

President Tom Roehrig called the regular Board Meeting to order at 7 p.m. on Tuesday, December 12, 2023.

Roll Call – Loose, Krueger, Collins, Nolan, Stenklyft and Roehrig. (Kloehn was absent.) Others present were Beth Nicklaus, Kim Plate, Mark Fochs, Scott Balliew (HAA), Pete Stephany (HAA), Laura Hoerth (State Bank of Chilton) and Chris Johnson (Brillion News).

Pledge of Allegiance – The pledge of allegiance was recited by everyone present.

Citizen Questions and Concerns to be acted on at the next Board Meeting – none.

Announcements – Nomination papers may be circulated beginning on December 1, 2023, and must be filed by 5 p.m. on Tuesday, January 2, 2024. Candidates up for re-election and Village trustees Peggy Nolan, Josh Krueger, and Tasha Kloehn. The Village clerk's office will be closed on Monday, December 25, 2023, Tuesday, December 26, 2023, and Monday, January 1, 2024, for the holiday season.

Consent Agenda – Action – to approve the meeting minutes and treasurer's reports which were presented and place them on file – motion: Stenklyft; second: Nolan; carried.

Correspondence – The Notice of Shared Revenue – November 2023 Distribution, the Notice of First Dollar Credit – 2023 Maximum Credit Value, the Notice of Lottery and Gaming Credit – 2023 Maximum Credit Value, the Notice of School Levy Tax Credit and Major State Aids, and the Receipt of the Quarterly Cable TV Franchise Fees were presented to the Board for their information.

Reports – The Labor Hours report and the Building Permit report were presented to the Board for their information.

Report of Director of Public Works on projects – nothing new.

Claims – examined and discussed. Action – to pay all claims presented – motion: Stenklyft; second: Krueger; carried.

Unfinished Business –

2023 Projects – nothing new. Change Orders – none. Payment Requests – none.

Recycling/Rubbish – The monthly report was presented to the Board.

Police Protection for the Village – none.

Streets Department – Plate stated that the bids for the 2024 Projects will be going out in January. He also said that the 7<sup>th</sup> St. storm sewer issue has been completed.

Fochs Trails Subdivision – Roehrig stated that Charlie Fochs was wondering if a part of Grace Ct. could get done while they were doing Elm St. Plate stated that is how it is going out to bid already; so, it will be done.

Village Meadows Subdivision – Discussion and possible action regarding large dirt pile – It was stated that the Land Fill is definitely interested in the dirt from the big dirt pile and would like to haul it as soon as possible; maybe before the end of this year. Discussion and possible action regarding dirt pile on Lot #15 – Nicklaus stated at the time of closing one of the stipulations (regarding the offer to accept the contract of sale for the land) was that the dirt be fully removed from the purchased lot. Since it was in the contract and was signed by all parties the dirt would have to be moved by the Village. Plate stated that he received 2 quotes for the project. One was \$8,750 and the other one was \$4,500. Action – to go with J&E Construction to have the dirt removed within the next 30 days – motion: Krueger; second: Stenklyft; carried. Subdivision Improvements – nothing new. Phase II Development – nothing new. Change Orders – none. Payment Requests – none.

Human Resources – Discussion and possible action regarding the proposed employee handbook – Roehrig stated that he would like to see this completed soon since it's been being worked on for close to a year now. It was decided that an Employee Review & Grievance Committee meeting would need to be held prior to the next Board meeting to go over the details. The committee consists of the entire Board. No action taken.

Park & Recreation Committee – nothing new.

Clerk Treasurer – nothing new.

New Business – Application for Operator License – Action – to approve the operator's license for Ashley Wichman – motion: Stenklyft; second: Collins; carried. Action – to approve the operator's license for Lindsey Vondrachek – motion: Collins; second: Krueger; carried.

Application for a Temporary Class B License – This application is for St. Mary's for their All for Love Event – Action – to approve the license as presented – motion: Stenklyft; second: Loose; carried.

Classes/Seminars/Schooling for Employees – none.

Reports on schooling/training sessions – none.

Street Department – Discussion and possible action regarding the purchase of a Ranger – Plate presented the Board with 2 quotes. The first quote was for the Ranger that the Village is currently using from Gruett's. It is a 2015 Polaris Ranger, and the cost is \$14,945. If the Village decides not to purchase this then the rental rate is \$25 per hour with a minimum Charge of \$100 per week. The second quote was also from Gruett's for a new 2024 Polaris Ranger and the cost is \$20,534. Plate was asked which he preferred. He stated the used one that they have now is good and he doesn't see the point in spending that much more for a brand new one. There is \$13,500 budgeted. The difference of \$1,445 would be covered by the \$4k sale of the golf cart that is no longer usable.

Wastewater Treatment Facility – The doors have been installed at the facility; this has been an ongoing project and is now complete.

Water Department – Well #4 is back online. The flow is not great; it has been steadily decreasing

according to the records which go back to 2015. More than likely this is caused because the well was never on a 6-month cleaning schedule in earlier years. It can be impulse blasted to help get rid of some of the iron deposits. This would be a one-time cost. The preventative maintenance of the two times per year of cleaning would also continue.

TID District #2 – nothing new.

Fire Department – Chief Loose was not in attendance. Fochs stated that Loose wanted him to let the Board know that there was 1 fire run since the last Board meeting. Discussion and possible action regarding the purchase of a new computer – It was stated that this item was budgeted and should have been carried forward from the previous year. Action – to approve the budgeted purchase as requested – motion: Collins; second: Krueger; carried.

Police & License Committee – Action – to accept the meeting minutes as presented and place them on file – motion: Stenklyft; second: Krueger; carried. Discussion and possible action regarding committee recommendations – There were questions regarding Gospel Fest and the protestor that showed up at the event and what action the Board could take on this matter. The committee provided Nicklaus with a list of questions/options to present to the Village Attorney to get his recommendations. She will update the Board when she receives a reply. The committee had then discussed the Chroninger property and the fact that he hasn't abided by the Village citation that was given to him. The committee is recommending that Chroninger gets sent a certified letter which states that he will be fined daily from the receipt of the letter if the property is not cleaned up within 10 days. Roehrig stated he felt this was too harsh. Stenklyft stated that it doesn't seem as if any attempts to clean up the property have been made. The Board discussed it at great length. The information regarding the structure that Chroninger is building was also addressed. Kieso relayed the information provided by the building inspector stating that since the structure is not attached to the residence, and is then considered an accessory structure, that it is not violating any codes. The Board was not in agreement with this and Kieso will supply them with the contact information for the building inspector to those who would like it. Action – to send the certified letter to Chroninger and if the property isn't cleaned up within 10 days to fine daily until it is – motion: Collins; second: Stenklyft; carried by majority vote. (4-2)

Water & Sewer Committee – Action – to accept the meeting minutes as presented and place them on file – motion: Stenklyft; second: Krueger; carried. Discussion and possible action regarding committee recommendations – there were no recommendations made to the Board.

Health Board Committee – Action – to accept the meeting minutes as presented and place them on file – motion: Krueger; second: Collins; carried. The Board was informed that the funds/contract from Midwest Fire will be returned so the process of purchasing a truck can be restarted.

Discussion and possible action regarding investing with IntraFi via the State Bank in Chilton – A representative, Laura Hoerth, from the State Bank of Chilton addressed the Board. She explained the service which they were offering and stated that it was along the same lines at the LGIP plan that the Village is currently using. She provided the Board with information and answered any questions they had. It was decided that more time was needed to make any decisions on whether or not the funds would get switched to the IntraFi program or stay with the LGIP or possibly split. Laura offered the Village a quarter percent incentive to help motivate the switch. The Board would like to see all the options and guidelines in writing from the bank. This will be tabled until January. No action taken.

Discussion and possible action regarding the cleaning of the office and the community center – The Board discussed the current condition and cleaning issues regarding the community center. The current company will be let go and replaced. Action – to give Roehrig authority to offer a temporary position to Ken Geiser to clean the office and the community center – motion: Loose; second: Stenklyft; carried.

Discussion and possible action regarding water & sewer billing – Ken Botwright – Botwright was not in attendance to address the Board with his concern. There was no discussion and no action needed.

Discussion and possible action for the appointment of a Village Attorney for 2024 – Action – to appoint Gary Jahn from Menn Law Firm to be the Village Attorney for 2024 – motion: Stenklyft; second: Krueger; carried.

Discussion and possible action regarding the HAA Pavilion Plans – Scott Balliew and Pete Stephany presented the plans to the Board. They are ready to move forward. This will be at no cost to the Village. They will be bidding it out and pricing out the cost of road to see if that can also be taken care of. They will check to make sure that the pavilion has access for the handicapped and the elderly. The Board thanked them for the great addition that the pavilion will be to the baseball fields. Action – to approve the HAA Pavilion Plans and have them proceed with the project as requested – motion: Stenklyft; second: Nolan; carried.

Discussion and possible action regarding Resolution 2023-11 Declaring Public Depositories for 2024 – Action – to approve Resolution 2023-11 as provided – motion: Stenklyft; second: Roehrig; Roll Call Vote – yes: Loose, Krueger, Collins, Nolan, Stenklyft, Roehrig; carried.

Welcome to Hilbert Signs – Discussion and possible action regarding the 2024 Lease Agreements – the agreements are the same as previous years with the rental fee being \$50 for each property owner – Action – to approve the 2024 Lease Agreements for the Welcome to Hilbert Signs as presented – motion: Nolan; second: Loose; carried.

Discussion and possible action regarding McClone Insurance coverage and 2024 premium – The premium is decreasing from \$44,059 to \$43,674. Action – to accept the McClone Insurance coverage

and 2024 premium as presented – motion: Stenklyft; second: Krueger; carried.

Discussion and possible action regarding possible Christmas bonus for employees – T. Roehrig – It was discussed that the Christmas bonus for each seasonal/part-time and full-time employees will be \$100 each as in previous years – Action – to give each seasonal/part-time and full-time employees a \$100 Christmas bonus – motion: Stenklyft; second: Krueger; carried.

Discussion and possible action regarding granting authority for the President and Treasurer to pay all bills prior to the end of the year – Action: to grant authority for the President and Treasurer to pay all bills prior to the end of the year – motion: Stenklyft; second: Krueger; carried.

Discussion and possible action regarding monthly Board meeting start time – It was discussed if any earlier time would work better for the monthly meetings. The Board members who were unable to meet earlier than 7 p.m. are no longer on the Board. This Board agrees that 6 p.m. would be better. Action – to change the monthly Board meetings from 7 p.m. to 6 p.m. effective starting the January Board meeting – motion: Stenklyft; second: Collins; carried.

Presentation from a local entrepreneur – The entrepreneur will be presenting to the Board in the January Board Meeting instead.

Village Board Member Informational Report – nothing.

Village Personnel Information Report – Kieso reminded the Board that some of the employees were still waiting for a date to be set for an Employee Review & Grievance Committee meeting to discuss current vacation days. It was stated that a meeting will be held.

President's Report – nothing.

The Village Board then convened into closed session under S.19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or the conducting of other specified public business, whenever competitive or bargaining reasons require a closed session. Sale of real estate by the Village of Hilbert. Action – to convene into closed session – motion: Stenklyft; second: Krueger; Roll Call Vote – yes: Loose, Krueger, Collins, Nolan, Stenklyft, Roehrig; carried.

The Village Board then reconvened back into open session. Action – to reconvene back into open session – motion: Stenklyft; second: Krueger; Roll Call Vote – yes: Loose, Krueger, Collins, Nolan, Stenklyft and Roehrig.

Action – to ensure that any developer (current or new) that has questions regarding developing in the Village will be referred to the Village President as the first point of contact.

Adjournment – Action – to adjourn – motion: Stenklyft; second: Collins; carried. The meeting was adjourned at 9:02 p.m.

*Missy Kieso*

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Missy Kieso, Deputy Clerk Treasurer