



26 North Sixth Street  
PO Box 266 • Hilbert, WI 54129

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Dated: December 9, 2022

For the record, this meeting has been properly posted and noticed.

NOTICE IS HEREBY GIVEN, that the regular meeting of the Village Board will be held at 7 p.m. on Tuesday, December 13, 2022 at the Village Hall located at 26 N. 6<sup>th</sup> St. at which time the following items of business will be discussed and possibly acted on:

Roll Call

Pledge of Allegiance

Reorganization of Village Board  
Appointment of Village Board Committees

Citizen Questions and Concerns

Announcements

Nomination papers may be circulated beginning on December 1, 2022 and must be files by 5 p.m. on Tuesday, January 3, 2023. Candidates up for re-election are Village President James Schrubbe and Village Trustees Timothy Keuler, Thomas Roehrig and Anita Loose

Consent Agenda –

1. Minutes from board meetings, fire department meetings and first responder meetings
2. Village treasurer's report, fire department treasurer's report and first responder treasurer's report
3. Correspondences:
  - a. MEG Newsletter
  - b. Boardman & Clark, LLP
4. Reports:
  - a. Labor hours
  - b. Building Permits
  - c. Notice of receipt of quarterly Cable TV Franchise Fees
  - d. Notice of receipt of the 2<sup>nd</sup> installment of 2022 shared revenue
  - e. Notice of 2022 First Dollar Credit
  - f. Notice of 2022 Lottery Credit
  - g. Notice of 2022 School Levy Credit and Major State Aids

Report of Director of Public Works on projects

Final Adopted 2022 Budget Document for all funds

Claims for the Village of Hilbert

Unfinished Business:

- 2022 Projects –
  - Change Orders
  - Payment Requests
- Recycling/Rubbish –
  - Monthly report on recycling
- Police Protection for the village –
  - Monthly Report
- Fire Department –
  - Clarification of 2022 fire department annual compensation
- TID District #2 –
- Wastewater Treatment Plant –
- Well #4 –
  - Update on the Project



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Unfinished Business cont –

Village Meadows Subdivision –

Subdivision Improvements –

Discussion and possible action regarding Resolution 2022-13 Final Resolution to levy special assessments for curb & gutter in the first phase

Phase II Development –

Change Orders

Payment Requests

Fochs Trails Subdivision –

Former Bel Brands Property –

Update on the project –

Lead Service Lines in the Village –

Change Orders

Payment Requests

Discussion and possible action regarding the drainage tile on properties along 7<sup>th</sup> St. between Main St. and Cedar St.

Discussion and possible action regarding seeking proposals for providing backup services for daily village operations due to a deemed emergency – T. Keuler (Presentation from McMahon Public Management Division Group – Lori Gosz to appear

Discussion and possible action regarding the proposed employee handbook

Discussion and possible action regarding proposals for janitorial services for the community center building

New Business:

Application for operator licenses – current year

Classes/Seminars/Schooling for employees –

Discussion and possible action on requests for schooling/training sessions

Reports on schooling/training sessions attended

Discussion and possible action regarding Temporary Class B License – St. Mary's Congregation

Discussion and possible action regarding request to exceed the total dogs allowed to provide foster care from an overcrowded shelter – Kevin & Laurie Plate to appear

Discussion and possible action regarding request to purchase a sewer camera – K. Plate

Water & Sewer Committee –

Letter from DNR regarding facility plan and specification approval for chemical feed system update

Committee meeting minutes presented for acceptance and to be placed on file

Committee recommendation regarding resolution 2022-14 sewer rates

Discussion and possible action regarding resolution 2022-14 sewer rates

Street Committee –

Committee meeting minutes presented for acceptance and to be placed on file

Health Board –

Committee meeting minutes presented for acceptance and to be placed on file

Discussion and possible action regarding insurance renewal for 2023

Discussion and possible action regarding appointment of Village Attorney for 2023

Discussion and possible action regarding Resolution 2022-15 Declaring Public Depositories for 2023

Discussion and possible action regarding Resolution 2022-16 to place 2022 budgeted items not being expensed into respective reserve funds

Welcome to Hilbert Signs –

Discussion and possible action regarding the 2023 Lease Agreements

Discussion and possible action regarding Designation of Agent for the Wisconsin Retirement System

Discussion and possible action regarding possible bonus for employees – J. Schrubbe

Discussion and possible action regarding granting authority for President and Treasurer to pay all bills prior to the end of the Year

Village Board Member Informational Report

Village Personnel Information Report

President's Report



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NOTICE IS FURTHER GIVEN, that the board will then reconvene into closed session to discuss the possibility of pursuing to purchase public property and investing of public funds.

Specific exemption – Under S. 19.85(1)(e): 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.

Motion to reconvene into closed session  
Roll Call Vote

NOTICE IS FURTHER GIVEN, that the board will reconvene back into open session.

Discussion and possible action regarding the purchase of public property, investing public funds and other directly related items of business

Adjournment

A handwritten signature in black ink, appearing to read "Dennis DuPrey", is written over a faint, circular stamp or watermark.

Dennis DuPrey, Administrator Clerk Treasurer