

President Mark Breckheimer called the regular meeting of the village board to order at 7 p.m. on Tuesday, May 10, 2016.

Roll Call – all members reported present. Others present were Charlie Fochs, Ed Byrne from the Brillion News and Missy Kieso.

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 – Board of Review is scheduled on 5/23/16. We will immediately adjourn to 8/1/16 due to the village wide reassessment. The assessor open book sessions will be on 7/13 & 7/14 from 9:30 a.m. – 7 p.m. The next Civic Association meeting is scheduled for 5/18/16 at Cobblestone. The public hearing on the proposed zoning code change regarding accessory structures and garages is scheduled for 6/14/16 at 7 p.m.

Minutes – Action – to approve the board meeting minutes as presented – motion: Koffarnus; second: Roehrig; carried. There were no fire department minutes presented to the board. The first responder minutes from the last two meetings was presented to the board. Action – to accept the first responder minutes and place them on file – motion: Roehrig; second: Koffarnus; carried.

Treasurer's Report for the Village of Hilbert - balances – \$142,671.98 General fund; \$307,187.94 Sewer fund; \$104,898.48 Water fund; \$3.00 Clean Water fund; (\$34,162.86) TID #1 fund; \$722,262.84 T-Plus fund; \$15,769.19 First Responder fund; (\$449,733.33) TID #2, \$4,422.59 CDA; \$215,290.89 Capital Improvements Fund. Action – to approve the treasurer's report as presented – motion: Koffarnus; second: Starfeld; carried. The fire department treasurer's report was presented to the board. Action – to approve the treasurer's report of the fire department as presented – motion: Koffarnus; second: Keuler; carried. The first responder treasurer's reports from the last two months was presented to the board. Action – to approve the first responder treasurer's reports from the last two months as presented – motion: Starfeld; second: Koffarnus; carried.

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

Correspondence – There was no MEG newsletter received. DuPrey presented a letter from Time Warner Cable regarding the move to all digital. Residents without a digital box will be required to get one through Time Warner Cable. There will eventually be a monthly charge for the digital box. The Focus newsletters were presented to the board for their information. There was no newsletter from Boardman & Clark.

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 LWMMI was presented to the board for their information. DuPrey stated that the report also includes a useful guide to be used for issuing Conditional Use Permits. DuPrey reported that the Financial Report Form C is not quite completed yet.

Unfinished Business:

2016 Projects – Nothing new.

Recycling/Rubbish – The monthly report was presented to the board for their information. The Annual Report on the Recycling Program was presented to the board for their information. DuPrey stated that the village is meeting all of its obligations with the program to continue to qualify for funding. DuPrey also commented that the Spring Clean event went fairly well once everyone showed up. He stated that he feels that for future years that the entire village board take part in the program because it does provide an avenue for outreach to the village's residents so that board members get to know their residents and the residents can meet the members of the village board.

Police Protection for the village – The monthly report from the last two months was presented to the board for their information. It was noted that they seem to have a larger presence in the village at this time.

Fire Department – A letter regarding the audit findings regarding the 2% dues program was presented to the board for their information. It was noted that there were a couple of areas where we are lacking but overall okay. The NIFFERS stuff was completed but was actually put in the wrong spot. This is being corrected. The other area was fire inspections. These must be done twice a year. DuPrey touched on the eligible expenses that the 2% dues can be used for. It is much more narrow than what was thought. Chief Mike Loose was not present at the meeting and this will be carried until next month to get further clarification from him.

TID District #1 – Nothing new.

TID District #2 – Nothing new.

Street Committee – Piepenburg provided an update on the flood meeting he recently attended. He stated that the preferred way to go would be to set up a regional storm water utility. The main issue is the river. He stated that we should not expect a quick fix to the situation. They will continue to meet and have another meeting scheduled for next month. Piepenburg also informed the board that the Army Corps of Engineering can get involved to assist with the undertaking.

"Looks of Hilbert" (Aesthetics) – Starfeld reported that they are still being worked on.

Wastewater Treatment Plant – Interceptor Sewer Main Replacement Project – Charlie Fochs reported that the contractor was in yesterday and started the work to finish up the project. WWTP Upgrades – Charlie Fochs reported that the project at a standstill right now. There were no change orders for this

month. The payment request for a draw for billings for this month was presented to the board. Total amount is \$35,796.02. Action – to approve the billings presented and submit the request to draw funds from the Clean Water Fund Loan Program – motion: Starfeld; second: Piepenburg; carried. Hilbert Acres Mobile Home Park – The deadline is fast approaching. The reports on engineering bills and clean water fund draws were presented to the board for their information.

New Business:

Application for operator licenses – There were none received.

Application for liquor & beer licenses – These were presented to the board. They will be published and acted upon at the June board meeting.

Application for a Temporary Class B License – Hilbert Lions Club – Action – to approve the Temporary Class B License for the Hilbert Lions Club for the annual 4<sup>th</sup> of July celebration on July 4, 2016 – motion: Piepenburg; second; Keuler; carried.

Water & Sewer Committee – Koffarnus brought this to the board to discuss where they want to go with the repairs to the retaining wall on S. 6<sup>th</sup> St. When it was last talked about last fall, it was decided that a third party would look it over and provide a repair plan and estimated cost to repair it. Koffarnus stated that he talked with Phil Nett and he estimates that it will cost \$600 - \$1,200 to fix it. He stated that one other estimate he received was that it would cost at least \$500. There was a discussion regarding this. Right now, there is no idea of what is underneath the sidewalk. The sidewalk is staying in place but the retaining wall is sinking. There is a drainage tile behind the wall and this may be the cause of some of the issue. There were some questions as to why are we going on private property to fix up things.

Keuler and Starfeld both expressed concern about paying for the repairs. Breckheimer felt that this should go to committee and they should come up with a recommendation. This is what will be done.

Classes/Seminars/Schooling for employees – A written report from Charlie Fochs was received regarding his attendance at the WRWA Conference.

Emergency Government – A letter of resignation from Don Schultz was presented to the board. Action – to accept the resignation of Don Schultz as Emergency Government Director for the village – motion: Koffarnus; second: Starfeld; carried. Action – to appoint Daniel Starfeld as the new Emergency Government Director for the Village of Hilbert – motion: Roehrig; second: Keuler; carried. It was brought up about sending Don a nice letter thanking him for his years of service. This will be completed and the entire board will sign the letter.

Village Board member Informational Report – none.

Village Employee Informational Report – Charlie Fochs reported that the sweeper will be coming in tomorrow. He also asked about leaving the bathroom open at all times. The board stated that they would like them open. This will be taken care of.

President's Report – none.

The board then convened into closed session under Section 19.85(1)(e) of the Wisconsin Statutes to discuss the possibility of pursuing the purchase of public property. Action – to convene into closed session – motion: Starfeld; second: Roehrig; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

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

There was no action to be taken from the closed session.

Adjournment – Action – to adjourn – motion: Roehrig; second: Starfeld; carried. The meeting was adjourned at 8:06 p.m.

  
Dennis DuPrey, Clerk

President Mark Breckheimer called the special meeting of the village board to order at 7:30 p.m. on Tuesday, May 17, 2016.

Roll Call – all members reported present except Piepenburg.

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 – none.

Unfinished Business:

New Business:

Application for Temporary Class B License – Calumet Sno Trails – Action to approve the Temporary Class B License to Calumet Sno Trails for the Annual Cheese Derby on June 11<sup>th</sup> – motion: Roehrig; second: Koffarnus; carried.

The board then convened into closed session under Section 19.85(1)(e) of the Wisconsin Statutes to discuss the possibility of pursuing the purchase of public property. Action – to convene into closed session – motion: Starfeld; second: Keuler; Roll Call Vote – yes: Koffarnus, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

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

Possible Action from Closed Session – Action – to send a letter withdrawing the bid submitted to purchase the Dix property – motion: Koffarnus; second: Starfeld; carried.

Adjournment – Action – to adjourn – motion: Koffarnus; second: Starfeld; carried. The meeting was adjourned at 7:49 p.m.




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Dennis DuPrey, Clerk

The Annual Board of Review was called to order at 6 p.m. on Monday, May 23, 2016 by Chairperson Tom Piepenburg;

Members Present – Mark Breckheimer, Tom Roehrig, Tom Piepenburg and Dennis DuPrey

Also present was Tom Baer.

The purpose of this meeting is to conduct the first Board of Review meeting as required by state statutes in the month of May. DuPrey stated that the reassessment is going fairly well and that we are on schedule to have the Board of Review meetings in August. DuPrey noted that we would adjourn to August 1<sup>st</sup> at 6:30 p.m. The Open Book sessions are scheduled for July 13<sup>th</sup> and 14<sup>th</sup>. Action – to adjourn the Annual Board of Review to Monday, August 1, 2016 beginning at 6:30 p.m. – motion: Roehrig; second: Breckheimer; carried. The meeting was adjourned at 6:02 p.m.




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Dennis DuPrey, Clerk