

President Mark Breckheimer called the regular Board Meeting to order at 7 p.m. on Tuesday, November 17, 2020.

Roll Call – Roehrig, Nolan, Keuler, Starfeld and Breckheimer. (Schrubbe via computer) Bolwerk was absent. Others present were Dennis DuPrey, Kim Plate, Mike Loose, Anita Loose, Ed Byrne, Desera Pilon, Tedd Guttman (Sargento), Tasha Kloehn, Nathan Beyer, Troy Zacharias (Action Appraisers), Carey Reed and Jim Schmidt.

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

President Breckheimer then called the public hearing to order regarding the proposed 2021 budgets for all funds. A Notice of Limit to qualify for 2022 Expenditure Payment was presented to the Board. DuPrey explained that our net general fund budget increase from 2020 to 2021 must be less than 2.1%. He stated that will not be a problem and that we will qualify. DuPrey then went over the tax levy summary sheet which incorporates all the different levies that the Village receives. Not all levies are in yet, but his prediction is that residents will see a slight decrease in property taxes. The overall proposed tax levy is proposed to increase from \$419,255 to \$423,765 or an increase of \$4,510 and the Village's estimated tax rate will increase from \$8.0188 to \$8.0307 or an increase of \$0.0119 per thousand. Based upon a \$150k valued home, the Village's share of property taxes would increase by approximately \$1.79. He then explained that the budget documents already incorporated the proposed cuts made by the Village Board at the October Board Meeting. Breckheimer then asked the public for input on the proposed budgets. There was none. The Board then discussed each fund. First up was the Sewer Fund. There were no changes. Action – to adopt the sewer fund budget as presented – motion: Roehrig; second: Starfeld; carried. The Water Fund was then discussed. There were no changes. Action – to adopt the water fund budget as presented – motion: Starfeld; second: Roehrig; carried. The TID District #1 Fund was then discussed. There were no changes. Action – to adopt the TID District #1 budget as presented – motion: Keuler; second: Starfeld; carried. The First Responder Fund was then discussed. There were no changes. Action – to adopt the First Responder budget as presented – motion: Roehrig; second: Starfeld; carried. The TID District #2 Fund was then discussed. There were no changes. Action – to adopt the TID District #2 budget as presented – motion: Starfeld; second: Keuler; carried. The Capital Improvements Fund was then discussed. There were no changes. Action – to adopt the Capital Improvements fund budget as presented – motion: Keuler; second: Roehrig; carried by majority vote. The last fund discussed was the General Fund. There were no changes. Action – to adopt the General Fund budget as presented – motion: Starfeld; second: Nolan; carried. The next item was to set a local tax rate. Action – to set the local tax rate at \$8.0307272 – motion: Starfeld; second: Keuler; carried. Breckheimer then declared the public hearing closed.

The remaining of the Village Board Meeting then took place.

Citizen Questions and Concerns to be acted on at the next Board Meeting – Carey J. Reed addressed the Board. He introduced himself and explained that he is running for the newly created judge position in Calumet County. He informed the Board of his work experience and also gave information about himself and his family. He stated that as a resident of Calumet County, he will continue to work to ensure safe school, safe streets, and safe neighborhoods. The plant manager at the Sargento in Hilbert then addressed the Board. He wanted to thank the Fire Department, Board and whole community for all the support that they showed last week. Sargento was having some construction done and the contractor hit a major gas line. The gas leak was severe and all 161 of the employees had to evacuate the area. He said Fire Department went above and beyond by getting buses coordinated and everyone transported over to the Hilbert Community Center. He thanked Amy Suha, a HFD firefighter, for all her help at the Community Center; getting everyone situated and keeping social distancing in mind. He appreciates the great partnership that Sargento has with the community and just wanted to personally give his thanks to everyone.

Announcements – Nomination papers may be circulated beginning on December 1, 2020 and must be filed by 5 p.m. on Tuesday, January 5, 2021. Candidates up for re-election are Village President Mark Breckheimer and Village Trustees Michael Bolwerk, Tim Keuler and Thomas Roehrig.

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

Treasurer's Report for the Village of Hilbert - balances – (\$1,024,327.95) General fund; \$1,006,526.82 Sewer fund; \$188,115.10 Water fund; \$1.00 DOA Block Grant fund; \$205,697.07 TID #1 fund; \$1,112,163.42 T-Plus fund; \$30,173.12 First Responder fund; (\$346,057.05) TID #2 fund; \$611,421.98 Capital Improvements fund. Action – to approve the treasurer's report as presented – motion: Starfeld; second: Roehrig; carried. The Fire Department treasurer's report was 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 report was presented to the Board. Action – to approve the First Responder treasurer's reports as presented – motion: Roehrig; second: Starfeld; carried. Claims –

examined and discussed. Action – to pay all claims – motion: Schrubbe; second: Roehrig; carried.  
Correspondence – The MEG Newsletter presented to the Board for their information. There was no Focus Newsletter presented to the Board. There was no Boardman & Clark Newsletter presented to the Board. The Calumet County Focus on Calumet Newsletters were presented to the Board for their information. The letter regarding the sale of Advanced Disposal was presented to the Board for their information. Kueler questioned if there was more information on it or how it effects our rates? DuPrey explained that Waste Management will be incorporated in and that our rates are locked in for 15 years because we just updated our contract.

Reports - The report of labor hours was presented to the Board for their information. The report on building permits was presented to the Board for their information. The report from WI Dept. of Revenue – Preliminary Major Case Comparison 2020 was presented to the Board for their information. DuPrey explained that the residential class in out of compliance. This is primarily due to houses selling far above their appraised amounts. If it stays this way for 2 more years the State could force the Village to do a total re-evaluation. We will be addressing this later in the meeting.

Unfinished Business:

2019 Projects (Fochs Trails/Village Meadows Infrastructure) – No update.

Change Orders – Change Order #1 was presented to the Board. This change order is a decrease in the amount of \$5,996.50. This is due to getting a better price than expected per square yard of the geo-grid fabric. Action – to accept Change Order #1 as presented – motion: Roehrig; second: Starfeld; carried.

Change Order #2 was presented to the Board. This change order is an increase in the amount of \$30,624.18. This is due to the emergency repair to the sewer line on S. 3<sup>rd</sup> Street. Action – to accept Change Order #2 as presented – motion: Schrubbe; second: Starfeld; carried.

Payment Requests – The final payment request from Jossart Bros. in the amount of \$192,391.63 was presented to the Board. DuPrey stated that the final payment request incorporated both change orders. Action – to pay the final Payment Request to Jossart Bros. in the amount of \$192,391.63 as presented – motion: Starfeld; second: Roehrig; carried.

2020 Projects – no update.

Change Orders – none.

Payment Requests – none.

Stream Bank Stabilization Project – Ditch North of Creek Street – Breckheimer stated that the Streets Committee needs to set up a meeting to discuss this issue.

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 Board meeting; including the Sargento's gas leak. He informed the Board that the Fire Department is doing a gun raffle fundraiser for help offset the cost of the \$12k for the new air compressor. The new air compressor is required so they can use the new packs. Discussion and possible action regarding the Fire Department's request to host the Santa Visit Event – Chief Loose explained that the date for the event is Thursday, December 3<sup>rd</sup> at 6 p.m. at the Railroad Park on Main Street. He stated that all the pine trees are decorated with lights. There will be more lights than previous years. There also will be a trail (using about 40-50 posts) leading the way to Santa. This will help with social distancing. Santa will be by the pavilion and there will be a mailbox for children to drop their wish list in and they will be able to talk to Santa from a safe distance. There will be no sponsors for the event this year. DuPrey mentioned that they may want to promote mask wearing at the event as another precaution. Chief Loose agreed that they will state that masks are recommended and encouraged. The discussion then led to that area of Main Street being blocked off like in previous years for safety since there will be so many children present. Action – to approve blocking off the area around the event – motion: Starfeld; second: Keuler; carried. Action – to approve the Santa Visit Event as presented – motion: Starfeld; second: Roehrig; carried.

Letter from ISO – Fire Protection Classification for 2021 – DuPrey explained that the classification is a #4. Chief Loose stated that the checking of the hydrants, paperwork, truck, etc. went very well. DuPrey stated that the rating has improved throughout the years. Roehrig stated that it is a good job keeping the rating that they currently have. He also stated that #1 rating is for full-time Fire Departments and therefore not obtainable here.

TID District #1 – nothing.

TID District #2 – nothing.

Wastewater Treatment Plant – Report from DNR on the Annual Compliance Maintenance Report – Every area received an A except for the influent flow and loadings which received a D. This is a problem every year due to the weather conditions. This was explained on the report when submitted and is being addressed.

Well #4 – nothing new.

Village Meadow Subdivision – Discussion and possible action on how to allocate proceeds from lot sales – Discussion and possible action regarding purchasing fill for the subdivision – Plate explained that the dirt from the south lots got moved to the north lots. The southwest lots are at grade. Lots 6, 7 & 8 are close. There is 11,400 cubic yards of fill needed for the other lots yet. Lunda Construction has fill available for \$2/yd. Costs would be around \$20k. It's enough to get us close to having what we need. Plate stated that Tom Baer would be willing to haul the fill from Lunda to the subdivision for \$100/hr. but he would need our payloader to load. J&E Construction would charge \$450/hr. but that includes all

equipment, multiple trucks and leveling of the site. Janette was also contacted but they did not have time in their schedule. Starfeld stated that having J&E Construction do it would be best due to them having the equipment, doing the leveling and the use of multiple trucks. Starfeld then also stated that he thinks the proceeds from the lot sales should go towards this. He also thinks the Plappert Rd. funds should go towards the streets; which is approximately \$17k. Breckheimer stated that we are then just pushing from one account to another. Starfeld reminded the Board that the cost of moving the dirt was not figured in at the beginning of this project and will probably end up with a price tag of \$30k. Action – to use the proceeds from the lot sales to hire J&E Construction to move the dirt from Lunda Construction to Village Meadows Subdivision and to take care of the leveling of the lots – motion: Starfeld; second: Roehrig; carried. Trail System – Breckheimer stated that the School Board will be meeting and the trail system will be discussed. He informed the Board that he would update them with more information after that meeting.

Purchase of the Bel Brands Property – nothing new.

Hilbert Housing Authority – nothing new.

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

2020 Census – nothing new.

Discussion and possible action regarding possible zoning code violation – DuPrey stated that due to all the extra work with the election that he did not yet have a chance to follow up on this. He will do so before the next Board meeting.

COVID-19 – DuPrey requested the Board to allow the office to open in time for the collection of property taxes. He stated that it would be too hard not to be open because some people pay in cash and large amounts of cash shouldn't just be dropped in the night drop. Also, we have to make sure the check endorsements are correct or we will have to try to chase people down to get the corrections made. There are also residents that need receipts or copies of their tax bill marked paid to send to the mortgage companies. DuPrey explained how well it worked when we had in-person absentee voting and how the areas were sanitized and precautions were taken. Kieso agreed and would also like to see the office open for property tax payments to be made in person. It would just be too much of a hassle otherwise and an inconvenience to residents. Action – to allow the office to open for property tax collection once the County mails the property tax bills – motion: Starfeld; second: Schrubbe; carried. Chief Loose requested that the Village Board approves the annual Fire Department Meeting to be held at the Community Center in December. He explained the safety precautions that will be taken regarding COVID-19. It was also stated that the amount of people in attendance would remain under the 25% capacity; which is 75 people. Action – to approve the Fire Department to hold their annual meeting – motion: Starfeld; second: Keuler; carried.

New Business:

Other Annual Appointments – none.

Application for Operator Licenses – none.

Classes/Seminars/Schooling for Employees – none.

Reports on schooling/training sessions – none.

Discussion and possible action regarding request for a variance on the number of dogs allowed – Desera Pilon addressed the Board. She stated that they currently have 2 dogs and 1 cat. The ordinance states that a maximum of 2 dogs are allowed. She is requesting a variance to have a third dog. She stated that their one dog is a 12-year-old hunting dog. The other dog is a 4-pound toy poodle that does not go outside. She stated that the toy poodle is actually more like a cat because of its size. DuPrey emphasized to the Board that while this is the Board's call, he wanted to remind them that the ordinance was made for a reason and that ordinances are meant to be upheld and variances shouldn't be common occurrences. He stated that if variances start to be something that are approved more often than not, then the Board may want to look at changing the actual ordinance. Starfeld stated that due to the size of the one dog that he doesn't see any problem with granting the variance. He stated that it's not like she has 2 very large dogs now. Keuler agreed. Action – to approve the variance as requested with the condition that the variance is only in regards to this situation; once one of the dogs passes away then the variance is no longer in effect. If at that point another dog is wanted, then another variance request must be presented to the Board – motion: Starfeld; second: Keuler; carried.

Discussion and possible action regarding the contract for Assessment Services – DuPrey explained that he had invited Troy Zacharias from Action Appraisers to the meeting to address any questions that they Board may have regarding the contract being presented. Zacharias is suggesting that a market re-evaluation (market update) be done for 2022. He stated that the assessment ration determines when a reassessment is needed. Normally it's recommended every 10 years, however; it may be sooner depending on the sale prices of homes that sold in the Village. It would eventually become mandatory by the State to have one done if the percentage of what a home is appraised at, and what it sells at, continue to be way off. The market is changing in the Village according to sales. Properties are very quickly selling at, or above, asking price which sometimes is way above the appraisal amount. The cost of the last re-evaluation that was done a few years back was \$22,400. To do a market update the cost will be \$14,600; so, 35% - 40% cheaper than a full re-evaluation. Starfeld stated so we really don't have much of a choice; it's either do this now or be forced to later, correct? Zacharias stated it may hold off for a few years but inevitably, yes, it'll have to be done. DuPrey stated that if we go ahead with the contract

then when it's budget time next fall the funds would have to worked in. Schrubbe stated that we should budget to do it and plan to do it. Roehrig agreed. Action – to approve the contract for Assessment Services with Action Appraisers – motion: Starfeld; second: Keuler; carried.

Architectural Committee – Action – to approve the meeting minutes as presented – motion: Starfeld; second: Roehrig; carried. Committee's recommendation regarding submitted plans for the house on Lot #10 – DuPrey noted that the agenda reads Lot #9 but it is actually Lot #10. Action – to approve the submitted plans for Lot #10 as recommended by the committee – motion: Starfeld; second: Roehrig; carried. No further action needed.

Discussion and possible action regarding Village Insurance Renewal for 2021 – DuPrey presented the proposed Village Insurance Renewal for 2021. The proposed premium for 2021-2022 is \$44,475 which is an increase of \$1,716 from last year. If we increase the deductible from \$1k to \$2,500 we then would save \$600. The Board discussed this and determined the increase in the deductible was not worth saving the \$600 in the long run. Action – to approve the Village Insurance Renewal for 2021 and to keep the deductible at \$1k – motion: Schrubbe; second: Starfeld; carried.

Village Board Member Informational Report – nothing.

Village Personnel Informational Report – DuPrey updated the Board that the items from the COVID-19 recovery grants have been ordered. DuPrey received notice that the grant items were approved. The grant was for \$19,038; however, DuPrey listed the entire cost of all the items which came to \$21,813.22 just in case we are able to get reimbursed for the entire amount. Some of the items ordered were: 8 laptops, 2 tuff books, pulse ox monitor, face guards, sanitizer, radio for the emergency director, etc.

President's Report – Breckheimer reminded the Board that he will not be seeking re-election and if they are, or know of anyone that is, interested in running for Village President now is the time to consider it.

Adjournment – Action – to adjourn – motion: Starfeld; second: Keuler; carried. The meeting was adjourned at 8:20 p.m.

*Missy Kieso*

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Missy Kieso, Deputy Clerk Treasurer