

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

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. Clerk Brandye Kizer took roll call. Board members present were Trustees Terry Light, Kris Kizer, Sheila Switzer, Mary Potter, Karel Volpert and Jeff Beukelman and President Mike Brown. Treasurer Adam Muehl was also in attendance. A quorum was established. Guests present were Attorney Brian Lawlyes; Kasey and Matt Creed; Tyler Lappin; Tricia Hagley; Scott Moore; Thomas Ribbe; Brenda Adams and Doug Toole.
3. Approval of agenda for October 18<sup>th</sup>, 2022 was made on a motion 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 September 26th, 2022 were made on a motion by Trustee Karel Volpert and seconded by Trustee Sheila Switzer. Motion passed by acclamation.
5. Public Comments/Questions: Clerk Brandye Kizer announced that Mr. Toole and Ms. Adams were on the list to speak first in public comments. Mr. Toole presented information regarding the electronic recycling event at DACC and that it was successful. They are planning to hold 2 more recycling events in the Spring and Fall of 2023 at DACC. He presented information to the board that there will be a tire collection event that is open to municipalities if they wanted to collect tires around their community. It is not open to the public but municipalities are able to bring tires in for the event. Ms. Adams presented the Keep Vermilion County Beautiful annual due information to the board and asked that if the board is able to increase their membership fee this year, it would be greatly appreciated. She explained the benefits of having a member of the board on the KVCB board and the discussed the beatification grant and assistance that the KVCB members could offer. Mr. Moore asked Mr. Toole if there was an EPA study that was required before Mr. Creed could build his shop on the property. Mr. Toole stated that he would have to look into what he is asking as he does not have the specific information for that question. Mr. Moore asked Trustee Jeff Beukelman how the village was able to approve a mile and half buffer zone around the village without resident's consent. Trustee Jeff Beukelman stated that was done when the village incorporated in 1998, and the residents voted to have the village incorporated. The buffer zone is part of that statute and the village does not have authority over that decision.
6. President's Comments: President Brown thanked everyone for being at the meeting.
7. Correspondence: Thank you cards received from Mrs. Betty Lewis and the Potter family and read to the board.
8. Treasurer Adam Muehl presented the Treasurer's report. Most of the bills paid out this month are for regular and recurring bills. There was not a bill received from the Department of Animal Regulation, which the village should have received. Trustee Muehl has reached out to inquire, but has not received a response back yet. Total for bills this month was \$1,355.04.

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

Treasurer Adam Muehl's report presented, reported that the account balances as of 09/30/2022 are as follows:

New General Fund		\$332,409.42
Old General Fund		\$10,405.08
TIF		\$100,907.19
MFT		\$90,787.09

Treasurer Adam Muehl requested approval to transfer \$10,305.08 from Old General Fund to the New General Fund. Trustee Kris Kizer 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. Liquor Commission and Committee

- i. President Brown stated that he would like to table the discussion at this time as he is still working on gathering the background check and documents that the Village needs to gather before presenting to the board. The board agreed to table the discussion until next month.

### b. Planning Commission Committee

- i. President Brown presented the building permit request by Mr. Creed for a new construction of a pole barn built by FBI buildings on the property on 2550 N. Road. The site plan and related documents were presented to the board as they were presented to the planning commission on October 13<sup>th</sup>, 2022. It is estimated to take 3-4 months to complete and the work is slated for end of October/early November to begin. President Brown listed off the expected contractors that would be completing different tasks and Mr. Creed stated he has been working with Mr. Hannan at the health department to ensure that everything is up to environmental code and will not impact the properties around the site. President Brown stated that the Planning Commission Committee was unable to attend this evening but asked that he present their written recommendation to the Board of Trustees this evening. The written recommendation by the planning commission committee stated "Recommendations to the Bismarck Village Board: Approve the "building permit" on the property located at 17085 East 2550 North Road in Danville" done by unanimous vote.

### c. Budget and Finance

- i. Clerk Brandye Kizer, presented an invoice from Acton and Snyder for \$2005.96 for services. Trustee Jeff Beukelman made a motion to approve, with a second by Trustee Kris Kizer, to approve the invoice 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

- ii. Clerk Brandye Kizer, presented three options for RMA Village liability insurance invoice. Trustee Kris Kizer made a motion to approve the invoice option #1 for \$5,704.89, with a second 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

### d. Tax Increment Financing (TIF)

- i. President Brown presented the drawings from Jameson Fabrication for the handicap railing to go on Holloway. He wanted to make sure the board members approved before Jameson Fabrication manufactured the railing. All board members verbally agreed that Jameson Fabrication can move forward with production.
- ii. President Brown presented a quote from Donohue and Associates for concrete project improvements. The areas to be completed were presented to the board members. It was felt that the section marked (E) by the railroad tracks would not need to be completed as it is not in bad condition. It was stated that the contractors could give an estimate on the bid quote for section (e) as an alternate. Then the board would have the quote so they could see the cost both ways. It was mentioned that most of the time it is cheaper to do all at once rather than

coming back later and doing a smaller section Donohue is estimating that the cost for the improvements would be around \$11,040.00. President Brown would like to have the board's approval to get quotes from local contractors for the work. Trustee Terry Light made a motion to approve obtaining quotes for the concrete project improvements with (e) as an alternate, along Holloway, with a second 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

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

**i. MFT Funded Projects- None**

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

- i. President Brown stated that he has no concerns at this time with the culverts or the drains. Things are flowing well for now, especially with all the rain we have received.
- ii. President Brown stated that he has not had a chance to meet with Mr. Rutan as they have been in the fields working. President Brown stated as soon as they are free, they will meet to discuss the drainage and road work along Holloway, as well as the potential retention pond that Sam Claypool has mentioned.

**g. Health and Safety**

- i. New Health and Safety Ordinance Complaints- None

**h. Permits/Zoning/Liquor Application**

- i. The Village Board of Trustees entertained the motion to approve the building permit request for the property located at 17085 E. 2550 N. Rd Danville, IL per recommendation from the Planning Commission Committee as presented in section (b) above. Trustee Jeff Beukelman made a motion to approve the building permit as presented and recommended by the Planning Commission Committee, 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

- ii. Brewhouse Liquor application discussion in section (a) was tabled until next month's meeting. Trustee Mary Potter made a motion to table this action of the liquor application approval until next month, with a second by Trustee Jeff Beukelman. It was discussed that there may need to be a special meeting held to discuss and approve. 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

**i. Ordinance-None**

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

- i. Trustee Karel Volpert and Trustee Sheila Switzer stated they will be getting ready for the Holiday Trim and Lighting Contest soon. They do not have dates yet for the judging of the lights. They will have to get greenery this year from somewhere other than Berry's Garden Center for the pots in the Village, as they will not be able to get them in. Trustee Sheila Switzer stated she would like to look into artificial greenery that can be used for several years.

Trustee Karel Volpert and Trustee Mary Potter would prefer fresh greenery if possible. Trustee Karel Volpert and Trustee Sheila Switzer will look into pricing and longevity of the artificial greenery compared to the fresh greenery. They also discussed that the winter banners will need to be placed on the poles. Trustee Jeff Beukelman discussed that the west Village of Bismack welcome sign will be taken down soon and the new one put up. He is hoping to get students from the Key Club and others to tear the old sign down and they hope to get the new sign up by December 1<sup>st</sup>, 2022, as they are on a deadline since they received the beautification grant from KVCB. The Village Board discussed giving the small metal signs that are now on the welcome sign back to the organizations and they can do with them as they please.

**10. Old Business**  
**11. New Business**

- i. President Brown informed the board he was approached by the Hoopeston School District Sports Department asking if the Village Board would like to sponsor a spot on their Game Day T-shirts. This is a fundraiser for their athletic department. The Village Board stated that they only had so much money left for donations through April 30<sup>th</sup>, 2023 and they did not feel they could sponsor this at this time. Trustee Terry Light made a motion to not do a sponsorship for the Hoopeston Game Day t-shirts, with a second 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 announced that October is Domestic Violence Awareness month. Domestic violence takes place in our nation every minute of every day. Most Americans don't realize just how real domestic violence is and how many lives are affected by it. Domestic Violence Awareness Month was introduced to not only educate and raise that awareness but bring the support and strength that domestic violence victims need.

- 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 November 15th, 2022. Bills to be considered for payment and items for the agenda are to be submitted by November 8th, 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 Kris Kizer, with a second by Trustee Sheila Switzer, the meeting was adjourned at 7:38 p.m. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

**APPROVED 11/15/2022**