

President Mark Breckheimer called the regular meeting of the village board to order at 7 p.m. on Tuesday, January 10, 2017.

Roll Call – all members reported present. Others present were Mike Loose, Anita Loose, Gary Boesch, Josh McDonald and Charlie Fochs.

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 – Gary Boesch commented that he would like to thank the village employees for a nice job done on the streets especially with the minimum usage of deicing materials. He stated that the staff needs to be commended.

Announcements – Civic meeting is 2/15/17 in Hilbert. DuPrey reported that nomination papers were filed were filed by Mark Breckheimer for Village President and by Tom Roehrig, Tim Keuler, Steven Mayer, Mike Bolwerk and Matthew Lewis for the 3 village trustee seats.

Minutes – Action – to approve the board meeting minutes as presented – motion: Starfeld; second: Piepenburg; carried. The fire department minutes were presented to the board. Action – to accept the fire department minutes and place them on file – motion: Koffarnus; second: Starfeld; carried. There were no minutes from the first responders group received.

Treasurer's Report for the Village of Hilbert - balances – \$576,483.11 General fund; \$477,751.79 Sewer fund; \$158,714.67 Water fund; \$3.00 Clean Water fund; (\$89,177.33) TID #1 fund; \$936,719.35 T-Plus fund; \$7,334.60 First Responder fund; (\$439,419.44) TID #2, \$58.03 CDA; \$485,335.45 Capital Improvements Fund. Action – to approve the treasurer's report as presented – motion: Starfeld; second: Koffarnus; carried. The fire department treasurer's report was presented to the board. Action – to approve the fire department treasurer's report from the last two months as presented – motion: Starfeld; second: Roehrig; carried. There were no first responder treasurer's reports received.

Claims - examined and discussed. Action – to pay all claims – motion: Starfeld; second: Keuler; carried.

Correspondence – There was no MEG Newsletter received. There were no Time Warner Cable letters received. The Focus newsletters were presented to the board for their information. There was no newsletter from Boardman & Clark received. A press release announcing Mary Kohrell as the new Economic Development Director was presented to the board for their information.

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. Notice of receipt of the quarterly street aid payment in the amount of \$12,292.82 was presented to the board for their information. DuPrey presented a report on the taxes collected for the January settlement. He stated that a total of \$558,056.69 or 32.68% was collected compared to \$539,410.37 or 33.28% last year.

Unfinished Business:

2017 Projects – nothing new.

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

Police Protection for the village – There was no monthly report received.

Fire Department – Mike Loose reported that there were 3 fire calls in the last month. He stated that the light tower is ordered and will be installed at the end of February. He stated that the truck will be on display in Green Bay at the firemen's convention for the weekend.

TID District #1 – nothing new.

TID District #2 – nothing new.

Wastewater Treatment Plant – Interceptor Sewer Main Replacement Project – Contract is closed out and finalized. WWTP Upgrades – Change Order #9 was presented. It is to reconcile the allowances. It resulted in a reduction of \$29,706.14 to the total contract. Action – to approve Change Order #9 as presented – motion: Roehrig; second: Starfeld; carried. The payment draw request was then presented. Total billings for the month are \$68,366.00. Action – to approve the bills for payment as presented and request a draw from the Clean Water Fund loan – motion: Piepenburg; second: Starfeld; carried. Hilbert Acres Mobile Home Park – nothing new. The report on engineering costs and clean water fund draws to budget was presented to the board for their information.

Park & Recreation Committee – There is only one quote received so far for the fence so there is no action to be taken at this time.

South 4th St. Property – DuPrey stated that when the title insurance policy was completed, it was discovered that there was an easement that runs diagonally across the property. Charlie Fochs explained that he met with Frontier on site and there is a line running through this easement. It is a main line that feeds the entire east side of the village. He stated that the house can't be moved because the utility pole would be in the middle of the driveway. Charlie stated that there is a solution to fix the situation and explained it to the board. It would involve moving the easement to the north side of the Lot #1 and then run it east to the rear and south to where it connects with the existing easement. He stated that Frontier would terminate the existing easement except the ease 5' where the new easement would connect. He stated that he reviewed the proposed solution with Lyle Thiel and he is okay with it. The cost would be about \$5,400 to move the line but it needs to be done or the property is useless to anyone. DuPrey stated that he would like to go up to a certain amount so that he didn't have to come back. The board discussed the limit. Action – to allow the village to incur up to \$8,000 in costs to clear up the easement issues on the S. 4th St. property so that the sale can be completed – motion: Koffarnus; second: Starfeld; carried.

New Business:Application for operator licenses – none received.Classes/Seminars/Schooling for employees – nothing new.

Village Economic Development Plan – Breckheimer brought the board up to date on the CDA Committee. He stated that it was formed due to the Sargento Foods expansion and that it has not met since 2008. Because the group has not met, all of the original appointments have expired and in essence the committee does not exist. Also with the debt refinance into general obligation debt, there is no real need for the committee and the village board can deal with any transactions that the CDA could. Because of this, Breckheimer is suggesting that a new advisory committee be set up called the Economic Development Committee consisting of 3 board members and 4 citizen members. He stated that he is suggesting the following appointments and terms:

Tom Roehrig, Chairperson (1 year)
 Jim Koffarnus, (1 year)
 Peggy Nolan (1 year)
 Tony Sweere (3 years)
 Jim Schmidt (1 year)
 Phil Nett (2 years)
 Charlie Fochs (1 year)

Each board member would have to be appointed each year. After the initial terms for the citizen members, they would be appointed for 3 year terms. Action – to approve the appointments and terms as listed above – motion: Roehrig; second: Keuler; carried.

Letter of Resignation for employment from Josh McDonald – A letter of resignation was presented to the village board. Starfeld felt that all board members should have been notified before it being out in the village. He stated that he heard it through the grapevine. He stated that he is saddened to see him go and questioned if anything could be done to change his mind. Keuler stated that it would have been nice to know. He stated that he appreciated everything he did and it was a nice run but too short. Action – to accept the resignation – motion: Keuler; second: Starfeld; carried.

Discussion on board room equipment – Breckheimer reviewed the TV purchased and how it could work with a laptop for presentations, etc. He questioned the board where they would like to see it located. After discussion, the board felt that on the east wall would be the best and that we would flip the desks in the other direction. They felt that having the TV was enough for now. Breckheimer noted that we are going to run Wi-Fi into the council room.

Village Board member Informational Report – no report.Village Employee Informational Report – no report.

President's Report – Breckheimer reminded board members to get rolling on the projects for 2017. He pointed out the new agreement with the high school for baseball/softball, the ballfield maintenance agreement and Highway 114 as some of the projects that need to get going.

The board then convened into closed session under Section 19.85(1)(c) of the Wisconsin Statutes to conduct employee reviews for public works employees and review current employee structure and how to proceed regarding the open position. Action – to convene into closed session – motion: Koffarnus; second: Keuler; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

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

Action – to advertise to hire a wastewater treatment plant operator and advertise in the Tempo and free listings – motion: Piepenburg; second: Starfeld; carried.

Adjournment – Action – to adjourn – motion: Starfeld; second: Keuler. The meeting was adjourned at approximately 9:10 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk

President Mark Breckheimer called the special meeting of the village board to order at 6 p.m. on Monday, January 30, 2017.

Roll Call – all members reported present except Koffarnus. Others present were Charlie Fochs and Ed Byrne from the 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 – Civic meeting is 2/15/17 in Hilbert.

Unfinished Business:

Discussion and possible action regarding amending the Offer to Purchase with Schneider Farms – Breckheimer explained that the Schneider family has requested an extension to the original Offer to Purchase. This extension would grant an additional 30 days for Schneider Farms to find suitable property to utilize Like Kind Exchange for the sale of the property. This would also grant an additional 30 days to close on the transaction. Action – to approve this amendment as presented – motion: Starfeld; second: Keuler; carried.

The board then convened into closed session under Section 19.85(1)(e) of the Wisconsin Statutes to discuss the possibility of pursuing the purchase of public property. Action – to convene into closed session – motion: Piepenburg; second: Starfeld; Roll Call Vote – yes: Piepenburg, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

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

There was no action from the closed session.

Adjournment – Action – to adjourn – motion: Starfeld; second: Keuler. The meeting was adjourned at approximately 6:29 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk