

VILLAGE OF BISMARCK

County of Vermilion, State of Illinois

Minutes of Regular Board Meeting, July 18th, 2023

1. At 6:31 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 President Mike Brown. Treasurer Adam Muehl and Clerk Brandye Kizer were also in attendance. Trustee Jeff Beukelman was absent. A quorum was established. Residents and guests in attendance were: Rick Kentner (Planning Commission Chairperson); Charles Stahl; Ryan Mullins and Tim Welker.
3. Approval of agenda, was made on a motion by Trustee Mary Potter and seconded by Trustee Kris Kizer. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on June 14th, 2023 were made on a motion by Trustee Terry Light and seconded by Trustee Tyler Lappin. Motion passed by acclamation.
5. Public Comments/Questions: Chairman of the Planning commission Mr. Rick Kentner discussed with the Board of Trustees that he and President Brown interviewed two very well qualified candidates for the Code Enforcement position and that when the Board of Trustees votes on employment, they will find that the recommended candidate is very suitable for the position. He stated it will be good for the community and the Village Board to have someone who is knowledgeable in the areas of zoning and property and building codes to help guide the residents who serve on the various boards in ensuring the health and safety of the Village community, which is the overall goal. This candidate will also assist in helping get the ordinances squared away and updated.
6. President's Comments: President Brown welcomed everyone. No questions noted.
7. Correspondence: None

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. Total for bills this month was \$1,640.54. Trustee Kris Kizer 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- Absent	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 06/30/2023 are as follows:

New General Fund		\$401,171.54
Old General Fund		\$11,234.58
TIF		\$101,103.67
MFT		\$108,773.20

Treasurer Adam Muehl requested approval to transfer \$11,134.58 from Old General Fund to the New General Fund. Trustee Mary Potter made a motion to approve, with a second by Trustee Kris Kizer, 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	Tyler Lappin- Yea	Sheila Switzer-Yea

9. Reports of committees and assignments

a. **Liquor Commission Committee -None**

b. **Planning Commission Committee-** Chairman Kentner stated there were no building permits/zoning requests or Special Use permit requests received in the month of July to review.

c. **Ordinance -None**

d. **Health and Safety**

i. New Health and Safety Ordinance Complaints- Clerk Brandye Kizer read a violation complaint completed by Mr. William Marana regarding a dog attack while he was walking his dogs on Chicago Ave on July 7th, 2023 at 7:45am. He stated that he was walking his 2 dogs when a brown Pitbull charged at him and attacked his two dogs. He stated that there were no injuries to himself or his dogs, but he has never had an incident like this before. He stated it was a brown Pitbull with a blue collar. The Village Board stated they do not know where the Pitbull lives or who the owner would be. They will keep an eye out for the dog and discuss with the owner safety concerns. All pets should be on a leash when outside, and it was felt that the dog may have gotten out as no one is familiar with a brown Pitbull, and since it has a collar, it apparently has an owner. President Brown will also keep an eye out and will connect with Mr. Marana to follow-up.

ii. President Brown discussed that the McCubbin's tree would be the responsibility of the Village and they should pay for the removal since it is between the sidewalk and the street. President Brown stated that the McCubbin's they wanted to do their due diligence as property owners by taking care of the tree themselves. The Village Board stated they appreciated the McCubbin's dedication to their property and to the Village, but they also felt that the Village should at least split the cost of removal with the McCubbins since the tree was on the Village's side of responsibility. President Brown stated the cost of removal was \$600.00 and the Village Board agreed to pay \$300.00 back to the McCubbins to help with the cost of removal. Trustee Terry Light made a motion to approve, with a second by Trustee Kris Kizer, to approve the payment for \$300.00 for tree removal to the McCubbins as presented. The motion passed by roll call vote.

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

iii. President Brown reviewed the Code Enforcement Officer recommendation with the Village Board. Mr. Kentner and President Brown stated that they had two highly qualified applicants and it was a tough decision. Mr. Kentner and President Brown presented the recommendation to hire Mr. Charles Stahl for the position of Code Enforcement Officer to the Village Board of Trustee's for final approval. Trustee Kris Kizer made a motion to approve, with a second by Trustee Terry Light, to approve the hiring recommendation of Mr. Charles Stahl for the position of Village of Bismarck Code Enforcement Officer. The motion passed by roll call vote.

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

iv. President Brown discussed a flier he received from Elan City Radar that makes the digital speed signs. President Brown stated that he has heard residents state that cars are going down Holloway around 60 miles per hour when it is a 40 mile an hour speed zone. He also thought it would be good to have on Bowman as well as a reminder to watch speed. He would ultimately have to get approval from IDOT to put the signs up but he felt it would be a good idea. They run about \$6,000.00. The Village Board thought it could definitely be something to consider, especially if it helps traffic slow down along Holloway and on Bowman by the Dollar General Store.

e. Budget and Finance

- i. Clerk Kizer presented the invoice from Acton and Snyder for \$1600.00. Trustee Kris Kizer made a motion to approve, with a second by Trustee Sheila Switzer, to pay invoice as presented. The motion passed by roll call vote.

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

- ii. Clerk Kizer presented the invoice from Ribbe Trucking for the Annual Clean-up Day. The total taken in was \$480.00 and the total billed from Ribbe Trucking for their services was \$482.95. Trustee Terry Light made a motion to approve, with a second by Trustee Kris Kizer, to pay invoice as presented. The motion passed by roll call vote.

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

- iii. Clerk Kizer presented the agreement from Mr. Ed Ryan, Tax Consultant, to file the Village's AFR for FY ending April 30, 2022 and April 2023 and the TIF audit paperwork for FY ending April 2023. The cost would be for a total of \$6,000.00. Trustee Kris Kizer made a motion to approve, with a second by Trustee Terry Light, to pay invoice as presented. The motion passed by roll call vote.

Jeff Beukelman- Absent	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. It was reported that Mr. Ribbe stated he has been very busy. Trustee Terry Light stated that at the last meeting the Board was told it would have been completed in the next two weeks. The Village Board would like to see it wrapped up soon.

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

MFT Funded Projects

- i. President Brown presented the MFT paperwork from Donohue to approve the Tar and Chip on Wilson Lane. The estimated cost for the Tar and Chip for Wilson Lane is \$23,461.60. Trustee Terry Light made a motion to approve, with a second by Trustee Kris Kizer, to approve the MFT contract with Donohue for Tar and Chip of Wilson Lane as presented. The motion passed by roll call vote.

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

- ii. President Brown discussed Wilson Lane update. TJ has completed his portion of the roadwork. Trustee Terry Light stated that the road looks good. President Brown stated the road will have to sit for a couple of weeks before the first round of Tar and Chip can be put on now that the task order for Donohue was approved by the Village Board. Then there will be another round of Tar and Chip in FY 24. Trustee Terry light inquired when the culvert on Wilson Lane would be completed. President Brown stated it should have been fixed this past Monday, but he hasn't been down to check. Trustee Terry Light stated he didn't believe it had been fixed yet. President Brown will look into it and discuss with TJ Ribbe.

Trustee Kris Kizer asked President brown where we were with the sidewalk from Crystal Lane to the High School. President Brown stated that the county was supposed to be playing for it out of some funds they were allocated, but the last he heard the project was placed on the backburner. President Brown stated he has been talking with Donohue and Associates on what can the Village do to get it back on the agenda or is there anything the Village themselves can do to get it started.

g. Public Works (non-MFT Funds)

- i. President Brown wanted to thank Mr. Doug Young, Mr. Rick Kentner, Alex Bradfield and Maintenance Dan Wright for all the assistance and help during the recent storm. There were several trees and branches that came down and Mr. Dan Wright has been going around and getting the piles from our residents' homes. They had more than anticipated and President Brown had to ask Alex Bradfield to assist Mr. Wright in collecting all the debris. Mr. Kentner and Mr. Young have assisted in allowing us a place to put the brush until we can burn it. President Brown stated that Mr. Young has graciously allowed us to use his land to place the debris and would like to compensate him for his services. Trustee Shelia Switzer made a motion, with a second made by Trustee Kris Kizer, to approve a \$100.00 gift card to Mr. Doug Young, for his services in assisting the Village remove debris from within the Village residents' properties.

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

- ii. President Brown presented tree removal invoice from Alex Bradfield for \$300.00. Trustee Kris Kizer made a motion, with a second by Trustee Tyler Lappin, to approve the invoice of \$300.00 for tree removal. The motion passed by roll call vote.

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

- iii. President Brown stated that the culvert repair on Prairie has been fixed. The invoice for Ryan Mullins for completing repairs was the full \$4,000.00 that was quoted because they had to do the more extensive work, they were hoping they wouldn't have to do. Trustee Tyler Lappin made a motion, with a second by Trustee Sheila Switzer, to approve the invoice of \$4000.00 to Ryan Mullins for culvert repair. The motion passed by roll call vote.

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

- iv. President Brown stated that the log blocking Painter's Creek and causing a water block was removed by Sam Claypool. President Brown stated there is still a lot of debris and brush in the creek that will have to come out at some point. The invoice presented for the removal was \$300.00. Trustee Tyler Lappin made a motion, with a second by Trustee Sheila Switzer, to approve the invoice of \$300.00 for log removal. The motion passed by roll call vote.

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

- v. President Brown stated that there are 5 potholes next to G street where the field is. He stated they are very deep and you can put your entire arm down the hole. It is a safety concern. President Brown presented a quote from Mr. Derek Heidrick for \$600.00 to patch the potholes. Trustee Terry Light made a motion, with a second by Trustee Tyler Lappin, to approve the quote for 600.00 for pothole repair on G street. The motion passed by roll call vote.

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

- vi. President Brown presented a quote from Samy Claypool regarding the drainage project along Holloway Ave by the Rutan property. The cost for dirt and back filling is quoted at \$12,000.00. Trustee Terry Light stated that they have no choice but to get dirt to fill it back in so that we can ease the flooding along Holloway. Trustee Kris Kizer made a motion, with a second by Trustee Sheila Switzer, to approve the quote of \$12,000.00 for dirt for the drainage project along Holloway. The motion passed by roll call vote.

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

i. Permits/Zoning/Liquor Applications-None

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 just trying to keep them alive with the heat.

10. Old Business

11. New Business

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 August 15, 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 August 8, 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 Kris Kizer, with a second by Trustee Tyler Lappin, the meeting was adjourned at 7:40pm. The motion passed by acclamation.

Respectfully Submitted,

Brandye Kizer, Clerk

APPROVED 08/15/2023