

**VILLAGE OF BISMARCK**  
**County of Vermilion, State of Illinois**  
**Minutes of Regular Board Meeting, July 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, Kris Kizer, Sheila Switzer, Mary Potter, and President Mike Brown. Treasurer Adam Muehl was also in attendance. Trustee Karel Volpert presented late at 6:37pm. Trustee Jeff Beukelman was absent. A quorum was established. No guests in attendance.
3. Approval of agenda for July 26th, 2022, with an amendment to add under "New Business" a donation to Bismarck Blessings for Back-to-School Supplies, was made on a motion by Trustee Terry Light and seconded by Trustee Mary Potter. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on June 28th, 2022, with a correction to the motion for adjournment items, was made on a motion by Trustee Mary Potter and seconded by Trustee Sheila Switzer. Motion passed by acclamation.
5. Public Comments/Questions: Trustee Karel Volpert had asked that if a member of the board was absent at a previous meeting, that an announcement be sent after the meeting to inform all board members of the next meeting date. The Village Clerk apologized and agreed to do so immediately after the adjournment of the meeting in the future.
6. President's Comments: President Brown thanked everyone for being at the meeting tonight.
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. Dept. of Animal Regulation bill was not received this month due to the bimonthly billing. total for bills this month was \$1,662.34.

Trustee Kris Kizer 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- Absent	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 06/30/2022 are as follows:

New General Fund	\$290,306.43
Old General Fund	\$12,517.34
TIF	\$72,946.99
MFT	\$78,534.93

Treasurer Adam Muehl requested approval to transfer \$12,417.34 from Old General Fund to the New General Fund. Trustee Mary Potter 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- Absent	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. Acton and Snyder Attorney invoice for \$75.00 was presented to the board for approval. Trustee Terry Light made a motion to approve the invoice, with a second by Trustee Karel Volpert. The motion passed by roll call vote.

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

- ii. Ribbe Trucking invoice was presented to the board for \$ 325.22 for approval for Clean-up Day services. 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- Absent	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Karel Volpert- Yea	Sheila Switzer-Yea

**b. Tax Increment Financing (TIF)- NONE**

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

- i. President Brown discussed he has no new updates for the Culvers and Ditches. They seem to be looking good. There is a ditch on South ST that needed some work. There is one Basin in the Village that he does not know where it is going, so he is working on that. Trustee Terry Light stated that he has noticed that the water is not as high as they have been in the past during the Spring months, so what the Village is doing is working and it is having a positive affect on the Village.
- ii. President Brown discussed that he has talked to Jim Wilson about the streets in the Village that Mr. Reich inquired about, to see if they are dedicated or undedicated. It appears there is some confusion as to if they were undedicated at one point. Mr. Wilson is going to reach out to Newell Township and pull some maps. He will let the board know as soon as he knows something on that.
- iii. President Brown discussed with the Board whose responsibility it is to spray for weeds on the ditches in the Village. The Board stated it has always been the homeowner’s responsibility. The Village has tried to make some improvements with rocks, but it has and will be the homeowner’s responsibility to spray or hire someone to take care of their ditches. It was asked if a notice could be placed in the newsletter for residents. Letters can be sent as reminders to those with ditches in front of their properties. No action was taken as the maintenance groundskeeper will not be spraying the ditches in front of residence homes.
- iv. President Brown presented a copy of the new job description for Village Maintenance/Groundskeeper for approval. Trustee Kris Kizer made a motion to approve the job description, with a second by Trustee Sheila Switzer. The motion passed by acclamation.

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

**i. MFT Funded Projects**

- i. a. President Brown presented the bids for the handicapped sidewalk repair in front of the new convenience store and the Village Office. President Brown had received bids from Schomburg, SNC and Midwest Asphalt. He had one other company that was interested but TIF funds require prevailing wages, and that company had to back out due to those requirements. The difference in price between the companies was less than \$400. The board

discussed how soon could each company get out to complete the work. Schomburg could get out quickly. President Brown was unsure how quick Midwest could get out. There was discussion among board members that Midwest Asphalt is working on the project for Wilson Lane, and we are still waiting to get that started as they have a big job they are finishing up. It was felt that the sooner that the work can get completed due to liability for the store and the Village would be best. Trustee Kris Kizer made a motion to approve the bid for Schomburg, for the Holloway sidewalk (item a.) and the village office sidewalk (item b), with a second by Trustee Mary Potter. The motion passed by roll call vote (4-1). Trustee Karel Volpert noted that she would have liked to see Midwest Asphalt get the bid.

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

**e. Health and Safety**

i. New Health and Safety Ordinance Complaints- None

**f. Ordinance**

- i. President Brown presented the updated Non-Highway Vehicle Golf Cart/ATV/UTV Ordinance. President Brown asked for suggestions on any changes that the board would like to make before it is presented for approval at next month’s meeting. No changes were recommended by the board, and it was approved by the board to be sent to attorney Mr. Miller for review and approval. It will be placed on the board agenda for approval if approval is received by attorney Steve Miller before next month’s meeting.
- ii. 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 members if they felt it necessary to revise the current ordinance. Trustee Karel Volpert made a motion to revise the mobile Home/Manufactured Ordinance, with a second by Trustee Kris Kizer. The motion passed by roll call vote.

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

**g. Permits – None**

**h. Keep Bismarck Beautiful (KBB)**

- i. Trustee Karel Volpert and Trustee Sheila Switzer stated they have the new signs and they have announced the first round of winners. They would like to bring back the nomination form that was done in the past for the last group of winners. It allows the community to be involved and have a say in nominating their neighbors. It will be posted in the newsletter, and they can drop off the nomination form at the Village office.

**10. Old Business**

**11. New Business**

- i. Village Clerk presented a request for a Back-to-School Supplies Donation to Bismarck Blessings. Trustee Mary Potter made motion to approve a donation of \$200.00 to Bismarck Blessings for back-to-school supplies, with a second made by Trustee Karel Volpert. The motion passed by roll call vote.

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

- ii. President Brown discussed that he was approached by the Bismarck High School that they would like to join with Rossville and have a Resource Officer present in then schools during the day. They would need the approval of the Village Board to be allowed to.

President Brown also stated that he was approached by Rossville if the Village would be interested in joining forces with Rossville Police Department to help monitor Bismarck Village. President Brown stated he did not want to further approach the idea unless the board agreed to look further into what the stipulations and agreement would be.

The board agreed that it would be okay for President Brown to let the school know that the board would approve the access to the resource officer. President Brown will bring the document to the board when received. The board stated that President Brown can further investigate the opportunity for Rossville Police Department to assist in the Bismarck Village.

- 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 August 16th , 2022. Bills to be considered for payment and items for the agenda are to be submitted by August 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 Terry Light, with a second by Trustee Kris Kizer, the meeting was adjourned at 8:21 p.m. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

**APPROVED**