

President Ken Stenklyft called the regular meeting of the village board to order at 7 p.m. on Tuesday, March 12, 2013.

Roll Call - all members reported present. Others present were Bill Koehler, Ed Byrne, Karl Propson, Rick Thiel, Sandy Schumacher, Bruce Schroeder, Shawn Reilly from the Times Journal, Tory Nett, Dennis Zweber and Charles Fochs.

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

Citizen Concerns & Questions to be acted upon at the next board meeting - none.

Announcements - Spring election is 4/2/13. Spring Clean will be held on 5/4/13. Due to the election, the April board meeting will be held on 4/16/13. There will be a press conference to announce the six finalists for the Alice in Dairyland competition that will be held in Calumet County in May. Ken or Dennis will attend. The annual Board of Review and Open Book will be held on May 22nd. Open Book is from 2:30 p.m. - 4:30 p.m. and Board of Review will be held from 5 p.m. - 7 p.m.

Minutes - Action - to approve the board meeting minutes from the last board meeting as presented - motion: Sippel; second: Starfeld; carried.

Treasurer's Report for the Village of Hilbert - balances - (\$153,392.30) General fund; \$273,238.24 Sewer fund; \$196,279.39 Water fund; \$1.00 Clean Water fund; \$1.00 Block Grant fund; (\$146,217.76) TID #1 fund; \$571,199.80 T-Plus fund; \$17,793.84 First Responder fund; (\$148,249.88) TID #2, \$179.00 CDA; \$454,678.76 Capital Improvements Fund. Boesch questioned the negative balances in some of the funds. These were explained by DuPrey. The General Fund is negative due to change in setting up the Capital Improvements Fund and DuPrey stated that he transferred the entire 2013 levy for this fund already even though most of our cash does not come in until November. The sewer fund and TID #2 fund are negative due to the projects completed. Action - to approve the treasurer's report as presented - motion: Breckheimer; second: Plate; carried. The fire department treasurer's report was presented to the board. Action - to approve the treasurer's report as presented - motion: Koffarnus; second: Starfeld; carried. The first responder's treasurer's report was presented to the board. Action - to approve the first responders treasurer's report as presented - motion: Plate; second: Breckheimer; carried.

Claims - examined and discussed. Stenklyft questioned whether or not it is worthwhile to be a member of the Civic Association. The board felt that it was not that expensive and we should renew the annual dues. Koffarnus questioned the Capital Improvements Fund. DuPrey explained that this fund was created when we did the budget to ensure that we continually qualify for the expenditure restraint payment which amount to \$7,500 last year. Action - to pay all claims - motion: Sippel; second: Starfeld; carried.

Correspondence - The MEG newsletter was presented to the board for their information. No letter received by Time Warner Cable. A request for a donation from the Eastshore Humane Association was presented to the board. In the past, we have donated \$200. Action - to approve this donation of \$200 to the Eastshore Humane Association - motion: Koffarnus; second: Breckheimer; carried. A thank you card from the family of Denis Hostettler was presented to the board. A thank you card from the family of Joe Stradal was presented to the board for their information.

Reports - The listing of delinquent accounts was presented to the board for their information. This list was discussed. The report of labor hours was presented to the board for their information. Stenklyft questioned how the overtime is charged out. DuPrey explained that it is charged to the department that causes the overtime. If it is a water main break, then it is charged to water. If it is for plowing streets then it is charged to streets. The monthly report of building permits was presented to the board for their information.

President's Report - Stenklyft asked again if anyone else was interested in attending the LWMMI policyholder meeting in Pewaukee on April 11th & 12th. No one else expressed interest in attending. Stenklyft stated that he would then attend. He wanted to open it up to anyone else interested. Stenklyft presented the board with a copy of the election survey that he was copied on that was sent to the clerk. DuPrey explained briefly the survey and indicated that he had to respond by March 22nd and will send in the response. Stenklyft then reported that the new official workshops and regional dinner meetings have been set and he would like to have as many people attend as possible.

Unfinished Business:

2013 Projects - nothing new.

2012 Projects - nothing new.

Recycling/Rubbish - The monthly report was presented to the board for their information.

Police Protection for the village - The monthly report was presented to the board for their information.

Fire Department - Koehler reported that the fire department would like to start a facebook page. It would be used to provide information to the public on what is going on with the fire department, can provide education information, safety reminders, etc. It was noted that we currently have an internet use policy and that maybe this should be reference prior to approving this. This policy was created by the employee review committee so they will meet to discuss this.

TID District #1 - Well # 4 Project - Charlie stated that they are still working out the bugs. There was also some discussion regarding the construction trailer. They have been asked to remove it.

Property Maintenance Ordinance - DuPrey presented the board with a closure letter from the health department. He informed the board that the building inspector is still trying to gain access to the properties. He will continue to try to convince the property owner to allow access or the village will have to pursue the court order if he does not allow the inspector access.

TID District #2 - nothing new.

Ballfield Light Project - Action - to approve the committee meeting minutes for all 3 meetings as presented - motion: Boesch; second: Breckheimer; carried. The cost share agreement was presented. There were some questions brought up today from the Athletic Association because they were concerned that the village would add village labor costs to the contingency but DuPrey assured them that this was not the case with any project that was completed previously and it wouldn't start now. Also, they asked that any change orders had to be approved by both parties. The last thing that they discussed was the prepayment of the loan. DuPrey presented the loan information. A discussion took place regarding the prepayment. Tory Nett from Citizens Bank thought that it could be done but wasn't for sure. There were some ideas such as borrowing one amount and then keeping separate records for each half. DuPrey expressed frustration over how complicated that we were trying to make the loan. He stated that he would work to have the payment earlier in the year but felt that we needed to keep it simple and only have the one loan over whatever loan period and if prepayment is allowed, then both parties need to do the same prepayment and not just one. He felt that they were overanalyzing the loan parameters and felt that everything could be accomplished in a much simpler manner. Action - to conditionally approve the cost share agreement on the condition of the clauses being discussed are worked out and made part of the agreement - motion: Boesch; second: Starfeld; carried. The bids were then reviewed. The recommendation from the engineer was to award Base Bid #1 for 90 foot base paths to Bodart Electric for \$102,000. Action - to conditionally award the bid to Bodart Electric for \$102,000 for the 90' base path on the condition that the cost share agreement is signed by both parties - motion: Boesch; second: Starfeld; carried.

Street Committee - A memo from the meeting attended at the Town of Rantoul was presented to the board. We are currently working on an easement on the Paul Gehl property on the southwest side of the village. The summary of the Rantoul meeting is that they are interested in an open box vs. 2 culvert system. We are working on finding out who actually contributes to this area. Rantoul will have to apply for the funding because it is in their jurisdiction. The grant deadline is in June. Charlie also reported that he met with the Schneider brothers. He stated that they are real receptive at selling land for a pond but would like to see the other improvements done first and if further improvements are needed, they would be willing to work with the village. Charlie also stated that they will look at getting a permit from the DNR to clean out all of our ditches.

New Business:

Application for operator licenses - none received.

Application for Temporary Class B License - Hilbert Lions Club - an application was received by the Hilbert Lions Club for the 4th of July picnic. Action - to approve the temporary Class B License to the Hilbert Lions Club for the 4th of July picnic - motion: Plate; second: Boesch; carried.

Classes/Seminars/Schooling for employees - Stenklyft reported on the firemen's convention that was attended by several firemen. He stated that the classes were very good except for one that was iffy and that covered pet rescue with CPR. He stated that there are proposed changes to NFPA which would change requirements for fire hose where anything over 10 years old would need to be replaced. They are also looking at the concepts of fighting fires where ventilation will no longer be done on the roof as it has been done in the past. Rick Thiel stated that he attended a leadership class and that it was very good. It covered safety of the firemen.

4th of July Picnic & Fireworks - An update was provided to the board on the picnic for the 4th of July. It was reported that all insurance has been secured and permits. They one band booked but don't want to book another band unless the fireworks issue is worked out. Tory Nett stated that the fireworks issue needs to be worked out and that the group thinks that it is really important to have the fireworks stay a part of the picnic and they want to find a way to do it. They have requested the fire department for their assistance because they had shot them off in the past. Their first choice is to have the fire department do the fireworks display. Their second choice is to hire a company to shoot off the fireworks. There was a discussion regarding the permitting process. Stenklyft stated that he has the sole say on whether or not the fireworks permit is issued. DuPrey stated that while he is correct in his statement, it would not apply to a village run fireworks display. Because the fire department is part of the village, he stated that he believes that they could be approved to shoot off the fireworks with majority vote. He stated that he had the attorney review this also and concurred his interpretation. There was a lot of discussion regarding NFPA 1123 and what the code states. Boesch

stated that he would support it as long as it meets code. He felt that level heads need to prevail here and that we need to move on. There was then some discussion as to dealing with this issue. Stenklyft felt that it could be done at the April board meeting. DuPrey suggested that in the past we have had special board meetings to deal with issues and that out of fairness to the Lions Club we need to deal with this issue now instead of waiting until April because the April board meeting is a week later in the middle of the month. It was agreed upon that this needs to be dealt with now and decided that the board should meet again within 2 weeks to make a final decision. In the meantime, Stenklyft is to meet with Bill Koehler and work out the issues so that we can move on with this. This will be taken care of and addressed.

Adjournment – Action – to adjourn – motion: Boesch; second: Plate; carried. The meeting was adjourned at 8:08 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk

President Ken Stenklyft called the special meeting of the village board to order at 6 p.m. on Monday, March 25, 2013.

Roll Call – all members reported present. Others present were Bill Koehler, Ed Byrne, Josh McDonald and Charles Fochs.

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

Citizen Concerns & Questions to be acted upon at the next board meeting – none.

Announcements – DuPrey brought up that UW Extension was looking for two volunteers from each municipality to assist with the Clean Sweep programs going on in April and May. No one volunteered.

President's Report – Stenklyft reported that he attended the press conference announcing the finalists for Alice in Dairyland. The event is being held in Calumet County this May.

Unfinished Business:

4th of July Picnic & Fireworks – The board reviewed the information provided by Stenklyft regarding fireworks.

Stenklyft reviewed the information provided in NFPA 1123. There was a discussion regarding the definitions regarding Consumer Fireworks and Display Fireworks. Bill Koehler stated that consumer fireworks are for personal use. He stated that they are classified a Class C fireworks and display fireworks are classified as Class B. Koehler stated that he felt that there should be two permit forms. One would be for consumer fireworks and one would be for display fireworks. He stated that NFPA covers display fireworks but not consumer. Koehler also informed the board that he was against the proposed permit for fireworks because of the reference to the fallout area. He stated that with display fireworks, it is not feasible. He also pointed out that NFPA 1123 states that the AHJ (Authority Having Jurisdiction) can use discretion for approvals of the permits. The board felt that after this discussion it would be best to go with two permits, one for consumer and one for display. Action – to proceed with the creation of two separate permit applications for fireworks permits. One will be for consumer and one will be for display with leaving the statutes covering consumer and NFPA 1123 covering display – motion: Boesch; second: Breckheimer; carried.

New Business:

Purchase & Claims Committee – Action – to approve the committee meeting minutes as presented – motion: Plate; second: Boesch; carried. The first recommendation from the committee was to authorize the purchase of the forks for the John Deere tractor with the extra funds needed for the purchase coming from the equipment reserve fund. Total amount extra was \$250. Action – to approve this recommendation – motion: Koffarnus; second: Plate; carried. The second recommendation was to sell the Birch St. property to Tom Baer for \$16,250 with Tom Baer paying all of the closing costs. Action – to approve this recommendation – motion: Boesch; second: Breckheimer; carried.

Employee Review/Grievance Committee – Action – to approve the committee meeting minutes as presented – motion: Koffarnus; second: Starfeld; carried. The first recommendation from the committee was to allow Josh to take the sewer certification test. Action – to approve this recommendation – motion: Koffarnus; second: Boesch; carried. DuPrey then presented the board with a request to attend the WMCA District meeting in Grand Chute on May 3rd. Cost would be \$25. Action – to approve this – motion: Koffarnus; second: Starfeld; carried. Stenklyft then touched on the board handbook which is being revised.

The 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(s). Action – to convene into closed session under S. 19.85(1)(c) – motion: Sippel; second: Plate; Roll Call Vote – yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

The board then reconvened back into open session. Action – to convene back into open session – motion: Plate; second: Boesch; Roll Call Vote – yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

Possible action from closed session – Action – to release Travis Boll from employment with the Village of Hilbert as of 7 a.m. on Tuesday, March 26, 2013 – motion: Boesch; second: Starfeld; carried. Action – to do a walk through with Joshua Jetton and if he is interested offer the position to him at \$15/hr and the full benefit package pending a pre employment drug test and physical – motion: Starfeld; second: Plate; carried.

Adjournment – Action – to adjourn – motion: Boesch; second: Plate; carried. The meeting was adjourned at 6:51 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk