

President Jim Schrubbe called the regular Board Meeting to order at 7 p.m. on Tuesday, September 12, 2023.

Roll Call – Loose, Roehrig, VandenElzen, Kloehn (arrived at 7:50 p.m.) and Schrubbe. Nolan was absent. Others present were Beth Nicklaus, Kim Plate, Mike Loose, Mark Fochs, Mary Schwalenberg (Calumet Cty Rep), Bud Wieting, Jeff Krueger, Scott Balliew, Pete Stephany, John Chroninger, Bobbi Chroninger, and Gary Boesch.

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.

Consent Agenda – Loose stated that the Village Board Meeting minutes had the incorrect date listed for the Board Meeting date. Kieso will correct this. Action – to approve the Board Meeting Minutes with the correction of the date, the Fire Department Meeting Minutes and the Fire Department Treasurer's report and place them on file – motion: Loose; second: Roehrig; carried.

Correspondence – The thank you card from the family of Butch Krueger, the Notice of Personal Property Aid – 2024 Estimates, and the thank you card from Calumet County Aging & Disability Resource Center was presented to the Board for their information. It was also noted that the Hilbert Athletic Association donated \$1,000 to the Village for field maintenance.

Reports – The Labor Hours report and the Building Permit report were presented to the Board for their information.

Report of Director of Public Works on projects – Plate stated that there are line items on the agenda regarding the projects and he will give updates during that time.

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

Unfinished Business –

2023 Projects – nothing new. Change Orders – none. Payment Requests – none.

Recycling/Rubbish – The monthly report was presented to the Board.

Police Protection for the Village – The monthly report was presented to the Board.

Streets Department – nothing.

Fochs Trails Subdivision – nothing.

Village Meadows Subdivision – Subdivision Improvements – Plate stated that the school district took some dirt. He also is expecting Jeff Wiese to take a considerable amount. Krueger stated that the landfill is still trying to come up with how much they need. Plate reminded everyone that we have to make sure we save enough for what is needed in the next phase. Phase II Development – nothing new. Change Orders – none. Payment Requests – none.

Human Resources – Discussion and possible action regarding the proposed employee handbook – No update. No action needed.

Park & Recreation Committee – Discussion and possible action regarding the Park Pavilion and Park Bathrooms – nothing new.

Clerk Treasurer – nothing new.

Application for Operator's license – none.

Classes/Seminars/Schooling for Employees – Plate informed the Board of upcoming classes/conferences for his department. There is a WRA Sewer class training on Sept. 19th in Plover at the cost of \$110 that Thorpe would like to attend. There is a NE Water Professionals Association class on Sept. 27th at the cost of \$30 each that Plate and Fochs would like to attend. There is also the WWOA Conference at the Kalahari Resorts at the cost of \$155 plus a 1-night stay at the hotel that Plate would like to attend. The Board agreed that these are all acceptable requests.

Reports on schooling/training sessions – none.

Street Department – Plate stated that they tore out the patches and apron by the dentist's office and that it will be replaced.

Wastewater Treatment Facility – nothing new.

Water Department – Plate stated that they are very impressed with the new equipment that was approved and ordered after last month's Board meeting. It is much more accurate and easier to use. He also stated that the DNR representative was happy with all the changes being made.

TID District #2 – nothing.

Fire Department – Chief Loose stated that there were 2 fire calls since the last meeting. He stated that the department will be involved in the bonfire at the Hilbert High School on Sept. 21, 2023, at 9:30 p.m. The Board is waiting for the request from the school regarding this and it will be addressed at the Special Board meeting. Loose stated that they are getting ready for the budget. The date for the Santa Visit is the first Thursday in December. It was also noted that 4 fire department members will be doing the golf outing for the dive team.

Health Committee – Action – to accept the meeting minutes as presented and place them on file – motion: Kloehn; second: Krueger; carried. Town of Chilton, Town of Woodville and the Village of Hilbert met for the Health Committee meeting. It was a good procedure to have the townships involved with regarding discussion on costs, capital, and operating budgets. It was decided to pass on the cost of living/operational expenses to the townships by raising rates by 2%. Both communities seemed fine with that amount. Action – to increase the fire contracts to the Town of Chilton and the Town of Woodville by

2% - motion: Krueger; second: Loose; carried. No further action required.

Employee Grievance Committee – Action – to accept the meeting minutes as presented and place them on file – motion: Loose; second: Krueger; carried. Discussion and possible action regarding the committee’s recommendation regarding employee’s pay increase – The Board was supplied with the listing of the employees and the increases suggested for each one effective Jan. 1, 2024. Action- to approve the list of increases as presented – motion: Vanden Elzen; second: Krueger; carried. No further action required.

Discussion and possible action from HAA to build a pavilion and have fundraiser advertising – The pavilion plans were submitted to the Board. Scott Balliew stated that there were over 100 games played at the ballfields this year in Hilbert. By adding the pavilion, they feel like they’ll be making the area safer for spectators. People will have a place to sit, watch, eat and enjoy the games. The plan is to put it on the road in the area where the gravel road is now. He stated that they are open to all/any ideas involving the layout. It was stated that the Board thinks the pavilion is a great idea. They would like the HAA to put marks on the ground to show exactly where they are thinking for placement. The pavilion would be funded by the HAA and at no cost to the Village. It will be sent to the Park & Recreation Committee for a meeting. Scott stated that they also had some questions about whether the Board would be willing to let them put advertising on the fence. This is done in other communities and seems to go over quite well. They would start with local businesses. When checking into it they found out that local fields charge anywhere from \$700 for 3-years or \$1,000 for 5-years. Scott stated that the HAA would like to take some of that money that they would get from the advertising and donate some of it to the Village because they are aware of all the work and time that is put in at the ballfields with the number of games being held. Roehrig asked Nicklaus to check with legal to make sure there would be no issues with that. No action taken.

Discussion and possible action regarding Gospelfest Festivities requested by facilitator – Bud Wieting and Jeff Krueger addressed the Board. They brought up a few items which they would like the Board to consider. There was a person in attendance at the Gospelfest this year who was promoting anti-church speech. He was using a bullhorn, but because of one of the current ordinances he relinquished that to the police. However, there is no ordinance which pertains to his right to protest the event. As far as being in the public park or the distance he must stay away from the actual event. They are wondering if the Village could set up an ordinance or even a protesting spot/zone with a permit that must be issued by the Village prior to the event? The Board decided that this will go to the Police & License Committee for discussion to go over what options/if any are available. They also wanted to discuss the old Bel Brands empty lot and the possibility of parking cars there on the day of the event. Krueger stated of course that would not be an option if there’s rain and the area is muddy. Schrubbe stated that he would not be in favor of this since we want to keep the lot as good as possible for when the time comes to put it up for sale. Also, he questioned what about the Cheese Derby and 4th of July? If the lot is being used for parking for Gospelfest, then the coordinators of the other events would probably want it too. It will be sent to Park & Recreation Committee for discussion. The last item pertains to the lack of a side door on the SE end of the building, which was removed with the current remodel; they would like to see door put back in place there. It is so much more convenient to have it. This, also, will be sent to the Park & Recreation Committee for discussion. No action taken.

Discussion and possible action Resolution 2023-07 Red Ribbon Week Proclamation – This is regarding the drug prevention campaign. This is the same proclamation as the Village has participated in previous years to show support for red ribbon week. Mary Schwalenberg requested that the signs for Red Ribbon Week be allowed to be displayed on the Village-owned empty lots. The Board agreed. Action – to pass Resolution 2023-07 Red Ribbon Week Proclamation – motion: Krueger; second: Loose; Roll Call Vote – yes: Loose, Krueger, Roehrig, Vanden Elzen, Kloehn and Schrubbe; carried.

Discussion and possible action regarding Frontier consent request – this request was submitted by Frontier regarding the right to place fiber, construct, operate and maintain telephone facilities along the Village roads. Maps were provided to the Board members. This will be at no cost to the Village. Action – to approve the request from Frontier – motion: Kloehn; second: Krueger; carried.

Discussion and possible action regarding Hilbert After Dark event and street closure – this request is from the Local Lounge on Main Street. It is the same as previous requests, which were approved, regarding their Saturday morning Farmer’s Markets. Main Street between 3rd & 4th Streets would be closed from 5p.m. until 10 p.m. Proceeds would go to the Hilbert Fire Department. There were concerns about the other businesses/apartments located in that area due to the event being in the evening. Nicklaus will follow up with the Local Lounge to find out if they have spoken to the other local businesses and contact those businesses to see if they have any issues/concerns. This will be tabled until the Special Board Meeting. No action taken.

Discussion and possible action regarding the Village Board reorganization – Schrubbe stated that this will be discussed later. No action taken.

Discussion and possible action regarding 240 W. Main Street/John Chroninger – The Village had sent a letter to John regarding the lack of maintenance being done at his property and the garbage cans not being brought in each week. Pictures of the location were provided to the Board. John stated that he is aware of the state of the yard and due to personal reasons, he has been unable to keep the area cleaned up. He is trying to get approval to build an extra area between the house and the current garage.

which would provide more space for storing items. He is requesting the Board to give him until June 15, 2024, to get the area in an acceptable state. There was much discussion back and forth between John and the Board members. The Board members did not think the June 15, 2024, deadline was reasonable. The Board expressed that they are sorry to hear of the issues he is going through but, in the end, they have an ordinance to uphold. If the property does not adhere to the ordinance, then citations and fines will be issued. Action – to allow John Chroninger to have until October 31, 2023, to meet the ordinances in which he is in violation of, and if the situation isn't corrected, then fines will start to accumulate – motion: Roehrig; second: Krueger; carried.

Village Board Member Informational Report – Nothing.

Village Personnel Information Report – Fochs stated that the Forest Junction tower is down for 30 days. Their tenders can be filled here if we are up and running.

President's Report – Nothing.

The Village Board then convened into closed session under S.19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or the conducting of other specified public business, whenever competitive or bargaining reasons require a closed session. Sale of real estate by the Village of Hilbert. Action – to convene into closed session – motion: Krueger; second: Loose; Roll Call Vote – yes: Loose, Krueger, Roehrig, Vanden Elzen, Kloehn and Schrubbe; carried.

The Village Board then reconvened back into open session. Action – to reconvene back into open session – motion: Krueger; second: Loose; Roll Call Vote – yes: Loose, Krueger, Roehrig, Vanden Elzen, Kloehn and Schrubbe.

Action – no action taken.

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

The Village Board then reconvened back into open session. Action – to reconvene back into open session – motion: Krueger; second: Roehrig; Roll Call Vote – yes: Loose, Krueger, Roehrig, Vanden Elzen, Kloehn and Schrubbe.

Action – to increase the pay for Chuck Sabel by \$1/hr. raising it to \$26/hr. effective January 1, 2024 – motion: Roehrig; second: Krueger; carried.

Action – to accept the resignation of Jim Schrubbe as Village President effective immediately – motion: Roehrig; second: Kloehn; carried.

Action – to accept the resignation of Luke Vanden Elzen as Village Trustee effective immediately – motion: Kloehn; second: Krueger; carried.

Action – to unanimously accept Tom Roehrig as Interim Village President effective immediately; carried.

Adjournment – Action – to adjourn – motion: Kloehn; second: Loose; carried. The meeting was adjourned at 9:01 p.m.

Missy Kieso

Missy Kieso, Deputy Clerk Treasurer

President Tom Roehrig called the Special Board Meeting to order at 6 p.m. on Wednesday, September 20, 2023.

Roll Call – Loose, Krueger, Nolan, Kloehn and Roehrig. Others present were Beth Nicklaus and Nicole Wilson.

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.

Discussion and possible action regarding the Village Board reorganization – Chase Collins is seeking a position on the village board. Chase would be taking the place of Luke VandenElzen as trustee #3. Motion: Kloehn; second: Loose; carried. Ken Stenklyft is seeking a position on the village board. Ken would be taking the place of Tom Roehrig as Trustee #5. Motion: Krueger; second: Kloehn; carried.

Discussion and possible action regarding reorganization of committees – The board discussed which Tom Roehrig would replace Jim Schrubbe and Ken Stenklyft would replace Tom Roehrig on the Citizen Committees.

Discussion and possible action regarding request of Hilbert After Dark event & street closure – Nicole Wilson wrote a letter requesting the closure of Main Street between 3rd and 4th Street on October 7th from 5:30pm-9:30pm for a night market event. Pending a written conditional release from the Village Hearthstone, motion: Nolan; second: Kloehn; carried.

Discussion and possible action regarding request from Hilbert School District for bonfire for homecoming activities – The Hilbert School District requested permission to have a bon fire for homecoming. Motion: Kloehn; second: Nolan; carried.

Discussion and possible action regarding HRA benefit for Village employees – Nicklaus presented switching from the company TASC to manage the employee HRA to MIB Health Insurance to manage the employee HRA, which would save them \$300 annually without any change to benefit. Motion: Nolan; second: Kloehn; carried.

Discussion and possible action regarding Long Term Disability benefit for Village employees – Nicklaus presented a brochure to participate in the Wisconsin Public Employer Income Continuation Insurance plan. The plan would pay 75% of income shall any participant become unable to work at zero cost to the employer or employee through 2024. There has been a premium holiday for the last 12 years and continues through 2024. If premium holiday ends starting 2025 the plan shall be reevaluated at that time. Motion: Nolan; second: Kloehn; carried.

Adjournment – Action – to adjourn – motion: Loose; second: Kloehn; carried. The meeting was adjourned at 6:33 p.m.

Elizabeth Nicklaus

Elizabeth Nicklaus, Administrator Clerk Treasurer