

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, June 14th, 2023

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, Sheila Switzer, Mary Potter, Tyler Lappin, Kris Kizer and Jeff Beukelman and President Mike Brown. Treasurer Adam Muehl was also in attendance by phone. Clerk Brandye Kizer was present. A quorum was established. Residents and guests in attendance were: Rick Kentner (Planning Commission Chairperson); Travis LaMar; Charles Stahl; and Eric Johnson.
3. Approval of agenda, was made on a motion by Trustee Shiela Switzer and seconded by Trustee Jeff Beukelman. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on May 16th, 2023 and Special Board Meeting Minutes for June 5th, 2023 were made on a motion by Trustee Mary Potter and seconded by Trustee Jeff Beukelman. Motion passed by acclamation.
5. Public Comments/Questions: President Brown introduced Mr. Travis LaMar and Mr. Charles Stahl, who are both candidates for the Village of Bismarck Code Enforcement Officer position. They introduced themselves and discussed their background regarding code enforcement and prior employment experience to the Village Board of Trustees.

Mr. Eric Johnson discussed his interest in purchasing property that is off of Route 1. It is not part of the Riverwood Estates area but the access to the property is located in that subdivision. The realtor has explained that the property does not follow the HOA rules of the subdivision but Mr. Johnson was encouraged to reach out to the Village Board to see if they had any further information, as it was believed the previous Village President was part of the initial HOA rules and regulations. The Village Board stated they do not have any ordinances or any information regarding the properties within that area and they couldn't give any insight as to whether the property would be bound by the HOA rules. It was recommended that Mr. Johnson reach out to the Assessor office and inquire and to the head of the HOA before he purchases the property. He stated that was his plan.

6. President's Comments: President Brown welcomed everyone. No questions noted.
7. Correspondence: Clerk Brandye Kizer read a Thank You from the Hamilton's of Small-Town Famous for the handrails being placed outside their business. They have gotten a lot of comments and thank you's from residents.

8. Treasurer's Report

Treasurer Adam Muehl presented the Treasurer's report by phone as he was unable to be in attendance due to being out of town. Most of the bills paid out this month are for regular and recurring bills, plus Village Payroll for Trustee's, President and Treasurer. Total for bills this month was \$4,532.21.

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-Yea
Mary Potter- Yea	Tyler Lappin- Yea	Sheila Switzer-Yea

Treasurer Adam Muehl's report presented, reported that the account balances as of 05/31/2023 are as follows:

New General Fund		\$378,157.86
Old General Fund		\$17,479.64
TIF		\$101,102.84
MFT		\$106,670.36

Treasurer Adam Muehl requested approval to transfer \$17,379.64 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	Tyler Lappin- Yea	Sheila Switzer-Yea

- 9. Reports of committees and assignments
 - a. **Liquor Commission Committee -None**
 - b. **Planning Commission Committee**

- i. Chairman Kentner presented the building permit for Tim and Misty Hillard for their property located at 316 Wilson Lane. They are requesting a permit to build a new pole barn. They will hire an electrician and other professionals but the main building will be put up by them. The committee reviewed the building request and all documents pertaining to the site plan and building proposal. The Planning Commission Committee is recommending approval of building permit request to the Village Board of Trustees.
- ii. Chairman Kentner stated that there was a discussion placed for Mr. Johnson regarding the property off of Route 1 by Riverwood Estates but that was discussed in public comments. It is recommended to Mr. Johnson to ensure that the property is in the covenants that he is okay with and if he decides to purchase the property and wants to build, then the committee will welcome his building permit and documents for review and looks forward to working with him if it is within the Village Buffer.

President Brown stated that the Martinez property was good to go and had clearance from the attorney for their garage to continue as approved by the Village Board.

- c. **Ordinance -None**
- d. **Health and Safety**

- i. New Health and Safety Ordinance Complaints- Clerk Brandye Kizer expressed concerns by residents in the community, especially those living on Holloway that there are dirt bikes and golf carts being ridden up and down Holloway unsafely. Holloway is a state road and the law states they cannot be ridden on state roads or highways. A concern was also raised by resident Amanda Potter that she has seen several young people in golf carts and on motor bikes almost get hit by vehicles and construction trucks on Holloway. The Village Board stated that residents will need to call County Sherriff if they see something of a concern as the Village does not have an officer at this time. The Sheriff's Department has been quick to come when they have been called recently.
- ii. President Brown discussed that the Village has two trees that are in dire need of removal for safety concerns. One is at the McCubbin address and it is between her sidewalk and the Village Road. The other is located on Mr. Stimac's Property on Chicago and is located on the property and not near the Village Road. The Village Board discussed that if a tree is between the sidewalk and Village Street then it is the responsibility for the Village to ensure that it is safe. If the tree is located directly on a homeowner's property, then it is the homeowner's responsibility to ensure that the tree is taken care of. In this case the Village Board of Trustees stated that the tree in front of the McCubbin's home would be the responsibility of the Village, but the tree in front of Mr. Stimac's would be on the homeowner. Trustee Terry Light stated that if a storm comes through and the tree falls in the road then the Village would be responsible, so he would recommend getting quotes for the removal of the trees. Once quotes are received the Village Board can decide how to move forward with the tree on Mr.

Stimac's property. President Brown will obtain quotes for the tree removal, and it was recommended to obtain a quote from Mr. Alex Bradford.

iii. President Brown reviewed the Code Enforcement Officer Resumes with the Village Board. There were two applicants. It was decided that the Village President and Planning Commission Chairman Rick Kentner will do the interviews. The Village Board of Trustee's scheduled the interviews with Mr. Lamar and Mr. Stahl on June 20th, 2023 since they were present at the meeting. They will make a decision and present the recommendation to the Village Board of Trustee's next meeting on July 18th, 2023 for final approval.

iv. Village Clerk asked the Village Board of Trustee's if they had any particular interview questions they would like to be asked. They did not have any at the time. Clerk asked them to send in an email to Clerk by Saturday June 17th, 2023 if they thought of any, so they can be compiled for President Brown and Mr. Kentner before the interviews.

e. Budget and Finance

- i. Clerk Kizer presented the annual invoice from Vermilion Advantage for \$400.00. Trustee Kris Kizer made a motion to approve, with a second by Trustee Jeff Beukelman, to pay invoice as presented. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Tyler Lappin- Yea	Sheila Switzer-Yea

f. Tax Increment Financing (TIF)

- i. President Brown discussed that TJ Ribbe from Midwest Asphalt stated that he would have the sidewalks from the railroad tracks to the post office done in the next two weeks.

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

MFT Funded Projects- None

g. Public Works (non-MFT Funds)

- i. President Brown discussed that the Rutan's decided they did not want a pond right now. This would mean that the Village would have to pay for the dirt needed for the drainage project to ensure it is completed correctly. President Brown stated this project is the first project that the Stormwater Special Service Area Funds will be used for to help with the water drainage in the Village. President Brown stated that he has not received a quote yet, but will obtain a quote from Mr. Sam Claypool for the cost of bringing in dirt. He is requesting to table this motion until he has a quote. Trustee Jeff Beukelman made a motion, with a second by Terry Light, to table action for this agenda item. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Tyler Lappin- Yea	Sheila Switzer-Yea

- ii. President Brown reported that a resident pulled a trailer out of a property on west side of Prairie and broke a culvert. President Brown asked Mr. Ryan Mullins to present a quote to repair the culvert. His quote is for \$2750.00 if he can use a portion of the existing culvert and tile for repair. If he has to replace the entire culvert and tile the quote is for \$4,000.00. Trustee Terry Light made a motion, with a second by Trustee Kris Kizer, to approve up to \$4,000.00 for culvert and tile repair on Prairie. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Tyler Lappin- Yea	Sheila Switzer-Yea

- iii. President Brown stated that TJ Ribbe from Midwest Asphalt stated that he would be done milling and putting in culvert in two weeks for Wilson Lane. This would be from General Funds. When he gets done with that portion, the next step will be the Tar, chip and Oil from Ribbe Trucking that will come from the MFT funds.
- iv. President Brown stated that there is a large tree blocking Painter’s Creek and causing a water block. He would like to see if they can get someone to help move the large tree to allow the water to flow again. It was recommended to get a quote for removal. Trustee Terry Light and Trustee Kris Kizer stated that if we do not remove the tree and we have a bad rain, it will cause a flood. They recommended to have it removed as soon as possible. President Brown will get it taken care of.
- v. President Brown stated that there are 5 potholes next to G street where the field is. He stated they are very deep. President Brown stated he has spoken to Mr. Derek Heidrick and asked him for a quote to fill the pot holes and he is waiting on that. He believes that the reason for the pot holes is that a tile is broke and that will have to be repaired as well. Trustee Mary Potter stated she would like to have a quote to fix it from Mr. Heidrick and if he is unable to do so, then we need to get someone else to give us a quote.

i. Permits/Zoning/Liquor Applications

i. President Brown presented the building permit for Tim and Misty Hillard for their property located at 316 Wilson Lane to the Village Board and the Planning Commission’s recommendation to approve the building request as presented. The Village Board stated they were comfortable moving forward with the vote. Trustee Terry Light made a motion to approve, with a second by Trustee Tyler Lappin, to approve the building permit as requested. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Tyler Lappin- Yea	Sheila Switzer-Yea

j. Keep Bismarck Beautiful (KBB)

Trustee Sheila Switzer stated she and Dan Wright are doing well on watering the plants in the pots. They are responsible for the grade school pots but the janitor at the Junior High has been watering those.

10. Old Business

11. New Business

i. President Brown discussed the Gettleman donation request by the Village Board. Trustee Kris Kizer made a motion to approve, with a second by Trustee Sheila Switzer, to approve a \$150.00 donation for the Gettleman 5k run. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Tyler Lappin- Yea	Sheila Switzer-Yea

ii. Clerk Brandye Kizer presented a request for donation from VMEG. The Village Board stated that they felt it was a scam and denied the donation request. Trustee Kris Kizer made a motion to deny request, with a second by Trustee Jeff Beukelman, to deny donation request for VMEG. The motion passed by roll call vote.

Jeff Beukelman- Yea	Terry Light- Yea	Kris Kizer-Yea
Mary Potter- Yea	Tyler Lappin- Yea	Sheila Switzer-Yea

iii. Trustee Kris Kizer reminded the Board of Trustees that the Annual Clean-up Day is Saturday the 24th from 8a-12noon. There is a need for board members to attend and help if available. Trustee Jeff Beukelman, President Brown, Trustee Sheila Switzer and Trustee Kris Kizer will attend.

12. Consideration of such matters as may lawfully come before the Board, or which are a result of public comments or questions. And/or are the result of an executive/closed session.

13. 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 July 18, 2023 due to several Board Members being on vacation. Bills to be considered for payment and items for the agenda are to be submitted by July 11, 2023, to Village Clerk and Village Treasurer.

14. Adjournment – With no further business to come before the current Board at this time, upon motion by Trustee Mary Potter, with a second by Trustee Kris Kizer, the meeting was adjourned. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

APPROVED 07/18/2023