

President Mark Breckheimer called the regular meeting of the village board to order at 7 p.m. on Tuesday, July 12, 2016.

Roll Call – all members reported present. Others present were Mike Loose, Charlie Fochs, Nic Bolz, Calumet County District Attorney, Tom Karman from Schenck SC, Missy Kieso and Ed Bryne from the Brillion News.

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 8/1/16 at 6:30 p.m. If there is an additional day needed, it will be on 8/2/16. The assessor open book sessions will be on 7/13 & 7/14 from 9:30 a.m. – 7 p.m. The firemen's parade and raffle is 7/4/16 at 11 a.m. The Annual Voices of Peace Gospel Festival is scheduled for August 19th and 20th. The Annual Cheesehead Run is scheduled for 8/20/16. The Hilbert Fire Department End of Summer Celebration is scheduled for 8/27/16.

Minutes – Action – to approve the board meeting minutes as presented – motion: Koffarnus; 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: Koffarnus; second: Roehrig; carried. There was no first responder minutes presented to the board.

Treasurer's Report for the Village of Hilbert - balances – \$73,711.85 General fund; \$365,929.18 Sewer fund; \$117,103.05 Water fund; \$3.00 Clean Water fund; (\$34,162.86) TID #1 fund; \$722,497.59 T-Plus fund; \$14,873.16 First Responder fund; (\$475,223.33) TID #2, \$4,422.59 CDA; \$194,890.89 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: Starfeld; second: Koffarnus; carried. There was no first responder treasurer's report presented to the board.

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

Correspondence – There was no MEG newsletter received. There were not Time Warner Cable letters received. The Focus newsletters were presented to the board for their information. There was no newsletter received from Boardman & Clark. The notice of 2017 contribution rates for the Wisconsin Retirement System was presented to the board. The rate in 2017 is 13.6% compared to 13.2% last year. A thank you card from the family of Millie Roehrig was 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. Notice of receipt of the quarterly street aid payment in the amount of \$13,658.69 was presented to the board for their information. The Condition of Budgets for all funds was presented to the board. DuPrey explained the lag in revenue in the utility funds and the negative cash flow in the sewer fund due to the debt principal payment made already this year. Nic Bolz then appeared before the board to introduce himself and why he should continue as Calumet County's District Attorney. He explained why he ran again and listed the accomplishments and endorsements that he has received. There was a brief question and answer session where the board members asked questions on the office and he provided answers.

Unfinished Business:

2016 Projects – Discussion on village sidewalk projects – nothing new.

Recycling/Rubbish – The monthly report was presented to the board for their information. The final cost report from the Annual Spring Clean was presented to the board for their information. Net cost was \$805.39.

Police Protection for the village – There was no monthly report received.

Fire Department – Mike Loose reported that there were no fire calls the last month. He also reported that the tank is out and hauled to Augusta for the repairs. They will be reinforcing the whole tank to prevent any issues in the future. They are going to pressure test it tomorrow and if it passes, it will be ready this Thursday to pick up. He reported that Truck 33 is moving along quite nicely. It is scheduled to be ready the end of August or beginning of September. He stated that we will need to decide what will be done with the old truck. Mike Loose then reported that they toured the new school. He stated that it is pretty nice. He also thanked the board for allowing the 3 chiefs to attend the fire chief's convention.

TID District #1 – Nothing new.

TID District #2 – Nothing new.

Street Committee – Piepenburg reported that he sent in the village's statement of commitment.

Wastewater Treatment Plant – Interceptor Sewer Main Replacement Project – nothing new. WWTP Upgrades – Charlie Fochs reported that the lawn was planted last week. Hilbert Acres Mobile Home Park – The deadline for repairs has passed. The board then discussed the next steps. DuPrey

presented information on our next step which would be the issuance of a citation. Action – to issue a \$500 citation to Wisconsin MHP 6, LLC for failure to repair the infiltration issues at the mobile home park – motion: Starfeld; second; Roehrig; carried. There were no engineering reports for this past month.

Discussion and possible action regarding elementary school playground equipment – Breckheimer reported that he received a call from the school and Mr. Sweere indicated that the Potter Firemen's Park had the highest bid on the equipment and they are working with on the deal. Their bid was higher than the village's bid.

New Business:

Application for operator licenses – none received.

Classes/Seminars/Schooling for employees – nothing new.

2015 Audit Report – Tom Karman appeared before the village board to present the 2015 Audit Report. He stated that they are issuing an unmodified opinion. This means that the financial reports fairly states the village's financial position as of 12/31/15. He reviewed the village's fund balance amount and indicated that the village has about 1 year's worth of expenses in fund balance. He also stated that the village has a very good balance in the Capital Improvements Fund. This means that there are funds available for future capital expenditures and he stated that you do not always see that. He stated that this is the way that a municipality should operate by putting reserves away instead of borrowing. He stated that planning and setting monies aside is the most fiscally responsible way to operate. Tom Karman also reported that the utilities are doing fine. DuPrey explained that the water utility will need to do a full rate case before the Public Service Commission in order to raise water rates next year. Tom Karman also stated that they had to perform a single audit because of the clean water fund monies received. It will need to be loaded into the federal system. He stated that everything was accounted for properly with the federal requirements. He also stated that there is a new accounting standard in which you have to report any net asset or liability from your retirement system. We currently have a net asset of \$41,000. The Wisconsin Retirement System is one of two in the United States that is completely funded or slightly overfunded. The conclusion is that the village is currently in a strong financial position.

Discussion and possible action regarding removing condemned mobile home from Wisconsin MHP 6, LLC Mobile Home Park – Breckheimer stated that this started about 3 weeks ago. The county inspected the property and they condemned it and gave the property owners 5 days to remove. He stated that the legal counsels of the village and the county have differing opinions on the issue. We will have to wait to see how it plays out.

Water & Sewer Committee – Action – to accept the committee meeting minutes and to place them on file – motion: Koffarnus; second: Keuler; carried. The first recommendation was to approve the CMOM Plan. Action – to approve this recommendation as presented – motion: Koffarnus; second; Roehrig; carried. There was no further action needed. The second recommendation was to proceed with plans and specifications for the tower repairs and repainting and coating. We would bid it out now and award it in December. The good contractors are already filling up for next year. Charlie reported that the tower would be down 3 to 4 weeks. The funds would come from the water tower maintenance reserve fund. Action – to approve this recommendation – motion: Piepenburg; second: Keuler; carried. There was no further action needed.

Employee Review/Grievance Committee – Action – to accept the committee meeting minutes and to place them on file – motion: Koffarnus; second: Starfeld; carried. The recommendation from the committee was grant Marissa Kieso a \$.25/hr raise. Action – to approve this recommendation – motion: Koffarnus; second: Nolan; carried. There was no further action needed. The second recommendation was to send Dennis to the Clerk's Convention in August in Appleton. Action – to approve this recommendation – motion: Roehrig; second; Starfeld; carried. There was no further action needed.

Park & Recreation Committee – Action – to accept the committee meeting minutes and to place them on file – motion: Koffarnus; second: Piepenburg; carried. There were no recommendations from the committee. The board then discussed the possibility of changing the policy regarding who can operate village equipment. Roehrig suggested that since there is only one more weekend left in the year, he asked if the village could authorize the overtime and this would allow the committee to work on a policy that would be solid in the future and have real discussions on how everyone wants this to go in the future. The board thought that this was a good idea. The board then skipped over the next agenda item regarding allowing Hilbert Athletic Association members use village equipment because there was no need to have that discussion at this time because of holding off on the equipment use policy.

Discussion and possible action regarding request by the Village Hearthstone to host their Annual Car Show on 9/17/16 – This event has gone on for several years. Action – to grant permission for the Village Hearthstone to hold the Annual Car Show and to block off Main St. from 5th St. – 4th St. from 1 p.m. – 10 p.m. – motion: Koffarnus; second: Roehrig; carried.

Discussion and possible action regarding health insurance renewal for 2016 – DuPrey presented the health insurance plans that are available. Our current plan is looking at a 16% increase. DuPrey presented several options that were possible. For every option presented, the total premiums were higher than our current premium except one which was a higher deductible and a higher total out of pocket cost. DuPrey reviewed the plan options and presented the recommendation from the agent. He also stated that the employees met and recommended a different plan from the agent's recommendation which helped save more additional dollars. The plan the employees recommended was the Anthem Blue Cross Preferred Gold 20HH ACA Plan. This would still have an increase of about \$2,400 per year but is still substantially less than the \$12,300 cost increase that we were facing. Action – to go with plan #7 option which is the Anthem Blue Cross 20HH Plan – motion: Koffarnus; second: Roehrig; carried.

Village Board member Informational Report – Koffarnus stated that he thanks the employees for all that they do. He also apologized for a previous question asked. He stated that he should not have asked that question. The board stated that it was okay.

Village Employee Informational Report – Fochs reported that there are weeds in the creek by Lynwood Dr. and Sienna Ct and they can't get it cut down because there is stuff within the right of way or meander

area. He stated that he wants the street committee to meet and take the lead to inform the property owner that it needs to be removed. In the meantime, he will send one of the employees to cut it down so that it is removed.

President's Report – Breckheimer reported that he wants all the committees to work on the budget preparation beginning in August so that we can have real discussions. He also stated that he wants to include a consultant in the 2017 budget. He lastly stated that there are going to be 2 to 3 different presentations at the August board meeting.

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: Piepenburg; 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: Keuler; second: Nolan; 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 9:06 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk

The second meeting of the Annual Board of Review was called to order at 6:30 p.m. on Monday, August 1, 2016 by Chairperson Tom Piepenburg.

Roll Call – Present were Tom Piepenburg, Tom Roehrig, Jim Koffarnus, Mark Breckheimer and Dennis DuPrey. Also present were Troy Zacharias and Zach Zacharias from Action Appraisers & Consultants and Paul Gehl.

The purpose of the meeting was to conduct the Annual Board of Review. The village conducted a village wide reassessment this year. The board then conducted the appeal of Paul Gehl on two separate properties. The first property was ID #13090 which is on Highway 57 north of his barn. He stated that this area previously had been Ag use property and he wishes to have it that way and the assessment left alone. Paul stated that when he gave the land to the village (annexed it into the village), he was promised that the taxes would be the same as they were in the Town of Rantoul. DuPrey stated that at the time of annexation the taxes were compared and they were quite similar. Troy Zacharias explained that there is a section of land on the east side is not tillable land and cannot be assessed that way. He stated that is now labeled as undeveloped land. They then discussed the second parcel at 303 S. 8th St., Property ID #13076. Paul again stated that this was Ag use and he wishes to have this land left the same. He stated that he did plant some trees on the property and that there are some pine trees but also black walnut trees which he says will be worth good money in the future for wood. He questioned if it could be treated as a tree farm. Troy again testified that the land can't be a tree farm unless they are selling the trees such as Christmas trees. He stated that there is a small building on the property which he captured and he also reclassified the area where the trees are as fallow farmland which means it was farmland but is not being tilled. He also stated that in order to be managed forest, which has a higher assessment, there would have to be 15 acres or more. The board thanked Paul for attending and informed him that he will be notified of their decision. Action – to leave the assessment the same as determined by the assessor, \$12,200 for Property ID #13090 which is the land north of the barn on Highway 57 – motion: Breckheimer; second: Piepenburg; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Breckheimer, DuPrey; carried. Action – to leave the assessment the same as determined by the assessor, \$20,100 for Property ID #13076 which is located at 303 S. 8th St. – motion: Breckheimer; second: Roehrig; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Breckheimer, DuPrey; carried. There was no one else that appeared before the Board of Review regarding their assessments. DuPrey then reviewed the summary numbers for the board. He stated that there were two properties that were listed on the roll last year and assessed by Troy that are now being assessed by the state as manufacturing property. If we take those two amounts into account from last year, the reassessment brought an increase to the real estate amounts of \$2,411,600. The personal property had a net decrease of \$27,600.

Adjournment – Action – to adjourn the Annual Board of Review – motion: Breckheimer; second: Roehrig; carried. The meeting was adjourned at 8:30 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk