

VILLAGE OF BISMARCK
County of Vermilion, State of Illinois
Minutes of Regular Board Meeting, September 19th, 2023

1. At 6:30 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, Jeff Beukelman and President Mike Brown. Treasurer Adam Muehl, Clerk Brandye Kizer and Village Code Enforcement Officer were also in attendance. Trustee Kris Kizer was absent. A quorum was established.
3. Approval of agenda was made on a motion by Trustee Jeff Beukelman and seconded by Trustee Sheila Switzer. The motion passed by acclamation.
4. Approval of the Minutes for Regular Board Meeting held on August 15th, 2023, was made on a motion by Trustee Terry Light and seconded by Trustee Mary Potter. Motion passed by acclamation.
5. Public Comments/Questions: None
6. President's Comments: President Brown welcomed everyone. No questions noted. President Brown Made Proclamation designating that the week of September 17th through September 23rd is Constitution Week.
7. Correspondence: None

8. Treasurer's Report

Treasurer Adam Muehl presented the Treasurer's report. Most of the bills paid out this month are for regular and recurring bills, including monthly payroll. This month included payment to Trustee's, Treasurer and President for their quarterly salaries. Total bills this month was \$5,080.82. 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-Absent
Mary Potter- Yea	Tyler Lappin- Yea	Sheila Switzer-Yea

Treasurer Adam Muehl's report presented, reported that the account balances as of 08/31/2023 are as follows:

New General Fund	\$431,188.82
Old General Fund	\$10,241.91
TIF	\$144,866.64
MFT	\$113,035.25

Treasurer Adam Muehl requested approval to transfer \$10,141.91 from the Old General Fund to the New General Fund. Trustee Mary Potter 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-Absent
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. Clerk Kizer stated there were no building permits received in the month of September to review. There is the issue that the Board of Trustees will need to appoint at least two new members to the Village Zoning Board of Appeals. The openings are due to a health-related matter for one member and that one member was elected to be a part of the Village Board. The Village Board of Trustees feel it is best to have a new member appointed rather than having a Board Trustee sit on the Zoning Board of Appeals. There were some names recommended and President Brown will reach out to the suggested residents to see if they would be interested and will bring back to the Village Board next month. Mr. Stahl discussed that the Village Board needs to have at least 3 members of the Zoning Board of Appeals to serve on an appeals committee for the Property Maintenance Code Enforcement. Mr. Stahl discussed the procedure for sending violations to the Municipal Court through Tilton.

c. Ordinance

- i. Ty Eshleman from Chamlin and Associates sent map updates to the Village Clerk. These were presented to the Village Board to show the progress from Ty Eshleman in getting the boundary maps completed and updated.
- ii. President Brown discussed the interest in Solar Farms in the area. He stated that we do not have any ordinances regarding solar farms or installing solar panels and he feels this is something we may need to look at. Mr. Stahl stated there is a law on the books for Illinois regarding solar power, but the village does not have any specific ordinance related to solar. The contractors and residents must follow state codes regardless of if the village has anything written. They must at least follow the laws that Illinois has in place. Mr. Stahl stated that the Village Board should at minimum require a permit to ensure that the contractors and residents are following the minimum requirements, and the Village knows what work is being done for liability issues.

d. Health and Safety

- i. New Health and Safety Ordinance Complaints
 - a. President Brown discussed that there was a complaint from resident Kathy Fayard regarding the pick-up line and the busses tearing up yards along the route to the school. President Brown stated he had spoken to Mr. Watson and the route has already been adjusted and the issue should not be problem moving forward. President Brown stated he sent a letter to Ms. Fayard but has not heard back.
 - b. Code Enforcement Officer Stahl discussed the new violation letters sent to residents. He sent 10 new violations, mainly due to tall grass and abandoned vehicles. He discussed his documentation process. The Village Board was able to ask questions regarding the new violation letters.
- ii. Code Enforcement Officer Stahl discussed the previous violation letters and updated on who has contacted him to request extensions (3 properties), who has completed the requested repairs or corrections (3 properties) and those that have either not responded or refused to comply. He would like to send the first group list to the Municipal Attorney to get a court date for these residents. The village Board stated that in the past the Village has not had the means to move forward with those who fail to comply with violation letters. It is nice to be able to have a process in place now to ensure the health and safety of the residents. The Village Board wants to see the Village cleaned up to ensure that residents homes continue to build in property value as well as keep the residents in the village healthy and safe. Mr. Stahl requested permission from the Village Board to send 4 properties to the Municipal Court. Trustee Terry Light made a motion to approve, with a second by Trustee Jeff Beukelman, to approve moving forward with the Municipal Court as presented. The motion passed by roll call vote.

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

e. Budget and Finance

f. Tax Increment Financing (TIF)

- i. President Brown discussed that TJ Ribbe from Midwest Asphalt has completed the sidewalks along Holloway.

g. Public Works/Municipal Projects (Roads, Drainage, other improvements)-MFT Funded Projects-

i. Clerk Kizer presented the invoice for Ribbe Trucking for the Tar, Oil and Chip for Wilson St. Trustee Terry Light made a motion to approve the invoice, with a second by Trustee Sheila Switzer, to approve the invoice as presented. The motion passed by roll call vote.

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

h. Public Works (non-MFT Funds)

i. President Brown presented the Unsewered Community Grant information from Donohue regarding the need to have an Archeologist Survey completed. This is a requirement of the grant to apply. The cost would be \$1200.00 and is included in Task. 001. Trustee Terry Light made a motion to approve, with a second by Trustee Sheila Switzer, to approve moving forward with the survey as presented. The motion passed by roll call vote.

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

- ii. President Brown discussed that Heidrick should be making the required repairs on G street within the next few weeks.

i. Permits/Zoning/Liquor Applications

j. Keep Bismarck Beautiful (KBB)

Trustee Sheila Switzer reported she had nothing new to report at this time.

10. Old Business

- 11. **New Business-** Clerk Kizer asked if anyone would be available to attend the Vermilion County Advantage meeting tomorrow at 9am to learn more about a grant opportunity for the entire county. The VC advantage has requested Village of Bismarck be represented if possible. Trustee Sheila Switzer stated she can try to make it.

Mr. Stahl mentioned that something for the board to consider for next year's homecoming parade is to have garbage cans set up for residents to place their trash in. There was so much garbage left by parade watchers in residents' yards and along the street that something may need to be looked at for next year. It is not fair to the residents to have to clean up their yards because individuals cannot be respectful and throw their trash away. Maybe if there were trash cans available that would help with the amount of litter left.

- 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 October 17, 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 October 10, 2023, to the Village Clerk and Village Treasurer.

14. Adjournment – With no further business to come before the current Board at this time, upon motion by Trustee Jeff Beukelman with a second by Trustee Terry Light, the meeting was adjourned at 7:52pm. The motion passed by acclamation.

APPROVED 10/17/2023

Respectfully Submitted,

Brandye Kizer, Clerk