

President Jim Schmidt called the regular Board Meeting to order at 7 p.m. on Tuesday, June 14, 2022. Roll Call – Loose, Schrubbe (left at 8:45 p.m. for a fire call and returned during closed session), Roehrig, Nolan, Keuler, Kloehn and Schmidt. Others present were Dennis DuPrey, Kim Plate, Mark Fochs, Kendall Thiel, Laurie and Kevin Plate and Mike Loose.

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 – nothing.

Announcements – The Annual Open Book session will be June 30, 2022 from 9 a.m. – 7 p.m. The 4<sup>th</sup> of July Parade will be July 4, 2022 at 11 a.m. on Main St. and 7<sup>th</sup> St. The 4<sup>th</sup> of July Community Picnic and Fireworks will be July 4, 2022 at 10:30 a.m. – 11:30 p.m. at the Hilbert Civic Park. The Annual Board of Review Session will be July 18, 2022 beginning at 5:30 p.m.

Minutes – Loose pointed out that a correction needs to be made in the minutes. When discussing the Hilbert Athletic Association, Karl Propson was referred to as Kurt Propson. Action – to approve the Board Meeting minutes with the correction – motion: Schrubbe; second: Kloehn; carried. The Fire Department minutes were presented to the Board. Action – to accept the Fire Department minutes and place them on file – motion: Roehrig; second: Nolan; carried. There were no First Responder minutes were presented to the Board.

Treasurer's Report for the Village of Hilbert – balances - \$345,867.48 General fund; \$1,052,678.49 Sewer fund; \$245,063.39 Water fund; \$1.00 DOA Block Grant fund; \$1,118,100.25 T-Plus fund; \$48,569.83 First Responder fund; (\$418,871.39) TID #2 fund; \$690,963.39 Capital Improvements Fund. Action – to approve the treasurer's report as presented – motion: Schrubbe; second: Keuler; carried. The Fire Department treasurer's report was presented to the Board. Action – to accept the Fire Department treasurer's report as presented – motion: Nolan; second: Roehrig; carried. The First Responder treasurer's report was presented to the Board. Action – to accept the First Responder's treasurer's report and place it on file – motion: Schrubbe; second: Loose; carried.

Claims – examined and discussed. Action – to pay all claims presented – motion: Schrubbe; second: Nolan; carried.

Correspondence – The MEG Newsletter was presented to the Board for their information. The Boardman & Clark Newsletter presented to the Board for their information. The Calumet County Focus on Calumet Newsletters were presented to the Board for their information. The article from Insight Magazine regarding Sargento Foods was presented to the Board for their information. DuPrey stated that it was an interesting article that points out that Sargento Foods was the first to pre-package cheese in the United States.

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. The Notice of the Annual Insurance Dividend from LWMMI in the amount of \$906 was presented to the Board for their information. Duprey explained that it is down a bit from last year's, which was \$1,405, but it's still better than nothing. The Notice of the Priority Score for the Clean Water Fund Program – Phosphorous Project was presented to the Board for their information. The score was 81.308 which is about in the middle of the overall scoring. The Notice of the Priority Score for the Safe Drinking Water Loan Program – Iron Removal System was presented to the Board for their information. The score was #62. This is towards the bottom of the list for the ranking regarding grants. The Receipt of the Quarterly Cable TV Franchise Fees in the amount of \$1,671.28 was presented to the Board for their information. The 2021 Annual Form C Report to the WI DOR was presented to the Board for their information. DuPrey explained that this is one of the water utilities reports that the Board should think about out sourcing in the future. The Receipt of Notice of the 2022 ARPA Payment in the amount of \$56,573.35 was presented to the Board for their information. DuPrey explained that this is the second and final payment. There were no adjustments that were needed to be made and the Village has satisfied all of the recording requirements.

Unfinished Business –

2021 Projects – nothing new. Change Orders – none. Payment Requests – none.

2022 Projects – nothing new.

Recycling/Rubbish – The monthly report was presented to the Board for their information. The Notice of the 2022 Recycling Grant Award in the amount of \$8,386.26 was presented to the Board for their information. This is in line with what the Village has received in previous years.

Police Protection for the Village – The April and May monthly reports were presented to the Board for their information.

Fire Department – Chief Loose informed the Board that there were 5 fire calls since the last meeting. He stated that the Cheese Derby was a success and they will find out at tomorrow night's meeting how much was made. He stated that they are now working on everything for the 4<sup>th</sup> of July and the Vic Ferrari events. Chief Loose stated that they are also working on the budget and collecting information on a new fire truck. The bi-laws are also being worked on and they are making progress but it is a slow process. Schmidt asked if Loose was looking at the budget at a 1-3-7 years increments? Loose stated that he is.

TID District(s) – Nothing new.

Wastewater Treatment Plant – nothing new.

Well #4 – Update on Project – nothing new.

Village Meadows Subdivision – Discussion and possible action regarding proceeding with the drain tile along the trail – There is a quote from Nett Landscaping in the amount of \$1,280 that was presented to

the Board. Plate explained that the house furthest to the west on the northside has drainage issues regarding the trail. He informed the Board that there is extra drain tile here, so it would not have to be purchased. Schrubbe asked where will the water will be directed to since it can't go to the ditch? Plate stated that it actually can go to the ditch because the school has ok'd it and has no issues with it. Keuler asked when the next addition is put in then where will that water drain? Plate stated he has no idea yet. Keuler stated that we don't want to install things that we may end of having to remove later. He also said that the swale on the lot having issues has been filled in. Plate stated that swale has not been filled in and it's just the elevation that makes it look that way. Keuler stated but that is why their backyard is bigger, because of having no swale. Plate stated that the swale is not as defined as the neighbor's; but it is still there. Plate informed the Board that originally the drain tiles were on the plans, but the engineers stated that they were removed because someone from the Village made that call; probably to save on cost. No one remembers who decided this. Nolan asked who would do that? Schmidt stated that the elevation should be checked again to be sure everything is good. Roehrig stated that this needs to be addressed and not be pushed back again to the next meeting. Fochs suggested getting the elevation checks but then giving Plate the go ahead for the project if everything comes back well. This way it doesn't have to wait for approval until the next Board meeting. Action – to conditionally approve the drain tile installation and lawn repair once the elevations are rechecked and it is verified that the next phase of the subdivision will not drain to the east – motion: Schrubbe; second: Roehrig; carried by majority vote.

Mail Delivery – Plate explained that the concrete slab has been put in and the mail box units are here. They should be installed and ready to go in about 2 weeks. Schmidt asked about the keys? It was stated that the post office will be the ones to get and disperse the keys and that the Village will not have any keys.

Subdivision Improvements – none. Phase II Development – Action – to approve the committee meeting minutes as presented – motion: Loose; second: Kloehn; carried.

Letter from DNR approving sewer main extension – DuPrey explained that the DNR sent a letter approving the sewer main extension and he also just received the approval letter for the water line extension. The work will start in July.

Plan Commission recommendation regarding setting prices for the lots in Phase II – The Plan Commission Committee feels like it would be a good idea to keep the lots priced the same as they were in the first phase; which was \$1.80 per square foot. By selling these lots at the same rate it would show that the Village cares about growing the population which may be a good marketing advantage. However, regarding the wooded lots, they are suggesting to sell those at \$0.05 per square foot more. Schrubbe questioned why the increase for the wooden lots? Sure, you're getting privacy but you are having less area to build on. DuPrey stated that there has been a lot of interest in the wooden lots and they seem to be more desirable. Kendall Thiel agreed with DuPrey. DuPrey stated that he has gotten calls specifically asking when the wooded lots would be available. Once the prices are set, it was agreed that all the lots should be rounded up to "\$999" as suggested by Kendall Thiel. Action – to set the prices for the lots as recommended by the Plan Commission – motion: Schrubbe; second: Loose; carried. No further action needed.

Plan Commission recommendation regarding amending the covenants for Phase II – The amendment is referring to homes built with just a crawl space; since basements aren't required. The amendment would be that the water meter should never be placed in a crawl space and should be above 1<sup>st</sup> floor grade. This would help the Public Works employees. It also would be required that the crawl space to have a concrete floor. Nolan asked if people really want to build new homes without basements in Wisconsin? Kendell Thiel replied yes that they do. Keuler thinks it's elderly people that are building and don't need the added space of basements. DuPrey stated that the issue of basements/no basements has been gone over several times among the Board members and that part has already been decided. This is about the amendment regarding the crawl spaces. Action – to approve the recommendation regarding amending the covenants for Phase II as presented – motion: Roehrig; second: Nolan; carried by majority vote. No further action needed.

Discussion and possible action regarding the procedure to hire a listing agent for Phase II – Schmidt stated that what needs to be decided is if they want to open it up to other realtors or continue with Thiel Realty. For the first phase RFQ (Requests for Quotes) were sent out. Schrubbe and Keuler stated that they think that is how it should be done this time too. They agreed Thiel did a great job but Keuler felt like they have an obligation to the taxpayers to keep the options open. Action – to do requests for quotes for Phase II in regards to hiring a listing agent – motion: Schrubbe; second: Loose; carried by majority vote.

Change Orders – none. Payment Requests – none. Sale of Strip of land to the Owners of Lot #13 to square the property to the owners west of the lot – DuPrey stated that the paperwork is at the attorney's and they are just waiting for it to be completed. It has to be recorded and Ott's will have to sign off on it. DuPrey stated that it'll probably be a week or so to close.

Fochs Trails Subdivision – nothing new.

Former Bel Brands Property – Update on the Project – Schmidt stated that they had met with the contractor on site. He had a spirited conversation with the contractor in regards to what is expected of the lot and how it should look once the landscaping is complete. The contractor plans to stop out tomorrow to start work on it. The engineer will be stopping to check the progress. Schrubbe asked about the late penalty? Are we going to enforce it? He thinks we should even if they fix it now. DuPrey stated that he hasn't heard back from the engineers regarding this yet. He will follow-up. The tank that is located on the property was discussed again. Nothing can be done until the grant is closed. Keuler stated once that is done then maybe check with J&E Construction on what they would charge to remove it. Payment

Requests – none. Change Orders – none.

Lead Service Lines in the Village – Plate stated that by the end of the week we should have all the plans. Robert E. Lee will go overall plans including streets, mains and all other projects. It was agreed to set up a joint Water & Sewer and Streets Committee Meeting for Tuesday, June 28, 2022 at 6 p.m.

Issues with the rip rap stone on the drainage ditch at the end of Creek St. – Discussion and possible action regarding proceeding with repairs to the drainage ditch and to obtain temporary working easements to complete the work – Schmidt explained how there is only one quote and that was from J&E Construction. Plate cannot get any other company to come out and give him a quote; they all stated that they are just too busy. Keuler questioned whether Plate ever had issues with J&E Construction? Plate stated absolutely none at all. The cost to do Kevin Plate's side would be \$12,700; which is the same quote that J&E Construction is honoring from last year. Roehrig asked DuPrey if he found anything out about the possibility of closing the ditch off? DuPrey stated that it cannot be done. It was agreed that they needed to move forward and get this issue completed. DuPrey will get temporary working easements and a signed document to Plate's explaining that the Village will not be responsible for any future repairs. Action – to hire J&E Construction to proceed with repairs to the drainage ditch and to obtain temporary working easements to complete the work – motion: Schrubbe; second: Kloehn; carried. Installation drain tile on Cedar Street as requested by the property owner – Updated estimates to complete the project – Discussion and possible action regarding engineering proposals – Plate explained that he contacted McMahon in regards to getting a quote on this project and it has been 3 weeks and no one has gotten back to him. Plate stated that he recently heard from the resident on the west side of 7<sup>th</sup> St. now and they also are having issues. This will have to go the committee since that area is not on the agenda to be discussed tonight. Plate stated that Robert E. Lee is ready to go with it. It was decided to give McMahon one more week to get Plate the information; otherwise have Robert E. Lee do it. No action taken.

Clerk's Office Door Replacement – No update. Schrubbe asked why there was no update? DuPrey stated because he didn't have the time to call anyone yet on it. Schrubbe stated that he thought maybe we were waiting on supplies or something so he was just wondering.

Discussion and possible action regarding seeking proposals for providing backup services for daily Village operations due to a deemed emergency – Schmidt asked Keuler if he had any information regarding the office employees (as well as the Public Works employees) as far as providing backup services for daily operations? Keuler stated he did not; he is just checking on the Wastewater Treatment Plant. He feels like that needs to be handled first. No action taken.

Discussion and possible action regarding seeking proposals and contracts for engineering services for projects prior to proceeding with the projects – Keuler stated that we need to do this so we aren't walking into projects blindly. Schmidt stated that before plans are even done, we should have a quote by giving the engineers a scope of the project. Plate stated that he will do this with Robert E. Lee on projects. DuPrey offered to help Plate with this. Action – to proceed with all projects by getting a proposal of engineering services prior to the engineering itself – motion: Schrubbe; second: Roehrig; carried.

2023 Budget – Schmidt just reminded the Board to start thinking about the budget early and trying to apply the 1 year, 3-year and 7-year plans.

Police & License Committee – Action – to approve the committee meeting minutes as presented – motion: Schrubbe; second: Loose; carried. Committee recommendation regarding licenses for the upcoming license year – DuPrey presented the Board with the licenses for the upcoming year. He stated that the committee had one that was conditionally approved but that application has since been completed. Action – to approve the licenses for the upcoming license year as presented – motion: Roehrig; second: Kloehn; carried. Schrubbe abstained.

#### New Business:

Application for Operator's license – Action – to approve the operator's license for Charla Derks – motion: Schrubbe; second: Nolan; carried. Action – to approve the operator's license for Tara Eichmeier – motion: Kloehn; second: Roehrig; carried. Schrubbe abstained. DuPrey stated that on a sidenote he just wanted the Board to know that there will be a new Mexican restaurant taking over the site of what is currently Gloria's Cantina and they are hoping to open July 5<sup>th</sup>. A provisional license will be issued once all the paperwork is completed and everything checks out. Application for Temporary Class B License – Hilbert Lion's Club: Hilbert Community 4<sup>th</sup> of July Parade & Picnic – Action – to approve the Temporary Class B License to the Hilbert Lion's Club as requested – motion: Kueler; second: Kloehn; carried. Application for Temporary Class B License – Hilbert Lion's Club: Vic Ferrari Bank Concert – Action – to approve the Temporary Class B License to the Hilbert Lion's Club as requested – motion: Roehrig; second: Nolan; carried.

Classes/Seminars/Schooling for Employees – DuPrey is requesting approval to attend the WMCA Conference on Thursday August 25, 2022. It is a 2-day conference but he would just attend the one day because that's when the classes are that he's interested in attending. The cost for the conference is \$125 plus \$90 for the hotel for one night. Action – to approve DuPrey to attend the WMCA Conference as requested – motion: Roehrig; second: Loose; carried. Reports on schooling/training sessions – none.

Discussion and possible action regarding a policy for not allowing any approvals without full board review and approval – This is in reference to last month's discussion. Schmidt stated that the Board needs to decide what can be approved on the go and what items need to come before the entire Board. DuPrey

explained that sometimes with street projects things come up and a decision needs to be made immediately as to not hold up the project. Schmidt stated that if there's not any leeway on this then the Board should expect to have weekly meetings to go over everything. The Board needs to come up with a dollar amount or a percent that they would be comfortable with Schmidt, DuPrey and/or Plate approving on site. At the beginning of all projects, committees should meet and go over all the plans with a fine-tooth comb to make sure they are all up-to-date with what is happening. Keuler questioned when does it stop though for approving outside a Board meeting? There has to be some control; a cap for the approval amount. DuPrey stated that it can be hard to catch if a change order is incorrect, but we should definitely consider setting some kind of limit. Nolan agreed and said we certainly don't want to tie up projects. She stated we need to put trust in people that we hired also to make these on-site decisions. Maybe a percent of the overall project is better than having a set dollar amount? Schrubbe stated that it's not something they should all decide and vote on tonight; this is something that should be given plenty of thought before a motion is made and then addressed at the next Board meeting. The Board agreed. No action taken.

Discussion and possible action regarding the appointment of an election inspector – DuPrey explained that Betty Ruppenthal is interested in becoming an election inspector. Action – to approve the appointment of Betty Ruppenthal as an election inspector – motion: Schrubbe; second: Roehrig; carried.

Discussion and possible action regarding request to have the Village pay for costs to fumigate the building located at 135 S. 3<sup>rd</sup> St. – This is in regards to the Sunrise Apartments that were just bought by NexGen. The apartment building is empty but yet there are bed bugs that are present. The current owners are asking the Village to pay for the fumigation since they believe that this occurred due to the previous renters when the Hilbert Housing Board owned it. DuPrey stated that prior to the buildings selling we were provided with a document from Wil-Kil stating that the bed bugs were taken care of and the building was clear. Roehrig questioned whether we ever set up or signed an agreement saying that the Village was responsible for the bed bugs to stay clear for a certain time period? No, we did not. After some discussion it was decided that the Board did not feel like it was their responsibility to pay for the fumigation since the building was clear of the bed bugs at the time of the sale. Action – to deny the request to pay for costs to fumigate the building at 135 S. 3<sup>rd</sup> St. – motion: Roehrig; second: Kloehe; carried.

Discussion and possible action regarding subcontracting an operator for the Wastewater Treatment Plant until an employee is hired – Schmidt stated that they wanted to get quotes to keep all options available. The first quote from AgSource stated that the cost for testing would be approximately \$351 per week. Badger Labs came in at \$471.40 per week. Plate stated that right now lab supplies cost the Village about \$8k a year; which will increase due to inflation. DuPrey stated that Badger Labs stopped in the office and stated that they will match the price of AgSource. Some Board members stated that it wasn't right that they came in after the fact to match the price and not offered the best price right away. Keuler questioned whether Plate has a preference of AgSource or Badger Labs? Plate does not. Keuler suggested that Plate should see if there are any non-compliance issues that AgSource has received just to be safe. Plate stated that if we hire them and there's a non-compliance issue with something then it would be on AgSource and not on the Village as far as he understands it. Plate also stated that this would free up 25 hours per week for the employee to work on more projects outside of the Wastewater Treatment Plant. Roehrig asked if there would be a contract? Plate stated that there would not be. Schmidt stated that he knows the guys are stretched thin and he would definitely temporarily agree with this until we know where we are at with hiring a new employee. Action – to subcontract an operator at the Wastewater Treatment Plant; with Plate making the final decision on who to go with regarding AgSource or Badger Labs – motion: Schrubbe; second: Keuler; carried.

Discussion and possible action regarding subcontracting an operator for the Wastewater Treatment Plant on a permanent basis – Plate stated that Eichhorst's pay (including benefits, insurance and his hourly pay) was at approximately \$83k. Plate stated that MCO quoted \$134,781.43 per year. Plate stated that if we are looking to hire someone for the treatment plant then you would be looking at a 6-month training period if they have no experience. He stated that Eichhorst is one of the smartest guys he knows and with everything switching over and the new procedures that it took him about that long to be fully trained. Discussion and possible action regarding terminating outside testing contracts if we subcontract a permanent operator for the Wastewater Treatment Plant – Plate also stated that MCO and Badger Lab would be willing to do testing for the 3 municipalities that we currently do testing for. The contracts we have with these municipalities expire at the end of December so everything can be decided with them at that point. Schmidt stated that a few of his concerns are the extra cost and what else could we be losing by doing this? Roehrig questioned if this was always available, why wait until now to do something? Plate stated that he wished he would have known this because he would have started it sooner. The Board agreed to table this until December and see how the situation is and go from there. We could continue to do their testing through us or the contracts could be terminated at that point. No action taken. Estimates to contract out required testing at the Wastewater Treatment Plant – Information was given on this in the previous discussions above.

Discussion and possible action regarding putting out a "For Sale" sign on the Village's property located on Main St. – Action – to put a "For Sale" sign on the Village's property located on Main St. No action needed.

Discussion and possible action regarding request to exceed the total dogs allowed to provide foster care from an overcrowded shelter – Kevin and Laurie Plate addressed the Board. They are interested in fostering dogs from a local rescue shelter in Brillion. They currently have 2 of their own dogs. They are requesting a variance to have 3 dogs at their residence. They would have the dog until it is adopted. They would not be able to license the dog through the Village because they won't be the owners of the dog. Laurie stated that they will provide the dog with tags with their information on it in case the dog would ever get loose. They have a fenced in backyard, so the dogs can go from inside the house to outside whenever they want. Roehrig stated that it is a wonderful idea but the ordinance states 2 dogs; that's what the ordinance states. Nolan stated she feels like owning a dog and fostering a dog are two completely different things. Kloehn stated she knows she was against the last request a residence had for a third dog but she agrees this is a different circumstance. Laurie stated that this would be on a trial basis only; the dog would have to be a good fit with their two current dogs in order for it to work out. Kevin stated they want to try it but there's no guarantee whether it'll work or not. Keuler questioned if the dog would be updated on all it's shots? Laurie stated that it would be. DuPrey mentioned maybe think about a temporary approval for 6 months just to see how it goes. If it goes well, then every 6 months they'd have to come in and ask for an additional 6 months. If it doesn't work out then they don't have to put in another request. Action – to allow Kevin & Laurie Plate to foster a dog for a period of no longer than 6 months and then having to resubmit the request again – motion: Schrubbe; second: Roehrig; carried.

Employee Review & Grievance – Action – to approve the committee meeting minutes as presented – motion: Schrubbe; second: Roehrig; carried. Committee recommendation regarding summer hours for Village employees – The recommendation is to extend the length of the summer hours to May 1<sup>st</sup> until October 1<sup>st</sup> – instead of June 1<sup>st</sup> until September 1<sup>st</sup>. Roehrig stated that he doesn't agree with the extension of the summer hours. He stated why not make it 6 months? Nolan stated so it's 2 extra months. The office would also have summer hours these months. However, the office would actually be having more hours available to the residents, since on the weeks when no one is on vacation, the office will then be opening at 7 a.m. and closing at 4:30 p.m. The lunch hours are also staggered so the office is no longer closed at lunch time. This only changes when one person is there alone. Keuler stated that he was originally against extending the summer hours. He thinks that a log should be kept to see how this affects call in pay. Plate stated that there is always someone here until 3:30 p.m. anyway so that shouldn't change. Keuler stated that he still would like it to be tracked. Roehrig asked what is the definition of summer? Plate stated this summer will be different anyway since they are down one person and that they'll be here all the time anyway. Roehrig stated temporarily. Plate said we'll see. Roehrig stated he's not voting for it but whatever. Action – to extend the summer hours for Village employees to be from May 1<sup>st</sup> until October 1<sup>st</sup> – motion: Keuler; second: Schrubbe; carried by majority vote.

Committee recommendation regarding request to attend the fire chief's convention – Chief Loose is requesting for the 3 chiefs to attend the 1 day at a conference in Green Bay on June 24, 2022. The total cost is \$492. Action – to approve for the 3 fire chiefs to attend the fire chief's convention – motion: Schrubbe; second: Keuler; carried. No further action needed. Committee recommendation regarding safety clothing – There was discussion regarding what safety equipment would be the best to provide. Everyone had their own opinions on what was a need and what was a want. The Board reviewed what other municipalities offered their employees. Action – to provide safety vests for the Public Work employees as recommended by the committee – motion: Keuler; second: Roehrig; carried by majority vote. Committee recommendation regarding health insurance renewal – DuPrey presented the information regarding the health insurance options. He stated that the current policy is looking at a 15.72% increase. He stated that the employees would like to stay with Robin Health Partners because they felt that they were a good company with great customer service. He then explained the 2 other options available from Robin. The committee is recommending Option #1 – 16.8% (Robin by Health Partners \$1,000-70% Three for Free Gold SE Robin Broad). Currently, the employees pay 14% of the premiums. The employees' contribution would go to 17%; so, a 3% increase. Schmidt stated that we could have reduced the increase by going with a different provider but he understood why the employees would prefer not to switch. Kieso stated that she just wanted to add that she preferred to go to a higher deductible plan but the others employees did not. She knows that they all have to have the same plan and majority rules and she understands that. But she wanted to make sure that the Board knew with this increase every full-time employee is losing between .40 to .50 cents per hour; which is a big hit. Roehrig asked what the overall cost of the insurance increase is? DuPrey stated that it's about \$8k with the Village picking up \$4k and the employees picking up \$4k. Roehrig stated that he's sure that'll be brought up at wage time. Nolan stated maybe instead of splitting the increase down the middle, the Village could do 75% of the increase and the employees 25% so the employees wouldn't take such a hit. Keuler responded that this is great insurance and probably better than 95% of people around the town get. Kieso reminded Keuler what they are losing per hour. He stated he understands that but we need to understand that we have one of the best insurance plans around. Plate stated to Keuler well that's your opinion. Kieso stated that should would still rather have the higher deductible plan so it all depends how you look at it. Plate stated to Keuler if you're going to say everybody in town thinks it's a great insurance then you probably should ask everybody in town before you say that. Schmidt said guys we don't need to start with the bickering back and forth. Plate stated that he's just saying that he could say it's the worst

insurance; it's all a matter of opinion. DuPrey said we either need to accept the committee recommendation or deny it. Schmidt asked if there was any more discussion because otherwise, we just need a motion. Action – to accept the committee's recommendation regarding the health insurance renewal – motion: Loose; second: Keuler; carried. No further action needed. Keuler suggested next year let's have just a meeting on insurance where everyone has to attend. DuPrey and Schmidt stated that everyone was invited to the Employee Review & Grievance Committee meeting. Nolan asked if there was a reason why all the full-time employees have to have the same plan and not choose their own? DuPrey stated because we are such a small group, we need to have the same group plan.

Discussion and possible action regarding the 2021 CMAR Report and Resolution 2022-07 – DuPrey stated that the overall GPA was 3.86; high honors. Plate stated that he just wanted to mention that the last two years were the highest score that was received for the Village in the last 20 years. Roehrig asked what he contributes that to? Plate stated because of work done by Matt and himself. He was thanked for his hard work. Action – to submit the CMAR Report and to approve Resolution 2022-07 as presented – motion: Keuler; second: Kloehn; Roll Call Vote – yes: Loose, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

Discussion and possible action regarding request to move the August Village Board meeting due to the primary election held the same day – DuPrey explained that Kieso has been training for elections and this would be a great one to have her test the machine, open and close the polls and run the election. DuPrey stated that Kieso isn't completely certified yet so he needs to be there to walk her through it and answer any questions she may have. But since they can't be in two places at once he is requesting the Board to change the Board Meeting date. Action – to move the August Board Meeting to Monday, August 8, 2022 at 7 p.m. – motion: Roehrig; second: Kloehn; carried.

Discussion and possible action regarding upgrading the phone system at the Village Hall – DuPrey explained that he received a quote from Spectrum to upgrade the phone system in the Village Hall. Right now, when someone calls, no one else can get through, they just get a busy signal. With the new system the office could take in a total of 6 calls at once. The main number would stay the same but each phone would also have its own private number and voicemail. Current charges are \$193.61 and with the new system 6 lines and 5 new phones would be \$204.49. It's only a small difference in price because of the large charges we are currently getting due to the fact that we still have analog lines. The contract is for 5 years; which the price cannot increase during this time. Also, by signing the contract then the installation cost of \$500 is waived. It is a far better, more advanced phone system. Action – to upgrade the phone system in the Village Hall as presented – motion: Loose; second: Roehrig; carried.

Discussion and possible action regarding correcting drainage issues on the Dan Beil, Sr. properties – the area being discussed is off of 4<sup>th</sup> St.; a field of 82 acres. About 30 years ago Beil is saying that there was a signed agreement with the Village stating that the Village would be responsible for the upkeep of the drainage due to the waterline that was put in for Sargento Foods, Inc. Since it was done so many years ago, DuPrey checked with Charlie Fochs to see if he remembered. Charlie doesn't believe anything was ever signed that he can remember. Beil feels like the water is coming from the new subdivision. Plate stated that the water from the subdivision actually stays on the Sargento side; it doesn't come over the railroad tracks anywhere near the Beil property. There was some work on the ditches done on the land to the south by Paul Gehl and Dan Beil, Sr. to get the water to flow better/faster a few years back and that could be causing the problem. It comes in too fast to take the turns and rushes out instead. Loose stated that her land was involved in that also. She remembers when this was happening going back there and seeing a bunch of deep water back in the woods before the ditches were dug. She isn't sure if that's where it's all coming from or not. She thought there was a verbal gentleman's agreement regarding the upkeep but that was also before residents realized that the own to the middle of the creek. Schmidt walked the land with Beil and took many pictures to provide the committee with. Loose thinks that he had a culvert washed out but Schmidt stated that was before the culvert cut over. Plate stated he sees this happening to a lot of farm land in the area because a lot of farmers are taking out the natural waterways by adding drain tiles, moving fence lines and adding ditches; so now there are parts of the field that are left with standing water because it has nowhere else to go. Schmidt stated that we need to decide if we aren't going to do anything or if we want to take it to committee. Roehrig stated take it to the committee. Keuler stated that we have to remember the situation we had with the other area in the Village. So, it's either has to be a yes or a no on what's going to happen. Loose said if we say yes, then we could be opening a whole new can of worms. Keuler stated if we have no easement, then we can't do anything; it's not our property. Schmidt stated that Beil could give us the right to go on his property if we decided to maintain it. Keuler questioned why would we do that though if we have no business being there? Schmidt stated that Beil is saying there was an agreement. Nolan asked who he made the agreement with? Schmidt stated that Beil did not say. Nolan said that you'd think you would know who you had a verbal agreement with if you made one. Roehrig stated again that it should be sent to committee. After all, the committee can check into any resident's concern if a request is made. It was decided that there would be a Streets Committee meeting to further look into it. No action taken.

Discussion and possible action regarding the request to have assistance with weekend hours – Plate stated that with the work load that they have now, he is wondering if any Board member would be willing to be trained at the sewer plant and reading some numbers for the water department on the weekends. Two or three hours on Saturday and one or two hours on Sunday every 3<sup>rd</sup> weekend. Kloehn asked what

would it all be? Would I be able to learn it? Plate stated that there would be training involved. Roehrig asked what about the employees you have now? Plate responded, who the two of us? Roehrig stated you have Betty and Kenny also. Plate stated that he asked Kenny and he's not interested and physically Plate doesn't think Betty could do it. Roehrig asked him if he asked her or if he just thinks that? Plate stated that he thinks that. Roehrig stated, well why don't you start by asking her first? Plate stated that he would not be comfortable with her doing some of the stuff. Keuler stated here's your chance Tom to start working weekends. Roehrig stated that he thinks it's a silly request. Kueler stated that he doesn't think it's silly. Kloehn said she doesn't either because these guys are working a lot of hours. Roehrig addressed Plate and said, you have an employee that you won't ask because you don't think she'd be capable. Plate said that's right. Kueler asked what part would she not be able to do? Plate stated the data entry. That she has proven she can't do that without making mistakes. He also stated there's valves that need to be turned at the plant and he's sure she wouldn't be able to turn them. He stated that there has been issues with that before and she struggles with the computer aspect of it. Keuler stated that he may be able to help. DuPrey stated that he checked with the attorney and Board members cannot get paid to do this; but they may volunteer. Otherwise, it would be a conflict. Kieso asked Plate if it's something that she could do? He said probably not. Schmidt asked what would be the problem with having Betty come in one weekend just to try it and see how it goes? Nolan stated some people just can't work on computers and wasn't that an issue with her before? Plate stated yes. Schmidt stated that whoever is taking the numbers they would have to call Plate if there was a difference that didn't seem correct right? Plate stated yes. Kloehn state that unfortunately they can't help. Loose agreed. Schmidt corrected them and stated that they can volunteer but they can't get compensated. Kieso stated that she would be willing to try because at least she'd be paid. Schmidt asked Plate if it is something the Board members can think about and let him know? Plate said yes; either way they are going to cover it. Schmidt stated that this could all change by the end of the day once we see what we have for applications too. No action taken.

Village Board Member Informational Report – Keuler had some questions regarding the lots in the new phase of the subdivision. He wanted to know if we are trying to get some developer agreements to sell multiple lots; this would save on realtor costs. Schmidt stated that this would be discussed in closed session tonight. Kloehn wanted to know if anything was sent to Sargento for their grass? DuPrey stated that Schmidt would have to inspect it to see if a letter needs to be sent out. Kloehn asked about the house on 2<sup>nd</sup> Street also. Schmidt stated that it is being address. Kieso stated that the letter sent stated that it needs to be cut by Wednesday and she plans on checking it on Thursday to see if it was done. Keuler said the other question he had was on the ag property. How is the assessor able to change the land from ag use back to residential? DuPrey stated that since that property was not harvested within the last year it can be switched to regular assessment. Keuler stated that other municipalities have done this. DuPrey stated that he is aware of it and so is the Village's assessor. Once it gets changed back to residential it will have to be maintained like any other lot in the Village; otherwise, it is an ordinance violation.

Village Personnel Information Report – nothing.

President's Report – Schmidt wanted to thank Fochs and Plate for working short-handed; it is appreciated. He then stated that it takes us almost a year to get another phase going regarding the subdivision; so, we might want to head down that road sooner than later. Since once the lots sell in this phase, we will want to have more available. DuPrey agrees and thinks it's a good idea to be ready.

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

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Schrubbe; second: Kloehn; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

There was no action taken from closed session.

The Village Board then convened into closed session under S.19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Action – to convene into closed session – motion: Schrubbe; second: Roehrig; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Schrubbe; second: Nolan; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

There was no action taken from closed session.

Adjournment – Action – to adjourn – motion: Schrubbe; second: Loose; carried. The meeting was adjourned at 10:16 p.m.

*Missy Kieso*

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Missy Kieso, Deputy Clerk Treasurer

President Jim Schmidt called the special Board Meeting to order at 6 p.m. on Monday, June 27, 2022.

Roll Call – Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn and Schmidt.

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 – nothing.

Announcements – nothing.

President's Report – Schmidt informed the Board that the Bel Brands lot has been redone by the contractor. If anyone would like to check it over, they should do so before the next Board meeting because that is when the request for final payment will be addressed. Schmidt stated that Plate has checked it out and thought it was good.

The Village Board then convened into closed session under S.1985(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Action – to convene into closed session – motion: Schrubbe; second: Kloehn; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Loose; second: Schrubbe; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

Discussion and possible action regarding the open general public works employee position – Action – to proceed with a second interview with one of the candidates and potentially make an offer for employment – motion: Schrubbe; second: Kloehn; carried.

New Business:

Discussion and possible action regarding application for fireworks permit – Hilbert Lions Club/Hilbert Volunteer Fire Department – Schmidt stated that he is looking to get approval on the request for the 4<sup>th</sup> of July fireworks application. The application states that it needs to be submitted 60 days prior to the event; it was not. He didn't want to go ahead and approve it without the Board's agreement. There was a question on whether it was ever turned in 60 days prior? It didn't sound like it had been; but it should be according to the application. Action – to approve the application for the fireworks permit as presented – motion: Nolan; second: Kloehn; carried.

Adjournment – Action – to adjourn – motion: Loose; second: Nolan; carried. The meeting was adjourned at 7:23 p.m.

*Missy Kieso*

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Missy Kieso, Deputy Clerk Treasurer

President Jim Schmidt called the special Board Meeting to order at 6:30 p.m. on Thursday, July 7, 2022.

Roll Call – Loose, Schrubbe, Nolan, Keuler and Schmidt.

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 – nothing.

Announcements – nothing.

President's Report – nothing.

The Village Board then convened into closed session under S.1985(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Action – to convene into closed session – motion: Nolan; second: Loose; Roll Call Vote – yes: Loose, Schrubbe, Nolan, Keuler, Schmidt; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Schrubbe; second: Nolan; Roll Call Vote – yes: Loose, Schrubbe, Nolan, Keuler, Schmidt; carried.



Discussion and possible action regarding the open general public works employee position – Action – to update the offer to \$27 per hour subject to becoming an advanced sewer operator tentatively by 7/7/2023 and that the progress will be reviewed at the end of the probation period and that he would be not be eligible for incentive pay for tests passed – motion: Schrubbe; second: Loose; carried.

Adjournment – Action – to adjourn – motion: Schrubbe; second: Loose; carried. The meeting was adjourned at 7:03 p.m.

*Dennis DuPrey*

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Dennis DuPrey, Administrator Clerk Treasurer