

President Tom Roehrig called the Public Hearing to order at 6 p.m. on Tuesday, November 12, 2024; with the regular Board meeting to immediately follow.

Roll Call - Loose, Pulley, Roehrig, Nolan, Stenklyft, Collins. Others present were Missy Kieso, Mark Fochs, Mike Loose, Kim Plate, Kathy Albers, Michael Spielvogel, Ginny Hinz (Onward Accounting and Consulting, LLC), Bryan Grunewald (CLA) and Riley Hutter (CLA) and Dean LaFleur (Robert E. Lee & Associates).

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

President Roehrig then preceded with the Public Hearing regarding the proposed 2025 budgets for all funds. Ginny Hinz gave an overview of the proposed budget with a slideshow presentation. She explained the details of the published budget, which is only required to be the general account. There was \$870k in revenue and the same in expenditures. The budget balances and no additional funds will be taken from fund balance for projects. The Village's estimated tax rate will increase from approximately \$5.52 to \$5.62; an increase of 1.8%. The New Act 12 Policy regarding personal property is the reason: the Village has no control over this. We have a healthy capital budget which puts us in great financial shape. She also said that Kieso and Plate discussed and prepared most of the budget items without her help. She said that Hilbert is in good shape compared to other municipalities. The street project for this year is Thorn Creek Drive/Tanglewood Way in Village Meadows Subdivision. The estimated cost is \$400K. This will be paid for with current funds and no loan will be needed. TID #2 was also discussed. This TID is ending in 2027 but can be extended for an additional year. Ginny explained that once the TID is closed it will be a positive for taxpayers. 50% of the assessed value will go on the levy worksheet which will increase the tax dollars without causing a tax increase. The other half goes into the assessed value and there will then be a mill rate decrease. Action – to approve the 2025 Levy Limit & local tax rate and to adopt the budget as presented – motion: Stenklyft; second: Loose; carried. President Roehrig then declared the Public Hearing closed.

The Village Board meeting then took place.

Citizen Questions and Concerns – Fochs mentioned that the Hilbert Fire Department was disappointed that the \$20k check that they presented to the Village at the prior Board meeting was not discussed. Roehrig said that this will be discussed later in the meeting.

Announcements – Nomination papers may be circulated beginning on December 1, 2024 and be filed by 5 p.m. on Tuesday, January 7, 2025 for Spring Election being held on Tuesday, April 1, 2025. Candidates up for re-election are Village Trustees: Peggy Nolan, Ken Stenklyft and Chase Collins. Village President: Tom Roehrig. Hilbert/Potter Optimists Bingo Bash will be held on November 23, 2024 at 6:00 p.m. at the Hilbert Community Center.

Minutes - Action - to approve the Village Board meeting minutes as presented and place them on file - motion: Stenklyft; second: Nolan; carried. Action – to accept the Fire Department meeting minutes with corrections and place them on file – motion: Stenklyft; second: Collins; carried. There were no First Responder minutes presented to the Board.

Treasurer's Reports – Action- to approve the Village treasurer's report as presented - motion: Stenklyft; second: Collins; carried. Action - to accept the Fire Department Treasurer's Report - motion: Stenklyft; second: Collins; carried. Action – to accept the First Responder's Report as presented – motion: Stenklyft; second: Collins; carried.

Claims for the Village of Hilbert – Examined and discussed. Action - to pay all claims as presented - motion: Stenklyft; second: Collins; carried.

Correspondences – Final population estimate – WI Department of Administration composed a letter showing that the final estimate of the population in the Village of Hilbert on January 1, 2024 is 1,258. Project notification letter from WI DOT regarding WI 32 – a letter was presented that showed the construction schedule has been updated and is now currently scheduled for 2029. Fox Valley Technical College Tax Levy Certification – Kieso said that it does not vary

much from last year. WI Department of Public Education 2024-2025 Tax Levy Certification – certification was presented to the Board for their information.

Reports – Labor Hours report and the building permit report were presented to the Board for their information.

Unfinished Business – Presentation regarding the 2023 audit completion- Clifton Larsen Allen – packet was presented to the Board for their information. The representatives from CLA explained in detail the packet. The Village is in great shape financially according to the numbers.

Wastewater Treatment Facility – Discussion and possible action regarding the approval of Abbreviated Facility Plan- Robert E. Lee & Associates- Dean from Robert E. Lee explained that this is a step forward in the process of the wastewater treatment upgrade plan. He went over a timeline & will keep the Board updated. No action taken.

Recycling/Rubbish- Monthly Report- The monthly report was given to the Board for their information.

Police Protection for the Village – The report for the month of October was presented to the Board for their information.

Village Meadows Subdivision – Monthly update on lots sold/available - A report on the lots which have been sold and lots available was presented to the Board for their information. Kieso told the Board that there is one lot with a sale pending to close the end of November. This will leave 3 lots that remain for sale. Subdivision Improvements/Phases – nothing new. Discussion and possible action regarding request from Schneider Farms to continue renting the undeveloped acres for 2025 as per current contract – If the farm land is rented to Schneider Farms the Village cannot build on it for a year. The question was asked does the Village still want to rent it to Schneider's for 1 more year? If so, should the rental rate continue at \$225/acre or should the rent be raised. Action – to rent the land to Schneider Farms for another year at \$300/acre pending Kieso's review of the deed to see if the amount charged per lot can be changed – motion: Stenklyft; second: Pulley; carried.

Park Bathrooms – Discussion and possible action regarding Resolution 2024-11 regarding the Vibrant Spaces Grant Application – Kieso commented that we have a chance to be awarded between \$25k to \$50k. She said that Robert E. Lee is doing the work for this grant at no charge to the Village. Action – to approve Resolution 2024-11 as presented – motion: Nolan; second: Stenklyft; Roll call vote – yes: Roehrig, Loose, Collins, Pulley, Nolan, Stenklyft; carried.

Comprehensive Plan – Update regarding the county meeting about the comprehensive plan – Roehrig gave an update on the meeting he attended recently. He urged any Board members that would be available to attend the next meeting. It is scheduled for Thursday, December 5th.

New Business -

Fire Department – Discussion and possible action about the partial payment to the Village from the Fire Department, regarding the new fire truck – Chief Loose gave an update on the Fire Department. Building inspections will be starting soon and will need to be finished by the end of December. Santa will be coming to Hilbert on November 26th. He said that the Fire Department is committed to paying \$29k toward the new fire truck. They gave the Village \$20k to deposit into the Village's bank account to earn interest until it is needed. He asked that Kieso put a message in the Voice Of The Village that the department paid \$20k of their share toward the new fire truck. No action was taken.

Application for Operators Licenses – Discussion and possible action for operator's license – none.

Classes/Seminars/Schooling for employees - Discussion and possible action regarding requests for schooling/training sessions – Kieso mentioned that she has additional training scheduled with Ginny on November 19th. Reports on schooling/training session attended – Plate reported that Bob recently passed his first general test.

Water Department – Discussion and possible action regarding lead service line reimbursement for a resident – Stenklyft recommended taking this to the Water & Sewer committee meeting. No action was taken .

2025 Projects – Discussion on timeline for Village Meadows Phase 2 Process to Special Assess for curb and gutter (Thorn Creek & Tanglewood Way) – Kieso presented a summary with a timeline for the special assessments for the project.

Discussion and possible action regarding renewing the listing contract with Keith Krepline for the 3 remaining lots in Village Meadows – The contract expired the end of October and Roehrig signed a temporary form to extend the contract until the Board meeting. The contract is for one year. Action – to renew the listing contract for the 3 remaining lots with Keith Krepline – motion: Collins; second: Nolan; carried. Discussion and possible action regarding a nomination for a Board member to finish the term that was vacated – A Hilbert resident talked to Roehrig that they are interested in the vacated position. It was decided to advertise to see if there is any more interest in the position and talk more about this at the December meeting. No action taken. Update on the General Election held on Tuesday, November 5, 2024 – Kieso gave an update on the election and voter turnout. She was pleased that 90.3% of Hilbert voters cast their votes. The Clerk's Office registered 68 voters on election day- the most ever. Kieso & Thiel worked 15 hours but were able to leave earlier than past elections. Kieso said that everything went smoothly and was a success.

Village Board Member Informational Report – Loose is looking into a grant for between \$1,000-\$5,000 for trees to be planted at the park.

Village Personnel Information Report – Plate announced that he had been given an award recently. He said that it was a surprise to him. The award is recognizing him as the Lake Michigan District Wastewater Operator of The Year.

President's Report – Roehrig said that the Village received a donation from the Hilbert Athletic Association in the amount of \$1,500 to be used toward ballfield expenses.

The Village Board then convened into closed session under S.19.85 (1)(e): Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Action – to convene into closed session – motion: Stenklyft; second: Loose; Roll Call Vote – yes: Loose, Collins, Nolan, Stenklyft, Pulley and Roehrig; carried.

The Village Board then reconvened back into open session. Action – to reconvene back into open session – motion: Stenklyft; second: Collins; Roll Call Vote – yes: Loose, Collins, Nolan, Stenklyft, Pulley and Roehrig; carried.

No action was taken regarding closed session.

Adjournment – Action – to adjourn – motion: Stenklyft; second: Collins; carried. The meeting was adjourned at 8:27 p.m.

Deb Thiel

Deb Thiel, Deputy Clerk