

President Mark Breckheimer called the regular Board Meeting to order at 7 p.m. on Tuesday, January 14, 2020.

Roll Call – all members reported present. Others present were Dennis DuPrey, Charles Fochs, Mike Loose, Anita Loose and Ed Byrne.

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 – Fochs stated that he is concerned about the lack of snow removal being done at the Sunrise Apartments on 3<sup>rd</sup> Street. He stated that the parking lot has not been cleared since the last storm. DuPrey stated that he will make contact with the management company to get the status on this.

Announcements – The Annual Assessor Open Book Session is March 25, 2020 from 4 p.m. to 6 p.m. The Annual Board of Review is April 29, 2020 from 7 p.m. to 9 p.m. The Annual Spring Clean will be held Saturday, May 2, 2020 from 8 a.m. to 11 a.m.

Minutes – Action – to approve the Board Meeting minutes as presented – motion: Schrubbe; second: Starfeld; carried. The Fire Department minutes were presented to the Board. Action – to accept the Fire Department minutes and place them on file – motion: Roehrig; second: Keuler; carried. The First Responder minutes were presented to the Board. Action – to accept the First Responder minutes and place them on file – motion: Starfeld; second: Schrubbe; carried.

Treasurer's Report for the Village of Hilbert - balances – \$698,521.61 General fund; \$993,011.11 Sewer fund; \$209,762.93 Water fund; \$102,653.31 TID #1 fund; \$1,108,064.58 T-Plus fund; \$17,460.68 First Responder fund; (\$226,959.11) TID #2 fund; \$481,015.49 Capital Improvements fund. Action – to approve the treasurer's report as presented – motion: Starfeld; second: Roehrig; carried. The Fire Department treasurer's reports were presented to the Board. Action – to approve the Fire Department treasurer's reports as presented – motion: Starfeld; second: Roehrig; carried. The First Responder treasurer's reports were presented to the Board. Action – to approve the First Responder treasurer's reports as presented – motion: Schrubbe; second: Starfeld; carried. Claims - examined and discussed. Action – to pay all claims – motion: Starfeld; second: Schrubbe; carried.

Correspondence – The MEG Newsletter – The year-end review of 2019 – was presented to the Board for their information. The Focus Newsletter was presented to the Board for their information. The Boardman & Clark Newsletter was presented to the Board for their information. The Calumet County Focus on Calumet Newsletters were presented to the Board for their information. A letter from LWMMI – save the date for the 11<sup>th</sup> Annual Policyholder Conference on May 14<sup>th</sup> and 15<sup>th</sup> was presented to the Board for their information. Breckheimer stated that it is a good conference and he would recommend going. It is free for one person to attend so please let him know if you are interested in attending.

Reports - The report of labor hours was presented to the Board for their information. The monthly report on building permits was presented to the Board for their information. The Notice of Receipt of the Quarterly Street Aid Payment in the amount of \$13,094.32 was presented to the Board for their information. The Taxes Collected to 12/31/19 – January Settlement – was presented to the Board for their information. DuPrey informed the Board that the amount collected thru December 31<sup>st</sup> was \$761,776 (or 35.7%); which is up from last year which was 34.7%.

Unfinished Business:

2019 Projects (Fochs Trails/Village Meadows Infrastructure) – Fochs informed the Board that the crew will be finishing up with the sewer tomorrow. After the sewer work is complete they will finish with the water and then move onto the storm sewer. WE Energies will be starting work on the project soon.

Change Orders - none.

Payment Requests – A Payment Request #1 was submitted from Jossart Brothers, Inc. in the amount of \$66,256.80 for the 2019 Utility and Street Construction for Part A Fochs Trails Second Addition/Part B Village Meadows. Action – To approve the final payment to Jossart Brothers, Inc. in the amount requested – motion: Starfeld; second: Roehrig; carried.

2020 Projects – DuPrey and Fochs explained how they are waiting on a price from Jossart Brothers, Inc. to be able to include some of the 2020 projects as part of the project that is happening now with the subdivisions. A change order can be made up to 15%, and right now the 2020 project by Sargento would be approximately 14%. They are hoping to get a better price since Jossart Brothers, Inc. is already working on the other project and have all their equipment/crew here already. They should have a price in about a week.

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 that there were 3 fire calls since the last meeting. He explained some of the ideas behind “clean cab” regarding having the gear and air packs not in the cab with the firemen. They should be outside the cab and get detoxed after each fire call. He also stated that in the fire station the turn-out gear should not be out in the open near the trucks (as it is currently) because toxins from the running trucks can get on the gear. Nothing has been mandated so far but Chief Loose just wanted to inform the Board members what could be coming in the future.

Discussion and possible action on parking issue in the fire station parking lot when the community center is in use – Chief Loose explained how the firemen parking spots have always been an issue when the community center is rented. There are signs on the fire station stating that the area is for firemen parking only but not everyone adheres to them. Loose suggested maybe having signs made that point across the

street to the empty parking lot for additional parking instead. DuPrey stated that another option may be giving the Sheriff's department a call on the nonemergency number and report that there is illegal parking happening. Then maybe the officer could inform the renters that the vehicles need to be moved or they will be towed/ticketed. Loose suggested having cones put up in these spots when the community center is rented. Starfeld mentioned having signs posted inside the community center reminding people they shouldn't be parked in that area. Fochs stated that the firemen themselves should not be parking in those spots then when they are attending an event at the community center. He stated that yesterday some firemen were donating blood and instead of parking in the correct parking area by the community center, they parked in the firemen spots. Yes, they are firemen, but these spots are meant to be used only during a fire call and not for any other time. It was suggested that when the key is picked up for the rental in the clerk's office, the renter will be reminded that there is no parking allowed in that area. This is stated in the contract but a verbal reminder may help. We will see if this makes a difference. No action taken.

Discussion and possible action on granting permission to expand the Railroad Park lighting for the Holidays – Chief Loose explained that some of the fire department members will be taking over the annual tree lighting event starting this year. They wanted the Board's permission to go larger with the area that is decorated and incorporate many more lights and displays. The Board thought this was a great idea. No action needed.

TID District #1 – nothing.

TID District #2 – nothing.

Wastewater Treatment Plant – nothing new.

Well #4 – Fochs stated that they have the reservoir cleaned out and there was about 25" of bio-film that had built up over a 2 ½ year period. He stated that the reservoir will be cleaned out every 2 years.

Village Meadow Subdivision – Discussion and possible action regarding the final contract for realtor services – DuPrey stated that the final language in the contract is getting worked on. Andy King found a few other things he did not care for within the contract that he would like to see changed. DuPrey is expecting to get the updated contract within the next week. No action needed. Discussion and possible action regarding authorizing the Village president to sign offer to purchases received – The Board discussed having Breckheimer being able to sign any offer to purchases received on lots. The offers must be for the full asking price. This will prevent having to have meetings called for each offer. Action – to approve authorizing the Village president to sign offer to purchases in the full asking amount for lots in the Village Meadow Subdivision. Motion – Schrubbe; second: Starfeld; carried.

Purchase of Bel Brands Property – nothing new.

WWTP Computer – Fochs stated that everything is going well.

Hilbert Housing Authority – DuPrey stated that the Hilbert Housing Authority Board will be meeting some time in January. There is a potential buyer that may be interested in purchasing the properties.

Fochs Trails Subdivision, 2<sup>nd</sup> Addition – nothing new.

2020 Census – Discussion and possible action regarding the appointment of committee members – Breckheimer reminded the Board that at last month's meeting he had asked the Board members to each find a citizen to nominate for the committee. If they were unable to do this, they would be on the committee themselves. Action – the appointment of Mike Bolwerk to the 2020 Census Committee – motion: Starfeld; second: Schrubbe; carried. Action – the appointment of Anita Loose to the 2020 Census Committee – motion: Schrubbe; second: Bolwerk; carried. The appointment of Sheila Keuler to the 2020 Census Committee – motion: Roehrig; second: Keuler; carried. Action – the appointment of Peggy Nolan to the 2020 Census Committee – motion: Starfeld; second: Schrubbe; carried. Action – the appointment of Tom Roehrig to the 2020 Census Committee – motion: Keuler; second: Schrubbe; carried. Action – the appointment of Dave Franz to the 2020 Census Committee – motion: Starfeld; second: Keuler. Action – the appointment of Missy Kieso as chairperson to the 2020 Census Committee – motion: Starfeld; second: Keuler; carried.

New Business:

Application for Operator Licenses – none.

Application for Temporary Class B License – Action – to approve the application for the Temporary Class B License to St. Mary's Congregation for their "All for Love" event held at the Hilbert Community Center – motion: Schrubbe; second: Starfeld; carried.

Classes/Seminars/Schooling for Employees – none.

Reports on schooling/training sessions – none.

Plan Commission Committee – Action – to approve the meeting minutes as presented – motion: Schrubbe; second: Starfeld; carried. Committee recommendation regarding Amendment No. 1 to the Village Meadows Restrictive Covenants – DuPrey stated that there are a few corrections that need to be made to the covenants. There was a clause that stated no basement could have living quarters. This needs to be removed since they want to give the homeowners the option of having the basements completed. There was also an issue regarding curb & gutter. The curb & gutter clause needed to be deleted so that the Board will have the option to special assess the properties in the future once the curb & gutter gets installed. DuPrey stated the rest was just some clean up of typos and correction of some lot numbers. Action – to approve Amendment No. 1 to the Village Meadows Restrictive Covenants – motion: Schrubbe; second: Starfeld; carried. No further action needed. Committee recommendation regarding rezoning Lots 13 & 14 in Village Meadows from R-1, Single-Family Residential to R-2, Multi-Family

Residential – DuPrey stated that this will keep the option of building an apartment/duplex available on these two lots. If rezoned to R-2, multi-family residential it's important to remember that a single-family home can still be built on that site. However, if the zoning remains R-1, single family residential then an apartment/duplex cannot get built on the site. Action – to set a public hearing date of March 10<sup>th</sup>, 2020 at 7 p.m. with the March Board Meeting to immediately follow – motion: Starfeld; second: Schrubbe; carried. No further action needed. Committee recommendation regarding rezoning Parcel No. 13093, Cozy Baer Storage, LLC, located at 510 N. 8<sup>th</sup> Street from C, Commercial to I, Industrial – DuPrey explained that this was the former Ott property, purchased by Todd Thiel and recently sold to Tom Baer. Action – to set the public hearing date of March 10<sup>th</sup>, 2020 at 7 p.m. with the March Board Meeting to immediately follow – motion: Starfeld; second: Schrubbe; carried. No further action needed. Committee recommendation regarding rezoning Parcel No. 13094, Cozy Baer Storage, LLC, located at 726 W. Birch Street from C, Commercial to I, Industrial – DuPrey explained the rezone would be just to correct what should have been done prior to the storage sheds being built there. Action – to set a public hearing date of March 10<sup>th</sup>, 2020 at 7 p.m. with the March Board Meeting to immediately follow – motion: Schrubbe; second: Keuler; carried. No further action needed. Committee recommendation regarding rezoning Parcel No. 12763, Cozy Baer Storage, LLC, located at 209 N. 5<sup>th</sup> Street from C, Commercial to I, Industrial – This would be the same as the prior parcel; correcting the zoning. Action – to set a public hearing date of March 10<sup>th</sup>, 2020 at 7 p.m. with the March Board Meeting to immediately follow – motion: Roehrig; second: Nolan; carried. No further action needed.

Village Board Member Informational Report – Nolan questioned whether the other Board Members would be willing to have the Board Meetings earlier than 7 p.m. It was just a suggestion and she doesn't know anyone's schedule so she thought she'd just mention it. It was discussed and decided that the meeting would stay at 7 p.m. due to the fact that not all Board Members could make it earlier than that.

Village Personnel Informational Report – DuPrey informed the Board that the MLS Grant for the bridge project off of Lynwood has been submitted. He stated that there were approximately 1,596 applications. The chance of receiving the grant will be slim. When applying, it was also stated on the application that the Village would need to receive at least 60% of the funding in order to do the project. The municipalities chosen will be notified the end of February.

President's Report – nothing.

The Board then convened into closed session under the following:

Pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating 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: Roehrig; second: Schrubbe; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

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

Discussion and possible action regarding the purchase of public property, investing public funds and other directly related items of business – No action taken.

Adjournment – Action – to adjourn – motion: Schrubbe; second: Starfeld; carried. The meeting was adjourned at approximately 8:00 p.m.

*Missy Kieso*

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Missy Kieso, Deputy Clerk Treasurer