

President Ken Stenklyft called the regular meeting of the village board to order at 7 p.m. on Tuesday, November 13, 2012.

Roll Call - all members reported present except Sippel. Others present were Amy Zacharias from Action Appraisers, Josh McDonald, Ed Byrne Bill Koehler 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 - none.

Announcements - Nomination papers can be circulated beginning December 1<sup>st</sup> and the deadline is January 2, 2013 at 5 p.m. Members up for this election are Ken Stenklyft, Dan Starfeld, Ervin Plate and Harold Sippel. The Hilbert/Potter Optimist Bingo Bash is set for Saturday, November 17, 2012 at the community center.

President Stenklyft then called the public hearing on the proposed budgets to order. The board was presented with the notice of limit to qualify for a 2014 expenditure restraint payment. The maximum that the general fund budget can be raised is 3.7%. DuPrey presented the final budget paperwork. He again reviewed the change in the general fund budget to remove all capital items from that fund and place them into a special fund labeled Capital Budget Fund. This way, we would be able to better qualify for the expenditure restraint payment which amounts to about \$7,500 per year. Because the amount spent on capital items can fluctuate greatly from year to year, this would be a better option to go with. It had been cleared by the Dept. of Revenue and the auditors. DuPrey stated that the final numbers did not change in the end. Bill Koehler brought up about the fire truck fund. He stated that there was nothing put in for the village's share. DuPrey stated that he was aware of it and would hopefully be able to put it in again next year. He stated that there were just not enough funds available. Bill Koehler stated that the townships are putting funds in there from the contract and felt that the village should also pay their share. Action - to adopt the sewer fund budget as presented - motion: Breckheimer; second: Koffarnus; carried. Action - to adopt the water fund budget as presented - motion: Koffarnus; second: Starfeld; carried. Action - to adopt the TID District #1 budget as presented - motion: Breckheimer; second: Boesch; carried. Action - to adopt the First Responder Fund as presented - motion: Plate; second: Breckheimer; carried. Action - to adopt the TID District #2 budget as presented - motion: Breckheimer; second: Boesch; carried. Action - to adopt the CDA Fund budget as presented - motion: Breckheimer; second: Starfeld; carried. Action - to adopt the Capital Improvement Fund budget as presented - motion: Koffarnus; second: Starfeld; carried. Action - to adopt the General Fund budget as presented - motion: Starfeld; second: Breckheimer; carried. Action - to set the local tax rate at \$6.5595675 - motion: Breckheimer; second: Boesch; carried. President Stenklyft declared the public hearing closed.

President Stenklyft then called the public hearing on the proposed change to Ordinance 9.01. The proposed amendment was presented to the board. This amendment would bring the ordinance into compliance with recent state statute changes. There was no one who appeared before the board at the hearing. Action - to approve Ordinance 2012-01 amended Section 9.01 of the Code of Ordinances as presented and recommended from the plan commission - motion: Boesch; second: Plate; Roll Call Vote - yes: Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried. President Stenklyft declared the public hearing closed.

The board then proceeded with the remainder of the regular board meeting.

Minutes - Action - to approve the board meeting minutes from the last two board meetings as presented - motion: Koffarnus; second: Boesch; carried.

Treasurer's Report for the Village of Hilbert - balances - \$126,141.99 General fund; \$149,761.78 Sewer fund; \$131,869.45 Water fund; \$1.00 Clean Water fund; \$1.00 Block Grant fund; (\$75,105.86) TID #1 fund; \$576,346.90 T-Plus fund; \$15,647.03 First Responder fund; (\$244,245.45) TID #2, \$179.44 CDA. Action - to approve the treasurer's report as presented - motion: Breckheimer; second: Boesch; carried. The fire department treasurer's report and report on the brat fry fundraiser was presented to the board. Action - to approve the treasurer's report and report on the brat fry fundraiser as presented - motion: Starfeld; second: Boesch; carried. The treasurer's report from the first responders was presented to the board. Action - to approve the treasurer's report as presented - motion: Koffarnus; second: Breckheimer; carried.

Claims - examined and discussed. Koffarnus questioned the Tri-City Glass bill and whether or not an insurance claim would be made. DuPrey stated that there would not be a claim made because it doesn't exceed the cost of the deductible. Action - to pay all claims - motion: Plate; second: Breckheimer; carried.

Correspondence - The MEG newsletter was presented to the board for their information. There was no letter from Time Warner Cable. DuPrey brought up an issue with people who have digital cable. He stated that the cable boxes were freezing up. He stated that he was told that this has been going on for 3 months. DuPrey asked if anyone else was having issues. Some stated that they were. DuPrey suggested sending a

letter to Time Warner Cable informing them of our dissatisfaction and feelings that there should be some sort of customer credit for the inconvenience considering the length of time on this. The board okayed this. The Focus newsletters were presented to the board for their information.

Reports - The listing of delinquent accounts was presented to the board for their information. DuPrey reported that the Miller final bill is being placed on the tax roll. He stated that the other finals are making payments. The board discussed late charges and leaks for some of the customers. 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. Notice of receipt of the quarterly Cable TV Franchise Fees in the amount of \$25,411.65 was presented to the board for their information. The report of Major Class Comparison for the village's assessed values to Dept. of Revenue's base value was presented to the board for their information. The report shows that the village is in compliance with our assessed values for all major property classifications.

President's Report - Stenklyft reported that the next Civic Association meeting is set for 11/28/12. He also reported that he received an email from Todd Thiel regarding what the village is doing to bring new business into the village. This will be addressed. Stenklyft also reported that the school wanted to update the State Football Champs signs and contacted the DOT and they stated they needed a DOT permit for them. He also stated that the DOT stated that the welcome sign on the south side of the village is in the wrong spot. DuPrey stated that we have a permit for it and when the signs were replaced, they were placed in the exact same spot as the old ones that had been there before. Stenklyft also explained the painting of the fire station. He explained the colors that they would be using and stated that it probably would not happen until after the first of the year. DuPrey and Charlie Fochs then brought up the sprinkler system. There are new regulations coming down which will cost us more money to maintain the system. DuPrey stated that we are not receiving an insurance credit because only the fire station is covered by the sprinkler system and not the whole building. The board felt that we should move to take it out of service and instructed Charlie Fochs and DuPrey to pursue this.

Unfinished Business:

2012 Projects - Charlie Fochs stated that there are issues on 10<sup>th</sup> St. He stated that it doesn't meet pitch, stone is coming out and it is flaking. He stated that the engineer inspector was on site. What has been decided is that they will mill off the road in the spring and repave it. The other streets turned out fine.

2011 Projects - It was noted that the project is delayed until after Thanksgiving. It has been approved by the DNR. They will dig the holes on the 26<sup>th</sup> and slip the line on the 27<sup>th</sup>.

Recycling/Rubbish - The monthly report was presented to the board for their information.

Police Protection for the village - The monthly reports for September and October were presented to the board for their information. The board felt that it was time to bring them in to discuss any issues. This will be done for the January meeting.

Fire Department - Bill Koehler reported that the radios are now narrow banded. He stated that not all the pagers are completed yet to date. He also reported that all Minitor IV's have been disposed of.

TID District #1 - Well # 4 Project - DuPrey presented the board with information on the loan for the project. He stated that the State Trust Fund Loan program rate is 2.50% and the loan from Citizens Bank would be 2.35%. The loan would be paid back under a 5 year term. DuPrey stated that the loan amount would be \$400,000. He stated that he is looking for action from the board to approve closing on the loan. Action - to grant approval to borrow \$400,000 from Citizens Bank for a five year term at 2.35% interest - motion: Boesch; second: Starfeld; carried. A payment request from SMA Construction was then presented to the board. The amount of the request is \$119,182.25. Action - to approve the payment request to SMA Construction in the amount of \$119,182.25 - motion: Boesch; second: Plate; carried.

Property Maintenance Ordinance - A letter was received regarding a property on 3<sup>rd</sup> St. that had a smoke stack that wasn't high enough and when smoke came out of the stack it hung low to the ground. Boesch stated that he talked to him on two different occasions and nothing happened. DuPrey was instructed to get a letter ready to send to the property owner that citations will be issued if nothing is done to correct the situation.

TID District #2 - nothing new.

Ballfield Light Project - nothing new.

Street Committee - Sippel, Plate, Stenklyft and Boesch attended a meeting with the Town of Rantoul to discuss the Irish Rd. culvert situation. They were informed by the township that they inspected the current culvert there and felt that it had 30 - 40 years of life left so they don't want that one disturbed. They also informed our board members that working with the county to get a grant could take 3 years. Charlie Fochs stated that they are looking at putting the same size culvert there. Charlie Fochs questioned why we should be spending village tax dollars in other municipalities. He stated that the Town of Rantoul's storm water also drains into this area. Stenklyft stated that he felt that two smaller ones could be put on both

sides of the existing culvert to help with overflow. There was discussion on the need for permits, DNR approval, etc. In order to apply for grant dollars, we will need the Town of Rantoul to apply for the grants because it is in their jurisdiction. The board felt that we should have the county emergency government director involved along with the county highway department to see what is out there for funding. They also felt that we need to get people involved with looking for grants for these projects. Boesch stated that they will get some of the leg work done and then have a meeting.

New Business:

Application for operator licenses - none were received.

Application for Temporary Class B License - Hilbert/Potter Optimist Club - An application from the Hilbert/Potter Optimist Club was received for their annual Bingo Bash for November 17<sup>th</sup>. Action - to grant a Temporary Class B license to the Hilbert/Potter Optimist Club for their annual Bingo Bash on November 17<sup>th</sup> - motion: Boesch; second: Starfeld; carried.

Classes/Seminars/Schooling for employees - Stenklyft presented a written report on his classes attended. He stated that there are tons of grants out there and we need to be seeking them. DuPrey is to get in contact with the individual that talked about the grants. Charlie Fochs reported on the convention he attended. He stated that he attended the classes on phosphorous. He stated that there is a clearer picture on what limits will be because they have finally issued their first permit with the limits. He stated that we could have up to 15 years before we would have to implement anything. He also stated that he is looking at a different chemical for iron that is not phosphorous base. This could help lower the phosphates in the water by 25%. Charlie also discussed biosolids and recycling the material for the community's own use. He stated that there is a community taking it from 18% solid to 85% solid and they are using the material for landscaping with their projects. Charlie also reported that he attended classes on infiltration and some communities are flooding storm sewers and front lawns with dye to see if it appears in the sanitary sewer mains.

Village Assessor - Amy Zacharias from Action Appraisers appeared before the board to discuss changes that will be implemented in 2014 for assessor reports completed. They will be required to view the house and fill out a questionnaire on all sales and must use multiple avenues (cost, income) to set values. Also mobile homes will need to be revalued each year. They also will be required to complete an Annual Assessment Report which is a more involved report each year. These extra items will no doubt have an effect on the rates that assessors will need to charge. This new report will be required no matter if it is a revaluation or a maintenance year. The board did not have any questions for the assessor.

Building Inspector Contract - DuPrey stated that he would like to have a new contract approved. Currently, we are working under an old contract. This would make the contract current and it would automatically renew each year unless either party wishes to terminate it. DuPrey was asked to clarify the new electrical requirements. Action - to approve the contract with Paul Hermes - motion: Starfeld; second: Breckheimer; carried.

Request to purchase push blade for loader - Charlie reported that he is interested in getting permission to secure prices for the push blade so that he can get it ordered to be able to use during this winter season. It takes 90 days to get it. The board informed him to get prices and bring it to a next board meeting for approval.

Adjournment - Action - to adjourn - motion: Boesch; second: Starfeld; carried. The meeting was adjourned at 8:27 p.m.

*Dennis DuPrey*

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Dennis DuPrey, Clerk

President Ken Stenklyft called the special meeting of the village board to order at 6 p.m. on Tuesday, November 27, 2012.

Roll Call - all members reported present. Others present were Ed Byrne 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 - none.

Announcements - Nomination papers can be circulated beginning December 1<sup>st</sup> and the deadline is January 2, 2013 at 5 p.m. Members up for this election are Ken Stenklyft, Dan Starfeld, Ervin Plate and Harold Sippel.

President's Report - none.

Unfinished Business:

2012 Projects - The email received regarding what will be done with the issues on 10<sup>th</sup> St. was presented to the board for their information. It was noted that Robert E. Lee will be invited to the January meeting to discuss the issues with 10<sup>th</sup> St. and why this happened when there was an inspector on site. A payment request from MCC for \$74,141.23 for the 2012 paving projects except 10<sup>th</sup> St. was presented to the board. Action - to approve payment request #1 in the amount of \$74,141.23 to MCC - motion: Boesch; second: Plate; carried. The minutes from the last street committee meeting was presented to the board. Action - to approve the street committee meeting minutes as presented - motion: Koffarnus; second: Sippel; carried. Boesch then

touched on the status of where they are in planning on improvements for drainage. He stated that the Town of Rantoul will need to work cooperatively to apply for any grants because that is where the culvert is located. He stated that the next step is to approve the final engineering study to place another culvert under Irish Rd. The proposal from Robert E. Lee is for \$3,700 total. The committee recommended approving this agreement and proceeding. Action - to approve this recommendation - motion: Boesch; second: Breckheimer; carried. Boesch stated that Charlie and he met with Paul Gehl to go over ideas for improvements on the southwest corner of the village. The area is owned by Paul Gehl and the village wanted to include him on discussions. Mr. Gehl wanted to have this area surveyed to make sure where the boundaries are and the committee indicated that he seemed favorable to the idea for improvements in this area. The committee recommended approving finalizing the engineering study provided that Paul Gehl gives his approval to the proposed improvements. Stenklyft questioned the timing of the projects so as to not overload Irish Rd. He felt that if the improvements are done on the southwest corner, then the water will get to Irish Rd. faster and he wanted to make sure that this does not overload Irish Rd. He felt that the improvements on Irish Rd. should be completed first. He also stated that any approval from Paul Gehl should be in writing so that there are no issues in the future. Action - to approve the recommendation to proceed with finishing the engineering study for the southwest side of the village at a cost of \$5,400 conditionally based upon getting Paul Gehl's written approval for the proposed improvements - motion: Boesch; second: Breckheimer; carried.

New Business:

Request permission to purchase push blade for loader - Charlie presented 3 prices for a push blade for the loader. They were from Casper - \$9,970, Monroe - \$7,691, Brooks - \$7,350. Charlie recommended purchasing the one from Brooks for \$7,350. Total budget is \$7,500. Action - to grant permission to order the push blade for the loader from Brooks at a cost of \$7,350 - motion: Boesch; second: Plate; carried.

Request permission to add insulation to village hall building - Charlie presented the board with information on insulating the rest of the village hall building. He stated that this is the way the well building was insulated. The price received was \$1,650. There are funds available in the village hall maintenance fund to pay for it. Action - to approve this project - motion: Sippel; second: Koffarnus; carried.

The village board then convened into closed session under S. 19.85(1)c) to review applications for the General Public Works Employee opening. Action - to convene into closed session under S. 19.85(1)(c) to review applications for the General Public Works Employee opening - motion: Boesch; second: Plate; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

The village board then reconvened back into open session. Action - to reconvene back into open session - motion: Boesch; second: Plate; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

There was no action to be taken from the closed session. Interviews will be scheduled beginning at 6 p.m. on Wednesday, December 5<sup>th</sup>.

Adjournment - Action - to adjourn - motion: Boesch; second: Starfeld; carried. The meeting was adjourned at 6:56 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk

President Ken Stenklyft called the special meeting of the village board to order at 6 p.m. on Wednesday, December 6, 2012.

Roll Call - all members reported present. Others present were Ed Byrne 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 - none.

Announcements - Nomination papers can be circulated beginning December 1<sup>st</sup> and the deadline is January 2, 2013 at 5 p.m. Members up for this election are Ken Stenklyft, Dan Starfeld, Ervin Plate and Harold Sippel.

President's Report - none.

The village board then convened into closed session under S. 19.85(1)c) to interview applicants for the General Public Works Employee opening. Action - to convene into closed session under S. 19.85(1)(c) to interview applicants for the General Public Works Employee opening - motion: Plate; second: Starfeld; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

The village board then reconvened back into open session. Action - to reconvene back into open session - motion: Boesch; second: Plate; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

Possible action from closed session - Action - to offer the General Public Works position to Travis Boll at a starting wage of \$15.00 per hour plus benefits - motion: Breckheimer; second: Starfeld; carried

Adjournment - Action - to adjourn - motion: Plate; second: Boesch; carried. The meeting was adjourned at 6:58 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk