

President Jim Schmidt called the regular Board Meeting to order at 7 p.m. on Tuesday, October 11, 2022.

Roll Call – Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn and Schmidt. Others present were Dennis DuPrey, Kim Plate, Mike Loose, Mark Fochs and Josh Krueger.

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 – nothing.

Announcements – November Board meeting and public hearing on the 2023 budget will be held on Monday, November 14, 2022 at 7 p.m.

Minutes – Action – to approve the Board Meeting Minutes, the Fire Department Minutes and the First Responder Minutes as presented and place them on file – motion: Schrubbe; second: Kloehn; carried.

Treasurer's Report for the Village of Hilbert – There was no Village Treasurer's Report presented to the Board. DuPrey explained to the Board that he will have the report to present at the Special Board Meeting on Monday night. Action – to approve the Fire Department Treasurer's Report and the First Responder Treasurer's Report as presented – motion: Roehrig; second: Kloehn; carried.

Correspondence – There was no MEG Newsletter presented to the Board. There was no Boardman & Clark Newsletter presented to the Board. The e-mail regarding Federal Fiscal Year 2023-2026 Surface Transportation Program – Local grant application was presented to the Board for their information. This program provides federal funding to Wisconsin communities located in census defined areas of less than 50,000 population to improve deteriorating roadways that are functionally classified as minor collectors or local roadways. The WI DOT received 705 applications with roughly \$681 million dollars in associated project costs competed for an available \$25 million dollars of funding. Unfortunately, the Village of Hilbert's project was not chosen. We had submitted the project for 4th St. There will be future grants available and Plate stated that he believes we can apply yearly. The e-mail from the Department of Administration – Final January 1, 2022 population was presented to the Board for their information. DuPrey stated that the estimated population is 1,271; which is an increase of 1.8%. However, these numbers are based off of building permits and they are not exact and are usually off. The notice of a new grant – Wisconsin Economic Development Corporation was presented to the Board for their information. This is the Vibrant Spaces Grant. It is a pilot program within the CDI Grant Program, and it is designed to assist with creating vibrant and engaging communities that make it easier to recruit and retain residents with the additional benefit of boosting foot traffic for area businesses. Grants matching funds up to \$25k to \$50k are available. One application is permitted per municipality. The Board felt like the trail project or bathroom project would be eligible. However, since the construction must begin in 2023; the trail project is more feasible.

Reports - The report of labor hours was presented to the Board for their information. Schmidt explained to the Board that Foch's over-time was high due to working with the contractors regarding the LSL Project. Plate stated that Fochs had also worked two weekends in row. The monthly report on building permits was presented to the Board for their information. The Notice of 2023 Estimated Video Service Provider Aid in the amount of \$2,306.83 was presented to the Board for their information. The Notice of 2023 Estimated Exempt Computer Aid for Real Estate in the amount of \$785.10 was presented to the Board for their information. The Notice of the 2023 Estimated Exempt Computer Aid for TIF Districts in the amount of \$1,416.48 was presented to the Board for their information. The Notice of Receipt of the Quarterly Street Aid Payment in the amount of \$17,305.91 was presented to the Board for their information. The Notice of the 2022 Revised 2nd Installment of Shared Revenue in the amount of \$332,985.51 was presented to the Board for their information. The Notice of the 2023 Estimated Shared Revenue in the amount of \$399,518.23 was presented to the Board for their information. The Notice of the 2023 Estimated Street Aid in the amount of \$71,635.42 was presented to the Board for their information.

Report of Director of Public Works on projects – Plate explained to the Board that the 2nd phase of Village Meadows is now complete. DuPrey stated that he is working with WE Energies and WPS regarding the installation of these services. The lots lines do need to be marked by Robert E. Lee yet because that is required by WPS. Keuler asked questions regarding the elevations. Plate stated that he will be checking them. This has been added to the covenances to ensure that the Village is notified before pouring starts. Plate stated that the 9th Street sewer line project is also complete. The storm sewer just got finished on 3rd St. along with the repairing of the sewer lines. The next thing on 2nd and 3rd St. would be the curb & gutter installation. Plate is thinking the concrete will start next week.

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

Unfinished Business –

2022 Projects – nothing new. Change Orders – none. Payment Requests – none.

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

Police Protection for the Village – The monthly report was presented to the Board for their information.

Fire Department – Chief Loose stated there was 1 call since the last meeting. It was in regards to a boat capsizing. He informed the Board that tomorrow all the P Phos (the chemical which is in the foam) will all be gathered and taken to the county shop and it will be taken care of from there. The department has 18 pails of it. December 1st will be the Santa Visit and Tree Lighting Event at Railroad Park. Tomorrow is fire prevention awareness and Brett Halderson and Anita Loose will be going to the Hilbert Elementary

School to meet with the students in 4k and 5k to do a presentation. Schmidt asked Loose some questions about the fire truck that was listed on the budget report. Schmidt would like a definite price on the cost of the truck with any extras that are being added. Right now, the truck is listed at a total cost \$189k without any upgrades. Loose confirmed that this is the base price with nothing else added. He feels like the extras could bring the price up to \$200k possibly. It was discussed at the fire meeting the other night and Loose stated that he believes that it was decided that the department would be willing to pay for the extras above the \$189k. Schrubbe stated that he was at that meeting and he was not under that understanding at all. He didn't think that was decided. Loose since he'll have to go back to the department and find out what exactly the department will pay for. This new tanker is 1/3 bigger than the current tanker. The current tanker has issues with the DOT passing and is also a stick shift which can be tricky to drive. Loose will get some final numbers (with the extra add-ons) for DuPrey so that is in writing which will help at budget time.

Discussion and possible action regarding request to change locks on fire station building – No update.

TID District(s) – nothing.

Wastewater Treatment Plant – nothing. Discussion and possible action regarding computer issues at the treatment plant – Plate stated that they are waiting for PJ Kortens regarding the next steps for the computer. They are very busy and it'll take some time to get someone here. Plate stated that may be ok because hopefully by then the Public Works position will be filled and the new hire can train with them on the system. Plate will keep the Board updated. No action taken.

Well #4 – Update on Project – nothing new.

Village Meadows Subdivision – Subdivision Improvements – nothing new besides what was stated earlier under the Direct Public Works update regarding projects. Phase II Development – Plate stated that they were extremely happy with the work done by Feaker & Sons and would like to see them involved in any more additions. Change Orders – none. Payment Requests – Payment Request #1 from Feaker & Sons in the amount of \$383,257.94 regarding the 1st addition at Village Meadows Subdivision was provided to the Board for their information. Action – to approve the Payment Request #1 to Feaker & Sons in the amount of \$383,257.94 – motion: Schrubbe; second: Kloehn; carried. Discussion and possible action regarding the proposals for the listing contract for selling lots – The proposal from Keith Krepline (Coldwell Banker) was discussed by the Board. It is for 11 lots out of the 14 in the 1st addition. The other 3 are separate. For the 11 lots at full asking price the amount is \$522,989. The 4% commission fee would be subtracted from this. As soon as the contract is signed then the advertising can start. Action – to sign the listing contract for the 11 lots to Keith Krepline (Coldwell Banker) as proposed – motion: Schrubbe; second: Roehrig; carried.

Fochs Trails Subdivision – nothing new.

Former Bel Brands Property – Update on the Project – DuPrey explained that the paperwork has all been submitted and he's just waiting to get the letter back stating that everything is closed and then the 5-year wait begins to have free will on the selling of the property. It was stated also that TID #2 ends in 2027 (actually 2028 if we do the 1-year extension) and that timeline will match up well with the property.

Lead Service Lines in the Village – none. Change Orders – none. Payment Requests – Payment request #1 to Korff Plumbing in the amount of \$32,453. Plate and DuPrey stated that there will be a change order coming through due to the finding of one more line that will need to be replaced and also because of the excessive amount of time that it took on some of the changes. The grant amount is high enough that it will cover everything. DuPrey stated that the Village will pay the bill and then will get reimbursed by the grant once everything is completed. Action – to approve the Payment Request #1 to Korff Plumbing in the amount of \$32,453. – motion: Schrubbe; second: Loose; carried.

Issues with the rip rap stone on the drainage ditch at the end of Creek St. – Plate stated that this will be a winter project and everything is set to go and no permits should be needed.

Installation drain tile on Cedar Street as requested by the property owner – Plate informed the Board that the drain tile was installed last Friday. DuPrey stated that all the easements were signed and have been recorded.

Clerk's Office Door Replacement – DuPrey stated that he had not had time to get a second quote yet. It was decided to take this item off the agenda since there will be someone new in DuPrey's position and then that person can give his/her input on the door.

Discussion and possible action regarding seeking proposals for providing backup services for daily Village operations due to a deemed emergency – Keuler stated that the company that he has been in contact with regarding these services has a representative that is willing to come in and give a presentation to the Board; maybe in November. Keuler will keep the Board updated. No action taken.

Discussion and possible action regarding seeking proposals and contracts for engineering services for projects prior to proceeding with the projects – It was stated that this was discussed last month and Plate will get a hold of a different engineering service to get an estimate on a smaller project when it comes up in the future. No action taken.

Discussion and possible action regarding the proposed employee handbook – DuPrey stated that he is still working on the updates to the handbook and also on getting legal to get back to him about reviewing it. No action taken.

New Business:

Application for Operator's license – Action – to approve an operator's licenses for Hiramani Bhusal as

presented– motion: Schrubbe; second: Kloehn; carried.

Application for Temporary Class B License – Hilbert/Potter Optimist – This application is for their Annual Bingo Night on November 19, 2022 at the Hilbert Community Center. Action – to approve the Temporary Class B License for the Hilbert/Potter Optimist Club – motion: Roehrig; second: Loose; carried.

Classes/Seminars/Schooling for Employees – none.

Reports on schooling/training sessions – Fochs stated that he attended a class and then took the test for the Advanced Wastewater certification. He said the class was great and he passed the test. Fochs and Plate also stated that there was a 2-day wastewater conference in Green Bay and that they each attended the event on opposite days.

Employee Review/Grievance Committee – Action – to accept the minutes as presented and place them on file – motion: Loose; second: Schrubbe; carried. Committee recommendation regarding compensation for employees reviewed at the October 4th meeting – The committee is recommending the following to the Board:

1. Election Workers an increase of .50/hr. (new hourly wage is \$13.00)
2. Crossing Guards an increase of .75/session (session wage is \$14.25)
3. Betty Ruppenthal an increase of .75/hr. (new hourly wage is \$14.50)
4. Mark Fochs an increase of \$3.00/hr. (new hourly wage is \$30.00)
5. Ken Geiser an increase of \$2.00/hr. (new hourly wage of \$19.00)
6. Kim Plate an increase of \$1.75/hr. (new hourly wage is \$33.00).

These increases would take effect on January 1, 2023. Action – to approve the compensation for the employees as presented – motion: Schrubbe; second: Kloehn; carried. No further action needed. Committee recommendation regarding compensation for employees reviewed at the October 5th meeting – The committee is recommending the following to the Board:

1. Missy Kieso an increase of \$5.00/hr. (new hourly wage is \$21.40)
2. Dennis DuPrey an increase of \$7,800/yr. (new yearly wage is \$80K).

These increases would take effect on January 1, 2023. Action – to approve the compensation for the employees as presented – motion: Schrubbe; second: Loose; carried. No further action needed.

Water & Sewer Committee – Action – to accept the minutes as presented and place them on file – motion: Schrubbe; second: Roehrig; carried. Committee recommendation regarding rates for waste hauled in – Plate explained that our chemical costs are continuing to rise and he believes that those costs should be passed onto the haulers. These are the increases suggested: Holding is \$8/1,000 gallons; increase to \$9.50/1,000 gallons (increase of \$1.50), Septic is \$42/1,000 gallons; increase to \$70/1,000 gallons (increase of \$28), Port-a-Potty is \$50/1,000 gallons; increase to \$70/1,000 gallons (increase of \$20) and Sludge is \$0.05/gallon; increase to \$0.10/gallon (increase of \$0.05). Roehrig asked Plate if these increases were in line with what other municipalities are charging. Plate stated they were and right now our rates are substantially lower than the surrounding areas. DuPrey stated that if there is an increase, he would need time to send the letters out to the haulers regarding the price changes. He suggested that the increase takes place either December 1st or the 1st of the year. Action – to increase the hauler rates as suggested; effective December 1st – motion: Schrubbe; second: Loose; carried. No further action needed. Committee recommendation regarding the Water & Sewer Fund capital items for 2023 budget – Plate informed the Board the cost to renew the lab certification is \$5k. He stated that there are some new chemicals and State lab tests that would also need to be purchased and completed to re-certify. Some of those chemicals we do have on hand here though. The Committee is recommending to let the lab certification expire because we can always reapply for it. Keuler stated that it really isn't a big deal to let it expire and it would be easy to renew later if we decided too. Roehrig questioned that wasn't the sourcing out of the lab testing just a temporary situation and was going to be readdressed at the end of the year? Keuler stated it is, but it really is a simple thing to do to obtain the certification again. The Board felt that the certification (especially since we have the supplies here to do it) should be upheld so no recertification would be necessary in the future in case the lab testing comes back to the wastewater treatment plant. The Board then discussed the capital items for the 2023 budget. It was decided that a few of the items would be covered under the Equipment Replacement Fund and could actually be removed from the list. Such as the septic receiving screen repair, the replacement of the flow control valve from the septic receiving tank, the replacement of the wet well doors and hardware, the replacement of remaining outside lights, and the replacement of the DAV floatable pump carry over. These items added up to approximately \$37,500. The portable generator was then discussed. Plate explained that there is no generator at well #2 and that the ones at the other locations are very dated and could go out at any time. He stated for a used generator, big enough for what they need, the cost would be approximately \$75,000. Keuler mentioned the idea of maybe buying one for each location instead of a portable one; since the wastewater treatment plant is on a separate grid. Keuler stated that he felt the priority should be getting the buildings set up electrically first for the generator. The budget should be for switching the electrical. Plate stated that is true because that would be the first step in the process; with a priority on well #2. DuPrey stated that a reserve could be set up for the purpose of switching the electrical. The next item to be discussed was the 3% annual increase to help offset upcoming phosphorus compliance upgrade. Keuler requested that this topic be tabled for now. Action – to deny the Water & Sewer Fund capital items for 2023 as presented – motion: Schrubbe; second: Loose; carried. Action – to submit the Water & Sewer Fund capital items for 2023 for consideration with the change to

submit for the re-certification for the lab and not let it expire – motion: Schrubbe; second: Roehrig; carried.

Street Committee – Action – to accept the minutes as presented and place them on file – motion: Roehrig; second: Kloehn; carried. Committee recommendation regarding the quote for sidewalk replacement on Cedar St. – The quote from CJF Estates was presented to the Board. With the Village Public Works Department removing the old sidewalk (and allowing Fochs to use the Village's concrete forms) that brought the quote from \$5,232.50 down to \$3,795. This is for 150 square feet and includes the framing and pouring the sidewalk along with the sealing the joints. Keuler explained that they only had the one quote because it was hard to get anyone to come out. Action – to have CJF Estates for the sidewalk replacement on Cedar St. at the cost of \$3,795 as presented – motion: Roehrig; second: Nolan; carried. No further action needed. Committee recommendation regarding Street Equipment capital items for the 2023 budget – DuPrey stated that the projects for the 2023, 2024 and 2025 budgets were submitted yesterday. He will review them and present them to the Board at the Special Board Meeting on Monday. The snow plow for the Ford pick-up was discussed. Plate stated that the price he received was \$8,900 and the committee is recommending setting aside \$4,000 since they believe there is \$5,500 in the Miscellaneous Equipment Fund now. DuPrey stated that he would check because he couldn't verify that amount for sure. Other things discussed to put in reserve accounts were: Replacement lawnmower (2024) - \$6,000; build fund - \$11,000; dump truck - \$10,000; and a brush mower - \$5,000. Action – to submit the Street Equipment capital items for the 2023 budget for consideration – motion: Kloehn; second: Roehrig; carried. No further action needed.

Recycling Committee – Action – to accept the minutes as presented and place them on file – motion: Schrubbe; second: Roehrig; carried. Committee recommendation regarding closing the compost site on 3rd St. and relocating the site to the treatment plant – The committee is recommending this change as a 1-year trial to see how it goes. This would begin January 1st. The site at the Wastewater Treatment Plant would be a large yard waste pile. There would be no separating and composing. It would all get put in one pile to possibly burn. Chief Loose stated that is not in the Hilbert Volunteer Fire Department's jurisdiction. Fochs stated that's true but it would be great for a training and practicing. Foch stated that the issues with the compost site on 3rd St. is that residents have not been using it correctly. There is so much garbage left there that shouldn't be there. Such as root balls, planters, concrete and bags of garbage. Nolan agreed and said she's seen that also. Chief Loose asked if taking this away would that mean a reduction in taxes? It would not. Roehrig asked for additional reasons behind this. Plate stated that right now with sifting that's about 147 hours in labor that the Village is paying out. If we are looking for ways to save money; then he feels this is one way. Also, the sifter will soon need replacing and that will be approximately \$15,000. Roehrig stated that he just doesn't understand why after 40 years this is suddenly an issue? The Board was reminded that the compost site is actually an old landfill. So, if the plan is to build something on that land, it would have to be a floating foundation because the cap of the landfill could not be touched. Roehrig stated that if you start taking away conveniences from residents, there will be repercussions. He doesn't think it's right to punish everyone for the behavior of a few residents who don't follow the rules. Keuler stated another option may be to get a company to come in and do the sifting. He has not idea how much that would cost though. Roehrig stated that if you break it down time wise; it's pretty close to 1 hour a day spent working at the recycling site. Which makes it seem more reasonable. Keuler stated maybe we should get the word out to the residents and have them call the office or Board members with their thoughts and opinions on this. Loose stated that she knows that the residents use the site often. Chief Loose stated that it is also a type of social gathering where people will drop off their compost items and talk with each other. Plate stated if the residents want it, that's fine. He was just trying to come up with options to help reduce costs. It was decided to have Kieso put a survey on Facebook; just a simple yes or no answer to whether residents want to see it moved or not. Kieso stated that she would do this and encouraged the Board members to keep an eye on the Village Facebook page to keep updated on what the replies are. Plate stated that leaf pick-up and chipping would be done as always at the residents' home when needed. Action – to deny the recommendation by the committee to move the compost site from 3rd St. to a yard waste pile out at the sewer plant – motion: Schrubbe; second: Kloehn; carried. No further action needed.

First Responder Committee – Action – to accept the minutes as presented and place them on file – motion: Schrubbe; second: Keuler; carried. Committee recommendation regarding additional compensation for completing the WARD reports – The responders are requesting the WARD reports pay increases from \$5 per report to \$10 per report. This report has to be done after each call. This increase would add about \$800 to the total labor costs. Action – to approve raising the pay for WARD reports to \$10 per report; effective January 1, 2023 – motion: Schrubbe; second: Nolan; carried. No further action needed. Committee recommendation regarding 2023 contracts – The contracts will have a 5% increase in order to meet the budget. For a few years there was a 20% increase so that the group could get caught up and start being able to budget for items; they are all now caught up. Calls were down this year compared to last year. Action – to approve the 2023 contracts as presented – motion: Kloehn; second: Keuler; carried. No further action needed. Committee recommendation regarding the 2023 budget – DuPrey stated that total costs for the budget would be \$21,085 for 2023 compared to \$23,365 for 2022. So approximately a 4% increase. Action – to submit the 2023 budget for consideration – motion: Kloehn; second: Loose; carried. No further action needed. Committee recommendation regarding Resolution

2022-12 to reallocate funds – This resolution is in regards to transferring the reserve funds for the pulse ox reserve fund to the radio/pager reserve fund. Action – to approve Resolution 2022-12 to reallocate funds as presented – motion: Schrubbe; second: Loose; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried. No further action needed.

Health Board – Action – to accept the minutes as presented and place them on file – motion: Roehrig; second: Keuler; carried. Committee recommendation regarding compensation for Fire Department members – The committee is recommending the following to the Board:

1. Fire Chief – Increase annual salary by \$200 (new wage is \$2,700 per year.)
2. Treasurer – Increase annual salary by \$125 (new wage is \$325 per year.)
3. 1st Assistant Chief – Increase annual salary by \$25 (new wage is \$325 per year.)
4. 2nd Assistant Chief – Increase annual salary by \$25 (new wage is \$325 per year.)
5. Fire Runs – Increase hourly rate by \$0.25 (new wage is \$11 per hour.)
6. Fire Meetings – Increase hourly rate by \$0.25 (new wage is \$9 per hour.)
7. LOSA Retirement – Increase by \$15 (new amount is \$300 per eligible firefighter per year contribution.)
8. Fire Inspections – Leave the same at \$7 per inspection (no change).

These increases would take effect on January 1, 2023. Schmidt stated that he was disappointed in the feedback that he received from the Fire Department members. The amount of the review sheets that got handed in were much less than he anticipated. It was less than 30% that responded. Schmidt also stated that there was an unsigned letter addressed to the Village Board. He feels like this should be reviewed by the Board in closed session before any recommendations for compensation can be decided. It was just received so it was not included on the agenda for tonight's meeting so it could not be discussed. The letter is addressed to the Village Board members and not to the Health Committee. Keuler stated that he has no problem looking at the letter, but he thought there was such a big rush to get the budget done? Keuler stated that he had a problem with postponing the recommendation just for this one letter. He also wanted to know since when do we accept and review unsigned letters? He was under the understanding that all complaints/letters had to be signed to be addressed. He asked DuPrey if this was correct? Keuler remembers an issue in the past regarding a letter that was not signed so it did not get reviewed. DuPrey stated that is the rule for ordinance violations from residents because in case the violation goes to court, we would need that signed complaint as evidence. This, however, is about an employee. Keuler stated that he doesn't understand why the recommendation shouldn't be acted on tonight considering there is only one letter and the response from the Fire Department members was so small. Keuler then asked who is allowed to be in this closed session on Monday; all Board members? Since it is after all, addressed to the whole Board. DuPrey stated he talked to the attorney and that is up to each individual Board member to decide for him/her self. If he/she believes there is a chance of a conflict of interest; then that should be taken into consideration. If someone partakes in the meeting, and someone from the general public thinks he/she should not have, then that person can file a complaint with the District Attorney's office against that individual Board member. That Board member would be held accountable; not the whole Village Board. Also, Board members can be in the meeting and then still abstain from any of the voting process. Keuler stated that everyone here is interested in what is best for the Village and not a single person on this Board is here for any financial gain. He would like to see everyone have a say and not just a few. Loose stated that she agrees that she should be able to be in the meeting but abstain from the voting; which she understands since she has two close family members on the Fire Department. Loose says that she will think on it and decide. Schrubbe stated that he understands it also since he is an active fireman. Roehrig stated that being such a small community that this will always be an issue somehow. He stated that the recommendation was made and it should be addressed. There were questions regarding the letter and Schmidt stated that he cannot disclose anything regarding the letter because it was not on the agenda. Nolan stated we are going to be here regardless on Monday so why not just table the recommendation until then. Keuler stated that he still feels like the recommendation should be addressed tonight. Roehrig agreed and stated that the recommendation has nothing to do with the letter that came after. Nolan asked Roehrig if he had an issue with waiting until Monday? Roehrig stated that yes; he did, because a recommendation has been made. Action – to approve the recommendation from the committee – motion: Keuler; second: Roehrig; (Loose, Schrubbe, Kloehn abstained from voting); motion failed. Action – to table the recommendation and re-address it at the Special Board Meeting on Monday in closed session – motion: Nolan; second: Schmidt; (Loose and Schrubbe abstained from voting); carried by majority vote. Discussion and possible action regarding the 2023 contracts – This discussion was regarding the contracts that the Village has with the Town of Woodville and the Town of Chilton. The Board was informed that the Town of Woodville had 3 runs and the Town of Chilton had 5 runs. Their sizes according to the house (address) counts are 73 for the area covered for the Town of Woodville and 125 for the area covered for the Town of Chilton. An increase for the Town of Chilton from \$17,480 and to \$27,480 is being suggested by Chief Loose. Both contracts are exactly the same price right now. DuPrey stated that they have always been that way since he's been here. Roehrig stated that Town of Woodville has the big cheese plant, correct? He was informed that actually was not part of the area covered by Hilbert Fire Department; it was part of Harrison's area. Chief Loose stated that the Town of Chilton has the landfill and Holsum Dairy. Woodville is all barns and homes. Roehrig stated that Chilton does have the mega farm; which Loose stated now has a gas plant.

The landfill does not right now, but they are in the process of making plans for one. Schrubbe said that technically Chilton should be paying a higher percent than Woodville when you figure in the sizes and what's in the area covered. He stated that he is mentioning percentages so everyone knows what they are because you can't just charge someone more for a gallon of milk because they have more money. You need the justification behind the increase. Keuler agreed. Chief Loose stated that when he attended the Town of Chilton's Board meeting and requested \$8,000 to put towards the SCBA's that time he was told that it has to be put in the contract costs; so that is another reason for the requesting of the increase to the contracts. It was decided that both contracts should be raised. Keuler stated our costs are going up and we are looking to buy a truck. Schrubbe said an increase of \$10,000 for the Town of Chilton and Woodville 40 percent less? That's a 23% increase for the Town of Woodville which is a lot. DuPrey stated that we could do a total cost of \$25,000 for the Town of Chilton's contract and \$20,500 for the Town of Woodville's contract (which is 17%). Percentage wise this would make sense. Schrubbe asked what everyone's thoughts are? Chief Loose stated he just thinks that they should be raised. Roehrig stated that it's reasonable amount. Our department's operational costs are increasing and even with the increase it's much less than having to maintain their own fire departments. Action – to increase the Town of Woodville's contract to \$20,500 for next year and the Town of Chilton to \$25,000 for the next year – motion: Keuler; second: Kloehn; carried.

Discussion and possible action regarding request to hold the annual homecoming bonfire as part of Hilbert's Homecoming – the bonfire would be Thursday October 13th and the Fire Department has been notified. Action – to approve the request for the annual homecoming bonfire – motion: Keuler; second: Kloehn; carried.

Discussion and possible action regarding the 2023 Police Contract with Calumet County – The contract is for about 8 hours of coverage per week. There is an increase of 3% from last year's contract for a total cost of \$25,093.12. Action – to approve the 2023 Police Contract with Calumet County as presented – motion: Schrubbe; second: Keuler; carried.

Discussion and possible action regarding proceeding with roof replacement on the Community Center Roof – There were two quotes presented for the project. Prestige Roofing, LLC is at \$19,260 and Arc Contracting is at \$34,300. Plate is recommending Prestige Roofing, LLC. This is a budgeted project. Action – to approve the quote of \$19,260 from Prestige Roofing, LLC and proceed with the project – motion: Schrubbe; second: Keuler; carried.

Discussion and possible action regarding request for a Village car – this topic is being continued from a previous meeting where it was discussed how if an employee is using their personal vehicle for Village errands and if there was an accident, the employee's insurance would be the primary insurance coverage. Roehrig stated that this is something that should be budgeted for the future. There were several options discussed and Schrubbe stated that he would see what price ranges he could find on new and used vehicle. Kieso stated new wouldn't be necessary; a used vehicle would be fine for going to the bank, meetings, training, etc. She is not in favor of having to use her personal vehicle and a used vehicle would be a solution. The discussion would be continued once options and prices were gathered. No action taken.

Village Board Member Informational Report – Schrubbe mentioned that on the corner of 6th Street & Main Street at the apartment building on the southside there is a truck illegally parked on the corner which obstructs the view from the stop sign. DuPrey stated that he would contact the Sheriff's Department.

Village Personnel Information Report – Kieso informed the Board that she called the lawn mowing service to once again clip the lawn/weeds on the house on 2nd Street.

President's Report – Schmidt reminded the Board that all budget items need to be turned into DuPrey by tomorrow.

Notice if further given, that the Board will convene into closed session to review application for the open General Public Works position.

The Village Board then convened into closed session under S.19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Action – to convene into closed session – motion: Loose; second: Kloehn; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Loose; second: Roehrig; Roll Call Vote – yes: Loose, Schrubbe; Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

There was no closed action from closed session.

Notice if further given, that the Board will then reconvene into closed session to discuss the possibility of pursuing to purchase public property and investing public funds.

The Village Board then convened into closed session under S.19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Action – to convene into closed session – motion: Loose; second: Kloehn; Roll Call Vote – yes: Loose, Schrubbe; Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Loose; second: Schrubbe; Roll Call Vote – yes: Loose, Schrubbe; Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

There was no closed action from closed session.

Adjournment – Action – to adjourn – motion: Schrubbe; second: Keuler; carried. The meeting was adjourned at 10:04 p.m.

Missy Kieso

Missy Kieso, Deputy Clerk Treasurer

President Jim Schrubbe called the special Board Meeting to order at 5:45 p.m. on Monday, October 17, 2022.

Roll Call – Loose, Roehrig, Nolan, Keuler, Kloehn and Schrubbe. Others present were Dennis DuPrey, Mike Loose, Kim Plate and Josh Krueger.

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 – None.

President's Report – None.

Reorganization of Board – Schrubbe stated that he would be reviewing the current committees and making changes where needed. Discussion and possible action regarding appointing a Village Trustee to finish out the unexpired term of James Schrubbe – Action – to appoint Josh Krueger to finish out the unexpired term – motion: Keuler; second: Roehrig; carried. Swearing in of Trustee approved – DuPrey swore in Josh Krueger as a Village Trustee. Krueger then joined the Board members.

Notice is further given, that the Board will convene into closed session to review 2nd interviews of candidates and to review additional applications received for the open General Public Works position.

The Village Board then convened into closed session under S.19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Action – to convene into closed session – motion: Roehrig; second: Loose; Roll Call Vote – yes: Loose, Krueger, Roehrig, Nolan, Keuler, Kloehn, Schrubbe; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Roehrig; second: Loose; Roll Call Vote – yes: Loose, Krueger, Roehrig, Nolan, Keuler, Kloehn, Schrubbe; carried.

Discussion and possible action regarding the open General Public Works Employee position – Action – to offer the position to Tanner Raddatz with a starting wage of \$24/hr. and starting with 2 weeks of vacation. If Raddatz turns the offer down then the position will be offered to Joel Thorpe with a starting wage of \$22/hr. and starting with 2 weeks of vacation – motion: Roehrig; second: Loose; carried.

Notice is further given, that the Board will reconvene into closed session to conduct interviews for the open Administrator Clerk Treasurer position.

The Village Board then convened into closed session under S.19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Action – to convene into closed session – motion: Loose; second: Keuler; Roll Call Vote – yes: Loose, Krueger, Roehrig, Nolan, Keuler, Kloehn, Schrubbe; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Roehrig; second: Kloehn; Roll Call Vote – yes: Loose, Krueger, Roehrig, Nolan, Keuler, Kloehn, Schrubbe; carried.

No action taken from closed session.

Unfinished Business –

Discussion and possible action regarding policy on anonymous letters – Schrubbe stated that he feels like all letters need to be read and addressed. He doesn't want to discourage anyone from making themselves heard. Keuler asked what if it's about employees though? Krueger added that it may just be an anonymous letter to create a smear campaign against an employee. Schrubbe stated that anything related to an employee would be in closed session and that the Board members will be the only ones reviewing the letter at that point. Closed sessions are not open to the public. Schrubbe said that he would rather review 500 letters that might be nothing instead of missing the 1 letter that is something. Depending how the letter is addressed; that's who it should be presented to. If it's addressed to the Village Board, then the Village Board reviews it. If it's addressed to a specific committee/person then that is who reviews it. It will have to be a letter-by-letter determination. It was agreed that all letters should be addressed whether they are signed or unsigned. However, if the letter relates to a possible ordinance violation it will need to have the required signature. Anything unrelated to a possible ordinance violation will be reviewed upon receipt. No action taken.

Notice is hereby given, that the board will then convene into closed session to discuss performance evaluation data and compensation of a public employee.

The Village Board then convened into closed session under S.19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Action – to convene into closed session – motion: Nolan; second: Keuler; Roll Call Vote – yes: Loose, Krueger, Roehrig, Nolan, Keuler, Kloehn, Schrubbe; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Roehrig; second: Nolan; Roll Call Vote – yes: Loose, Krueger, Roehrig, Nolan, Keuler, Kloehn, Schrubbe; carried.

Discussion and action regarding performance evaluation data and compensation of a public employee – Action – to approve the wages for the fire department members as originally recommended by the Health Board Committee – motion: Roehrig; second: Keuler; carried by majority vote. Schrubbe commented the final decision has been made by the Village Board and that we need to move forward and support each other outside the meetings.

New Business –

Plan Commission – Action – to accept the minutes as presented and place them on file – motion: Roehrig; second: Nolan; carried. Committee recommendation regarding the preliminary plat for Village Meadows, 2nd Addition – Action – to approve the recommendation for the preliminary plat as presented – motion: Keuler; second: Krueger; carried. No further action needed.

Budget Preparation –

Notice of the 2023 Budget Limit to qualify for a 2024 Expenditure Restraint Program Payment – The amount that we can raise the budget by in 2024 to qualify for a payment is 9%.

Presentation of Budget Documents – DuPrey presented the budget documents to the Village Board and he reviewed the highlights with the Board. He stated that with the requests provided, we would need just over \$600,000 out of fund balance to get it to balance. DuPrey presented a listing of potential cuts to the Board and these were reviewed. One of the cuts proposed was to cut out the paving of the original 14 lots of Village Meadows. The board expressed disappointment in this getting cut because the residents there want to see it completed. They discussed options for possibly being able to complete the project while still leaving in 1st St. and Chestnut St. from 8th to 9th. DuPrey stated that there are funds available from the sale of the 3rd St. property, the additional year from TID District #1 that could be applied. The Board then discussed cuts. They felt that Thorn Creek Drive should stay in. They felt that they could use the sales from lots 15, 16 & 17 of \$83,000, the \$165,000 from the sale of the 3rd St. property and the \$70,000 that was proposed for a reserve in 2023 and then add the existing reserve fund and then we would be pretty close to the estimate. They also felt that with the recycling survey results so far, they should put an additional \$5,000 in operating expenses for renting a chipper and/or sifter. They decided to cut the fire truck to \$100,000 for a reserve fund instead of the whole \$189,400 because they do not have a final cost for the truck and felt that more quotes should be received. They also decided to cut the amount for a Village car of \$17,000, cut the trail paving to \$26,550 for a reserve fund and cut the plow blade for the pickup truck by \$9,000. These cuts would be in addition to the other ones proposed originally of cutting \$36,850 from Chestnut St. from 7th to 8th, cutting the park road project of \$131,300. DuPrey was instructed to incorporate these changes and we would do a final review at the November public hearing and decide if any other cuts need to be made or not. In the sewer fund, there were proposed cuts to that budget so there would be a negative cash flow of \$27,649. In the water fund, there were several cuts proposed. The Board felt that these would be adequate for now and it would leave a negative cash flow of \$28,030 for the year. Action – to set the public hearing on the proposed 2023 budget for all funds for 7 p.m. on Monday, November 14, 2022 – motion: Roehrig; second: Loose; carried.

Adjournment – Action – to adjourn – motion: Kloehn; second: Keuler; carried. The meeting was adjourned at 10:20 p.m.

Missy Kieso

Missy Kieso, Deputy Clerk Treasurer

Dennis DuPrey

Dennis DuPrey, Administrator Clerk Treasurer

President Jim Schrubbe called the special Board Meeting to order at 6 p.m. on Thursday, November 7, 2022.

Roll Call – Loose, Krueger, Roehrig, Nolan, Kloehn and Schrubbe. Keuler was absent. Others present were Dennis DuPrey.

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 – None.

President's Report – None.

Notice is further given, that the Board will convene into closed session to conduct discuss the additional review of interviewed candidates for the open Administrator Clerk Treasurer position.

The Village Board then convened into closed session under S.19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Action – to convene into closed session – motion: Kloehn; second: Loose; Roll Call Vote – yes: Loose, Krueger, Roehrig, Nolan, Kloehn, Schrubbe; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Loose; second: Kloehn; Roll Call Vote – yes: Loose, Krueger, Roehrig, Nolan, Kloehn, Schrubbe; carried.

Possible Action from Closed Session – Action – to extend an offer of employment to Beth Nicklaus with a starting annual salary of \$65,000, 2 weeks of vacation and 6 sick days from the first date of employment – motion: Krueger; second: Loose; carried.

Unfinished Business:

2022 Projects – A change directive was presented to the Village Board regarding an additional lead service line that was located at the property located at 245 W. Main St. The contractor for the other lines would not be able to get in until later in December and would charge an additional \$2,500 for mobilization. It would cost almost double than the estimate from Tenor. DuPrey stated that the only downside is that Tenor's cost would not be covered by the grant. We do have funds budgeted in 2022 for this. DuPrey stated that having Tenor complete the work, it would give us the best chance to have it completed in a quicker manner. They would not need to go into the roadway because everything is replaced to the lot line. Cost of the change directive is \$3,800. Action – to approve Change Directive #1 for Dave Tenor Construction to replace an unknown lead service line at 245 W. Main St. – motion: Roehrig; second: Nolan; carried.

Adjournment – Action – to adjourn – motion: Roehrig; second: Kloehn; carried. The meeting was adjourned at 7:25 p.m.

Dennis DuPrey

Dennis DuPrey, Administrator Clerk Treasurer