

President Mark Breckheimer called the Public Meeting on Special Assessments to order at 7 p.m. on Tuesday, October 8, 2019.

Roll Call – all members reported present. Others present were Dennis DuPrey, Charles Fochs, Ed Byrne, John Noskowiak, Michelle Beil, Dylan Beil, Laura Beil and Dennis Hernke.

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

Presentation of the project plans and proposed special assessments for each property – The special assessments would be for water mains, sewer mains, water lateral, sewer lateral, street subgrade and curb & gutter that are part of the Fochs Trails Subdivision, 2nd Addition on Elm St., Lynwood Dr. and Grace Ct. DuPrey explained the project plans and proposed special assessment.

Public input regarding the project and the proposed special assessments – Dennis Hernke addressed the Board. He was under the impression that the developing group would need to cover more expenses instead of current property owners. DuPrey explained that everything goes off the footages, which are provided to him from the engineering firm, and that is how he calculates the estimated special assessments. The estimated special assessment for adjoining property owners and the developer are at \$375,000. The Village's estimated cost is \$217,000 for covering the cost of 100% of the storm water and all hydrants. John Noskowiak questioned whether this amount falls on the tax payer's? DuPrey explained that it does; but what you have to remember is that every property will benefit from the storm water and the hydrants. He went on to explain how the decision to special assess is a local decision. Each municipality differs in this area. An example would be that Hilbert does not special assess for sidewalks and replacing water/sewer lines and some municipalities do. Michelle Beil questioned how adding the curb and gutter will affect current property owners and the value of their property; because from what she understands it won't increase the value. DuPrey explained that unfortunately he is not a licensed assessor and can't answer that question. The assessor is the one who would need to answer that. He explained, according to state statute a municipality allows the special assessment for improvements and it's up to Board to decide from there. John Noskowiak questioned what the next steps are then? DuPrey explained that from this meeting the resolution recommendation goes before the Board at the October Board Meeting (directly following this meeting) and the Board can discuss it and then decide whether to pass the resolution or not. If the resolution passes, the project will then get bid out. The Board will decide to, or not to, award the bid and the project goes from there. President Breckheimer then declared the public meeting closed.

The regular Board Meeting then took place immediately following the Public Meeting.

Roll Call – all members reported present. Others present were Dennis DuPrey, Charles Fochs, Ed Byrne, Mike Loose, Anita Loose and Tom Piepenburg.

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

The Board then convened into closed session under the following:

1) Pursuant to Section 19.85(1)(c) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session. Action – to convene into closed session – motion: Starfeld; second: Keuler; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer, carried.

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

No action was taken on item(s) discussed in closed session.

Citizen Questions and Concerns to be acted on at the next Board Meeting – none.

Announcements – 2019 Rural Arts Roadtrip on October 11th & 12th. Trick-or-Treat Hours will be October 27, 2019 from 2 p.m. to 4 p.m. The Halloween Party sponsored by the Hilbert Revitalization Group will be October 27, 2019 from 4 p.m. to 5:30 p.m. at the Community Center. The Plan Commission Meeting will be held on October 16, 2019 at 7 p.m.

Minutes – Action – to approve the Board Meeting minutes as presented – motion: Schrubbe; second: Starfeld; carried. The Fire Department minutes were presented to the Board. Action – to accept the Fire Department minutes and place them on file – motion: Schrubbe; second: Starfeld. The First Responder minutes were presented to the Board. Action – to accept the First Responder minutes and place them on file – motion: Starfeld; second: Schrubbe; carried.

Treasurer's Report for the Village of Hilbert - balances – (\$264,430.05) General fund; \$913,043.01 Sewer fund; \$177,120.18 Water fund; \$1.00 DOA Block Grant Fund; \$102,476.85 TID #1 fund; \$1,105,453.37 T-Plus fund; \$29,899.01 First Responder fund; (\$226,459.11) TID #2 fund; \$514,831.59 Capital Improvements fund. Action – to approve the treasurer's report as presented – motion: Schrubbe; second: Starfeld; carried. The Fire Department treasurer's reports were presented to the Board – Action – to approve the Fire Department treasurer's reports as presented – motion: Starfeld; second: Schrubbe.

The First Responder treasurer's report was presented to the Board. Action – to approve the First Responder treasurer's report as presented – motion: Roehrig; second: Keuler; carried.

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

Correspondence – There was no MEG Newsletter presented to the Board. The Focus Newsletter was presented to the Board for their information. The Boardman & Clark Newsletter was presented to the Board for their information. The Calumet County Focus on Calumet Newsletters were 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 stated that he did not get the notice in the mail yet but the Quarterly Street Aid Payment will be in the amount of \$11,386.37. The Notice of Revised 2nd Installment of Shared Revenue for 2019 in the amount of \$333,404.34 was presented to the Board for their information. The Notice of Estimated Street Aid for 2020 in the amount of \$52,377.30 was presented to the Board for their information. The Notice of Estimated Shared Revenue in the amount of \$391,938.80 was presented to the Board for their information.

Unfinished Business:

2019 Projects – nothing new.

Change Orders - none.

Payment Requests – none.

Recycling/Rubbish – The monthly report was presented to the Board for their information.

Recycling Committee – Action – to accept the minutes as presented and to place them on file – motion: Starfeld; second: Schrubbe; carried. The first recommendation by the committee is to submit the 2020 Recycling Grant Application. DuPrey stated that the amount is approximately \$8,300. Action – to approve this recommendation – motion: Starfeld; second: Keuler; carried. No further action needed. The other recommendation by the committee is to submit the 2020 budget for consideration. The one capital budget item is \$1,500 for a reserve to replace the wood chipper. Action – to approve this recommendation – motion: Starfeld; second: Schrubbe; carried. No further action needed. Minutes from the last Eastshore Recycling Commission meeting were presented to the Board for their information.

Police Protection for the Village – The monthly report was presented to the Board for their information.

Police and License Committee Meeting - Action – to accept the minutes as presented and to place them on file – motion: Schrubbe; second: Roehrig; carried. The first recommendation by the committee is to approve the 2020 contract for Police Protection Services. DuPrey explained that there would be a 2% increase which amounts to about \$400. The hours are the same as in previous contracts. Action – to approve the 2020 contract for Police Protection Services – motion: Starfeld; second: Schrubbe; carried. No further action needed. The other recommendation by the committee is to submit the 2020 budget for consideration. DuPrey noted that the operational expenses are consistent with the previous year and there are still reserve funds on hand. There are no capital items. Action – to approve this recommendation – motion: Schrubbe; second: Starfeld; carried. No further action needed.

Fire Department – Chief Loose reported to the Board that there were no fire calls since the last meeting. He also stated that there will be a driver/operator class starting next Tuesday and will consist of 8 nights of training for many of the firemen. Resolution 2019-06 to Amend the Fire Department's budget – There was \$1,080 budgeted in 2019 for the purchase of one gated wye and 3 stream line lights. These are no longer needed. Chief Loose would like the money transferred to purchase 2 additional pagers instead. Action – to approve Resolution 2019_06 as presented – motion: Starfeld; second: Schrubbe; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer, carried.

TID District #1 – nothing.

TID District #2 – nothing.

Wastewater Treatment Plant – nothing new.

Well #4 – no update.

Village Meadow Subdivision – Utility easement from St. Vincent DePaul – Fochs stated that the power company wants 12' beyond the Village right-of-way to get power into the subdivision. Fochs spoke with a representative from St. Vincent DePaul's and he stated that they are ok with that. WE Energies wants to specifically be named on the easement. This easement would be for any utilities such as cable, etc. Fochs stated that the wires will be run underground and nothing on poles which is actually the most cost-effective way to go. DuPrey stated that the Village attorney would have to approve the final language in the easement. Action – to give conditional approval based on our attorney's review – motion: Schrubbe; second: Keuler.

Purchase of Bel Brands Property – DuPrey informed the Board that Seth (Cedar Corporation) is trying to set up a meeting with the Department of Revenue and the Department of Natural Resources to go over options regarding the property.

WWTP Computer – Fochs stated that the computer is up and running and they are trying to work through a few glitches.

Hilbert Housing Authority – Request from Allegiant Property Management asking the Village to provide assistance for Sunrise II Capital needs – Tom Piepenburg, representing the Hilbert Housing Authority, addressed the Board and discussed the requests. The total requested is estimated at \$29,064.06. There are 11 items listed which include: painting, window coverings, flooring, appliances, tub/shower, lighting,

medicine cabinets, replacement reserves, parking lot, laundry room update and concrete repair. Piepenburg explained that at the last meeting they toured the facility and noted the repairs that are required. He believes the estimate is a bit high but agrees that they need to be done. He stated that some of the residents attended the meeting. He explained that they are good people who he believes are a value to the community. They just don't have as many options available to them and they need the repairs done to their apartments. He explained that there is one tenant, however, that has set up a type of lean-to shelter on the building. He suggested that Chief Loose may want to check that out because he thinks it's a fire hazard and a rat trap. The managing company is contacting the tenant about its removal. Piepenburg stated that the issue of bed bugs that were found to be in 2 of the apartments have been addressed and taken care of. A follow-up from the pest control business is scheduled to verify this. He also stated that he talked to Sara from the management company and she stated that Allegiant Property Management will be renewing their contact to remain the management company for the Sunrise I and Sunrise II Apartments. Sunrise #1 has no units available; they are all rented. Sunrise II has 5-6 vacancies available with 4 prospective renters pending. However, apartments #4 and #5 are unlivable. Schrubbe stated that he feels that if funds were provided that we would simply be kicking the can down the road; it will be a fix for now; but they'll just keep coming back to the Board. He doesn't feel like money should be provided from the Village. Breckheimer stated that he agreed and if worse came to worse, the buildings could be bought and turned into regular apartment rentals and not be a part of a government assisted program. The other option is that the management company can make the repairs that they can and keep going with it as they have been. The Village, after all, has waived the Pilot (payment in lieu of taxes) payments already for this year; as they have also done in the past. Keuler asked whether there are any grants available for the management group to apply for? Piepenburg stated he was not sure. It was agreed that the Village would like to see the improvements made to make a more comfortable living space for the residents; but do not feel comfortable putting any Village funds towards the projects. Piepenburg stated that he will give a heads up to Sara regarding the Board's decision and requested that someone from the Village officially updates her. Breckheimer instructed DuPrey to sent her an e-mail explaining the decision. No action taken.

Fochs Trails Subdivision, 2nd Addition – Resolution 2019-07 Final Resolution Authorizing Construction of Improvements and Levying Special Assessments Against Benefited Properties – DuPrey stated, in

regards to special assessments, that usually a 5-year payback period is what the Village has done in the past. He feels due to the large cost of the infrastructure involved in this project that it would warrant maybe looking at a 10-year payback period. The special assessments could be paid in full within 1 year of the billing at no interest. If not paid in full, the interest rate would be 3%. Starfeld had concerns as of why would we start doing the 10-year payback now instead of the usual 5-year payback? DuPrey stated that the Board can do whichever they chose but because the sticker shock of the prices he thought this may also be a good option. Fochs stated that if they decide on the 5-year payback that he would not be doing the expansion. Financially it would not make sense for him. He wants to see the subdivision completed but he has to do what makes the most sense and the 5-year payback would not work for him. It would be virtually impossible. Breckheimer stated that with the prices coming in at where they did, it is hard on developers regarding subdivisions. This is why the Village is doing their own on the southside. Most developers aren't willing to do it and we have someone who is here and willing to. Breckheimer stated that the cost of some of the special assessments for this are close to the same cost as what we are asking for some of the lots on the southside. Starfeld didn't agree with going to the 10-year program since they never had in the past. DuPrey stated that more municipalities are going towards that now due to the high costs. He stated that this doesn't have to be a one-time thing and the Board can decide to do this with future special assessments as well. Starfeld asked what about the 114 Project then? DuPrey stated that project is done and the Resolution has been passed already. He is talking about future projects. It's the Board's decision each time how they want to handle special assessments for each project. Keuler stated that he feels that it's important to be consistent and not pick and choose who or what project gets the 10-year payback. DuPrey stated that he is not and this was just another option he's presenting. Starfeld stated that if it's not paid off then 3% is a pretty cheap interest rate to have to pay. He thinks that's a great deal actually. As a businessman himself, he'd be thrilled with that rate. He questioned whether Foch's is up to date with the payment on the current subdivision. DuPrey stated that the interest payments are made each year by Fochs and the 3% that is being collected is actually a better rate than we would be getting if that money was sitting in an investment account. Starfeld stated that he felt that if the amount isn't paid up by the 10 years then the rate should be higher. Schrubbe asked like a penalty? DuPrey informed him that if the amount is not paid by then there can be a lien put against the property. Big deal was Starfeld's response. Breckheimer stated that's what the state laws are and what we follow. DuPrey stated that's the cost of doing business and taking the risk. He also said that all he is doing is stating the options available especially considering how high the costs came in at. The final decision is up to the Board as it is with any special assessment. The Board sets the payback period and interest rate and makes the final decision on any resolution. Action – to approve Resolution 2019_07 as presented with the 10-year payback period – motion: Roehrig; second: Nolan; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Breckheimer, carried by majority vote.

New Business:

2020 Projects – Discussion and possible action regarding authorizing advertising and bidding for projects

as approved by the Village Board – Fochs explained that Robert E. Lee has grouped the 3 projects together as (A) Village Meadows Subdivision (B) 2020 Projects (C) Fochs Trails Subdivision, 2nd Addition. The thought is if they get bid out together this might make the rates better. The 2020 Projects include the following: Calumet Street from 8th Street to 6th Street and Hwy 57/32 urbanization to finish off South of Sargento Foods. Fochs stated he thinks it makes the most sense to bid all 3 of the projects together and it should only set the projects back by a month and a half or so; since special assessments would have to be done for the 57/32 urbanization project. DuPrey stated that this is another thing that needs to be discussed. How are we going to special assess? He said the majority of the Sargento property is in a TIF District so once they special assess this part it can be paid for by Sargento using excess increment dollars from their previous projects. So that will not be an issue. However, there is approximately 200 ft not included in the TIF District. Is Sargento getting special assessed for this? The Board discussed this at great length and came to the conclusion that since the businesses on the 12th Street Project got special assessed then Sargento also should. It's best to stay consistent and fair. St. Vincent DePaul and Frontier will be assessed also, but not on the Thorn Creek Street side due to this already being decided at a previous Board meeting. The total special assessments between the three businesses is estimated at \$11,000. Breckheimer stated that he prefers not to delay the subdivision projects any longer and thinks the 2020 Projects should not be included in the bid. His thoughts are that the only the subdivisions should be bid out together. This way the Board has the right to accept/deny either one depending on how pricing comes in. There then would be no special assessments to contend with and the subdivision projects would continue to move forward without any delay. The 2020 Projects, which are estimated to be around \$250,000 would then be bid out separately. DuPrey stated that if this is how the Board decides to proceed then the awarding of the bids could be done on November 12th. Action – To bid out the 2 subdivisions without including the 2020 Projects – motion: Starfeld; second: Keuler; carried.

Application for Operator Licenses – Action – to approve the operator license for Nirmala Khadka – motion: Schrubbe; second: Bolwerk; carried.

Classes/Seminars/Schooling for Employees – none.

Reports on schooling/training sessions – DuPrey presented a report from the 2019 WMCA Conference he attended for the Board's information.

Health Board – Action – to accept the committee minutes as presented and to place them on file – motion: Schrubbe; second: Keuler; carried. The first committee recommendation is regarding increasing the 2020 fire contracts for the townships by \$500 as was done the previous year. This would affect the fire contracts of the Town of Chilton and the Town of Woodville. Action – to approve the recommendation as presented – motion: Starfeld; second: Keuler; carried. No further action needed. The second committee recommendation is to increase the 1st and 2nd Assistant Chief's yearly pay from \$100 to \$250 and raising the meeting pay by \$0.25. Action – to approve the recommendation as presented – motion: Keuler; second: Starfeld; carried. No further action required. The final recommendation is to submit the 2020 fire department budget for consideration. Action – to approve the recommendation as presented – motion: Starfeld; second: Keuler; carried. No further action needed.

Employee Review/Grievance Committee – Action – to accept the committee minutes as presented and to place them on file – motion: Roehrig; second: Nolan; carried. The committee recommendation for the 2020 compensation package for full-time and regular part-time employees was presented to the Board. The recommendation for pay increases for 2020 are: Charlie Fochs: \$0.45/hr. Dennis DuPrey: \$1,500/yr. Missy Kieso: \$0.50/hr. Kim Plate: \$0.40/hr. Mark Fochs: \$0.25/hr. Alvin Dohr: \$0.75 per/hr. along with a \$200 bonus payable in November for concrete work performed in 2019. Betty Ruppenthal: \$0.75 per/hr. Action – approve the recommendation – motion: Schrubbe; second: Roehrig; carried. No further action needed.

Purchase & Claims Committee – Action – to accept the committee minutes as presented and to place them on file – motion: Roehrig; second: Starfeld; carried. The first committee recommendation is increasing rates charged for services. DuPrey stated that it has been a long time since the rates have been increased and they needed to be reviewed since salaries and machinery expenses keep getting higher. The committee did so and provided the Board with a list of suggested increases. The main topic was chipping brush. Residents are cutting down whole trees; sometimes several; and it is taking too much of the public works employees' time to chip. Fochs stated that some people are starting to abuse the service. The committee felt that charging \$150/hr. for chipping over half an hour of time or \$150 for a full tree removal is a fair price. The thought was to try it and see how it goes. Starfeld mentioned that he thinks there is still a need for a camera out by the compost site to view nonresidents who are dumping there; which would probably also cut back on the amount of brush being dropped off. Action – to approve the recommendation of increasing rates charged for services – motion: Roehrig; second: Schrubbe; carried. No further action needed. The next recommendation by the committee is to submit the clerk treasurer budget for consideration. The amount requested is \$3,800 as in previous years for the reserve fund for office equipment. Action – to approve the recommendation as presented – motion: Schrubbe; second: Starfeld; carried. No further action needed. The final recommendation by the committee is to submit the 2020 miscellaneous capital items budget for consideration. Fochs stated that the standard amount budgeted for street equipment has been \$30,000 every year but the committee is recommending \$40,000. He said that they are looking to replace the blade & wing on the 2008 loader

with funds coming out of the street equipment fund. He noted that the next large purchase in the future would be to replace the dump truck. Starfeld noted that would be down the road a bit though and Fochs agreed and stated that the new box on the dump truck has helped. Action – to approve the recommendation as presented – motion: Starfeld; second: Keuler; carried. No further action needed.

Water & Sewer Committee – Action – to accept the committee minutes as presented and to place them on file – motion: Kueler; second: Schrubbe; carried. The first committee recommendation is to submit the 2020 Water Fund Budget for consideration. The Board discussed the iron removal system (along with the safe drinking water loan that could be used for the iron removal system) and also the full-rate case which will be completed. Roehrig stated that the iron is high in the water and it would be a plus to see that reduced. Action – to approve the recommendation as presented – motion: Kueler; second: Schrubbe; carried. No further action needed. The final committee recommendation was to submit the 2020 Sewer Fund Budget for consideration. Fochs explained that \$25,000 is to put towards the replacement of the dry spreader with a truck. This way they could handle both solids and liquids. The Board discussed the pros and cons of hiring out a service to handle the sludge. Fochs stated it's hard to find someone who can do it when it needs to be done. Especially with the heavy rainfalls. Keuler agreed. Keuler requested that Fochs provide him with the expenses of hauling from prior years. Fochs will get that information to Keuler. Fochs stated that one year they rented a truck from Phil's Pumping and hauled it themselves which worked out well. Action – to approve the recommendation as presented – motion: Schrubbe; second: Keuler; carried. No further action needed.

Street Committee – Action – to accept the committee minutes as presented and to place them on file – motion: Schrubbe; second: Starfeld; carried. The recommendation by the committee to submit the 2020 Street Budget was discussed. They recapped the earlier projects discussed. The main 2 projects being Calumet Street from 8th Street to 6th Street and the Hwy57/32 urbanization to finish off south of Sargento Foods. DuPrey stated how the hard winter last year had an overall effect on the current budget. He built in some increases for this just in case this winter is similar. Schrubbe mentioned that he heard from some residents regarding the possibility of a bridge being built off of Lynwood. He stated that the residents didn't seem too happy about it. DuPrey stated that right now that project is just a slim possibility. There is a grant, that if the Village applies for and receives, that up to 90% funding for this project could be acquired. He explained that there are a lot of municipalities going for this grant and our chances of getting it seem slim. Also, if we did not receive the full 90% of the cost of the project then we wouldn't proceed anyway. If we get the grant at the 90% then we can address the residents' issues at that point. Action – to approve the recommendation as presented – motion: Starfeld; second: Schrubbe; carried. No further action needed.

Park & Recreation Committee – Action – to accept the committee minutes as presented and to place them on file – motion: Schrubbe – second: Starfeld; carried. The first recommendation by the committee is to increase the security deposit charged for the park and community center rentals from \$100 to \$200. If there are no problems, all guidelines are followed and the key is returned, the renter then receives their full deposit back. There recently have been issues on the condition of how some renters are leaving the community center after their rentals. Bruce Schroeder (L&B Carpet Care & Janitorial) has been filling out the complaint forms and documenting with pictures of the cleaning violations. There are circumstances when his cleaning time is increased (sometimes by hours) due to the lack of clean-up by the renters. He hasn't been charging the Village extra for this, but eventually we will see the increase. Starfeld stated that the community center gets cleaned after every rental, correct? DuPrey responded that yes it does. What is our cost on this? DuPrey stated the monthly janitorial cost for the Village Hall and the Community Center is \$500. The Board agreed to increase the security deposit in order to recoup any extra charges that may occur. Action – to approve the recommendation as presented – motion: Schrubbe; second: Starfeld; carried. No further action needed. The final recommendation by the committee is to submit the 2020 Park & Recreation Budget for consideration. DuPrey stated that expenses remained consistent with last years. The committee is requesting \$20,000 to go towards the bathroom remodel and \$2,000 for ballfield Red Diamond Top Dressing for the fields. Action – to approve the recommendation as presented – motion: Schrubbe; second: Bolwerk; carried. No further action needed.

First Responder Committee – Action – to accept the committee minutes as presented and to place them on file – motion: Schrubbe; second: Starfeld; carried. The first recommendation by the committee is to approve the 2020 contracts for first responder services. The increase would be 20%. By doing this increase there would be \$1,000 in funds available for future expenditures. This would be a great way to start building up the reserves. The representatives from the first responders agreed that they would like this \$1,000 to go towards a radio/pager reserve. Action – to approve the recommendation as presented – motion: Starfeld; second: Roehrig; carried. No further action needed. The final recommendation by the committee is to submit the 2020 First Responder Budget for consideration. Action – to approve the recommendation as presented – motion: Roehrig; second: Schrubbe; carried. No further action needed.

Village Board Member Informational Report – Starfeld had a question for DuPrey regarding the percent charged for late fees for residents that are not paying their water/sewer bills on time. He stated to him it seems like we are actually losing money on this. DuPrey agreed that we definitely are. The rate is set at 1% and is set by the Public Service Commission (PSC). He had requested it to be raised at one time and the request was rejected. We can try again once we do the full rate study. But we cannot change it ourselves; only the PSC has the ability to do that.

Village Personnel Information Report – Fochs stated that Wednesday, October 16, 2019 will be the day they flush hydrants. They plan to do the same steps as last year since that worked out well. DuPrey informed the Board that he has received the counter offer payment of \$4,600 from Mr. Todd Thiel and that case is now closed. He also stated that Mr. Thiel has put in a request to have the Birch Street case dismissed. This has been done and is closed and Mr. Thiel cannot file again on this case. DuPrey also told the Board that the CDBG is closed out through the DOA; everything is now finalized and finished.

President's Report – nothing.

2020 Budget Preparation – DuPrey presented the proposed budget documents to the Village Board. He stated that the estimated amount needed from fund balance is \$89,298 (or an increase of \$34,818 compared to the amount budgeted in 2019). Of this total, the General Fund, which is operational expenditures, the increase is \$24,078. The increase from the Capital Improvement Fund is \$10,740. Overall levy is limited to an increase of \$13,149 over the previous year due to a new construction of 4.59%. The Village's estimated mill rate, considering the TIF Districts, is \$7.6943 which is \$0.14/\$1,000 of valuation. It is anticipated that home owners will see a slight decrease in their property taxes. DuPrey stated that he is still waiting for final numbers from the state on some aid. The main variables that could affect the tax rate are the final assessment ratio, state school tax credit amount and assessed value. It could adjust slightly higher or lower based upon final numbers. DuPrey also provided the Board with some additional 2020 Budget highlights and notes as follows: Overall proposed combined spending in the General Fund and Capital Improvements Fund for 2020 increases by \$52,510 (\$1,272,867 compared to \$1,220,357). Projected amount to come from Fund Balance in 2019 is \$62,720 which is over budget by \$8,240 which was driven mainly by the additional costs due to the harsh winter. The 2020 budgets have built in hiring a new Director of Public Works for a period of transition for the anticipated retirement of the current Director of Public Works. The main increases within the budget which would require the additional amount from Fund Balance are the Fire Department's budget which increases the tax levy burden by \$5,328 and also the street budget which increases the tax levy burden by \$23,124. The total from these two budgets are \$28,452. Shared Revenue for 2020 is estimated to drop by \$12,898 which is due to losing the Expenditure Restraint Payment for 2020. Street Aid for 2020 is estimated to increase by \$6,834. The net decrease in 2020 General Fund revenues before taking funds from Fund Balance is \$11,745 which is mainly caused by the reduction of the amount coming out of previously set aside reserve funds that were used in 2019 to cover budgeted expenses. Overall, General Fund expenditures is increasing by \$14,333. Main causes were as follows: Increase in election costs of \$2,000 because there are 4 elections in 2020. Increase in office wages of \$2,000 to incorporate proposed raises. Increase in Fire Department maintenance expenses of \$3,000 for annual truck maintenance. (The budgeted amount was \$3,000 and expenses were closer to \$5,000.) Garbage expenses are projected to increase by \$2,500. DuPrey stated that we could increase our garbage fees by \$5 and this would wipe out this increase. (In the end, the garbage fees were not increased.) Increase in overall street expenses of \$4,900 which is mainly due to proposed increases in labor costs for the DPW transition period. Overall, Capital Fund expenditures is increasing by \$38,177. The main causes were as follows: The proposed 2020 Fire Department capital expenditures increased by \$5,328. The proposed 2020 Street capital expenditures actually decreased by \$14,851 but the tax levy burden increased by \$23,124 because there is no grant in 2020 like there was in 2019 for 12th Street. The proposed 2020 Outlay for Street Equipment increased by \$49,700 due to replacing the loader plow and blade but the tax levy burden actually decreased by \$300 because the loader plow and blade are being paid with reserve funds. (There is a corresponding number on the revenue side to offset this increase.) The proposed 2020 Outlays under General Government and Park & Recreation decreased by \$1,000 each with a total reduction of \$2,000. President Breckheimer, after discussions with department heads, has proposed several cuts to lessen the effect of the impact on the Fund Balance. In order to be fair and equitable to all departments, he is proposing cuts to each one. The proposed cuts are as follows: To cut Clerk Treasurer Office Equipment Reserve from \$3,850 to \$3,000 (\$850). To cut Air Pack Reserve from \$10,000 to \$7,200 and this will put \$55,000 into reserve which is approximately half -possible 50/50 grant (\$2,800). To cut New Sidewalks from \$7,000 to \$5,000 (\$2,000). To transfer Plappert Rd. reserve to the 2020 proposed street projects. DuPrey stated that resolution would have to be made by the Board to transfer to one of the two street projects (\$22,550). To cut Equipment Reserve from \$40,000 to \$20,000 which leaves approximately \$70,000 in reserve after 2020 purchase (\$20,000). To cut Park Building Reserve from \$20,000 to \$15,000 (\$5,000). To cut Planning Reserve Fund – Implementation of Plan – from \$6,000 to \$3,000 (\$3,000). Total suggested cuts equal \$56,200. Balance remaining to be taken from unrestricted fund balance would then be \$33,098. Starfeld suggested taking another \$5,000 from the Equipment Reserve and \$5,000 from the Park Building Reserve. He stated that this would bring us down another \$10,000 to \$23,098. Roehrig questioned why, that when it's time to cut something, that it seems like the park is the first thing that comes to mind? Starfeld stated that he actually mentioned the Equipment Reserve first. Roehrig stated and this is why we never seem to get anywhere with the park; because cuts keep getting made to it. We will never have enough for the new bathrooms at this rate and he feels like this is an important project. Starfeld questioned what is wrong with the bathrooms? It was discussed and decided that the extra \$10,000 does not need to be cut and the Board was comfortable with taking \$33,098 out of the unrestricted fund balance. He felt that this was a number that they could work with. Roehrig asked DuPrey what a good amount is to have in the fund balance? He knows that the

auditors always say we have a healthy fund balance but what exactly should that number be at? DuPrey stated that they usually say a year's worth of expenses on hand is a good idea. Which for the Village would be approximately \$400,000. The Board felt that the budget could be submitted for public hearing and changes could be made at that time if needed. Action – to set the Public Hearing on the Proposed 2020 Budget for 7 p.m. on Tuesday, November 12, 2019 – motion:

Roehrig; second: Schrubbe; carried.

Adjournment – Action – to adjourn – motion: Schrubbe; second: Keuler; carried. The meeting was adjourned at approximately 9:40 p.m.

Missy Kieso

Missy Kieso, Deputy Clerk Treasurer