

President Jim Schmidt called the regular Board Meeting to order at 7 p.m. on Tuesday, May 10, 2022. Roll Call – Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn and Schmidt. Others present were Dennis DuPrey and Mike Loose.

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 – Mike Loose stated that he had a question regarding the manhole in front of the firehouse. He stated that there has been an orange cone over it for quite awhile and he was wondering when it's going to be fixed. Last night, when he left the station, he forgot about it and it got hooked under his truck and he dragged it half way home. Keuler stated that last time he spoke to Plate about it they were in the process of getting it fixed. He's not sure if they are waiting for a part or what. He will check with Plate again on it.

Announcements – The Annual Open Book session will be June 30, 2022 from 9 a.m. – 7 p.m. The Annual Board of Review Session will be July 18, 2022 beginning at 5:30 p.m.

Minutes – Action – to approve the Board Meeting minutes as presented – motion: Schrubbe; second: Loose; 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: Schrubbe; second: Loose; carried.

Treasurer's Report for the Village of Hilbert – February balances - \$407,497.46 General fund; \$1,009,279.30 Sewer fund; \$240,746.88 Water fund; \$1.00 DOA Block Grant fund; \$1,117,789.41 T-Plus fund; \$48,970.24 First Responder fund; (\$398,142.92) TID #2 fund; \$737,439.77 Capital Improvements fund. Roehrig had a question regarding the treasury report. He asked if there was a separate account for the park bathrooms? DuPrey stated that there is but it's actually listed under Park Buildings Fund. Roehrig stated that he was just asking because he wasn't sure if it was just for the bathroom or all the park buildings. DuPrey stated that the funds in that Park Building Fund are only for the bathroom improvements. DuPrey stated that he can change the name to Park Bathroom Fund so it's more recognizable. It was agreed that this should be done. Action – to approve the treasurer's report as presented – motion: Roehrig; second: Nolan; carried. The Fire Department treasurer's report was presented to the Board. Schrubbe asked if the account listed as Fire Truck Fund was all the money that is put aside for the purchase of a new truck? DuPrey stated yes, and it has a balance of around \$77k in it. Roehrig asked if the Fire Department has their own account for a fire truck. DuPrey stated that they have their own general checking account but no specific account dedicated for the purchase of a new truck. Chief Loose confirmed this. Roehrig also questioned why they have the same amount of a check from Sargento going into and taken right back out of their checking account? Chief Loose and Schmidt explained that was a Cheese Derby donation and Sargento had made it out to the Hilbert Fire Department. So, the department deposited it and issued a check to the Cheese Derby. This is the first year that the Cheese Derby has their own separate account from the Fire Department; which is how it should be. Action – to accept the Fire Department treasurer's report as presented – motion: Roehrig; second: Keuler; carried. The First Responder treasurer's report was presented to the Board. Action – to accept the First Responder's treasurer's report and place it on file – motion: Schrubbe; second: Roehrig; carried.

Claims – examined and discussed. Action – to pay all claims presented – motion: Schrubbe; second: Nolan; carried.

Correspondence – There were no MEG Newsletters 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 article regarding proposed legislation called "The Healthy Drinking Water Affordability Act" – grants to individuals, non-profit groups and local government in rural areas was presented to the Board for their information. DuPrey explained that this is proposed legislation that would provide funding for rural areas. It is something, that if it passes, may provide potential funding for the Village.

Reports - The report of labor hours was presented to the Board for their information. Schrubbe stated that he was aware of the water main break but the over-time seems to be quite high; just an observation. Kieso stated that the electronic time card summary sheets were started yesterday. Schmidt updated the Board on this project and wants to stay informed on how it's working. The monthly report on building permits was presented to the Board for their information. The Condition of Budgets – All Funds was presented to the Board for their information. DuPrey asked if there were any questions? He stated that right now we are underbudget and most things seem to be in line. The Notice of Receipt of the Personal Property Tax Aid – Real Estate in the amount of \$4,069.98 was presented to the Board for their information. The Notice of Receipt of the Personal Property Tax Aid- TID Districts in the amount of \$1,246.53 was presented to the Board for their information. The Annual Report for the Water Utility of the Public Service Commission was presented to the Board for their information. DuPrey explained that it is a 70-page report. The Village of Hilbert and the Village of Stockbridge are the only two municipalities in the County that do their own report with no outside assistance. DuPrey wanted to let the Board know that they need to think about outsourcing this report sooner rather than later because eventually he will be retiring. He is guessing that for this report you'd be looking at \$5k. Keuler stated that maybe it is something Kieso could be trained to do. Kieso stated no, that is beyond her pay scale, especially considering summer help is making more than she does. Nolan stated that if there would be a pay

incentive maybe then it would be something Kieso would consider. Kieso stated maybe. Keuler asked if it's something that Plate and Kieso could work on together. DuPrey stated that it is a very long, very involved report and it's not just entering numbers in. It gets to be very complicated which is why most municipalities outsource it. DuPrey was told to get quotes on the actual cost of doing the report and to let the Board know what they come in at. The report of the 2022 Expenditure Restraint Budget Worksheet to the Department of Revenue was presented to the Board for their information. DuPrey stated that we need to be below 4.5% and we are at 2.21% so we do qualify; which could get us around \$15k.

Unfinished Business –

2021 Projects – nothing new. Change Orders – none. Payment Requests – none.

2022 Projects – nothing new.

Recycling/Rubbish – The monthly report was presented to the Board for their information. Schrubbe stated that he noticed the garbage tonnage has gone down since we started doing the bi-weekly recycling which is good to see. 2021 Annual Report Recycling Program Accomplishments and Actual Costs – DuPrey stated that our total recycling costs were \$41,086. To qualify for the grant, we need to be at 82.4# per person. We are at 137.05# per person; so are definitely grant eligible.

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 informed the Board that the Chief's annual meeting will be coming up and it's in June and all 3 chiefs would like to attend for the 3 days. He was informed to bring it to the Employee Review & Grievance Committee meeting that will be held next week to request it. Chief Loose then explained that the DNR is hopefully giving updates soon regarding the P phos and a plan to get rid of it. There are 16 pails of it and is very expensive to get rid of. Keuler questioned whether the manufacturer should be responsible for it? Loose stated that he hasn't heard of the manufacturer doing anything about it. It needs to be destroyed; the DNR has to burn it at a very high temperature. Letter form DSPS – 2% Fire Dues Program Audit Report – Chief Loose stated that the audit occurred via phone and went very well. The Fire Department is in substantial compliance with the requirements of the statutes and administrative rules and has passed the audit. Roehrig questioned what do the 2% dues go towards and what does the audit entail? Chief Loose explained that our 2% dues are all applied to LOSA. This is an acceptable use of these funds. The auditor looks at where the 2% dues are applied to, training records, public education and meeting attendance sheets.

TID District(s) – Nothing new.

Wastewater Treatment Plant – DuPrey noted that Plate stated that the new LED yard lights were now installed at the wastewater treatment plant. This was a budgeted item for 2021.

Well #4 – Update on Project – nothing new.

Village Meadows Subdivision – Action – to approve the committee meeting minutes as presented – motion: Schrubbe; second: Roehrig; carried. Committee recommendation to proceed with finalizing plans and to bid out the installation of curb & gutter and paving of the first phase of Village Meadows, install sidewalk on the north side of Thorn Creek Drive and to approve the initial resolution to exercise the power to special assess for the curb & gutter – It would be about August before bids could be awarded if the plans are finalized at the May Board meeting. Schrubbe stated that the meeting with the residents went very well. They asked a few questions but seemed fine with the sidewalk going in with no cost to the homeowners. The special assessments for the curb & gutter were explained involving payments and answering any questions that the residents had. The initial resolution was then discussed. It was questioned whether the trail was on there? DuPrey stated that it will be a separate item on the bid in case the Board wants it removed. Keuler stated that he is concerned with the heavy equipment driving on the roads and causing damage. He was informed that the drivers will be away of the situation and will be liable for any damages which may happen. Action – to proceed with finalizing plans and to bid out the installation of the curb and gutter and paving the first phase of Village Meadows as requested – motion: Kloehn second: Nolan; carried. Action – to approve the initial Resolution 2022-06 to exercise the power to assess for curb & gutter – motion: Schrubbe, second: Loose; Roll Call Vote: yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried. No further action needed. Mail Delivery – DuPrey stated that he received approval for the placement of the CBU units from the US Postal Service. So, we are one stop closer. Schrubbe asked what the estimate time of delivery on the units? He was informed that he would have to check with Plate regarding this. Subdivision Improvements – none. Phase II Development – nothing. Change Orders – none. Payment Requests – none. Sale of Strip of land to the Owners of Lot #13 to square the property to the owners west of the lot – DuPrey stated that it is all approved and we are now just waiting for it to be plotted.

Fochs Trails Subdivision – nothing new.

Former Bel Brands Property – Update on the Project – nothing new. Keuler questioned whether the tank has to be taken out after the contract is closed. It was stated that it does. The landscaping issue was then discussed. Schrubbe stated he believes it's past the due date and that a daily fine could be charged. Schmidt stated if nothing else, this will encourage the contractors to get on it. DuPrey stated that he will follow up with Dan from Cedar Corporation to see what the options are regarding this. Payment Requests – none. Change Orders – none. Discussion and possible action regarding potential development project on the former Bel Brands property – Correspondence from Jim Schmidt regarding update/clarification to his proposed project – Schmidt wanted to share a statement to the Board that he

had written due to things that he was hearing around the Village. He just wanted to make it clear that he's not receiving any special treatment regarding his business ventures. It is as follows: I would like to provide an update on our proposed project for the former Bel Brands lot next to the Village Park. The purpose of the proposed project was to have a building to support our RV business, but more importantly, an area for other businesses to locate. The two businesses that I have been working with that would be looking for space, are not ready to commit yet. The potential of the other business additions would be great for Hilbert and I will continue to work with them to hopefully help them locate to Hilbert. At the last meeting, the Board and myself agreed that it does not make sense at this time to have us obtain the property and put up a building just for our RV business. I have talked to several municipalities and most of them offer special consideration for business developers and opportunities. The City of Chilton has offered to us the purchase of 1.6 acres of land for \$1 with the agreement that my building would exceed \$400k. At this time, we are working in that direction and if something changes soon, we would still consider the development in Hilbert. I do feel that there will be a way to find a building, if we do get the other two businesses to locate to Hilbert. "As I continue to wear multiple hats including a business owner and Village President there may be times where my interests overlap and I will continue to recuse myself from the Board in those instances to ensure equality and anonymity to closed session discussions. I would like to thank the Village for your consideration and cooperation." Schmidt then asked if anyone had any questions. They did not.

Hilbert Housing Authority – Presentation of the updated final costs regarding the sale of the properties –

DuPrey provided the Board with the information regarding the final costs. He explained on the original report that there was \$5k (down payment) that was not accounted for. He explained that this was listed in the commission column. The amount is changed from \$27k to \$32k. The final profit is \$165,567.75.

Schmidt explains how this closes everything out and we have nothing to do with the properties at this point. The new owners have taken over the apartments and renters. Nolan thanked Schmidt and DuPrey for all their work on this.

COVID-19 – nothing new.

Lead Service Lines in the Village –Discussion and possible action regarding the policy for replacing LSL's and/or sewer laterals – DuPrey stated that Plate informed him that the final numbers are all in. The televising of all the sewer laterals have been completed. He is just waiting on the Water & Sewer committee meeting to be set to go further into discussion.

Issues with the rip rap stone on the drainage ditch at the end of Creek St. – Discussion and possible action regarding proceeding with repairs to the drainage ditch and to obtain temporary working easements to complete the work – DuPrey stated that the information which he received from Plate states that J & E Construction will honor their quote from last year which is \$11,670 for each side (by Kevin Plate and Jason O'Leary). Schmidt questioned why we have a quote on O'Leary's side because he wasn't aware of any problems there. This is the first time he's hearing about it. DuPrey stated he wasn't sure but Plate provided him with the quotes for both. No one was aware that side had an issue. They would check with Plate to see why that side was quoted. Keuler questioned where does this end then? Where on the creek do we stop? Are more residents going to come and want their properties fixed if there's issues? Schrubbe stated that we did this to ourselves and we have to fix it. Keuler disagreed and said no, that one person did this because they overlooked the fact that we didn't even own that property. Roehrig stated that he feels like that is a question for the attorney. We should get his advice on how to address future issues and how to proceed. Schrubbe suggested getting another quote on it also. It was agreed that there should always be more than one quote on a project. There was also discussion on whether or not that ditch could be completely closed in; kind of like the one near Roehrig's residence which was done 40 years ago. Due to it being a navigable stream they don't think that this could be done, but DuPrey will double check with Jared from Robert E. Lee. DuPrey then also reminded the Board that we will need to get a working easement from Kevin Plate in order to go on his property and address the problem. It was decided that this would be tabled until another quote is obtained and DuPrey will talk to the attorney regarding how to proceed. No action taken. Installation drain tile on Cedar Street as requested by the property owner – Updated estimates to complete the project – DuPrey stated that the original quote came in at \$5k without engineering. With engineering the quote is \$7,600. Schrubbe suggested getting another quote on the engineering cost. He thinks this would be a good project to look at and consider another quote. It's a smaller project and a good place to start since there was discussion at the last Board meeting to start considering other engineering services. The Board agreed. Keuler was asked who he would recommend. He stated McMahon. Schmidt will have Plate contact them for a quote on the project. Discussion and possible action regarding proceeding with the project – It was decided to table this item until the information is collected. No action taken.

Clerk's Office Door Replacement – No update.

Discussion and possible action regarding purchasing a ladder for treatment plant – DuPrey stated that Plate provided three estimates for the ladder which now include the installation. Sabel Mechanical was \$5,885.59, American 3 Fab, Inc. was \$9,528.97 and Lunda Construction was \$12,750. Plate is suggesting Sabel Mechanical. There is \$9,600 in the budgeted for it. Action – to proceed with the purchase and installation of the ladder from Sabel Mechanical at the cost of \$5,885.59 – motion: Keuler; second: Kloehn; carried. Schrubbe abstained from the vote due to his employment with Lunda Construction.

Discussion and possible action regarding seeking proposals for providing backup services for daily Village operations due to a deemed emergency – Keuler has no updates. No action taken.

Discussion and possible action regarding seeking proposals and contracts for engineering services for projects prior to proceeding with the projects – Keuler stated that we will try this with the tile project discussed earlier. No action taken.

2023 Budget – Schmidt just reminded the Board to start thinking about the budget early and trying to apply the 1 year, 3-year and 7-year plans.

Discussion and possible action regarding request for additional compensation for the seasonal public works employee – Schmidt stated that this is in regards to Ken Geiser. He stated that apparently, he misunderstood what Geiser was asking for at the time of the last Board meeting. Schmidt stated that he was under the impression that Geiser was requesting the pay rate increase after a probation period. However, he wanted the increase to be back dated to his start date. He came into the office and was pretty heated about the fact that no one made him aware of the increase after the probation period which is not what he wanted. He stated that he had to hear it from other people in the Village since it was in the newsletter. This is the second time that this occurred where he wasn't notified directly. Schmidt stated he believes that this was the main issue why Geiser was upset. Schmidt stated that he just assumed that it was a personnel/wage issue and that DuPrey was going to notify Geiser. He stated from this point on that's how it should be done. Keuler stated that anything else should be related to Geiser by his supervisor; which is Plate. Kieso explained that the amount of back pay that is being requested by Geiser would be approximately \$60. The Board discussed it and decided that \$60 isn't worth starting the process all over looking for a different seasonal employee especially since Geiser is doing a good job. Schmidt stated that he honestly doesn't remember Geiser stating that he wanted the increase to be from the day he started but maybe he just misunderstood. Action – to raise the pay from \$16.50 to \$17.00 per hour and have the increase back paid to Geiser's start date of April 11th – motion: Keuler; second: Nolan; carried. DuPrey will inform Geiser of the Board's decision.

Discussion and possible action regarding appointing an Emergency Government Director – Schmidt stated that last month the Board had decided to appoint Mark Fochs as the new Emergency Government Director. However, since discussing it with Chief Loose and Fochs it was decided that since Fochs will be needed with the Public Works Department and with the Fire Department in case of an emergency situation, those areas should then be his priority. Schmidt states that in the employee handbook it states the Public Works position comes before the Fire Department in an emergency; so, Fochs will be needed out on the streets. Schmidt stated that he attended the firemen's meeting and asked if anyone would be interested. Jerin VanCuyk volunteered. Jerin is on the Fire Department and the 1st Responders. He is also employed as a full-time fire fighter and paramedic. He would definitely have the knowledge of steps to be taken in an emergency situation. Keuler questioned what about training though because the emergency director needs to go through training. DuPrey informed him that there are actually just meetings and simulated emergencies to go through. These are the only events held; there is no actual schooling requirement. Schmidt stated that when Dan Starfeld held the position, he was so busy with his business, that he could rarely attend these meetings. In fact, Jerin was attending a meeting tonight, along with Mark Fochs, just in case he did get approved to be the Emergency Government Director. Chief Loose stated that he feels like Jerin would be a good fit with the experience that he has. The only concern some of the members seem to have is whether the emergency director position will be his first priority over the Fire Department and 1st Responders. This was discussed at length. DuPrey stated that you have a young guy who wants to become involved so he definitely thinks he should be given the chance. Action – to appoint Jerin VanCuyk as the Emergency Government Director – motion: Roehrig; second: Loose; carried. Nolan stated that she would like to thank Fochs for volunteering. Schmidt will inform Jerin what the Board has decided.

New Business:

Application for Operator's license – none.

Classes/Seminars/Schooling for Employees – Schmidt stated that we need to discuss the class that Plate went to. It was a 2-day refresher class for preparation for his advanced wastewater test. We need to decide if we are going to pay for it or not. Nolan stated she'll make that motion to pay. Schmidt asked if there was any discussion or questions on it? Keuler asked if Plate has taken it before? Schmidt stated no. DuPrey said this is just a review class; he believes Plate took the advanced wastewater test twice. Keuler stated it's more than the cost of \$200. It's the cost of the class, plus he gets paid his regular hourly pay for the two days and the cost of the actual tests. Keuler stated that this will be the third time that Plate is taking the test; at what point do we decide that we aren't going to keep paying for these tests if the employee isn't passing? Keuler stated that he took the test; so, he knows how hard it is. But you have to study. If you don't study, you don't pass, it doesn't matter if you go to the review class or not. Where does it end? Keuler stated he liked to see some incentive by the employees. He suggests going to the class, the review and taking the test (twice if needed), after that you're on your own. Keuler stated that this is Plate's license, not the Village's, his; so there needs to be some incentive. It was then mentioned that they need to review this while updating the employee handbook. Loose agreed with Keuler. Schmidt stated that this needs to be discussed with the employee handbook then at the committee level. Kieso stated that Plate will be taking the test tomorrow so he will know then if he passes it. Keuler stated he also did not like how even though we have the schooling on the Board meeting

agenda every month, Plate waited until two days after the last Board meeting to ask approval from Schmidt to go to the class. It should have been asked at the meeting. Schmidt stated that he didn't know if Plate knew about the class at the last Board meeting or if he found out about it after. Schmidt explained that we could go on and on about this but Plate is not here to answer these questions and he can't answer for him. Keuler stated that he doesn't need an answer from Plate, he needs one from Schmidt. Is this the way we are going to operate where these decisions are made after the Board meeting? Schmidt stated that if you have a problem with how I handled it then I'll just turn down any requests after the meetings; which includes liquor license or anything from the Fire Department that comes in late; just everything. You can't just say employees. It'd be for businesses and for residents; for everyone, Schmidt stated. DuPrey explained that as far as liquor license are concerned, he has the authority to issue a provisional license; so those won't be an issue. Keuler stated Plate should have had to wait until the next Board meeting to make the request for the review class and then could have taken it at a later date. Schmidt stated that Plate had the test already scheduled to take the following week though. Keuler said that should have been changed then. Keuler questioned why then this was all last minute and there was no preparation for the review and test? Schmidt stated that he did not say that and what's Keuler getting at with all this? Keuler said the point he is trying to make is that it should have had to come before the full Board for approval. Schmidt stated that is fine and from now on he will deny any requests that come in after the monthly Board meeting. If the Board wants to deny the request to pay for the review test that's fine too; he will pay it out of his own pocket. Schmidt said he was just trying to help the guy pass his test. Keuler stated that he thinks it was done inappropriately. Schmidt said he understands that and he made the decision; so, he will no longer do that. Schrubbe stated he thinks that we have to remember that we are operating under how it is done now, not as it should be done. Nolan stated that this is how we always done this in the past. Loose stated that this class was not required; it was strictly for Plate's benefit which should be treated differently than taking a required class. Schmidt said this topic will go onto the next committee and Board meeting agendas. Action – to approve paying for the review class that Plate attended- motion: Nolan; second: Schrubbe; carried. Chief Loose also wanted to mention that he saw Plate returning from the class with the Village truck and he was concerned because there was no lettering on it showing it is a Village of Hilbert vehicle. He stated that he felt that the lettering should be on there since the tax payers paid for the truck and it should easily recognizable. It was agreed that this should get done, because when stopping by residents and driving around the Village, people should be aware that it's a Village truck. Schmidt stated that he talked to Plate regarding this and it is on the list to get done; so, Plate is aware of it.

Reports on schooling/training sessions – none.

Park & Recreation Committee – Action – to approve the committee meeting minutes as presented – motion: Schrubbe; second: Roehrig; carried. Discussion and possible action regarding the contract for the high school games at the park – Loose informed the Board that the contract actually expired the end of December; so, as of right now there is no contract. After the committee reviewed the last contract, they are recommending some changes to it. They would like to add to the contract that the school be required to tie the gates shut during games and then reopen them after the games. They also want included that the school must lock the bathroom doors after the games. DuPrey has added these changes and presented the contract to the Board. Action – to approve the changes to the contract as described and have the contract signed – motion: Roehrig; second: Schrubbe; carried. Discussion and possible action regarding installing security camera in the park due to recent vandalism – Loose stated that vandalism has been happening again at the restrooms in the park. A toilet in the women's bathroom was shattered and someone had left feces in the urinal in the men's bathroom. She was wondering what the Board felt about seeing what the cost of security cameras would be to set up in that area? Roehrig stated that those bathrooms are not open 24/7, correct? Because it was decided last year that they would be opened and locked by the public works employees at the beginning and end of shifts. This procedure should still be happening. Loose stated that she would follow up with Plate to make sure this is what they are doing. It was decided that Loose would also check into the costs of the cameras. This was tabled until more information is gathered. No action taken. Discussion and possible action regarding sharing costs with the Hilbert Athletic Association for the shared dumpster – The committee discussed it with Karl Propson and they thought it would work if the HAA is responsible for paying for the dumpster June, July and August. The Village would then be responsible for the payment for the other months. The Village will receive the GFL bill and then turn around and bill the HAA for the months agreed to. This is also how the electric bill works; so, there should be no issues. Action – to agree to the sharing of the cost of the of the shared dumpster as presented – motion: Schrubbe; second: Keuler; carried.

Police & License Committee Meeting – Action – to approve the committee meeting minutes as presented – motion: Schrubbe; second: Keuler; carried. Committee recommendation regarding ordinance changes for Golf Carts and ATV/UTV's – The committee is recommending to no longer have fees, registration and safety inspections for the golf carts and ATV/UTV's within the Village. This was discussed in detail at the prior Board meeting. The residents that have already purchased their registration (which would expire April 30, 2024) would be reimbursed the \$40 and also their cost of the safety inspection; a receipt would be required to get the reimbursement of the safety inspection. DuPrey suggested having a cut-off date for when the receipts need to be turned in. He doesn't want to issue more than one check per person. So once the deadline is up; he will issue one check for the \$40 plus the cost of the safety inspection (if a

receipt is provided prior to the deadline). If a receipt is brought in after the cut-off date, then the resident would not be eligible to be reimbursed for the safety inspection. The Board agreed. Action – to approve the committee recommendation regarding the changes to the ordinance for Golf Carts and ATV/UTV's and having a deadline of 30 days to provide a receipt for the safety inspection in order to get reimbursed – motion: Kloehn; second: Keuler; carried. No further action needed. Ordinance 2022-08 Amending Section 4.08 of the Code of Ordinances – Golf Carts – Action – to approve Ordinance 2022-08 as presented – motion: Schrubbe; second: Nolan; Roll Call Vote: yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried. Ordinance 2022-09 Amending Section 4.08 of the Code of Ordinances – ATV/UTV's – Action – to approve Ordinance 2022-09 as presented – motion: Schrubbe; second: Kloehn; Roll Call Vote: yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried. Discussion and possible action regarding portable library boxes – DuPrey stated that Plate was contacted and asked if the Village would consider installing the little library boxes again throughout the Village. These were removed due to the repeated vandalism to the boxes, as well as books being destroyed and thrown around the parks. The Public Works employees were spending time each week picking up pages and repairing boxes. Plate contacted the Hilbert High School shop teacher and they are not interested in building any of these boxes at this time. Kloehn stated that it's a nice idea but always ends up a mess. Some kids destroy the books and leave a mess or people put empty soda bottles in them. The Board agreed that in theory it is a great idea, but in reality, there's just too much vandalism that occurs with them. It was decided not to provide any portable library boxes in the Village. No action taken.

Employee Review/Grievance Committee – Action – to approve the committee meeting minutes as presented – motion: Schrubbe; second: Loose; carried. Committee recommendation regarding providing safety clothing for public works employees – Schmidt stated that he thinks that safety gear should be provided by the Village. At the committee it was discussed and the committee is recommending buying vests and rain gear. DuPrey stated that he had notes that Plate asked him to read regarding this. He wrote the following: I want to state that an addition to the clothing allowance was never asked for. The only question asked was if the Village would be willing to purchase new Hi Visibility jackets due to the age and condition of our current ones. Also, I don't understand how fairness to the office is an issue since they are not working on the streets and doing tasks that are more prone to wear out clothing faster. I do not feel that purchasing rain gear is fiscally responsible because historically they are used about twice a year. The jackets we currently have are worn 6 months out of the year. As far as vests are concerned, the employees do not like wearing them and would rather purchase safety clothing on their own. Loose stated that she feels if we pay for safety clothing in addition to the vests then should they really need a clothing allowance? Roehrig suggested contacting the other municipalities and see how they do it and what they provide for their public works employees. It would be nice to have a comparison. Keuler stated that Chilton provides vests. Roehrig stated that we should see what Reedsville, Brillion, Stockbridge, Sherwood offer. Kieso volunteered to collect that information before the next committee meeting. This was tabled. No action taken.

ARPA Funding – Annual Report for March 2022 – The report was presented to the Board for their information. DuPrey stated this is an annual report and is a requirement.

Street Committee Meeting – Action – to approve the committee meeting minutes as presented – motion: Keuler; second: Kloehn; carried. Committee recommendation regarding addressing draining issues at 1138 W. Thorn Creek Drive – The committee met out on the site. A picture was provided to the Board of the lot. Roehrig stated that the entire back yard is mud and that's because of us. Keuler stated wait don't say that. Roehrig stated I just did because that's what's happening. Keuler stated that there is more to it than that. It has to deal with the neighbor to the east filling in the swale. Roehrig stated that the trail that the Village put in is way too high compared to the lawn. He stated that the water runs right off the trail into the resident's backyard. The committee is suggesting drain tiles be installed on the side of the trail to get the water away from the yard. Keuler asked and run the tiles to where? It was stated the creek. Keuler said that's the property of the school district; not ours. We can't just put tile there and run it onto their property. Keuler stated that it needs to be investigated more before a decision can be made on how to fix it. Robert E. Lee should be involved since they were involved on the trail being installed. The part of the trail that is on the school property has a swale on one side to keep the water away from the practice field but once it hit the Village property that swale wasn't continued. Keuler stated the elevation needed to be checked. Roehrig stated that he can't check the elevation. Keuler suggested that Plate and Robert E. Lee check it. Roehrig stated that this is a big problem out there and needs to be addressed and fixed. It was decided that Schrubbe would talk to Plate and gather more information. It was tabled. No action taken.

Discussion and possible action regarding adjusting Board meeting dates/times to accommodate scheduling conflicts – Schmidt stated that especially with summer here there seems to be a lot of issues with employees/Board members being able to attend meetings due to family events, sports, etc. Schrubbe stated that he was going to wait to bring this up in closed session but he has an issue with this. Everyone knows what they were signing up for when they accepted their positions. Every second Tuesday of every month there is a Board meeting. Everyone should have to work around that even if it means missing out on other events. The attendance at these meetings should be mandatory and part of the position/job. Loose and Roehrig agreed. Loose stated that most residents know when the Board

meetings are each month since they are set for that second Tuesday and they should be able to rely on that in case they wish to attend. Keuler stated that he also had a ballgame to be at tonight, but yet here he is, because this is what he committed to. Schrubbe stated that Plate needs to be here and it needs to be addressed. This is something that should be part of the agenda for the Employee & Grievance Committee meeting when they are also reviewing the employee handbook changes. If someone doesn't attend the meeting there should be consequences to that. Roehrig stated that it should be black and white; the second Tuesday of every month you attend the Board meeting. It will be addressed at the committee level to see if a recommendation will be made to the Board. No action taken.

Village Board Member Informational Report – Schrubbe stated that he heard residents are having issues with the dumpster on Main St. behind the old laundry mat. That it is always overflowing and basically a mess. This dumpster is used for the people living in the apartments in that building. The owner must have a contract with GFL when the dumpster gets emptied. However, it sounds like as soon as the dumpster is emptied it gets filled right back up immediately. DuPrey stated that he will check with his contact at GFL and see what he can find out.

Village Personnel Information Report – nothing.

President's Report – nothing.

The Village Board then convened into closed session under S.19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investing of funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. President Schmidt excused himself from the first part of the closed session. Action – to convene into closed session – motion: Schrubbe; second: Roehrig; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

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

There was no action taken from closed session.

Adjournment – Action – to adjourn – motion: Schrubbe; second: Roehrig; carried. The meeting was adjourned at 9:53 p.m.

Missy Kieso

Missy Kieso, Deputy Clerk Treasurer

President Jim Schmidt called the Special Board Meeting to order at 5:30 p.m. on Thursday, May 19, 2022.

Roll Call – Loose, Roehrig, Keuler and Schmidt.

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 – none.

President's Report – nothing.

The Village Board then convened into closed session under S.19.85(1)(c) Considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility. Action – to convene into closed session – motion: Roehrig; second: Loose; Roll Call Vote – yes: Loose, Roehrig, Keuler, Schmidt; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Loose; second: Keuler; Roll Call Vote – yes: Loose, Roehrig, Keuler, Schmidt; carried.

There was no action taken from closed session.

Adjournment – Action – to adjourn – motion: Keuler; second: Roehrig; carried. The meeting was adjourned at 7:07 p.m.

James Schmidt

James Schmidt, Village President

President Jim Schmidt called the special board meeting to order at 5 p.m. on Tuesday, May 31, 2022.
Roll Call – All board members reported present except Roehrig (arrived at 5:08 p.m.). It was noted that Trustee Nolan was attending the meeting via Zoom. Also present was Dennis DuPrey
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 – none.

President's Report – nothing.

New Business:

Water & Sewer Committee – Action – to accept the committee meeting minutes as presented and to place them on file – motion: Schrubbe; second: Kloehn; carried. The first recommendation was to add the LSL and sewer laterals that need to be replaced to the current projects being bid out. The private water laterals will be funded through the grant. It is the best most cost-effective way to replace these while under another project or the costs would be excessive. The 3 properties where this will be happening was as follows:

53 N. 8th St.
 31 N. 7th St.
 124 E. Main St.

Action – to approve the recommendation as presented – motion: Loose; second: Keuler; carried. There was no further action needed. The next recommendation was to approve the LSL/sewer lateral replacement policy. The committee recommended to approve the policy with the charges as a special assessment. DuPrey stated that because the project is being included with the current year projects and the desire to get it bid out as soon as possible, we cannot use special assessments due to the approval process involved. We would need to reject the recommendation and then approve the policy as amended. Action – to reject the recommendation of the committee – motion: Roehrig; second: Schrubbe; carried. Action – to approve the policy for LSL/sewer lateral replacements as amended and presented – motion: Schrubbe; second: Loose; carried. The last item discussed was the issues with I/I. There are 3 areas where there are issues with either laterals or mains. The first issue is the lateral at 831 W. Milwaukee St. There is severe I/I here. It was also discovered that both this property and the property at 124 S. 9th share laterals. It was suggested to talk with the property owner regarding repairing and separating these laterals. It would be best if either property is sold. The second issue brought forward was the sewer main near 154 N. 6th St. There is an offset near the manhole and it should be repaired. The last item was the first section of sewer main on Greve Ct. It is in poor condition and should be replaced. Action – to approve adding the 6th St. sewer main and the Greve Ct. sewer main repairs to the projects being bid out – motion: Schrubbe; second: Kloehn; carried.

The Village Board then convened into closed session under S. 19.85(1)(e) of the Wisconsin Statutes to discuss the possibility of pursuing to purchase public property and investing public funds. Action – to convene into closed session – motion: Schrubbe; second: Keuler; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

The Village Board then reconvened back into open session. Action – to reconvene back into open session – motion: Schrubbe; second: Loose; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

There was no action from the closed session.

Adjournment – Action – to adjourn – motion: Schrubbe; second: Roehrig; carried. The meeting was adjourned at 6:35 p.m.

Dennis DuPrey

Dennis DuPrey, Administrator Clerk Treasurer