

President Ken Stenklyft called the regular meeting of the village board to order at 7 p.m. on Tuesday, June 11, 2013.

Roll Call – all members reported present. Also present were Bill Koehler, Ed Byrne, Jeanne Gast, Doris Franz, Tom Karman from Schenck SC, Dennis Hein, Josh McDonald 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 – Jeanne Gast brought several concerns before the board. Her first concern was the status of the gazebo on Main St. at Railroad Park. She informed the board that she wants it repaired and not torn down. She questioned if it really is in that bad of shape and if it could be repaired. Thiel stated that it was in bad shape. Stenklyft informed Ms. Gast that this would be looked at by the park and recreation committee. He stated that it has not been decided if it will be razed or not. They are looking at all options. It was noted that Ms. Gast would be notified when the committee meets. Jeanne Gast then questioned the revitalization group. She questioned what was the group and who is on it. She questioned whether or not they could form their own citizen group. She questioned if the group was only for Main St. or the entire village. Stenklyft provided an explanation of the history of the group. He stated that the group was formed to help beautify the village. The village has worked with the group in the past because they submitted letters to help clean up properties. Stenklyft stated that they have been around for awhile. Jeanne Gast stated that they are not publicized. Jeanne Gast then brought up that with Ilene Champeau's building, she had been upset. Ms. Gast was informed that Ilene had been in and talked to the committee. Then she brought up the pavers on Main St. She stated that she did not want to see them removed. She was informed that we are looking at options with the paver brick such as stamped concrete. Jeanne Gast questioned where all of this money was coming from. She then brought up that she heard that there has been discussion about moving the clerk's office to the commercial building at 525 W. Main St. Right now, this has been put on the back burner because there are no funds available. This may be discussed again come budget time. Right now, there are no concrete proposals presented. Boesch stated that the village is being faced with flooding issues and there are going to have to be funds expended in order to address the issue. He stated that he felt that this issue should take priority over some of these other items. Jeanne Gast also brought up about the potential of the buildings owned by Schomburg being purchased and torn down. She stated that she doesn't want to see all the buildings be torn down in the village. She stated that some of these buildings have history.

Announcements – Presentation on board operations from Dennis Tweedale from the League of Wisconsin Municipalities is scheduled for 6 p.m. on 6/12/13. The annual Cheese Derby will be held on 6/21/13 from 5 p.m. – midnight. The Hilbert Firemen's "Grand" parade and "Grand" raffle will be held at 11 a.m. on 7/4/13. The Hilbert Community 4th of July Picnic & Fireworks will be held from 10 a.m. – 10 p.m. on 7/4/13. There will be Community Band Concerts at 12:30 p.m. at the Hilbert High School Auditorium on 6/23, 7/21 & 8/18. DuPrey reported that there will be a meeting on regionalization on 7/16/13. Cost is \$20.

Minutes – Action – to approve the board meeting minutes from the last board meeting as presented – motion: Koffarnus; second: Breckheimer; carried.

Treasurer's Report for the Village of Hilbert - balances – \$47,321.23 General fund; \$147,079.27 Sewer fund; \$228,313.46 Water fund; \$1.00 Clean Water fund; \$1.00 Block Grant fund; (\$151,312.65) TID #1 fund; \$501,304.57 T-Plus fund; \$16,050.03 First Responder fund; (\$148,312.08) TID #2, \$179.44 CDA; \$157,789.53 Capital Improvements Fund. Action – to approve the treasurer's report as presented – motion: Thiel; second: Boesch; carried. The fire department treasurer's report and brat fry fundraiser report were presented to the board. Action – to approve the treasurer's report and brat fry fundraiser report as presented – motion: Starfeld; second: Breckheimer; carried. The first responder's treasurer's report was presented to the board. Action – to approve the first responders treasurer's report as presented – motion: Koffarnus; second: Thiel; carried.

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

Correspondence – The MEG newsletter was presented to the board for their information. There were no letters were received by Time Warner Cable. The focus newsletters were presented to the board for their information. There was a brief discussion regarding the phosphorous regulations. We do have some time but the costs will be substantial.

Reports - The listing of delinquent accounts was presented to the board for their information. The report of labor hours was presented to the board for their information. Keuler questioned why we were testing on the weekends. Charlie stated that we used to test 3 times a week but it was changed to 5 times a week. Keuler felt that there should be enough history in order to average it out instead of doing the extra testing. The extra testing was done to give it a more accurate picture of the loadings because they do not do the same thing each day and there could be a lot of fluctuation in the loading numbers. Starfeld felt that we should be happy that we have Sargento because if we did not, then our rates would be substantially higher. The board felt that this should go to committee. The monthly report of building permits was presented to the board for their information. The report on the annual Board of Review was presented to the board. For real estate, there was an increase of \$726,400 or 1.6% compared to last year. For personal property, there was an increase of \$37,490 or 4.15% compared to last year. Overall, there was a total increase of \$763,890 or 1.65% compared to last year. Village Board Member

Informational Report – It was reported that the regional dinner meeting was very informational. It was noted that overall, Wisconsin is having a hard time maintaining businesses and skilled labor. Village Personnel Informational Report – Josh reported that he passed his test in May and now holds a Grade 3 classification for the treatment plant. He will work towards the water certification in the fall.

President's Report – Stenklyft stated that he attended a lobbying event in Madison. He stated that money talks. He did state that our representatives have an open ear. They want to be involved with the Manitowoc River issue.

Unfinished Business:

2013 Projects – Nothing new.

2012 Projects – Nothing new.

Recycling/Rubbish – The monthly report was presented to the board for their information. Action – to approve the committee meeting minutes as presented – motion: Koffarnus; second: Boesch; carried. The recommendation from the committee was approve the amendment to the recycling ordinance. Stenklyft felt that in this situation, the rule of the 3 readings should be suspended. Everyone was in agreement with this due to the issue of an individual already being caught bringing material from outside the village. Action – to suspend the rule of 3 readings for the ordinance amendment – motion: Breckheimer; second: Boesch; carried. Action – to approve Ordinance 2013_03 amending Section 17.01(20) of the Code of Ordinances – motion: Boesch; second: Breckheimer; Roll Call Vote – yes: Thiel, Koffarnus, Starfeld, Boesch, Keuler, Breckheimer, Stenklyft; carried.

Police Protection for the village – There was no monthly report received. Action – to approve the committee meeting minutes as presented – motion: Boesch; second: Keuler; carried. The recommendation from the committee was to approve the licenses as presented on the listing for the upcoming year – motion: Breckheimer; second: Keuler; carried.

Fire Department – Bill Koehler reported that he met with Sargento Foods on haz mat. He stated that the department has all of the information and will work on a plan in the event of a spill. Koehler reported that the thermo imaging batteries are bad. He also informed the board that the cutter's edge saw is bad and that the department will be purchasing a new one with their funds. Breckheimer then questioned the fire trucks being used and how permission is granted when they went out for the track team. Koehler reported that it is part of the duties listed in their guidelines. Breckheimer stated that he doesn't have a problem with the use but when they went out for the send off, they had all the sirens and lights going and the village was under a tornado watch at that time. He felt that there should be common sense used under these situations and more care should be exercised when these type of conditions exist. This was noted.

TID District #1 – Well # 4 Project – Nothing new.

Property Maintenance Ordinance – An email from the attorney providing the village with interpretation of our property maintenance ordinance was presented to the board for their information. Action – to approve the committee meeting minutes from the 5/30/13 and 6/11/13 meetings as presented – motion: Koffarnus; second: Breckheimer; carried. There were several recommendations from the committee. The first one was to grant an extension to Ilene Champeau to complete the work to 7/15/13. Action – to approve this recommendation – motion: Breckheimer; second: Thiel; carried. The second recommendation was to deny the request of an extension from Willie Krepline to remove the tree. Action – to approve this recommendation – motion: Breckheimer; second: Keuler; carried. The next recommendation was to remove the building leaning from the list of violations for the Halbach property at 231 W. Main St. Action – to approve this recommendation – motion: Thiel second: Koffarnus; carried. The next recommendation was to remove the unfinished roof for the Hein property at 606 W. Main St. from the list of violations. Action – to approve this recommendation – motion: Starfeld; second: Thiel; carried. The next recommendation was to allow Steve Schmitting to keep his pet ducks and remove this from the list of violations. Action – to approve this recommendation – motion: Breckheimer; second: Starfeld; carried. The next recommendation was to remove the upper brick needs repair from the list of violations for Tom Plach. Action – to approve this recommendation – motion: Breckheimer; second: Koffarnus; carried. The next recommendation was to grant an extension of 30 days to paint the fire escape at the Wieting property at 7 S. 6th St. Action – to approve this recommendation – motion: Koffarnus; second: Keuler; carried. The next recommendation was to grant an extension to 8/31/13 to paint the fire escapes at the Wieting property at 7 S. 6th St. Action – to approve the recommendation – motion: Koffarnus; second: Starfeld; carried. It was noted that the committee will meet with the village attorney to receive clarification on his interpretation of the property maintenance ordinance before proceeding.

TID District #2 – Nothing new.

Ballfield Light Project – Charlie reported that the landscaping will be held off until later in the year so that it doesn't interfere with ballgames going on now. Charlie stated that he had been in contact with Karl Propson and the Athletic Club is also okay with this. It was also noted that none of the contingency built in with the estimate had to be used.

Street Committee – DuPrey reported that the easement is not finished yet for the Gehl property. The legal description needs to be finalized. Hopefully it will be ready for the July meeting.

2012 Audit Report – Tom Karman appeared before the board to review the 2012 audit report. He reviewed the audit report with the board. He stated that the village received a clean audit opinion. He

indicated that our General Fund is in strong financial shape. He informed the board that this is a good thing for us because 50% of our budget comes from state aid and if this does get cut in the future, we would be positioned to handle the cuts. Mr. Karman informed the board that the water and sewer funds are cash flowing for the year and are in good shape. One of the only issues touched on were the segregation of duties. He stated that for communities our size, having complete segregation of duties is not feasible. It is a common issue with many of the municipalities our size. He stated that the board needs to continue their practice of monitoring the financial records of the village to ensure that everything continues to run smoothly. Mr. Karman stated that everything went well with the audit and the staff was cooperative. Boesch questioned Mr. Karman regarding our ranking in operations. He asked if our current operations rank in the top 25% as far as sound financial position with municipalities our size. Mr. Karman stated that we would be in the top 25% as far as sound financial position. This allows us to use some surplus fund balance for one time projects. Taking from fund balance should not be a regular practice.

New Business:

Application for operator licenses – Applications were received from Whitney Krueger, Stacy Bartel and Cheryl Sullivan. DuPrey indicated that they all checked out as far as their records go. Action – to approve the operator licenses for Whitney Krueger, Stacy Bartel and Cheryl Sullivan – motion: Boesch; second: Thiel; carried.

Classes/Seminars/Schooling for employees – Action – to approve the committee meeting minutes from the Employee Review/Grievance committee as presented – motion: Boesch; second: Keuler; carried. The first recommendation was to approve sending Dennis to the clerk's convention in Milwaukee and that we would pay for the costs of the conference, mileage and 3 night's hotel stay. Action – to approve this recommendation – motion: Boesch; second: Koffarnus; carried. The next recommendation from the committee was to deny the request for all board members to have separate emails. Action – to approve this recommendation – motion: Starfeld; second: Keuler; carried.

Water & Sewer Committee – It was noted on the minutes that Mark Breckheimer should be changed to Tim Keuler for “also present”. Action – to approve the committee meeting minutes with this change – motion: Boesch; second: Breckheimer; carried. There were no recommendations from the committee. The board did discuss the cost overruns briefly. They felt that there should also be an explanation as to what caused the overruns. The committee will be discussing this.

Purchase & Claims Committee – Action – to approve the committee meeting minutes as presented – motion: Breckheimer; second: Boesch; carried. There were no recommendations from the committee. There was a brief discussion regarding the moving of the offices to 525 W. Main St. It was noted that this issue will be discussed again at budget time. Boesch commented that this is when it will be interesting. Thiel stated that yes it will.

Request to hold Annual Cheesehead Run on August 24, 2013 – A request from the Revitalization Group was received to hold the annual Cheesehead Run on 8/24/13 and also to block off Main St. from 3rd St. – 4th St. Action – to grant this permission as requested – motion: Boesch; second: Thiel; carried.

Request from Scott's Bar & Grill to block off Chestnut St. from 8th St. – 9th St. for his previously approved outdoor concert – Boesch stated that some of the neighbors have concerns regarding the bikes taking off and being so loud. Unfortunately, there is no control on this because this could be the case on any given night. Action – to grant approval to block off the street as requested – motion: Starfeld; second: Thiel; carried.

Annual CMAR Report – The report is not ready. There were issues with the online program.

Adjournment – Action – to adjourn – motion: Thiel; second: Keuler; carried. The meeting was adjourned at 8:07 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk