

President Ken Stenklyft called the regular meeting of the village board to order at 7 p.m. on Tuesday, December 11, 2012.

Roll Call - all members reported present. Others present were Josh McDonald, Ed Byrne Bill Koehler and Charles Fochs.

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 questioned the board what it meant to have a black bag over a fire hydrant. The board stated that means it is out of service. Charlie then questioned why a fire department instructor would have used the hydrant? He also questioned why in the winter if hydrants are being used, he is not notified. He asked the board who is going to pay to fix the hydrants when they break because they are not properly drained after use in the winter. Chief Bill Koehler and Stenklyft stated that they were not sure why but would investigate.

Announcements - Nomination papers can be circulated beginning December 1st and the deadline is January 2, 2013 at 5 p.m. Members up for this election are Ken Stenklyft, Dan Starfeld, Ervin Plate and Harold Sippel. DuPrey also reported that the village was picked randomly to conduct an election audit to ensure the voting machine was counting the ballots accurately. He stated that the audit was conducted last week and we did come up with the same number of total votes as the machine did. The only small minor difference was that for some of the races we counted a vote or two more for a candidate than the machine and counted a vote or two less considered an undervote (no vote). DuPrey stated that when investigating this, there were several instances where voters only "x" an oval circle instead of filling in the oval circle. He stated that with some of the ballots marked this way, some of the "x" were either very small or very light. In this instance, the machine may have not read a vote for that candidate even though we would have because we could see the "x". DuPrey stated that in the future, we will be switching to the marking pens and will try to educate the voters that they should not "x" the ballot. DuPrey stated that the overall audit went well and took about 6 hours to complete.

Minutes - Koffarnus questioned the letter to Time Warner. This had not been done yet. He also questioned the letter on the smoke issue. This was sent out and Boesch reported that he did talk to the property owner and informed the owner that he had to make corrections to get the smoke higher so that it is not ground level. Action - to approve the board meeting minutes from the last board meetings as presented - motion: Koffarnus; second: Breckheimer; carried.

Treasurer's Report for the Village of Hilbert - balances - \$343,064.00 General fund; \$169,312.53 Sewer fund; \$138,483.37 Water fund; \$1.00 Clean Water fund; \$1.00 Block Grant fund; (\$192,325.39) TID #1 fund; \$476,500.29 T-Plus fund; \$15,647.23 First Responder fund; (\$244,245.45) TID #2, \$179.44 CDA; \$174,748.80 Capital Improvements Fund. Action - to approve the treasurer's report as presented - motion: Breckheimer; second: Boesch; carried. The fire department treasurer's report was presented to the board. Action - to approve the treasurer's report as presented - motion: Koffarnus; second: Plate; carried. The treasurer's report from the first responders was presented to the board. Questions were raised regarding the donation to the Potter Fire Department for their new Ranger. DuPrey stated that he was informed that they donated the monies because they would be using it on responder calls if needed. Action - to approve the treasurer's report as presented - motion: Plate; second: Koffarnus; carried.

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

Correspondence - The MEG newsletter was presented to the board for their information. There was no letter from Time Warner Cable. The Focus newsletters were presented to the board for their information. DuPrey read a card from the family of Clarence "Bike" Hemauer thanking them for their memorial.

Reports - The listing of delinquent accounts was presented to the board for their information. DuPrey noted that the Miller final bill has been placed on the tax roll. 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. DuPrey touched on the question brought up regarding new regulations to do electrical inspection work. He stated that if you want to do building inspections on commercial buildings, then you must be a master electrician. He stated that our inspector only does 1 or 2 family residential and is state certified to do these inspections. Notice of receipt of the second installment of shared revenue in the amount of \$327,743.40 was presented to the board for their information. Notice of the current year lottery credit in the amount of \$88.53 was presented to the board for their information. Notice of current year first dollar credit in the amount of \$63.51 was presented to the board for their information. Notice of current year state school tax credit in the amount of \$74,466.42 and estimated current year aids in the amount of \$1,184,826 was presented to the board for their information. The final tax levy summary sheet showing the final tax rate was presented to the board for their information.

President's Report - Stenklyft asked the board if they had a chance to review the proposed Memorial Day program. He stated that he talked to Shawn Postell and felt that it is a very good idea. He stated that he would like to see 100% village board

participation in at least the ceremony next Memorial Day. Stenklyft also reported that when he conducted fire inspections he found that there are some issues with some of the buildings that need to be addressed. He stated that all possible agencies will need to work cooperatively together to get these buildings fixed up or torn down.

Unfinished Business:

2012 Projects - nothing new.

2011 Projects - Payment request from Michels Corporation was presented to the board. DuPrey stated that the request needs to be conditionally approved based upon DNR approval of test results that will be here in a couple of weeks. Action - to conditionally approve the payment request of Michels Corporation in the amount of \$40,931.70 based upon receiving approval of the test results - motion: Koffarnus; second: Breckheimer; carried.

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 - Bill Koehler reported that the fitting for the remainder of the turnout gear was completed. They are being ordered now but will not be here until next year. Bill also reported that they have a new member. DuPrey instructed Bill to get the necessary paperwork to him.

TID District #1 - Well # 4 Project - A payment request from SMA Construction was then presented to the board. The amount of the request is \$149,785.54. Action - to approve the payment request to SMA Construction in the amount of \$149,785.54 - motion: Boesch; second: Plate; carried. Charlie also reported that the substantial completion date has been changed to 1/16/13 because of the holidays. They wanted to wait until after the holidays to begin start up of the well.

Property Maintenance Ordinance - nothing new.

TID District #2 - nothing new.

Ballfield Light Project - We are currently seeking a price to have plans and specifications drawn up. They will be completed by an independent company so that the specs are not favored for any contractor specifically.

Street Committee - nothing new. The contract for the Irish Rd has been sent in.

New Business:

Application for operator licenses - An application for an operator license was received from Brittany Fiedler. DuPrey noted that the records check came back good. Action - to approve the operator license for Brittany Fiedler - motion: Boesch; second: Plate; carried.

Classes/Seminars/Schooling for employees - nothing new.

Possible bonus for full-time employees - Stenklyft stated that last year the bonus was \$50. Action - to approve a \$50 bonus for full-time employees - motion: Boesch; second: Koffarnus; carried.

Request authority for President & Treasurer to pay all bills prior to 12/31/12 - Action - to grant this authority - motion: Boesch; second: Sippel; carried.

Resolution for new sewer rates for 1/1/13 - DuPrey presented Resolution 2012-03 to set new sewer rates effective 1/1/13. DuPrey stated that for a typical residential customer that uses 5,000 gallons per month, the increase would be \$1.43 per month or 3%. Boesch questioned the annual increase. He stated that he would like to see the increase every other year instead of every year. DuPrey stated that unfortunately, our utility, fuel, etc are going up every year. He stated that the committee wants this done on an annual basis of small increases instead of doing bigger ones less often. Action - to approve resolution 2012-03 - motion: Boesch; second: Breckheimer; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

Public depositories for 2013 - Action - to approve resolution 2012-04 to approve allowed public depositories for 2013 - motion: Sippel; second: Koffarnus; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

Resolution to place 2012 budgeted items not being expensed into reserve funds - Action - to approve resolution 2012-05 to placed 2012 budgeted items not being expensed into reserve funds - motion: Boesch; second: Starfeld; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

Appointment of fire chief - The fire department provided a letter recommending Bill Koehler be appointed fire chief for 2013. Action - to appoint Bill Koehler as fire chief for 2013 - motion: Koffarnus; second: Boesch; carried.

Appointment of village attorney for 2013 - Action - to appoint Andy King as village attorney for 2013 - motion: Boesch; second: Breckheimer; carried.

Welcome Signs - Action - to approve the lease agreements for all three signs for 2013 - motion: Plate; second: Boesch; carried.

Appointment of interim emergency government director - Stenklyft requested this until Don Schultz can get back on his feet. He recommends Gary Boesch. Action - to approve Gary Boesch as the interim Emergency Government Director until Don Schultz can return - motion: Starfeld; second: Breckheimer; carried.

Village Insurance for 2013 - DuPrey presented the board with information regarding the village's liability, property, vehicle, etc. insurance. He stated that the property had been through the Local Government Property Insurance Fund but that they are increasing their premiums by 24.5% for 2013. They had lowered their premiums previously and now their cash level for claims is too low so they have to increase them substantially. DuPrey stated that he then sought quotes for all of the insurance from both the league's insurance company and Maritime Insurance. He stated that in reviewing the premium quotes, all of the various classes were very close in price except for auto. Here Maritime was about \$3,000 less in cost. In investigating this, DuPrey stated that with the Maritime plan, only the emergency vehicles such as fire trucks are covered at full replacement cost. The non emergency vehicles such as dump trucks are only covered at their current worth. For example, a dump truck that is damaged would only receive what's it worth based upon its age and not the full replacement value. Under the league's insurance quote, all of the vehicles would be covered at full replacement value. This is why the costs are higher. DuPrey stated that he felt that it would be better to go with the League's quote even though it is higher in cost because we get the better coverage. DuPrey felt that this was important considering the costs of the dump trucks and loader. Action - to approve the withdrawal from the Local Government Property Insurance Fund as of 1/8/13 - motion: Breckheimer; second: Boesch; carried. Action - to approve the insurance proposal with the League of Wisconsin Municipalities for 2013 for all the village insurance - motion: Boesch; second: Starfeld; carried. Adjournment - Action - to adjourn - motion: Boesch; second: Breckheimer; carried. The meeting was adjourned at 7:47 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk