

President Ken Stenklyft called the regular meeting of the village board to order at 7 p.m. on Tuesday, April 16, 2013.

Roll Call – all members reported present. Two new board members are Rick Thiel and Tim Keuler. Others present were Bill Koehler, Ed Byrne, Josh McDonald, Josh Jetton, Darlene Buechel and Charles Fochs.

The village board then convened into closed session under S.19.85(1)(c) to review performance evaluation data of public employees. Action – to convene into closed session – motion: Koffarnus; second: Starfeld; Roll Call Vote – yes: Thiel, Koffarnus, Starfeld, Boesch, Keuler, Breckheimer, Stenklyft; carried.

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

Reorganization of Board – The board standing committees recommended by the Village President were presented to the board. Action – to approve the listing of board standing committees as presented – motion: Boesch; second: Breckheimer; carried. DuPrey was instructed to update the contact listing of all board members, citizen members, etc. that was completed a couple of years ago.

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

Citizen Concerns & Questions to be acted upon at the next board meeting – Charlie reported that the pusher blade for the loader is here. He also reported that they will be flushing hydrants on April 27th & 28th.

Announcements – Spring Clean will be held on 5/4/13 from 8 a.m. – 11 a.m. Information regarding the new official workshops and regional dinner meetings was presented to the board for their information.

Minutes – Action – to approve the board meeting minutes from the last two board meetings as presented – motion: Koffarnus; second: Thiel; carried.

Treasurer's Report for the Village of Hilbert - balances – \$75,488.77 General fund; \$287,946.46 Sewer fund; \$199,042.49 Water fund; \$1.00 Clean Water fund; \$1.00 Block Grant fund; (\$146,217.76) TID #1 fund; \$501,079.12 T-Plus fund; \$16,294.43 First Responder fund; (\$148,162.08) TID #2, \$179.00 CDA; \$174,043.93 Capital Improvements Fund. Action - to approve the treasurer's report as presented – motion: Breckheimer; second: Starfeld; carried. The fire department treasurer's report was presented to the board. Action – to approve the treasurer's report as presented – motion: Koffarnus; second: Starfeld; carried. The first responder's treasurer's report was presented to the board. Action – to approve the first responders treasurer's report as presented – motion: Breckheimer; second: Thiel; carried.

Claims - examined and discussed. It was noted that if any board members have questions regarding any items, they need to get them to him prior to the board meeting. They can still be asked at the board meeting but then at least he has time to find answers because some of the things are completed by the deputy clerk. Action – to pay all claims – motion: Starfeld; second: Boesch; carried.

Correspondence - The MEG newsletter was presented to the board for their information. No letters were received by Time Warner Cable. The focus newsletters were presented to the board for their information. A letter from the Government Accountability Board approving the action plan for ADA compliance was presented to the board for their information.

Reports - The listing of delinquent accounts was presented to the board for their information. The board discussed the LA Union bill. There will be a final bill calculated and hopefully he comes in to make payments. The report of labor hours was presented to the board for their information. The monthly report of building permits was presented to the board for their information. There were questions raised regarding the fee for a furnace. DuPrey explained that the rates were set by the board and this one was higher because the inspector is supposed to inspect it after installation. Notice of receipt of the lottery credit for mobile homes in the amount of \$3,232.08 was presented to the board for their information. Notice of the lottery credit for real estate in the amount of \$24,345.75 was presented to the board for their information. Notice of receipt of the quarterly street aid payment in the amount of \$12,911.64 was presented to the board for their information. The annual PSC report which reports the operations of the water utility in 2012 was presented to the board for their information. The condition of budget for all funds was presented to the board for their information.

President's Report – Stenklyft presented census information from 2010 which shows that the makeup of population is not as old as thought. He stated the current occupancy rate is 95.9%.

Unfinished Business:

2013 Projects – Charlie reported that they are in a holding pattern right now with the projects because of the WE Energies project going on. They will be replacing poles along Cedar St. and we do not want to replace the pavement prior to them being done. The board then discussed the WE Energies project and if there are things we want to see improved or if there are issues that we have that they have missed, we need to make them known and they will try to accommodate them.

2012 Projects – It was reported that 10th St. still needs to be redone.

Recycling/Rubbish – The monthly report was presented to the board for their information. Notice of the 2013 grant award in the amount of \$8,320.64 was presented to the board for their information. The

board then held a discussion regarding the garbage/recycling contracts. DuPrey reported that the Eastshore Recycling Commission currently handles the processing of recyclables. There is a contract proposal to renew the existing contract for 6 years with 3% increases in year 2, 4 & 6. DuPrey explained single stream recycling and the use of another barrel. He stated that with single stream recycling there is a lot of loss of paper because it gets contaminated with the broken glass. The board felt that it would be wise to continue as we have been because it appears to be working properly. Action – to go with the 6 year extension for recycling processing through the Eastshore Recycling Commission – motion: Boesch; second: Starfeld; carried. DuPrey also touched on the garbage and recycling collection contracts. He stated that there are currently six municipalities that have contracts expiring and they are exploring one contract for everyone. DuPrey stated that a township with the same number of stops as us currently pay more per stop because their area may cover several miles where our village is only 1 square mile. DuPrey stated that he is not sold on the combined contract where everyone is charged the same rate because our rate would probably go up where a townships rate would go down because all the rates are blended. DuPrey stated that he would look at both ways but would be leaning towards going on our own. The board indicated that they were comfortable with that.

Police Protection for the village – The monthly report was presented to the board for their information.

Fire Department – It was reported that they are working on the facebook regulations. It was also reported that the fire department has decided that they will not shoot off the fireworks for the Lions Club and that they will have to hire their own company.

TID District #1 – Well # 4 Project – Charlie stated that they are currently bugs in the SCADA system. He also reported that we are currently running at 180 gallons per minute which is a small increase over where we started. He stated that the well is holding its own. He informed the board that over time, we may be able to increase the overall flow because the well is developing further. Eventually, we will reach a plateau and it will level off. Charlie went into detail on how the well works and the details of its construction and how it is developed over time. He stated that eventually, we may have to flush out the gravel pack to keep flow where it is at.

Property Maintenance Ordinance – nothing new.

TID District #2 – nothing new.

Ballfield Light Project – This project was discussed briefly. The poles have been ordered and we are waiting for the weather to cooperate and dry out the property. There were some questions regarding the poles and these were addressed by Charlie.

Street Committee – It was reported that we are currently working on the easement for the Gehl property and that it is currently being worked out with both attorneys. The culvert on Irish Rd is also being worked on at this time. Information has been sent to the Town of Rantoul and they are looking at attending another meeting there to discuss it. Charlie also reported that he is working with Frontier on relocating the fiber optic line on Gehl's property so that the ditch can be redone there.

New Business:

Other Annual Appointments – Stenklyft recommended several appointments of citizens to committees.

Plan Commission: Board member representative for a one year term – Jim Koffarnus; Action – to approve this – motion: Boesch; second: Breckheimer; carried. Citizen Member 1 year term – Mike Loose; Action – to approve this – motion: Koffarnus; second: Keuler; carried. Citizen member 3 year term – Randy Boesch; Action – to approve this – motion: Koffarnus; second: Breckheimer; carried.

Board of Appeals: Citizen Member 3 year term – Gary Thiel; Action – to approve this – motion: Boesch; second: Koffarnus; carried. Citizen member 3 year term – Karl Propson (replaces Jerry Ott); Action – to approve this – motion: Koffarnus; second: Boesch; carried. Citizen member to fill the unexpired term of Tim Keuler – Glenn Cummings; Action – to approve this – motion: Breckheimer; second: Starfeld; carried. Housing Authority: Citizen Member for a five year term – Mark Hillegas; Action – to approve this – motion: Boesch; second: Koffarnus; carried. Citizen member to fill the unexpired term of Phyllis Schmitting – Marjorie Thiel; Action – to approve this – motion: Thiel; second: Starfeld; carried.

Community Development Authority: Citizen Member to replace Rick Thiel – Troy Cummings; Action – to approve this – motion: Starfeld; second: Keuler; carried.

Application for operator licenses – One was received by Gilbert Bowe. Everything checked out okay. Action – to approve the operator license for Gilbert Bowe – motion: Boesch; second: Breckheimer; carried.

Application for Temporary Class B License – St. Mary's Parish – An application was received by the St. Mary's Parish for the annual Cheese Derby picnic held on June 21, 2013. Action – to approve the temporary Class B License for St. Mary's Parish for the annual Cheese Derby picnic on 6/21/13 – motion: Koffarnus; second: Starfeld; carried.

Application for 6 month license – Hilbert Athletic Association – This would have to be done conditionally based upon satisfying the publication requirement. Action – to conditionally approve the 6 month Class B beer license to the Hilbert Athletic Association for the two ballfield areas from 5/1/13 – 10/31/13 – motion: Boesch; second: Starfeld; carried.

Classes/Seminars/Schooling for employees – Stenklyft presented a written narrative on the LWMMI conference attended. He pointed out that with everything we need to document, document, and document. There was some discussion on the information presented.

Employee Review/Grievance Committee – Action – to approve the committee meeting minutes from the last two meetings as presented – motion: Breckheimer; second: Starfeld; carried.

Request authorization to replace computers in the clerk's office – DuPrey presented information regarding replacing the computers in the clerk's office and purchasing a battery backup for the computer in the director's office. There was some discussion regarding the battery backup. The estimate for a battery backup that would last 4-6 minutes at full load was \$79.95 but the estimate for one that would last 12 minutes at full load was \$479.95. DuPrey stated that he felt that there wasn't a need to purchase the more expensive one. Thiel felt that having the longer time would be beneficial because over time the batteries don't last the full time as in the beginning and he felt that it may not give enough time for shutdown. It was noted that when the well was redone, the generator will now provide power not only to the well but also the clerk's office so operations can continue. DuPrey stated that the extra \$400 per unit was not worth an extra 6 minutes. DuPrey also noted that there were plenty of funds available in the office equipment fund for this purchase. Action – to grant authority to purchase the computers with the less expensive battery backups as presented – motion: Breckheimer; second: Starfeld; carried by majority vote.

Request authority to slip line cracked section of sewer main – Charlie presented information regarding the section of sewer main on 7th St. that is cracked. The street is scheduled to undergo a repaving this summer and he stated that this needs to be repaired prior to that happening. Charlie stated that it could be dug up but that we would experience street settling even if there was 95% compaction. The board felt that it was a good idea to do this so that the street could be repaved yet this summer. A price from Visu-Sewer in the amount of \$3,595 was presented. Action – to authorize this repair – motion: Koffarnus; second: Boesch; carried.

Request to walk the Business District with the entire village board – Stenklyft stated that he received a request from Todd Thiel to walk the business district with the entire village board. He felt that this was a good idea. The board agreed. This will be scheduled.

Adjournment – Action – to adjourn – motion: Boesch; second: Plate; carried. The meeting was adjourned at 8:08 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk

The special meeting of the village board was called to order at 6 p.m. on Tuesday, April 30, 2013 by President Kenneth Stenklyft.

Roll Call – all members reported present except Boesch.

Also Present – Charlie Fochs, Todd Thiel, Doug Pearson and Joe Schumacher

Request to have fire department burn off grass areas in the proposed fireworks area - Ken informed the board that the permit had been signed for the fireworks display for the Lions club. He has concerns with the amount of dry grass near the site. Ken asked for approval to have the fire department burn the grass around the site this spring to reduce the chance of the fireworks starting it. A motion was made by Mark, seconded by Dan to give the approval to do this. Motion carried.

The board then proceeded to tour Main Street and survey the state of the buildings located there. Rick took notes of all the issues observed during the tour. They are listed below:

PROPERTY MAINTENANCE CODE VIOLATIONS ON MAIN STREET
OBSERVED ON 4-30-13

1. 606 WEST MAIN - UNFINISHED ROOF , SIDING MISSING ON WEST SIDE , SIDING NOT ATTACHED & DAMAGED ON SOUTHSIDE , GARBAGE OUTSIDE & INSIDE OF BUILDING , CABLE TV HANGING OUTSIDE
2. 620 WEST MAIN – GARBAGE OUTSIDE OF BUILDING , BROKEN WINDOWS , NO STEPS FOR EXIT ON SOUTH SIDE , UPPER BRICK NEEDS REPAIR
3. 630 WEST MAIN – LOOSE & DAMAGED SIDING , ROTTEN WINDOW , DAMAGED SOFFIT ON SOUTH SIDE , CABLE TV HANGING LOOSE
4. 712 WEST MAIN – MISSING SIDING
5. 736 WEST MAIN – UPPER BRICK NEEDS TUCK POINTING
6. 44 SOUTH 8TH – ABANDONED SIGN POST , SHINGLES MISSING ON SOFFIT
7. 627 WEST MAIN – PAINT NEEDED ON WEST SIDE , FRONT OF BUILDING ROTTEN AND IN NEED OF PAINT
8. 615 WEST MAIN – BROKEN WINDOWS ON NORTH SIDE
9. 7 SOUTH 6TH - FIRE ESCAPE NEEDS PAINT
10. 245 WEST MAIN – FRONT ENTRANCE NOT FINISHED , SOFFIT DAMAGED ON WEST SIDE , GARBAGE OUTSIDE ON EAST SIDE

11. 221 WEST MAIN – SIDING DAMAGED , STEPS IN NEED OF REPAIR , FRONT DOOR & FRAME ROTTEN , BUILDING LEANING TO THE WEST
12. 234 WEST MAIN – SOUTH SIDE OF BUILDING IN NEED OF REPAIR MISSING WINDOWS , ROTTEN WOOD , PAINT
13. 240 WEST MAIN – BROKEN SIDING CORNER POST SOUTH SIDE
14. 316 WEST MAIN – GREEN AWNING FALLING APART
15. 346 – RUBBER ROOF LOOSE ON DECK AREA , PLANTERS LOOSE ON SOUTH SIDE & NEED PAINT , FASCIA MISSING ON WEST SIDE
16. VILLAGE OF HILBERT GAZEBO RUN DOWN
17. 520 WEST MAIN – REMOVE OLD WELL PIPE
18. 528 WEST MAIN – CLEAN UP WOOD OR REMOVE OLD TREE
19. 534 WEST MAIN – PAINT PEELING , SCREEN CUT ON SOUTH SIDE , CLEAR OUT STUFF FROM UNDER STAIRS NORTH SIDE

After the tour the board members met at the Village hall to review what was observed. Doug gave his thoughts on his past four trips through the Village regarding Main Street. Following are some of his observations:

- 1) There is a good base of buildings in this area.
- 2) Some of the buildings are in dire need of repair.
- 3) Signage is needed to promote Main Street.
- 4) Need to fill in open spots- compact businesses.
- 5) Concentrated code enforcement verses systematic regarding how to handle building repairs.
- 6) Option of doing spot blighted areas.
- 7) Creating a district improvement board of business owners.
- 8) Restarting civic groups like the Revitalization Board.
- 9) Zero tolerance on code violations.
- 10) Need for a united board when dealing with enforcing codes.

The Improvements and Building Permits committee will meet to organize the issues observed and to start the process of issuing letters to the affected property owners.

Joe brought up an issue with his neighbors home. He was informed to get the information to Rick so it can be looked at.

Adjournment – A motion was made by Rick, seconded by Dan to adjourn. Motion carried.

Minutes were compiled by Ken Stenklyft.

Kenneth Stenklyft

Kenneth Stenklyft, Village President