

President Mark Breckheimer called the regular meeting of the village board to order at 7 p.m. on Tuesday, June 9, 2015.

Roll Call – all members reported present. Others present were Mike Loose, Charlie Fochs, Ben Zeier and Stephen Tremlett from MSA, Tom Karman and Kyle Pockat from Schneck SC, Mike Loose and Ed Byrne.

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

Citizen Questions and Concerns to be acted on at the next board meeting – none.

Announcements – Cheese Derby is 6/13/15 from noon until 11:30 p.m. Hilbert Fire Department Raffle and Parade is 7/4/15 at 11 a.m. Hilbert Lions Club 4<sup>th</sup> of July Celebration and Fireworks is 7/4/15 beginning at 10 a.m. Sundae on the Farm is 6/28/15 from 11a.m. – 3 p.m. at Gold Star Dairy Farms. Community Band Concert is 6/22/15 at the Civic Park beginning at 7 p.m.

Minutes – Action – to approve the board meeting minutes as presented – motion: Koffarnus; second: Boesch; carried. The fire department minutes were presented to the board. Mike Loose pointed out that there was an error in the minutes. He stated that they are not going to look at the option of two pickups instead of one equipment truck to replace the current equipment truck. Action – to approve the fire department minutes as presented – motion: Piepenburg; second: Starfeld; carried. The first responder minutes were presented to the board. Action – to approve the first responder minutes as presented – motion: Boesch; second: Roehrig; carried.

Treasurer's Report for the Village of Hilbert - balances – \$335,149.08 General fund; (\$210,364.00) Sewer fund; \$166,787.09 Water fund; \$4.00 Clean Water fund; (\$26,467.74) TID #1 fund; \$189,907.66 T-Plus fund; \$20,004.34 First Responder fund; (\$371,120.24) TID #2, \$185.03 CDA; \$199,342.60 Capital Improvements Fund. Keuler questioned the Tru Green bill. DuPrey stated that it was for the ballfields. DuPrey also explained the negative balance in the sewer fund. He stated that as soon as they close on the Clean Water Fund Loan, that should go away because we will be reimbursed for expenses to date. Action – to approve the treasurer's report as presented – motion: Koffarnus; second: Piepenburg; carried. The fire department's treasurer's report was presented to the board. It also included an amended report from the previous month. Action – to approve the treasurer's report from the fire department as presented along with the amended report from last month – motion: Koffarnus; second: Starfeld; Boesch; carried. The first responder's treasurer's report was presented to the board. Action – to approve the treasurer's report from the first responders as presented – motion: Starfeld; second: Keuler; carried.

Claims - examined and discussed. There was a question brought up regarding the truck tires purchased. Mike Loose stated that they shopped around and that we get state pricing for these tires. Action – to pay all claims – motion: Starfeld; second: Koffarnus; carried.

Correspondence – The MEG newsletter was presented to the board for their information. There were no letters from Time Warner Cable. It was noted that there was just information announced that Charter was now going to buy out Time Warner Cable since the previous deal with Comcast was terminated. The Focus newsletters were presented to the board for their information. The notice of public hearing for the 2016 Fox Valley Technical College budget was presented to the board. There was a letter from the County Highway Department outlining the closing of County BB and related detour. Boesch commented that he feels that a letter should be sent to the highway department expressing our desire for the trucks going to the landfill to use County BB instead of the highway through the village. There was correspondence from the League of Wisconsin Municipalities regarding the Joint Finance Committee's recommendations for the state budget.

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 annual report from the League of Wisconsin Municipal Mutual Insurance was presented to the board for their information. The report on Wisconsin's 2014 water withdrawals from the Great Lakes Basin was presented to the board for their information.

Unfinished Business:

2015 Projects – The bid results were presented to the board for their information. The lowest bidder was DeGroot for \$87,055.02. Action – to award the bid to DeGroot for \$87,055.02 – motion: Boesch; second: Koffarnus; carried.

Recycling/Rubbish – The monthly report was presented to the board for their information. Notice of receipt of the annual recycling grant in the amount of \$8,324.68 was presented to the board for their information. DuPrey commented to the board that he attended a meeting in Chilton on recycling and there is going to be a big push to move towards single stream recycling. Right now our recyclables are going to Outagamie County and they prefer the single stream because of the clear bags. It will be something that we will need to watch in the future. Are we going to use containers similar to the garbage? Will we own containers or rent them? How will we educate the public if this is where it goes?, etc.

Police Protection for the village – There was no monthly report received. Action – to approve the committee meeting minutes as presented – motion: Koffarnus; second: Roehrig; carried. The recommendation from the committee was to approve the license listing as presented. DuPrey reviewed the listing with the board. Action – to approve this recommendation – motion: Piepenburg; second: Boesch; carried.

Fire Department – Chief Mike Loose reported that they had one fire the last month which was the barn fire just south of the village. He also stated that he was approached regarding the Cheese Derby that they had a game that needs about 1,800 gallons of water. He asked if they could deliver that water. The board felt that it was okay without a formal motion. Mike Loose also reported that they are working on the specs for the new equipment truck and that as stated earlier there is no intention to look at 2 pickup trucks as an alternative to the new equipment truck. He then brought up the purchasing of 3 sets of turnout gear. DuPrey reported that they are about \$2,200 short in the reserve account to purchase them. It is being proposed to transfer the \$2,200 shortfall from the air pack reserve fund. Action – to approve Resolution 2015-09 which amends the budget for the purchase of 3 sets of turnout gear and to transfer \$2,200 from the air pack reserve to the turnout gear reserve for this purchase – motion: Boesch; second: Keuler; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried. Action – to approve the Health Board committee meeting minutes as presented – motion: Boesch; second: Keuler; carried. The recommendation from the committee is that there is no consumption or storage of alcohol in the fire station. Mike Loose stated that the alcohol is completely out already. Action – to approve the committee's recommendation regarding not allowing the consumption or storage of alcohol in the fire station – motion: Boesch; second: Keuler; carried. Koffarnus commented that like Keuler stated previously, we need to compensate these guys a little because he served for 28 years and it was enjoyable to have a beer or two because they worked hard at those fires. He stated that we should remember that and help them out a little bit because there is a lot of training and everything. Breckheimer stated that this is something that the Health Board can look at during budget time.

TID District #1 – nothing new.

TID District #2 – nothing new.

Street Committee – There was nothing new regarding the Irish Rd culvert. A resolution was presented to the board to amend the 2015 budget for the extra \$5,000 for the culvert project which would come out of unrestricted fund balance. Action – to approve Resolution 2015-10 to amend the 2015 budget for the additional \$5,000 expenditure for the Irish Rd culvert and that the funds would come out of unrestricted fund balance – motion: Boesch; second: Koffarnus; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried. There was nothing new on the request to lower the speed limit on the north side of the village.

"Looks of Hilbert" (Aesthetics) – The street signage is being worked on. DuPrey reported that he contacted Scott Schaffer regarding the Main St. lights. He stated that he emailed WE Energies on May 18<sup>th</sup> and received no response.

Wastewater Treatment Plant – Interceptor Sewer Main Replacement Project – Charlie Fochs reported that the line has been active since last Thursday. He also stated that the sump pump at the Hernke residence is running less. Change Order #2 was presented to the board. Action – to approve Change Order #2 with Kruczek Construction in the amount of \$12,500 additional – motion: Koffarnus; second: Roehrig; carried. Payment request #4 in the amount of \$42,260.89 was presented to the board. Action – to approve Pay Request #4 in the amount of \$42,260.89 – motion: Koffarnus; second: Starfeld; carried.

WWTP Upgrades – Charlie Fochs reported that there was a meeting today regarding getting the bypassing set up. He stated that they are starting next Monday. Hilbert Acres Mobile Home Park – Charlie reported that they are pulling it out to get the data and will look at putting it back in during the fall.

New Business:

Appointment of Alternate Emergency Government Director – Breckheimer stated that he is still working on it. The person he thought might take it backed out.

Application for operator licenses – Application was received for Kelly VandeVoort. Action – to approve the operator license for Kelly VandeVoort – motion: Boesch; second: Starfeld; carried.

2014 Audit Report – Tom Karman presented the 2014 audit report. He stated that they issued the standard Unmodified Opinion on the financial statements. This means that the information accurately states the village's financial position as of 12/31/14. He stated that we currently have about \$475,000 in surplus funds. He also reported that the TID District #1 is running at a deficit but should recover all of the costs incurred by the termination of it. He pointed out the two same items as in previous years, segregation of duties and preparation of the annual financial report. These are the same as in previous years. It is due to not adequate staffing to accomplish what is desired. Tom Karman addressed the questions from the board to their satisfaction.

Classes/Seminars/Schooling for employees – nothing new.

Community Development Authority – Action – to approve the committee meeting minutes as presented – motion: Koffarnus; second: Boesch; carried. MSA then presented to the board what they could offer for completing a development plan. Steve from MSA went through a power point presentation to the board. He touched on CDBG funding to do a development plan. There is funding available for completing various types of plans. It was be \$25,000 max for a community wide plan and \$15,000 for a site specific plan. The village would have to match 50% of the cost of the project. He reviewed the benefits to having a development plan. He stated that the plans are a 20 year outlook for the community. In order to get a concrete estimate of a plan, we need to know what will be in the plan. Will it be site specific? Will it be village wide? The village has to decide what components they desire in a plan. They did discuss some of the issues facing the village and with that discussion, they felt it might be best to complete a village

wide plan because one part feeds on another. They stated that they can assist the village with implementing the plan but for a plan to be successful, the main driver has to be the community (business, government, residents). They can provide assistance to help the community. They stated that a ballpark figure to complete a village wide plan would be about \$25,000 and a site specific plan would be about \$15,000. They would charge \$3,000 to complete the grant application for completing a development plan. There were several questions and discussions that took place after the presentation. The board thanked them for your presentation and helping them to gain a better understanding of what we need to look at for a development plan.

Park & Recreation Committee – Action – to approve the committee meeting minutes as presented – motion: Boesch; second: Keuler; carried. There was no action from the committee meeting.

Request to hold annual anniversary celebration on 7/3/15 & to block off Chestnut St. – A letter was received regarding asking permission again for this year. Action – to approve this request – motion: Starfeld; second: Boesch; carried.

Village Board Informational Report – Koffarnus questioned the former Rossmeier property. We have been in contact with the county to get this property cleaned up.

Village Employee Informational Report – Charlie Fochs reported that the well went back on line as of last Friday. He also reported that the softstart on the well went out due to chlorine fumes that became too high when the run control failed. We will be exploring an insurance claim on this. DuPrey presented a letter from the Village of DeForest regarding a change in when a town can incorporate. We will file it but will not respond.

President's Report – none.

Adjournment – Action – to adjourn – motion: Boesch; second: Starfeld; carried. The meeting was adjourned at 9:03 p.m.

*Dennis DuPrey*

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Dennis DuPrey, Clerk

President Mark Breckheimer called the special meeting of the village board to order at 5 p.m. on Thursday, June 25, 2015.

Roll Call – all members reported present. Others present were Charlie Fochs, Paul Welter from Robert E. Lee, Tom Moutin and Patrick Mares from the Times Journal.

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

Citizen Questions and Concerns to be acted on at the next board meeting – none.

Announcements – none.

President's Report – Breckheimer stated that he wanted to hand out both the weed ordinance and the property maintenance ordinance so that everyone is reminded what the proper procedures are with these.

Unfinished Business:

Wastewater Treatment Plant – A revised engineering contract for the interceptor sewer main project was presented to the board. This was discussed at quite length. Paul Welter explained all the previous amendments (#1 & #2).

He stated that amendment #1 was due to the extra engineering to redo the plans with raising the height of the pipe. It came up about 1 ½' to 2'. Boesch questioned if there should have been a cost savings due to less excavating.

Paul stated that there could have been but with the massive water issues, Kruczek could have asked for more than they did for extras. Paul stated that he has work a lot of years and this is by far the worse that he has seen it. This is why the second amendment for contract administration by the engineering firm. This current item deals with the amount of construction observation that we have encountered. Paul stated that they had budget a total of \$26,000 for the project which was based upon a 30 day construction schedule. He stated that we are now actually closer to 60 – 65 days onsite. Boesch questioned if the winter caused some of the issues. Paul stated that he felt that it didn't. It was due to the groundwater issue. There was also some discussion about Kruczek not meeting the deadline. There was some of it that was due to the water issue but some of it may have been the result of mismanagement of time. Boesch commented about some of the issues with other projects. Action – to approve amendment #3 with Robert E. Lee for the interceptor main project at an increased cost of \$26,200 – motion: Boesch; second: Koffarnus; carried. The next item presented was Resolution 2015-11 which would increase sewer rates again. This was due to the increased costs and the required revenues needed for the debt retirement. These new rates would go into effect on 7/1/15. Action – to approve Resolution 2015-11 as presented – motion: Boesch; second: Piepenburg; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried. The next item discussed was the Financial Assistance Agreement (FAA) with principal forgiveness for the Clean Water Fund Loan Program. Tom Moutin explained the FAA. It is the agreement to provide us with the loan and we agree to pay or they take all our state aid. He stated that this is the 3<sup>rd</sup> one that we have had completed. Action – to approve the Financial Assistance Agreement with principal forgiveness with the Clean Water Fund Loan Program as presented – motion: Koffarnus; second: Starfeld; carried. The next item was the resolution authorizing the issuance and sale of up to \$4,045,666 sewer revenue bonds for the projects. Action – to approve Resolution 2015-12 authorizing the issuance and sale of up to \$4,045,666 sewer revenue bonds as presented – motion: Boesch; second: Starfeld; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried.

Adjournment – Action – to adjourn – motion: Boesch; second: Roehrig; carried. The meeting was adjourned at 5:41 p.m.

*Dennis DuPrey*

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Dennis DuPrey, Clerk