

VILLAGE OF BISMARCK

County of Vermilion, State of Illinois

Minutes of Regular Board Meeting, July 15, 2025

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 the roll call. Board members present were Trustees Sheila Switzer, Kris Kizer, Terry Light, Misty Hillard, Ryan Smalley and President Mike Brown. Treasurer Adam Muehl was in attendance. Trustee Jeff Beukelman was absent. A quorum was established. Audience members in attendance were PCC Tim Hillard and resident Amanda Potter. Village Attorney Brian Lawlyes was also present.
3. Approval of agenda was made on a motion by Trustee Ryan Smalley and second by Trustee Misty Hillard. The motion passed by acclamation.
4. Approval of the minutes for the Regular Board Meeting held on June 17, 2025, was made on a motion by Trustee Sheila Switzer and a second by Trustee Terry Light. Motion passed by acclamation.
5. Public Comments/Questions: Resident Potter inquired about the process of the Municipal court. The Village Board discussed the process if a resident is given a Notice To Appear and the procedure. Fines are instituted at these court hearings if a resident is found not to be in compliance with ordinances.
6. President's Comments: President Brown welcomed everyone. No questions noted.
7. Correspondence: None

8. Treasurer's Report

Treasurer Muehl presented the Treasurer's report. Most of the bills paid out this month are for regular and recurring bills, including monthly payroll. Trustee Ryan Smalley made a motion to approve the treasurer's report and bills as presented, with a second by Trustee Terry Light. The motion passed by roll call vote.

Jeff Beukelman- Absent Terry Light- Yea	Kris Kizer-Yea
Misty Hillard- Yea Ryan Smalley- Yea	Sheila Switzer-Yea

Treasurer Adam Muehl's report presented, reported that the account balances as of 06/30/2025 are as follows:

New General	\$ 560,698.41
Old General	\$ 55,013.52
TIF	\$ 205,535.10
MFT	\$ 102,960.25

Clerk Kizer requested approval to transfer \$54,913.52 from the Old General Fund to the New General Fund. Trustee Kris Kizer made a motion to approve, with a second by Trustee Terry Light, to approve the transfer of funds as presented. The motion passed by roll call vote.

Jeff Beukelman- Absent Terry Light- Yea	Kris Kizer-Yea
Misty Hillard- Yea Ryan Smalley- Yea	Sheila Switzer-Yea

9. Reports of committees and assignments

a. Liquor Commission Committee -None to report

b. Planning Commission Committee/Zoning Board of Appeals

i. Building permit request by Mr. McConkey for a shed and concrete work at his rental property on Charlesworth was presented by PCC member Tim Hillard. It was stated that concrete work is considered masonry and as long as it is being completed on an existing structure and is being replaced, it does not require a permit. The shed structure does require a permit according to the Ordinance. All documents were reviewed and questions answered by PCC Tim Hillard to the Village Board. PCC Tim Hillard stated that it is the recommendation of the Village of Bismarck Planning Committee Commission to recommend the building permit be approved as presented.

c. Ordinance -None to report

d. Health and Safety

i. Discussed village properties within the Village that need to have 30 day notice of ordinance violations prepared and sent to property owners. There were a total of 10 properties that the Village Board requested letters be sent to. These letters are the 30 day notices. If they do not comply and correct the violations by the July 26th deadline given in the 30 day letters, then a 10 day notice to appear in the Municipal court in Tilton with fines imposed will be submitted. Clerk requested permission to contact President Brown and one additional Trustee for permission to send the 10 day letters to those in continued violation. Trustee Kris Kizer made a motion to approve, with a second by Trustee Ryan Smalley, to have the Violations sent to the Municipal Court if in continued violation. The motion passed by acclamation. The clerk will send letters after July 26th for the next available Court date.

ii. No new notices at this time.

e. Budget and Finance

i. Discussion on recommendation and hiring a new CPA for audits was discussed with Treasurer Adam Muehl. Options included Greg Tissler/ Kerry Barrett. The treasurer will continue to contact to see who would be available.

ii. Safe has not been purchased yet. Waiting on Trustee Jeff Beukelman to return.

iii. Clerk Kizer discussed that the Village has been running on old lines for internet and phone. Conexxus will be out to replace fiber as they will be disconnecting the old lines and will only be offering Fiber after August 2025. The bill will increase from \$45 a month to around \$131.00.

iv. Clerk Kizer and trustee Terry Light discussed the office printer and the cost to have Xerox repair was a lot. He took it to Laser's edge and they have recommended a new printer (\$1,000) due to the cost to repair the previous one (\$800) with no guarantee how long it will last due to the intense repairs needed. It was recommended to move forward with the purchase as it is needed. Clerk Kizer has been using a personal printer at home since April to print.

V. Cleanup day was a success but we did not have as many vehicles as we typically do. It was discussed to reduce the hours moving forward to 8-11am. The cost of the invoice for Ribbe trucking was \$630.00 and the Village collected \$660.00. A resident donated an extra \$20 so the Village actually broke even with an extra \$10 this year, instead of paying as typically is the case.

f. Tax Increment Financing (TIF)

i. Trustee Terry Light stated he had spoken to Schaumburg Construction regarding the concrete at Small Town Famous that they had done, and they stated they would come out and take a look. Trustee Terry Light stated he came back a couple of days later and it was fixed. No further action needed.

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

i. Tar and Chip was completed on Chicago St by Ribbe Trucking. The Village was not notified that it was

starting again this year to give notice to residents Invoice was for 443,728.47 which was different from the quote. Trustee Ryan Smalley motioned to pay the invoice as presented, with a second by Trustee Kris Kizer. Motion passed by roll call vote.

Jeff Beukelman- Absent Terry Light- Yea	Kris Kizer-Yea
Misty Hillard- Yea Ryan Smalley- Yea	Sheila Switzer-Yea

h. Public Works (non-MFT Funds)

i. President Brown stated the repairs are completed. He presented an invoice for an amount over the quote. Clerk Kizer stated that it will need to be moved to the next board meeting since it was not received by the Sundays deadline to be placed on the agenda for approval and it was a higher amount than approved by the quote. North Fork will be paid for the approved amount of \$550.00 and then the remaining \$650.00 will be placed on the agenda for August.

ii. Clerk Kizer shared that Comcast will be in the Village putting in Fiber internet. They have not given a start date at this time but have been informing the Village Clerk as to what areas they will be putting in overhead and underground lines. The clerk discussed with them the concerns to residents' properties and ensuring that they repair any breaks or damage to existing lines and utility lines. They have given the CLerk the name and number to the contracted construction crew providing the work if any issues arise.

i. Permits/Zoning/Liquor Applications

i. Trustee Terry Light made a motion, with a second by Trustee Misty Hillard to approve building permit for Mr. McConkey for a shed at his rental property on Charlesworth. The motion passed by roll call vote.

Jeff Beukelman- Absent Terry Light- Yea	Kris Kizer-Yea
Misty Hillard- Yea Ryan Smalley- Yea	Sheila Switzer-Yea

j. Keep Bismarck Beautiful

i. Trustee Sheila Switzer discussed the summer Beautification program.

10. Closed Session: Trustee Terry Light motioned to go into closed session at this time, with a second made by Trustee Misty Hillard, to discuss personnel matters. Audience members were asked to leave for the closed session and could return once re-opened to open session. Motion passed by acclamation.

Motion was made to return to open session.

11. Old Business

12. New Business

13. 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.

14. 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 19, 2025. Bills to be considered for payment and items for the agenda are to be submitted by August 15, 2025, to the Village Clerk and Village Treasurer.

15. Adjournment – With no further business to come before the current Board at this time, upon motion by Trustee Terry Light with a second by Trustee Ryan Smalley, the meeting was adjourned at 8:21pm. The motion passed by acclamation.

Respectfully Submitted,

APPROVED 08/19/2025 _____ Brandye Kizer, Clerk