

President Mark Breckheimer called the regular meeting of the village board to order at 7 p.m. on Wednesday, March 9, 2016.

Roll Call – all members reported present. Others present were Charlie Fochs, Mike Loose, Ed Byrne from the Brillion News and Missy Kieso.

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 – Boesch commented that there has been a steady decline of motorists obeying the stop signs in the village. He feels that it is an issue that seems to be getting worse. Breckheimer will contact the sheriff's department.

Announcements – Spring Election is April 5, 2016. The April board meeting will be held on Tuesday, April 19th at 7 p.m. There is going to be a village wide rummage sale sponsored by some residents on April 28th, 29th and 30th. Spring Clean is scheduled for May 7th from 8 a.m. – 11 a.m.

Minutes – Action – to approve the board meeting minutes as presented – motion: Koffarnus; second: Boesch; carried. The fire department minutes was presented to the board. Action – to accept the fire department minutes and place them on file – motion: Boesch; second: Koffarnus; carried. There were no first responder minutes presented.

Treasurer's Report for the Village of Hilbert - balances – \$545,552.12 General fund; \$459,318.05 Sewer fund; \$85,837.54 Water fund; \$3.00 Clean Water fund; (\$34,012.86) TID #1 fund; \$721,770.79 T-Plus fund; \$17,995.38 First Responder fund; (\$796,033.33) TID #2, \$461,969.88 CDA; \$221,028.91 Capital Improvements Fund. Boesch commented that he appreciates the back page detail on the reserve funds that are available. DuPrey commented that the amount of funds in the CDA Fund includes the CD cashed out from the debt refinance. These funds will be deposited back into the regular checking.

Action – to approve the treasurer's report as presented – motion: Boesch; second: Keuler; carried. The fire department treasurer's report was presented to the board. Action – to approve the treasurer's report of the fire department as presented – motion: Boesch; second: Keuler; carried. There was no first responder treasurer's report received.

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

Correspondence – There was no MEG newsletter received. There were no letters from Time Warner Cable. The Focus newsletters were presented to the board for their information. There was no Boardman & Clark newsletter received. There was no request received for a donation from Eastshore Humane Association. An article regarding utility consolidation was presented to the board for their information.

Reports - 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 reported on the property taxes collected to 1/31/16. There was 69.3% collected with a 1.66% delinquency rate compared to 70.99% collected with a delinquency rate of 1.86% last year.

Unfinished Business:

2016 Projects – Nothing new.

Recycling/Rubbish – The monthly report was presented to the board for their information. There was a brief discussion on how the new recycling program is going. There have been some complaints on not having enough room but there haven't been that many. DuPrey stated that for now he is asking that the residents just take an extra recycling barrel at a cost of \$18 per year to them. This is one alternative for now until such time that the number of complaints would warrant a discussion on going to twice a month pickup.

Police Protection for the village – The monthly report from the last two months was presented to the board for their information.

Fire Department – Chief Mike Loose reported that there was one call which was a mutual aid to a barn fire since last month. He stated that the fire department is going to run the cheese stand for the Annual Cheese Derby in June. They will now have 4 fundraisers during the year. He stated that there is good support from the fire department to add this fundraiser. There then was discussion on the leaking tank on Truck #32. The tank needs to be repaired and there was discussion about pulling the tank out themselves or taking the truck to the facility for repair. Loose stated that there is a lifetime warranty on the tank. There was some question about voiding the warranty if we remove the tank or the tank is damaged in transport. The board decided without formal motion that they wanted more information. They referred this to the Health Board to discuss and come up with a recommendation. Chief Loose brought up the Knox Boxes ordinance. He stated that it was discussed last year. This will also be referred to the committee. Chief Loose commented that Mirsberger has signed up for the Knox Box.

TID District #1 – Nothing new.

TID District #2 – Nothing new.

Street Committee – The board discussed what was next. The next meeting is scheduled for March 23rd. It was discussed that there will need to be a different rep and they may want to go along for the next meeting since Boesch will no longer be on the village board. A letter from the DOT was received regarding the request to lower the speed limit in the north side of the village. They have denied the request and the speed limit will remain the same.

"Looks of Hilbert" (Aesthetics) – It was reported that Starfeld is waiting to meet with Todd Thiel regarding this.

Wastewater Treatment Plant – Interceptor Sewer Main Replacement Project – Charlie Fochs reported that the work is pretty much complete. There are a couple things that need to be finished. WWTP Upgrades – Charlie Fochs reported that everything is progressing well. The DAF unit was started a week ago and they are currently working out a couple of bugs in the system. He stated that most of the contractors are completed. There were no change orders presented. The payment request for billings was then presented for the clean water fund draw. Action – to approve the billings for payments as outlined for the clean water fund draw – motion: Boesch; second: Piepenburg; carried. There was nothing new to report on the building repairs being completed. Hilbert Acres Mobile Home Park – There was nothing new. The reports on engineering bills and clean water fund draws were presented to the board for their information.

New Business:

Application for operator licenses – There were none received.

Classes/Seminars/Schooling for employees – Action – to accept the minutes as presented and to place them on file – motion: Boesch; second: Keuler; carried. The first recommendation was to approve Dennis DuPrey to attend the Municipal Treasurer's Association conference in Appleton. The cost is \$130 plus parking and mileage. Action – to approve this recommendation – motion: Koffarnus; second: Roehrig; carried. There was no further action needed regarding this. The second recommendation was to approve Josh McDonald to attend for one day and Charlie Fochs to attend for two days at the WRWA Annual Conference. Action – to approve this recommendation – motion: Boesch; second: Keuler; carried. There was no further action needed regarding this. The third recommendation was to approve to have Jeremy Baumgart attend 5 days of water training classes in Plover and to take the exam for water operator certification. He will drive back and forth each day with a village vehicle. Action – to approve this recommendation – motion: Boesch; second: Koffarnus; carried. There was no further action needed regarding this. Breckheimer also commented that there is a Government 101 class being put on by the League of Wisconsin Municipalities with the closest being in Green Bay in June.

Park & Recreation Committee – Action – to accept the minutes as presented and to place them on file – motion: Koffarnus; second: Boesch; carried. The email correspondence regarding the contract for using the ballfield was presented to the board for their information. Breckheimer explained the agreement and the reasons behind charging for use of the ballfield. The recommendation from the committee was to approve the agreement for 1 year as outlined and presented. This would charge the school \$25 for each game played. If the game is not played, they will not get charged. The contract would only be for one year. The school questioned doing a two year agreement so that it can help them plan better with their budgets. Action – to disapprove the recommendation from the committee to approve the contract as presented – motion: Boesch; second: Roehrig; carried. The board then discussed changing the contract to a 2 year contract. Action – to approve the contract with the change to a two year contract instead of a one year contract – motion: Boesch; second: Roehrig; carried.

Request from the Revitalization Group to hold the Annual Cheesehead Run and Block off Main St. from 5th St. to 3rd St. – A letter of request was presented to the board regarding this event. It is scheduled for August 20th. Action – to grant this approval as in the past – motion: Koffarnus; second: Boesch; carried.

Wisconsin Deferred Compensation Program – DuPrey stated that he would like to begin this program at the village. He stated that many of the other municipalities offer this program and it could help us in recruiting experienced personnel in the future. There is no cost to the village except the office staff's time to process the withholdings and make the deposits. He stated that there is interest from our current employees to be part of this program. DuPrey presented the resolution that needs to be approved. Action – to approve the resolution to participate in the deferred compensation program as presented – motion: Koffarnus; second: Boesch; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried.

Discussion on budget preparations – Breckheimer brought this forward so that we start budget meetings a month earlier. He felt that it would be better and that there would be better discussions prior to approving a budget. DuPrey commented that he is even in favor of doing it even sooner. This will be worked on.

Discussion and possible action regarding request to cut back bridge railing on South 2nd St. – Charlie Fochs stated that there has been a request to cut back one of the side walls on the bridge. The cost would be \$685 but it is not budgeted. Charlie Fochs stated that there should be at least a shared cost because we denied paying for a culvert for Tom Baer. The board felt that this should go back to committee for discussion and a recommendation.

Wastewater Treatment Plant – The board discussed the next steps for hiring a part-time lab technician. The first round did not get any applicants. It was only published in the Brillion News and on the website. The board felt that it should go out to both the Tempo and the Lake to Lake Shopper to reach more people and to also put it on our website again and also the other websites such as the league's and the sewer and water organizations. Action – to advertise for one week in the Tempo and the Lake to Lake Shopper and to put it on websites that do not charge – motion: Boesch; second: Piepenburg; carried.

Village Board Informational Report – There was concern brought about regarding the issue of land acquisition. The board felt that there should be some sort of process in place to deal with this when these issues come up. Keuler commented that we need to get our heads together and get goals of where we want to go. The Purchase & Claims Committee will handle this and come up with a

recommendation on a process to deal with these issues. Koffarnus brought up that Doug Schoen from the first responders called and they have 3 pagers down and to get them fixed is ½ of the cost of new. He did order 5 new ones at a cost of \$2,170 and we will need to approve a transfer from their unrestricted cash balance to cover the total cost. There are some funds available but not the entire amount. The committee will meet to discuss it and come back with a recommendation.

Village Employee Informational Report – DuPrey brought up information regarding a letter received from our attorney in regards to sign regulations. There has been a recent US Supreme Court decision regarding this issue which may have an impact on our current sign ordinance. DuPrey stated that we should look at our sign ordinance and see if there are any clauses that would be in violation due to this decision.

President's Report – Breckheimer stated that the last Civic Meeting was very informational. He stated that the Plan Commission is meeting on 3/28/16 at 7 p.m. to discuss garage and storage shed regulations. He also reported that the decision on the elementary school property will be made at their next meeting. Breckheimer then presented Trustee Gary Boesch a plaque thanking him for his over 21 years of service to the village board.

Adjournment – Action – to adjourn – motion: Boesch; second: Piepenburg; carried. The meeting was adjourned at 8:54 p.m.

Dennis DuPrey, Clerk

President Mark Breckheimer called the special meeting of the village board to order at 5:30 p.m. on Thursday, April 7, 2016.

Roll Call – all members reported present. Others present were Charlie Fochs and Peggy Nolan.

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 – none.

Unfinished Business:

Park & Recreation Committee – Action – to accept the committee meeting minutes as presented and to place them on file – motion: Boesch; second: Piepenburg; carried. The first recommendation was to proceed with the work on the ballfield on seeding it and if there is a short-fall, the amount would come out of unrestricted fund balance. Action – to approve this recommendation – motion: Koffarnus; second: Starfeld; carried. There was no further action needed regarding this. The second recommendation was to raze the concession stand building by village employees and the use of volunteers is allowed as long as there is an employee on the grounds. Koffarnus questioned whether or not the fire department could practice on it and remove it. It wouldn't work because it is a metal building. There was some discussion regarding the use of volunteers. Breckheimer presented an email that outlined that the use of volunteers are okay. There was also a question raised about what was being salvaged. Charlie stated that they were going to try to salvage the 6 x 6 posts. The board felt that it would be wise to set up a policy on the use of volunteers so everything is clear cut and laid out so we do not have confusion in the future. Action – to approve this recommendation – motion: Starfeld; second: Roehrig; carried. There was no further action needed regarding this. The third recommendation was to approve the caulking of the control joints on the community center fire station building. The funds would come out of the general building maintenance budget. Cost is \$880.00. Action – to approve this recommendation – motion: Koffarnus; second: Boesch; carried. There was no further action needed regarding this. The proposed resolution 2016-01 to amend the budget to add \$2,000 in spending for the additional expenses for the ballfield project and removal of the old concession stand building was presented to the board. Action – to approve Resolution 2016-01 as presented – motion: Boesch; second: Starfeld; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried.

Convene into closed session – The board then convened into closed session under Section 19.85(1)(e) to discuss the possibility of pursuing the purchase of public property. Action – to convene into closed session – motion: Boesch; second: Roehrig; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried.

Reconvene back into open session - The board then reconvened back into open session. Action – to reconvene back into open session – motion: Boesch; second: Starfeld; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried.

Discussion and possible action regarding submitting a bid to purchase public property – Action – to authorize the submittal of a bid to purchase public property – motion: Boesch; second: Starfeld; carried.

Adjournment – Action – to adjourn – motion: Boesch; second: Starfeld; carried. The meeting was adjourned at 6:12 p.m.

Dennis DuPrey, Clerk