

President Mark Breckheimer called the regular Board Meeting to order at 7 p.m. on Tuesday, February 9, 2021.

Roll Call – Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld and Breckheimer. Others present were Dennis DuPrey, Kim Plate, Mike Loose, Anita Loose, Ed Byrne, Lori Ott, David Heyer and Tom Piepenberg.

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 – Annual Spring Clean will be held May 1, 2021 from 8 a.m. – 11 a.m. The Annual Assessor Open Book Session (by phone only) will be held April 22, 2021 from 4 p.m. – 6 p.m. The Annual Board of Review will be held on May 19, 2021 from 5:30 p.m. – 7:30 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’s minutes and place them on file – motion: Roehrig; second: Starfeld; carried. There were no First Responders minutes presented to the Board.

Treasurer’s Report for the Village of Hilbert - balances – \$120,858.04 General fund; \$975,687.40 Sewer fund; \$204,624.04 Water fund; \$1.00 DOA Block Grant fund; \$205,727.95 TID #1 fund; \$1,112,593.08 T-Plus fund; \$32,876.67 First Responder fund; (\$500,971.68) TID #2 fund; \$602,985.50 Capital Improvements fund. Action – to approve the treasurer’s report as presented – motion: Starfeld; second: Schrubbe; carried. The Fire Department treasurer’s report was presented to the Board. Action – to approve the Fire Department treasurer’s reports as presented – motion: Starfeld; second: Keuler; carried. The First Responder treasurer’s report was presented to the Board. Action – to approve the First Responder treasurer’s reports as presented – motion: Schrubbe; second: Starfeld; carried.

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

Correspondence – The MEG Newsletter was presented to the Board for their information. There was no Boardman & Clark Newsletter presented to the Board. The Calumet County Focus on Calumet Newsletters were presented to the Board for their information. The Notification of Air Pollution Control Permit Application by Hickory Meadows Landfill was presented to the Board for their information. The Correspondence regarding 2021 Assembly Bill 2 was presented to the Board for their information.

DuPrey informed the Board that the main change is that all Board of Review members will have to complete the training each year. One member must attend the training in-person and then the other members will have an in-house training night presented by the member that attended the training.

Reports - The report of labor hours was presented to the Board for their information. The report on building permits was presented to the Board for their information. The Annual Summary Report on Building Permits for 2020 was presented to the Board for their information. The Taxes Collected to 1/31/2021 was presented to the Board for their information. DuPrey informed the Board that \$1,422,626.00 or 71.5% compared to 72.17% last year. He stated that the tax collection went fine and there were no issues. The Notice of Receipt of PILOT payment for DNR owned land in the amount of \$241.42 (3 acres) was presented to the Board for their information.

Unfinished Business:

2021 Projects – nothing new.

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

Police Protection for the Village – There was no report presented to the Board.

Fire Department – Chief Loose informed the Board that there was a total of 5 fire calls. A small garage fire, odor of natural gas, dive team assist, report of a fire at Hilbert Acres (turned out to be campfire) and a mutual aid call to Harrison. He stated that the Department is also starting to work on the Cheese Derby and 4th of July Picnic events. He said they are going to plan for the events as if they are going to happen and if they don’t happen, then they don’t.

TID District #1 – nothing.

TID District #2 – nothing.

Wastewater Treatment Plant – nothing new.

Well #4 – nothing new.

Village Meadow Subdivision –Trail System – Discussion and possible action regarding the maintenance agreement for trail system – The maintenance agreement would be between the Hilbert School District and the Village of Hilbert. DuPrey and school superintendent, Tony Sweere, have been working on it. Sweere will present it to the School Board at their next meeting. The guidelines are: (1) School will be responsible for all snow and ice removal from the trail. (2) School will be responsible for salting the trail system as necessary. (3) School will be responsible for grass cutting and weeding on the part of the trail system located on their property. Village will be responsible for grass cutting and weeding on the part of the trail system located on their property. (4) Hilbert will be responsible for maintaining the lighting for the trail system including all repairs and light bulb replacement. (5) Hilbert will be responsible for all maintenance and repairs to the trail system. School will provide Hilbert with the necessary working easement needed to perform the maintenance and repairs of the trail system. (6) Should the trail system require a complete repaving, reconstruction, or replacement of the entire lighting system, Hilbert and School agree to meet in good faith to develop a cost share agreement that is satisfactory to both parties. (7) This agreement shall remain in effect until such time that both parties agree in writing to terminate the

agreement. DuPrey also stated the lights on the trail will be connected to the School's wiring system so the School will be paying for the electricity costs to run the lights. Starfeld questioned whether we have to take a lawn mower there just to cut the grass which is Village owned? He was told yes but that the two outlet lots and the area around the pond will also need to be cut. DuPrey stated that the Village attorney suggests that two permanent easements be used instead of two working easements between the School and Village. This would be the most simple and easiest way to secure access for each party. Action – to approve the maintenance agreement for the trail system with the Hilbert School District – motion: Starfeld; second: Keuler; carried.

Mail Delivery: Letter sent to appeal the CBU's – DuPrey reviewed the letter that he wrote to the USPS regarding the CBU's for Village Meadows Subdivision. He is hoping that they will approve the request to have 4 boxes per post instead of one main CBU unit. He feels like this would be a good compromise. Keuler and Nolan both praised the letter and thanked DuPrey for how well it was put together and written. DuPrey appreciated this. He will inform the Board when he gets an update regarding the letter.

Plan Commission – Action – to approve the meeting minutes as presented – motion: Schrubbe; second: Keuler; carried. Committee recommendation regarding installation of a serator and fountain for the storm water pond – This discussion was regarding the pond at Village Meadows Subdivision. Plate explained that a representative from Steinie's Water Gardens gave a presentation at the committee meeting. The proposed unit would have one diffuser. It will not prevent the algae but it will help to minimize it and keep the gases and odors in check. The committee is recommending: "Best" AquaMaster Aeration System for \$1,905.79 plus installation and the 1/2HP "Best" AquaMaster Fountain without lights at the cost of \$3,647.10 plus installation. So, a grand total of \$5,552.89 plus installation. Installation typically runs between \$350-\$800. Breckheimer reminded the Board that this would come out of the budgeted funds of improvements for 2021. Action – to purchase the aeration system and fountain as presented – motion: Schrubbe; second: Keuler; carried. No further action needed.

Fochs Trails Subdivision, 2nd Addition – nothing new.

Purchase of the Bel Brands Property – Discussion and possible action regarding approval of final contracts with DOA for the grants awarded – DuPrey explained that the contracts lay out the terms and conditions of the two grants that the Village is receiving. He stated that the actual contracts will still be coming once the terms and conditions are accepted. Starfeld questioned what if the overall project comes in under what is expected; can we do other projects up to the amount of the grant? DuPrey stated no; that if the project comes in under the estimated amount, that is the amount that gets paid by the grant. No projects can be added or altered to use the funds that are left. Nolan questioned what the time table was for the project? DuPrey stated that once we get this signed and turned in then the next step is getting the actual contract signed. To expediate this he is requesting that the Board give Breckheimer the authority to sign the contract once it arrives. He explained that we cannot incur any costs before the contract is signed because those costs would not be reimbursable. He is hoping the contract should arrive in the next week or so. As of right now the only costs to the Village have been the environmental tests and attorney fees. Action – to allow Breckheimer to sign the grant contracts once they are received – motion: Schrubbe; second: Starfeld; carried.

Hilbert Housing Authority – Discussion and possible action regarding the prepayment of loans on the property – David Heyer from Allegiant Management addressed the Board. He explained that it may be easier to sell the property without the Rural Development loan as there would be less restrictions and less loan issues at closing. Would the Village consider paying off the loan on March 31st? The amount would be approximately \$80k for Sunrise I and \$87k for Sunrise II. The possibility is there that we may be able to split the payoff and pay Sunrise I later if need be. He stated that right now there are only two vacancies in each building; which is better than it has been in a long time. He said there are new rules and inspections that are done by HUD. The inspections are hard to pass and you lose points very quickly for small details. You start with 100 points and with one violation can get 20 points taken right away. Nolan questioned that if there are such stringent guidelines then how did they properties end up in the condition that they are in? Heyer stated that is a good question. He's not sure but he can reassure her that these apartments are in better condition than a lot of them that he has seen. He also stated that a capital needs assessment will be required at an approximate cost of \$2500k. There are a total of 26 points which have to be met; but first, finding a buyer is the main priority. No action taken. Discussion and possible action regarding the contract for listing agent for the property – Piepenburg explained that David Heyer has put him in touch with Howard Myles as a potential agent that may be able to help sell the Sunrise Apartment buildings. Myles is an agent with Century 21 and has experience with selling these types of properties and has sold 9 similar properties in the last year. Heyer did inform the Board however that all of these properties were Rural Development properties (some being close to foreclosure) and that none of them had any HUD subsidiaries involved. Schrubbe questioned how hard is it to get out of the HUD program? (Since one of the buildings still has 16 years left on it.) Heyer said that it is very hard because HUD does not want to let these contracts go. So, it is a very difficult process. If HUD comes in and finds stipulations that don't allow the buildings to pass, they then give you 90 days to make corrections. Keuler stated that doesn't seem reasonable. Heyer said that extensions can be made. It was questioned whether the properties could be sold separately? Heyer stated that they could; however, the sharing of the one parking lot could be an issue. It would have to be addressed and an agreement would have to be drawn up in regards to it. Keuler had some questions regarding how the

vouchers for the tenants work. Heyer explained the basics of the two vouchers that are available. The Board then discussed the contract for the listing agent. DuPrey stated that they would need one part clarified. On the contract it states that the firm offers the following commission to cooperating firms at 40% of the final sales price. The Board is assuming that it is supposed to read 40% of the final commission price. This would need to be clarified before anything is signed. Action – to conditionally approve the contract for the listing agent for the Sunrise Apartments property once the clarification is made regarding line 37 – motion: Schrubbe; second: Starfeld; carried.

2020 Census – Kieso informed the Board that originally numbers were going to be released to each state by March 31st, however; that has now been changed to July 31st.

Discussion and possible action regarding possible zoning code violation – DuPrey stated that there were no updates to report.

COVID-19 – DuPrey stated everything is going well having the office open and he would like it to remain open. Kieso agreed. The office will continue to stay open and the situation will be addressed monthly.

Discussion and possible action regarding the purchase of a new pick-up truck – This discussion continued from the last Board Meeting. Plate explained that he just received a quote regarding a Dodge Ram which came in pretty close to the same price as the Ford which was presented last month. He contacted Bergstrom and stated that they do not offer the fleet discount (lot price only) so that would take them out of the running. Starfeld questioned why Plate didn't check with Vande Hey Brantmeier 7 miles down the road? Plate said because GM is out because of the no discount. Starfeld stated that Vande Hey doesn't sell GM they sell Chevy. Nolan said it's the same thing. Plate stated Chevy is a part of GMC. Schrubbe questioned whether Plate tried to get prices on any half-tons? Plate responded that he did, but stated if the Board wants to go with a half-ton then he's not interested. Starfeld replied ok, then we just won't get a new truck. He stated that you don't need a three-quarter-ton truck. Plate stated that he disagrees. Starfeld said that's fine, we'll just keep using the truck we have; no new truck. Breckheimer commented that if they can use the three-quarter-ton truck more, then it would make more sense to go with that one. After all, he stated that it's probably not a huge price difference and you have to remember we are keeping these trucks for quite a while. Breckheimer asked Plate what the year is of our current truck? Plate replied 2007. So, Breckheimer stated, it's 14 years old; divide the cost difference between the two trucks over 14 years. Nolan asked if the three-quarter-ton truck was within the amount that was budgeted? Breckheimer stated yes; and that it would actually still come in under the \$40k budgeted. Keuler questioned why Plate is so set on a three-quarter-ton truck? Plate stated because right now they can't haul anything with the current half-ton truck. Keuler asked about the 350? Plate said yes, we have that one which we can haul things with, but that's the only one. Keuler asked what he plans to haul with the three-quarter-ton? He said he was just asking because the Village has had a 1500 truck forever. Plate stated the chipper, the jetter, the trailer and other things at the sewer plant. Keuler stated that the current half-ton truck could haul the new jetter. Plate said yes; if it's empty, but not if the water is at full capacity. Keuler stated he saw the truck hauling the jetter. Plate stated yes that's when it was empty. Starfeld stated so we are basically getting a three-quarter-ton four-wheel drive to run around in town? Holy balls. Nolan stated that if we find out that there's not much difference in the price then it'd be worth getting the three-quarter-ton especially if we have the budget for it. Starfeld said that Nolan would see the difference in the maintenance of a three-quarter-ton truck. Fill the tank up and then talk to me he said. Plate asked why that would make a difference since they are both gas engines. Starfeld stated mileage. Plate stated that he didn't think there would be that much mileage difference. Starfeld stated the maintenance would be much higher. Plate disagreed. Plate stated with the 350 blue truck right now it's actually a half-ton with heavier springs on it and the mileage is 6-7 miles per gallon right now. Starfeld stated according to the bills it looks like you guys run around to get parts enough, so try doing that with a three-quarter-ton truck with the mileage that'll get. Starfeld stated that the Village has had a half-ton truck for 50 years why change it now. Breckheimer stated that he's sure the equipment and everything has changed over the years. Starfeld stated maybe we have too much new equipment then. Breckheimer questioned Keuler on what Chilton has? Keuler said mainly 1500s except one 2500 for plowing. Keuler stated that he would still like to see a quote on the difference in pricing. Plate said he will get one. Keuler said he would still like to see a quote from Central Garage also and stated because of the municipality discount the City of Chilton just got a good deal on one. Breckheimer instructed Plate to get the numbers together and we'll go from there then. No action taken.

New Business:

Other Annual Appointments – none.

Application for Operator Licenses – Action – to approve the request for an operator's license for Hailey Couillard – motion: Schrubbe; second: Starfeld; carried.

Classes/Seminars/Schooling for Employees – Plate informed the Board that both Matt and Mark will be taking wastewater certification tests on February 18th. Breckheimer asked what the price is? Plate remarked \$25 each. Breckheimer stated that no Board approval is required then.

Reports on schooling/training sessions – none.

Discussion and action regarding replacing the garage door openers in the back shop – Plate told the Board that he has a printed quote from EZ Glide Garage Doors & Openers which came in at \$2,200 furnished and installed. He also had one verbal quote from American Overhead Door and that amount was \$2,000. He prefers to go with EZ Glide because he has the written quote from them. DuPrey agreed

that's it's always best to go with a written quote. The current garage doors are 39 years old. One of the doors failed but they are making it work for now. The other door is working, but since it is so old, it's only a matter of time before that one starts having the same issue. Plate said as long as we are replacing one it's probably a good idea to have the other one done right away. Starfeld stated that if one still works why would we replace it? Plate stated that because of the age of the opener, it's just a matter of time, and that one will also fail. If they are coming out to do one, they might as well do both. Starfeld stated that one should be replaced if it's broken but not both. He stated he has garage door openers over 50 years old and they are still working. He's said he's 52 years old and he's not going to replace himself. He stated that "money don't grow on trees boy"; directing this comment towards Plate. Breckheimer asked in the three-quarter horse is big enough for the big door? Plate stated that is what the installer suggested. Breckheimer asked which one failed? Plate said the east door (the smaller of the two). Breckheimer then asked the Board what they want to do? Schrubbe suggested finding out if we can get a discount if we have them do both doors; otherwise, he would lean towards replacing just the one. Roehrig considers it preventative maintenance; do it now or do it later. Later could be next week. Keuler disagreed and said if it's not broke why fix it. Starfeld stated that there is maintenance that needs to be done with the doors. When was the last time someone oiled and greased them? Plate stated not that long ago with WD 40 on the rollers. Starfeld said what about the springs and the chain up above? Keuler said this is pretty easy to do, maybe when there's down time. Schrubbe stated that he thinks if you tell them you are only going to do one door, they'll give you a discount to do both. Roehrig disagreed and motioned they both should just get done. Starfeld addressed Schrubbe and said why don't you make that motion. Schrubbe said he can't because Roehrig has a motion on the floor that has to be addressed first. Action – to have EZ Glide replace both garage door openers as presented in the quote – motion: Roehrig; second: Nolan; carried by majority vote.

Water & Sewer Committee – Action – to approve the meeting minutes as presented – motion: Schrubbe; second: Roehrig; carried. Committee recommendation regarding purchase of a tablet for the WWTP – Plate presented the Board with a quote from Ideal Technologies in the amount of \$334.83. He stated that after the DNR audit they were informed that the current procedures were not adequate. Current procedure is to document all testing on a hard copy and then enter it into the computer. The DNR prefers all entries of testing to be entered directly into the computer. This will then automatically tell you if it's a pass or a fail. The placement of the computer currently does not allow this. The tablet since it's a portable device would work great for this. Schrubbe thought the price sounded high for a tablet. Nolan disagreed. Plate said actually some other quotes came in at almost \$1k. DuPrey mentioned to the Board that it was a budgeted item a few years back with \$150 coming from the water fund and \$150 coming from the sewer fund; so really it is only over by \$34.83. Action – to approve the buying of the tablet from Ideal Technologies as presented in the amount of \$334.83 – motion: Keuler; second: Schrubbe; carried. No further action needed. Committee recommendation regarding switching internet service providers for the WWTP – Plate stated that he would like to switch the telephone/internet service out at the WWTP from Bug Tussel to Frontier. By doing this it will save \$63 a month. Action – to switch from Bug Tussel to Frontier for telephone/internet service at the WWTP – motion: Starfeld; second: Schrubbe; carried. No further action needed.

Village Board Member Informational Report – nothing.

Village Personnel Informational Report – nothing.

President's Report – nothing.

Adjournment – Action – to adjourn – motion: Starfeld; second: Keuler; carried. The meeting was adjourned at 7:55 p.m.

Missy Kieso

Missy Kieso, Deputy Clerk Treasurer