

President Tom Roehrig called the regular Board Meeting to order at 6 p.m. on Tuesday, February 13, 2024.

Roll Call - Loose, Krueger, Collins, Nolan, Stenklyft and Roehrig. Others present were Deb Thiel, Beth Nicklaus, Kim Plate, Mark Fochs, Keith Berchum, Kyle Hunter, Whitney Kees and Mike Loose.

Citizen Questions and Concerns - none.

Announcements - Open Book is scheduled for April 25, 2024 from 9 a.m. to 11 a.m. via telephone. The Board of Review is scheduled for May 15, 2024 from 5:30 p.m. to 7:30 p.m.

Consent Agenda - Action - to approve the meeting minutes and treasurer's reports presented and place them on file - motion: Stenklyft; second: Collins; carried.

Correspondence - Notice of Payment in Lieu of Taxes, Interest Income Statements from the State Bank of Chilton, 2023 Loan Statements and the February Settlement Receipt - Property Taxes were presented to the Board for their information.

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

Claims for the Village of Hilbert - Examined and discussed. Action - to pay all claims presented - motion: Krueger; second: Loose; carried.

Unfinished Business -

2024 Projects - nothing new. Change Orders - none. Payment Requests - none.

Recycling/Rubbish - The monthly report was presented to the Board. Discussion and possible action regarding setting the Spring Clean Event for 2024 for tentatively May 11th and the start time for the event - It was mentioned to start the start time at 7 a.m. instead of 8 a.m. since residents are already showing up at 7 a.m. Action - to hold the event May 11, 2024 from 7 a.m. to 10 a.m. - motion: Krueger; second: Loose; carried.

Police Protection for the Village - The report was presented to the Board for their information.

Streets Department - Plate gave an update on the timeline of paving projects for 1st St. and Fochs Trails. He is meeting with the engineers next Monday. There should be a recommendation by the March Board meeting. The estimated start time of the project is August 30th.

Fochs Trails Subdivision - nothing new.

Village Meadows Subdivision - nothing new. Subdivision Improvements - nothing new. Phase II Development - nothing new. Change Orders - none. Payment Requests - none.

Human Resources - Employee Review & Grievance Committee will be meeting Monday, February 16, 2024 at 5 p.m. to discuss the new Employee Handbook.

Clerk Treasurer - Kieso stated that Deb Thiel joined the Village Clerk's office as her replacement yesterday and the Board welcomed her.

New Business -

Operator's License - none.

Classes/Seminars/Schooling for employees -none. Discussion and possible action regarding requests for schooling/training - none. Reports on schooling/training attended - none.

Reports of Director of Public Works on projects - no additional updates.

Street Department - nothing.

Wastewater Treatment Facility - nothing.

Water Department - Discussion and possible action regarding Well #4 follow-up - Plate stated that he will have more information after the maintenance is done later this week or early next week.

Fire Department - Chief Loose informed the Board that there were 4 fire calls since the last meeting. A group from upper Wisconsin came down and got the old turnout gear. This was donated to them to assist in training of future firefighters and will be used as practice tools only on getting the gear on/off as quickly as possible. Some of the Hilbert firefighters choose to take their gear home instead. Loose stated that there will be 5-6 firefighters going to the State Firefighters Convention this year which is a budgeted item. Discussion and possible action regarding the request of \$10k for turnout gear - the fire department has paid for the new turnout gear and is requesting the Village to pay the \$10k towards the billing. Stenklyft questioned whether those funds should just be added to the funds that the Village will be giving towards the new fire truck in the future? It was decided to keep the two transactions separate. Action - to

approve a check to the Hilbert Fire Department in the amount of \$10k to put towards the turnout gear which was purchased - motion: Krueger; second: Collins; 5-1 carried by majority vote.

Park & Recreation Committee Meeting - Action - to accept the meeting minutes with the correction made of who adjourned/seconded the meeting and to place the meeting minutes on file - motion: Stenklyft; second: Loose; carried. Discussion and possible action regarding the committee's recommendation on the renewal of the contract with the Hilbert School District regarding the baseball/softball fields - Action - to approve the contract as presented - motion: Stenklyft; second: Krueger; carried. No further action needed. Discussion and possible action on the committee's recommendation regarding the ballfield expenses - The committee is suggesting that the Village split the costs of the ballfield maintenance expenses with the Hilbert Athletic Association 50/50 which has been done in the past. This was discussed at length and it was decided that this was a reasonable request. Action - to split the cost of the field maintenance supplies with the Hilbert Athletic Association 50/50 for 2024- motion: Stenklyft; second: Nolan; carried. No further action needed. Discussion and possible action regarding the committee's recommendation regarding the purchase of a new chalker at the ballfields - It was explained that the chalker would cost approximately \$1k and the cost would be split 3-ways between the Village, the Hilbert School District and the Hilbert Athletic Association. Action - to pay one third of the cost for the new chalker - motion: Stenklyft; second: Collins; carried. No further action needed. Discussion and possible action regarding the Hilbert Athletic Association To have signage on the ballfield fences - The signs would be 4'x8' and attached to the fence by zip ties. They are plastic and would be taken down during the off-season and stored. There would be approximately 4-6 signs per field. Action - to approve the Hilbert Athletic Association to put up signs on the fences as discussed - motion: Stenklyft; second: Loose; carried.

Water & Sewer Committee - Action - to accept the meeting minutes as presented and to place them on file - motion: Stenklyft; second: Krueger; carried. Discussion and possible action on the committee's recommendation regarding awarding the bid for the sludge dewatering press - Plate explained that there were 3 bids for the project. The bids were discussed. The project will be 30-40 weeks until it's ready to start. Action - to award the bid for the sludge dewatering press project to Sabel Mechanical in the amount of \$563,500 as the lowest bidder - motion: Krueger; second: Nolan; carried. Discussion and possible action regarding the committee's recommendation regarding the purchase of a disc for incorporation of land applied biosolids - Plate presented the information on the discs that they were considering. The disc of a former employee was being used but that is no longer an option. Action - to approve the purchase of a disc in the amount of \$3,100 as presented - motion: Krueger; second: Collins; carried. No further action needed.

Police & License Committee - Action - to approve the committee minutes as presented and place them on file - motion: Loose; second: Stenklyft; carried. Discussion and possible action regarding updating the park agreement and camping passes - The Board reviewed the park agreement. It will now be broken down into parcel sections to be rented. This will help with any protesters for the bigger events which are held. Renters will have to be informed of not being able to use the ballfields if tournaments/games are being held. The Gospelfest group would be provided with some camping passes that it will be their discretion to hand out for the entertainers that are at the event. It was decided that the camping passes should go to the committee for further discussion - Action - to approve the updated park agreements as presented - motion: Krueger; second: Stenklyft; carried.

Plan Commission Committee - Action - to approve the committee minutes as presented and place them on file - motion: Stenklyft; second: Collins; carried. Discussion and possible action regarding the Comprehensive Plan Agreement with the County - Action - to give authority to the Village President to sign the Comprehensive Plan Agreement Contract - motion: Stenklyft; second: Collins; carried. Collins also volunteered to be the new member of the Plan Commission Committee after the April election.

Discussion and possible action regarding appointing Martin Seckel and Tracy Steinke as election workers for 2024-2026 - Action - to appoint Martin Seckel and Tracy Steinke as election workers for 2024-2026 - motion: Krueger; second: Loose; carried.

Discussion and possible action regarding Resolution 2024-01 to establish polling place for April 2, 2024 Presidential Preference Primary and Spring Election - Action - to approve Resolution

2024-01 as presented - motion: Stenklyft; second: Krueger; Roll Call Vote - yes: Loose, Krueger, Collins, Nolan, Stenklyft and Roehrig; carried.

Discussion and possible action regarding the procedure of approved budget items - this discussion was regarding that once the budget is approved, do the budget items still need to come back to the Board for approval again even if they are in the amount budgeted? Stenklyft stated that they should be. He stated that the years he was on the Board previously the budgeted items always went back to the Board for final approval. Action - that every item listed on the budget must come back to the Board for approval - motion: Stenklyft; second: Collins; carried. Action - that a non-budgeted item limit is to be set at \$2,500 for the Public Works Director and the Clerk Treasurer at their discretion - motion: Collins; second: Stenklyft; 5-1 carried by majority vote.

Discussion and possible action regarding the letter from Village employee J. Thorpe to the Village President regarding minutes of last Employee Review & Grievance Committee meeting and the acceptance of the minutes - The Board reviewed the submitted letter from Thorpe that was given to Plate at the last meeting and presented to the Board. Roehrig read word for word some of the context from that meeting that was stated by Fochs and Thorpe. After some discussion the Board decided to accept the meeting minutes as they were originally submitted by Roehrig. Action - to accept the minutes as originally presented with no changes - motion: Stenklyft; second: Nolan; carried.

Presentation from local entrepreneur - Whitney Kees presented a business project to the Village Board. She is looking to develop this in the area (location yet to be determined). She calls the project a "Life Plan Community" and it ties in the elderly, new businesses and the development of a smaller community within a larger community. After her presentation Roehrig asked if she would be willing to present the project to the Plan Commission Meeting at their next meeting. She agreed.

Village Board Member Report - nothing.

Village Personnel Report - Nicklaus informed the Board that she plans on taking her earned vacation days prior to her last day of employment.

President's Report - Roehrig thanked Nicklaus for her time at the Village and welcomed Deb Thiel as the new Deputy Clerk Treasurer and congratulated Missy Kieso on moving into the Clerk Treasurer position.

There was no need to go into the Closed Session.

Adjournment - Action - to adjourn - motion: Stenklyft; second: Collins; carried. The meeting was adjourned at 7:25 p.m.

Missy Kieso

Missy Kieso, Clerk Treasurer