

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, December 20th, 2022

1. At 6:37 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 the 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. Clerk Brandye Kizer was present. A quorum was established. Guests present: Resident Susan Freedlund and T.J. Ribbe.
3. Approval of agenda for December 20th, 2022, was made on a motion by Trustee Sheila Switzer and seconded by Trustee Kris Kizer. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on November 15th, 2022, and Special Meeting held on December 14th, 2022 was made on a motion by Trustee Kris Kizer and seconded by Trustee Sheila Switzer. Motion passed by acclamation.
5. Public Comments/Questions: Trustees Karel Volpert and Sheila Switzer announced the winners of the Keep Bismarck Beautiful Holiday Trim and Lighting Contest. The winners were Susan Freedlund; Kris and Brandye Kizer; and Jeremy and Jennifer Strawser. Winners were presented with a certificate and a gift. The community was thanked for participating in the contest.
6. President's Comments: President Brown welcomed everyone and asked if anyone had any questions for him. No questions noted.
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. Quarterly Trustee and President payroll was paid out this month. Beamsco website hosting annual fee paid. Total for bills this month was \$4,113.11.

Trustee Kris Kizer made a motion to approve the treasurer's report and bills as presented, 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

Treasurer Adam Muehl's report presented, reported that the account balances as of 11/30/2022 are as follows:

New General Fund		\$381,646.35
Old General Fund		\$10,583.65
TIF		\$101,097.79
MFT		\$94,844.04

Treasurer Adam Muehl requested approval to transfer \$10,483.65 from the Old General Fund to the New General Fund. Trustee Karel Volpert made a motion to approve, with a second by Trustee Jeff Beukelman, 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 – None**

b. Planning Commission Committee

i. Discussed the procedure for the Planning Commission Committee and the need to have a regular monthly meeting scheduled as more building permits and requests are coming in. President Brown stated he would reach out to Chairperson Rick Kentner and discuss the recommendation of a regular scheduled meeting each month.

c. Budget and Finance

i. Acton and Snyder invoice for \$3,025.00 presented to the board. Trustee Mary Potter made a motion to approve, with a second by Trustee Jeff Beukelman, to approve the invoice for payment 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. Reimbursement request made for \$364.40 from Trustee Jeff Beukelman for purchases needed for the Village of Bismarck welcome sign on the west end of the Village presented to the board. Trustee Jeff Beukelman reviewed the purchases made, returns submitted and explained the spreadsheet and reason for request submitted to the Village Board members. Trustee Karel Volpert made a motion to approve, with a second by Trustee Sheila Switzer, to approve the reimbursement request as presented. The motion passed by roll call vote.

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

d. Tax Increment Financing (TIF)- None

e. Public Works/Municipal Projects (Roads, Drainage, other improvements)- None

MFT Funded Projects

f. Public Works (non-MFT Funds)

i. President Brown discussed the Rutan Drainage project of having a drainage pipe approximately 400 feet put in through Rutan's property to help with drainage of rainwater to painter's creek. Quote was received by Sam Claypool for two options. Option #1 has a 24-inch dual wall tile pipe (estimate \$21, 400) and option #2 is a 30-inch dual wall tile (\$24,600). These quotes include materials, labor, and equipment. Discussion was made at last month's board meeting to approve option #2 for a quote amount of \$24,600.00. Trustee Kris Kizer made motion, with a second made by Trustee Sheila Switzer, to approve the quote for option #2 for \$24,600.00 for the 30-inch dual wall tile work through the Rutan Property off Holloway. 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. President Brown and Village Clerk reviewed the requirements from Illinois Department of Transportation (IDOT) before they began the work along the State Route/Holloway. Reviewed the Understanding of work to be completed, the Ordinance Related to Motor Vehicle Parking and an Ordinance Prohibiting Sewer Discharge/Industrial Waste. These documents are standard protocol for work being done by IDOT. These ordinances must be approved by the board, signed and returned to IDOT. It was discussed that President Brown will confirm that IDOT will continue to be responsible for upkeep of the roadway after the project completion, as the Village does not have the personnel or funds to continue with upkeep. IDOT is slated to start the project in March 2023. Clerk Brandye Kizer will get documents sent to school superintendent Mr. Scott Watson so that notice and arrangements can be made for school personnel parking.

iii. President Brown discussed a request from resident Lee High who lives on High Dr. He has requested that his address be annexed out of the Village due to the condition of Wilson Lane

and that he feels it has been neglected in getting repairs done in a timely manner. Village Clerk stated that Mr. High is not the only resident that has reached out to inquire when the work will be started. Trustee Terry Light stated that we need to work on Wilson Lane, and it needs to be a priority. Board members also discussed a temporary fence to help with snow drifts. President Brown has been in contact with T.J. Ribbe on getting the road repaired the correct way. It will be a time-consuming process because of the work that needs done to ensure it is done correctly. Mr. Ribbe stated that he can start milling the road the second week of January to get it through winter. The work required will include tilling the entire road, adding gravel, regrading and sloping the road for water drainage so that potholes will not form. The ditch on the south side of the road may also need work. The north side appears to be okay. The board requested that 2-3 plan/design bids be submitted for the Wilson Lane roadwork in February/March so that work can get started when the weather gets better. President Brown will explore if MFT funds can be used for the project. President Brown has reached out to the Village Attorney for legal advice on the request from Mr. High. President Brown stated he will reach out to Mr. High regarding the request.

g. Health and Safety

- i. New Health and Safety Ordinance Complaints- None
- ii. President Brown asked the board thoughts on a citation/enforcement officer to speak with residents about health and safety concerns and violations of the village codes. They would also deliver citations when residents do not comply or respond to letters sent by the Village. The board inquired if a notice could be placed in the newsletter to see if there was an interest from residents in applying. President Brown asked the Village Clerk to place it in the newsletter for January.

h. Ordinance

- i. Annual Tax Levy presented to the board for approval. The levy is required to be filed each year by the 4th Tuesday of December with the Vermilion County Clerk. There were some questions that required President Brown to contact the Village Attorney via telephone for clarification. Trustee Kris Kizer made a motion to approve, with a second by Trustee Terry Light, to approve the Annual Tax Levy 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. Supplement Annual Budget and Appropriation Ordinance presented to the board for approval. The Village Attorney answered questions regarding this document that the village Board had. Trustee Kris Kizer made a motion to approve, with a second by Trustee Terry Light, to approve the Supplement Annual Budget and Appropriation Ordinance 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

- iii. An Ordinance Related to Motor Vehicle Parking (IDOT request) was presented for approval. Discussion was held earlier in the meeting as stated above. Trustee Terry Light made a motion to approve, with a second by Trustee Jeff Beukelman, to approve the Ordinance Related to Motor Vehicle Parking 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

- iv. An Ordinance Prohibiting Sewer Discharge/Industrial Waste (IDOT request) was presented for approval. Discussion was held earlier in the meeting as stated above. Trustee Kris Kizer made a motion to approve, with a second by Trustee Jeff Beukelman, to approve the Ordinance Prohibiting Sewer Discharge/Industrial Waste 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

v. President Brown presented An Ordinance Authorizing Operation of Video Gaming Terminals. The board reviewed the finalized document. Trustee Terry Light made a motion, with a second made by Kris Kizer, to approve An Ordinance Authorizing Operation of Video Gaming Terminals in the Village of Bismarck. The motion passed by roll call vote.

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

vi. and vii (combined). President Brown discussed whether the Village needed to look at a Solar Panel and Windmill Ordinance. He has been getting calls regarding a solar farm and windmills in the area. Currently the Village of Bismarck has nothing regarding either. Trustee Terry Light inquired if they could be under one ordinance. It was agreed that if there were ordinances regarding solar power and windmills, they should be separate.

i. Permits/Zoning/Liquor Applications- None

b. Keep Bismarck Beautiful (KBB)

- i. Trustee Karel Volpert and Trustee Sheila Switzer presented awards for the Holiday Trim and Lighting in public comments.

10. Old Business-None

11. New Business

- i. President Brown informed the board that there was a request for records by Mrs. Tricia Hagley. There was also an Open Meetings Act violation complaint submitted by Mrs. Tricia Hagley to the State Attorney Office. The Village Attorney, Mr. Lawlyes has been assisting the Village Clerk and the Planning Commission Chairman in completing the required documentation as required by law due to FOIA request and OMA complaint.
- ii. Village Clerk reviewed annual 2023 Village of Bismarck Board of Trustees regular meeting dates for approval. Trustee Jeff Beukelman made a motion, with a second by Trustee Sheila Switzer, to approve annual 2023 meeting dates for regular board meetings. Village Clerk will get dates posted to the Village office doors and on the website. Motion passed by acclamation.
- iii. President Brown asked what the plan was for G street property that is owned by the village. Trustee Terry Light stated that the farm ground is being rented out and we need to keep the property because of Dolbee addition. Some of the property could also be used down the road for a retention pond if needed.

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 January 17th, 2023. Bills to be considered for payment and items for the agenda are to be submitted by January 10th, 2023, to Village Clerk and Village Treasurer.

14. Adjournment – With no further business to come before the Board at this time, upon motion by Trustee Terry Light, with a second by Trustee Jeff Beukelman, the meeting was adjourned at 8:35 p.m. The motion passed by acclamation.

Respectfully Submitted,

APPROVED 1/20/2023

Brandye Kizer, Clerk