee of \$6,240.00. This is not the cost of labor for the project. That cost is estimated right now of about \$30,000. Trustee Mary Potter made motion to approve task order 004 for engineering fee with Donohue to start project, with a second made by Trustee Kris Kizer. The motion passed by acclamation.

It was also discussed whether the board could get the sidewalk in front of the office repaired before the 150th by Mr. Wall. President Brown asked if he could get approval from the board to go ahead and contact Mr. Wall and get it completed. Trustee Terry Light made motion to approve Mr. Wall to start the sidewalk repair in front of office, with a second made by Trustee Kris Kizer. The motion passed by acclamation.

c. President Brown stated that a 50-foot flagpole has been donated and that several members of the community would like to see it placed at the corner of Shake Rag and Holloway. The property owner at the corner stated they would do the upkeep around the pole. A flag and a light will need to be purchased. President Brown asked if he could get board approval to put the pole up, purchase the flag and lighting. Trustee Jeff Beukelman made motion to approve the flagpole addition and any purchases under \$500, at the corner of Shake Rag and Holloway, 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

a. Clerk Brandye Kizer brought to the board an Ordinance concern completed by Mr. Jerry Dines on South St. He is concerned about a tree that is on the Lions Park property but hangs over the Village roadway. He is afraid it is going to fall and injure someone. He has requested the board investigate what can be done with the tree. President Brown stated that he will talk with the Lions Club and look at the tree to see if they would be willing to go in partly on the cost of removal of the tree. He will get quotes from tree removal businesses (Scott Miller and Lappin Tree Service) and bring back to the June Board Meeting. He will also talk to Mr. Dines about the situation.

b. Clerk Brandye Kizer discussed that three letters were sent out by Mr. Biggerstaff regarding the new property maintenance codes. They were for homes Weathers; Pundt; and Evans. Trustee Karel Volpert reported that she had received communication from some of the homeowners or family of the homeowners and they were concerned. Clerk Brandye Kizer stated that the letters received by them stated that they could call Mr. Biggerstaff to inform him of their plans and they would have some time depending on his response to complete the required work. He will be the one following up on what they tell him. Copy of the letters mailed to the homeowners were presented to the board members and where they can find the letters sent in the future was discussed. Once Mr. Biggerstaff sends the letters to the clerk via email, the clerk must mail them within 24 hours, because the homeowners only have 10 days to respond to him. The Municipal court will be through Tilton per the intergovernmental agreement since Danville is no longer providing the services.

g. Ordinance

- i. President Brown discussed whether the board was familiar with the manufactured home ordinance in the incorporated area. There is to be no mobile homes in the Village according to several board members. They stated that there is one type that can be placed in the Village because it is placed on a permanent foundation. There was discussion on the difference between a manufactured home and a modular home. **Manufactured homes** are built under

the [HUD construction code](#), first established in June 1976. HUD Determines the wind, snow, and energy loads that the home must meet. Manufactured homes do not require a permanent foundation. However, some lenders may require that depending on the loan program that you go through. When placed on permanent foundations they can be classified as real estate for taxing purposes but will always be appraised as a manufactured home.

Modular homes are built in compliance with localized building and safety requirements, the same as site-built homes.

- i. President Brown asked the board what their thoughts are if an ordinance needs to be created for motor bikes in the village. There are several children riding motor bikes in the village and not watching as they come out of alleys and on roadways. If they are on a motor bike and on the street, they need to be street legal and licensed with a licensed driver/ rider. President Brown stated that he feels that at this time any complaints need to go to the Vermilion County Sheriff's department. The board agreed at this time. Discussion that the Village would need to hire a police officer to enforce the ordinance within the village if one were created and passed. At this time the Clerk will post on Facebook and in the newsletter about calling 911 for complaints and concerns. All board members will also inform residents the same when approached.

h. Keep Bismarck Beautiful (KBB)

- i. Trustee Karel Volpert discussed the 150th banners and requested approval to order them so that they are here before the 150th Celebration. Trustee Jeff Beukelman made motion to approve ordering of banners for the 150th celebration, with a second made by Trustee Mary Potter. 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 Karel Volpert stated that they have planted flowers in the pots at the junior high and high school. Mr. Ribbe stated that they will not water them, but he was open if the Village wanted to water them. Trustee Karel Volpert asked if this were something that the Village Maintenance worker could do. It was discussed that he has a lot he is doing and that adding the flowers at the school may not be a good idea. Trustee Karel Volpert and Trustee Sheila Switzer will water those flowers. Trustee Karel Volpert and Trustee Jeff Beukelman reported they were approved for the KVCB grant for the signs again. They will get started on that soon.

10. Old Business

- i. Trustee Sheila Switzer stated that June 11th will a clean-up day for the Bismarck Lions Club Park to prepare for the 150th. President Brown will contact Ribbe about the Village Clean-up Day because the Clerk has not been able to make contact. The phone rings but no one answers and there is no message machine.
- ii. The 150th Celebration planning is coming along, and everything is going as planned. There will be another meeting in June prior to the event.

11. New Business

- i. President Brown requested a donation for the fireworks of \$500. Trustee Mary Potter made motion to approve a donation of \$500.00 for the annual fireworks, 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. Clerk Brandye Kizer reported that if the board agreed that meetings can go back to the 3rd Tuesday of the month. Clerk Kizer thanked the board for changing the dates for the first part of the year due to the clerk's other obligation that came up. The Village Board agreed to move back to the 3rd Tuesday of the month moving forward.

iii. President Brown would like to get some teenagers to come help paint curbs. He would be willing to pay them or offer volunteer hours. The board agreed that he could get some teenagers to help do that.

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 June 21st , 2022. Bills to be considered for payment and items for the agenda are to be submitted by June 14th, 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 Mary Potter, with a second by Trustee Karel Volpert, the meeting was adjourned at 9:07 p.m. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

APPROVED 06/28/2022