

President Ken Stenklyft called the regular meeting of the village board to order at 7 p.m. on Tuesday, May 13, 2014.

Roll Call – all members reported present. Also present were Mike Loose, Ed Byrne, Eric Volland from the sheriff's department, Dale Marsh from Robert E. Lee, Richard Konkol, Tosha Jones and other residents from the Mobile Home Park 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 – Residents from the mobile home park came to voice concerns regarding the drainage system and the sewer pipes in the mobile home park. Richard Konkol spoke on behalf of the group of residents that appeared. He stated that they have problems with their drainage and sewer pipes. He stated that he talked with Charlie and everybody about it. He stated that he can't get any reaction from the state. He stated that they want some action taken. He stated that he owns four of the homes in the park and pays taxes on them but doesn't get to say a thing about what is going on there. He stated that he has talked to the corporate office in Colorado, their attorney, their district manager, the state guy, the manager from LaCrosse but there is no response. He stated that he used to work for Asset (the previous owner) but quit because he couldn't get anything fixed up there. Mr. Konkol stated that if they are paying taxes, he feels that it is up to the board to help them out. He questioned what our board was going to do? Tosha Jones stated that they feel that they are running out of options. Mr. Konkol gave a brief history of the issues that they are having. The main issue is the drainage of the park. The lawns are always wet. The other issue is the sewer pipes. He stated that with his home, the kitchen drain wasn't connected to the sewer pipe. He stated that it stunk under the home. He contacted the managers of the park and they in turn called the health department on him. He stated that he received a 5 day repair and had it inspected by our building inspector and that everything was good. He stated that he tried calling Bonnie from the county but she is not returning a call. He stated that he is now being badgered. He questioned why they are paying taxes if they can't have a word in on it. DuPrey explained that they are paying personal property taxes on the mobile homes which is movable property. There was then a discussion about the water and sewer bills. DuPrey explained that there is a master meter and we bill the park owners for water and sewer based upon that master meter. He stated that the park owners placed meters under the homes and are billing the residents off of these individual meters. DuPrey stated that once the bill has been paid by the park owners, his obligation is done as far as the billings go. What they do after that and how they pass that onto the tenants is a landlord/tenant issue. DuPrey explained the process that took place that ended up with the master meter being installed. Charlie Fochs stated that as far as water goes, we are responsible to the last faucet. He stated that he jacked the managers up with the way they were working on the water lines. Charlie stated that he informed the managers that he wants a licensed plumber doing the work up there. He stated that they had the conversation and they changed it. As for the sewer Charlie stated this is another issue and he has talked to the managers regarding this. He stated that the managers want the village to send a letter ordering them to fix it. Charlie wasn't sure if there was anything clear cut in the ordinance that would give us the power to order them to fix it up. This was referred to the water and sewer committee to address. Mr. Konkol asked to be notified for any meetings and the board stated that they would notify him.

Announcements – Information was presented regarding the 2014 new Officials Workshops & Meet and Greet Sessions being put on by the league. Open Book will be 5/21/14 from 2:30 p.m. – 4:30 p.m. and Board of Review is 5/21/14 from 5 p.m. – 7 p.m. Civic Association meeting is 5/28/14 at Neighborhood Pub hosted by the Town of Chilton. The next regional flood meeting will be at the community center in Brillion at 6 p.m. on 5/21/14.

Minutes – Action – to approve the board meeting minutes as presented – motion: Boesch; second: Thiel; carried. Action – to approve the fire department minutes as presented – motion: Boesch; second: Breckheimer; carried. There were no minutes received by the first responder group.

Treasurer's Report for the Village of Hilbert - balances – (\$11,456.83) General fund; \$158,245.97 Sewer fund; \$730.77 Water fund; \$1.00 Clean Water fund; \$1.00 Block Grant fund; (\$9,428.55) TID #1 fund; \$735,514.71 T-Plus fund; \$17,386.52 First Responder fund; (\$166,949.58) TID #2, \$679.11 CDA; \$204,494.17 Capital Improvements Fund. Action – to approve the treasurer's report as presented – motion: Breckheimer; second: Starfeld; carried. The fire department's treasurer's report and report from the brat fry fundraiser were presented to the board. Action – to approve the treasurer's report from the fire department and the report from the brat fry fundraiser as presented – motion: Boesch; second: Koffarnus; carried. The first responder treasurer's report was presented to the board. Action – to approve the treasurer's report from the first responder group as presented – motion: Koffarnus; second: Boesch; carried.

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

Correspondence – There was no MEG newsletter received. There were no Time Warner Cable letters received. The Focus newsletters were presented to the board for their information. A letter from Calumet County regarding a notice to foreclose for back taxes was presented to the board for their information. The board committee appointments approve at the April meeting 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 Cable TV Franchise Fees in the amount of \$2,267.68 was presented to the board for their information. Mr. Eric Volland from the sheriff's department appeared before the board to present information regarding establishing an email notification system that would send out emails of specific information going on in the village so that the residents would know if something is happening in the area. For example if there have been vehicle break ins in the village, an email could be sent out to remind everyone to lock their car doors and so they could keep a special watch for any suspicious activity. This email system would be unique to the village so we would only receive emails on happenings in the village area. The board felt that this is a good idea and instructed DuPrey to put something in the newsletter, on the website and in the next recycling newsletter. The Annual Financial Report Form C was presented to the board if anyone was interested in looking at it. Village Board Member Informational Report – Thiel reported on a Calumet County Trails meeting that he attended. He informed the board that they are making some progress on it but funding is an issue. He stated that they are still in the development stage at this point. They are trying to interlock communities through the trail system. He stated that the trail system would be for walking and bikes. Some might be for horses. Boesch presented some pictures after a recent rain fall. It showed areas where there are drainage issues happening on the southwest side of the village. There are issues that will need to be dealt with even farther south of the village. Boesch stated that the street committee will be addressing the situation and that the property owners would be included. Village Personnel Informational Report – Charlie reported that hydrant flushing went well recently. He stated that he felt it had gone better than in the past because we have had people here for several times already. He then brought up the gazebo at Railroad Park. He stated that since the rumblings that have been going on in town regarding it, some people have stepped forward and are willing to donate material and time to get it cleaned up and fixed up and re stained. He stated that so far everything has been donated like the copper top roof, stain or paint, etc. He also stated that he is talking to the boy scouts about doing the painting/staining. That way it wouldn't be labor intensive. Thiel commented that not to step on his toes or anything but he stated that the Revitalization Committee is getting drawings put together because they want to put something there that looks more like the railroad depot thing. Charlie asked Thiel to let him finish. Charlie stated that he has someone that will donate the copper top roof and they are looking at putting up a train weather vane. Thiel stated that he knows but the Revitalization Committee is working on it and want a new building there. Charlie stated that he knows that but we have to do something there. Thiel thought that they are planning on having a meeting on it pretty soon. Boesch commented on this being dragged out and having to go in front of the committee and then the board. Thiel thought that the meeting is going to be real soon and have some money to get it done. Charlie stated that he is trying to get this done before the 4th of July. Charlie stated that he does have a picture of it on how it would look. Starfeld commented that he thought they were not going to put up a new building there. Thiel commented that the Revitalization Committee is working on it and we should not be deciding what they are to do. Thiel commented that to stick money into it...Starfeld commented that we are not sticking money into it. It is all donated. Thiel commented that someone is sticking money into it. Keuler stated that before we jump into anything; let's figure out what we want there. Thiel agreed. Thiel stated that we should work with the Revitalization Committee on this. Charlie stated that he presented this idea at the joint meeting with the group and he received nothing but positive comments. Thiel stated that they are having a meeting and he can give them that too but that they are coming up with an idea for something new there. Thiel felt that they should hang on and wait for them to come back with something and work with them. Keuler questioned if it was remaining cedar wood. Charlie stated that it was. Keuler questioned switching to plastic. Charlie stated that the lattice would be plastic. The rest of the gazebo would remain cedar wood. Charlie stated that his question is that we have a building that is standing there and people are complaining that it looks like crap. He has people willing to donate money to make it look like something and the board is arguing what it is going to look like. He questioned isn't this part of maintenance? He questioned that does this mean every time something needs to be fixed, he has to get approval. He stated that someone has also come forward and is willing to donate dark blue paint for the trim at the park buildings. He questioned what does he do now? "Do I tell them no, keep your paint." He asked is this what I tell them, keep your paint, the board wants to mess around with something else. Keuler questioned why they couldn't work together. Thiel agreed. Boesch commented that there will be a lot of disappointed people in this community especially the elderly and he knows that everyone talks about change but there are people in this community that do not want that gazebo to go away. Mike Loose stated that tentatively, the scouts are planning on June 21st to stain the gazebo. Stenklyft stated that we have the commitment for fixing it up, let's meet with the Revitalization Group and tell them this is what we have. Thiel agreed. He stated that we give this to them and state this is what we have and work together and put something that is agreeable to both parties. He stated that this is the way you do it. Boesch questioned that the goal is to have it looking nice by the 4th of July. He stated that we have a time frame here folks. Mike Loose thought that the group was planning to meet tomorrow night or Thursday night. Thiel commented that it has been crappy so long that it really doesn't matter. Boesch commented that Charlie has goods effort has been put into it and there is a time frame in order to get it done by the 4th. Koffarnus stated that he thought the group was going to call us when they had meetings. Thiel thought that they were going to set one up. Mike Loose thought it was going to be either

tomorrow night or Thursday and that Todd Thiel was going to call him and leave him a message. Starfeld questioned so where are we at? Stenklyft stated that it is in the park and the park and recreation committee has to have a meeting, how about granting the park and recreation committee the authority to make that decision as to what to do with the gazebo. He stated that we know what the feeling is here already. Starfeld stated that this is what Charlie is talking about. It is part of maintenance. Keuler stated that when we had that meeting with the group, they were going to come up with some ideas and we were going to work with them. Keuler stated that they may like the idea or may tweak it a little but why throw them out completely. Thiel stated that we have to work with them. Stenklyft stated let's have our park and recreation committee meet and come up with a recommendation. The next board meeting is scheduled for June 10th and the scouts are tentatively set up for June 21st. Charlie asked that if the park and recreation committee is okay with it after meeting with the Revitalization Group, can he go ahead and get it started before the 10th. The board felt that this would be okay. Boesch commented that this is a piece of property that is owned by the village. He stated that the ultimate decision rests with this board. Stenklyft stated to Charlie that he had one more thing. Charlie stated that painting the trim at the park a dark blue might as well wait too and go to the park and recreation committee. Charlie stated that the paint is donated for it. Boesch commented that it is nice that people are stepping forward.

President's Report – nothing new.

Unfinished Business:

2014 Projects – Keuler questioned the separation of the storm sewer pipes. This was discussed. There are issues with the storm sewer pipes from 8th St. to 5th St. The pipes have been in there a long time and there have been some issues with ground falling into the pipes by the joints. Boesch commented that this was discussed and it will cost a lot of money to replace them. The committee discussed both slip lining it and open cutting the pipe and replacing it. It would be more cost effective to open cut it and we could also explore the option of upsizing the pipes. Keuler asked if we could budget for it. Charlie stated that it would be something that could be budgeted for. Charlie stated that he is having Jared work on it from Robert E. Lee to run the model to see what the effect will be downstream. Boesch stated that it will require corrective action and the committee is in the planning stages. Charlie stated that he will have it televised to see what we have. There may be some options for patching it for the time being. Charlie stated that it is a bottle neck area. Action – to approve the committee meeting minutes as presented – motion: Boesch; second: Breckheimer; carried. The committee's recommendation was to award the bid for the 2014 paving projects to MCC for \$132,373.37. Action – to approve this recommendation – motion: Boesch; second: Starfeld; carried.

Recycling/Rubbish – The monthly report was presented to the board for their information. It was noted that the spring clean event went well this past year. The annual report on recycling for 2013 was presented to the board. DuPrey stated that we are currently meeting the required recycling standards to keep qualifying for the grants.

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

Fire Department – Mike Loose reported that at the last fire meeting, they toured Sargento Foods. They also brought in Chilton and Potter to tour with them. He also reported that they pulled the alarms at the schools and also visited St. Mary's daycare. He also stated that they will be doing training with St. Mary's school before the end of the year with the 5th grade class to teach them how to properly use fire extinguishers. Mike Loose also reported that the department has one new member, Luke VandenElzen.

TID District #1 – nothing new.

Property Maintenance Ordinance – Nothing new.

TID District #2 – nothing new.

Street Committee – An update was given regarding the projects. The permits have been submitted for the work to be done on the southwest side of the village. Once they are approved, work will be done. The committee's recommendation was to approve Ordinance 2014_02 amending Ordinance 5.01, Numbering of Houses. The board felt that this ordinance could go through the 3 readings. They felt that there was no dire need that would require suspending the rules of 3 readings. The board did the first reading for Ordinance 2014_02.

Discussion and possible action on how to proceed with development assistance – Stenklyft handed out a summary of responses made to the business survey handed out. He stated that he wants to work closely with East Central Regional Plan Commission. He stated that the gentleman from East Central is very interested.

"Looks of Hilbert" (Aesthetics) – There was nothing new on the street signage. Stenklyft stated that this should also go to the street committee. There was some brief discussion about having the Revitalization Group involved with this. Thiel thought that this was a good idea to get their opinion on what they would like to see. There will also have to be regulations dealt with regarding placing of the signs in the right of way. Information was then presented regarding the Main St. lights. Boesch stated that we met with WE Energies and that there are about 4 or 5 poles that need to be replaced. Other poles just need some cosmetic work done on them such as repainting, replacing the covers, etc. The work will be done by WE Energies and they have to maintain them. There should be no cost to the village. The replacement of the poles will take place in the near future but the painting probably would not happen until the fall because it has to be applied in certain temperatures.

New Business:

Other Annual Appointments – Joint Review Board – Citizen member for an unlimited term. Stenklyft recommends Phil Nett. Action – to approve this recommendation – motion: Boesch; second: Keuler; carried.

Application for operator licenses – none received.

Application for Liquor & Beer Licenses – These were presented. They will be acted upon at the June meeting.

Application for Temporary Class B License – Calumet Sno Trails – Action – to approve the Temporary Class B License for Calumet Sno Trails for the Annual Cheese Derby on June 20th – motion: Koffarnus; second: Boesch; carried.

Classes/Seminars/Schooling for employees – Written report from the WRWA training was presented to the board for their information. Action – to approve the committee meeting minutes as presented – motion: Koffarnus; second: Breckheimer; carried. The first recommendation was to approve to allow Dennis attend the WMCA Clerk's Convention in Schofield in August. It would include the conference registration and 2 night's hotel stay. Action – to approve this recommendation – motion: Koffarnus; second: Keuler; carried. The next recommendation was to approve Dave Franz and Mike Loose to attend the fire chief's convention and cover the registration cost for both at \$190, parking for 3 days for Mike and 2 days for Dave at a cost of \$5 per day each, 3 nights hotel stay for Mike and 2 nights for Dave at a cost of \$149 each day for each. Total cost is not to exceed \$1,150. Action – to approve this recommendation – motion: Breckheimer; second: Koffarnus; carried.

Water & Sewer Committee – Action – to approve the committee meeting minutes as presented – motion: Koffarnus; second: Keuler; carried. Dale Marsh presented information regarding the proposed improvements. There was a discussion and several questions were asked. Dale Marsh commented on being able to do a treatment plant upgrade with cheaper money. Because the interest rates are lower, we are able to get more bang for the buck. We are sitting pretty good to have a chance at grant money because of how we scored on the proposed upgrades. He stated that this is the last year of the current interest rates. Right now it appears that the interest rates will be going up after this election year. Because our current debt was paid off we are in a good situation where we can do the upgrade and have a very minimal impact on our users. It was noted that there will be a Citizen Participation Plan meeting on June 25th from 6 p.m. – 6:30 p.m. where residents will be given the opportunity to view and provide input on the proposed upgrades. It will be posted as a committee meeting but anyone is allowed to attend. Keuler questioned how the rates are determined as residential/commercial and how much is industrial. We are at 80/20 split between residential/commercial and industrial. Keuler also questioned the DAF unit. He asked where the grease was coming from if it was Sargento. He is questioning how much they are going to pay for the upgrade. Dale Marsh stated that they will pay their share based upon their strength and volume. The DAF unit will remove grease and oils and also solids. Dale Marsh stated that the DAF unit will help save \$'s on the back end of the plant. There are other upgrades including pumps, sludge handling building, receiving, etc. There will not be a need to upgrade the ditches because of the DAF unit being installed. The plant upgrade and the interceptor are being dealt with in two separate projects because if we would have combined them, we would not have scored as high and would have kicked us out of the chance for debt forgiveness. DuPrey explained that they will be done separately and then once submitted to the DNR they will be able to combine them into one clean water fund loan after all of the agreements are in place. The first recommendation from the committee is that we approve Resolution 2014-01 declaring our intent to reimburse expenditures for the treatment plant upgrade. DuPrey explained what the resolution entailed. Action – to approve this recommendation – motion: Thiel; second: Koffarnus; Roll Call Vote – yes: Thiel, Koffarnus, Starfeld, Boesch, Keuler, Breckheimer, Stenklyft; carried. The next recommendation from the committee was to approve Resolution 2014-02 appointing the authorized representatives that can act on behalf of the village for the treatment plant upgrade. DuPrey explained this one also. Action – to approve this recommendation – motion: Boesch; second: Koffarnus; Roll Call Vote – yes: Thiel, Koffarnus, Starfeld, Boesch, Keuler, Breckheimer, Stenklyft; carried. The next recommendation was that we approve the facility plan for submittal to the DNR for the treatment plant upgrades. Action – to approve this recommendation – motion: Koffarnus; second: Breckheimer; carried. The next recommendation was to approve the engineering contract with Robert E. Lee for the WWTP upgrade provided the attorney approves it. DuPrey commented that the agreement was reviewed by the attorney and touched on changes made. Action – to approve this recommendation – motion: Breckheimer; second: Koffarnus; carried. The next recommendation was to proceed with the interceptor main replacement project. Action – to approve this recommendation – motion: Koffarnus; second: Boesch; carried. The next recommendation was to approve the engineering contract for the facility plan and/or design for the interceptor main replacement project with Robert E. Lee based upon the attorney approving the contract. DuPrey reviewed changes made to this contract. Action – to approve this recommendation – motion: Breckheimer; second: Starfeld; carried.

Ed Byrne presented the board with some reading material regarding Wisconsin Downtown News.
Adjournment – Action – to adjourn – motion: Boesch; second: Breckheimer; carried. The meeting was adjourned at 8:35 p.m.

Dennis DuPrey, Clerk

The Annual Board of Review was called to order by Chairperson Mark Breckheimer at 5 p.m. on Wednesday, May 21, 2014.

Present – Mark Breckheimer, Ken Stenklyft, Gary Boesch, Jim Koffarnus, Dennis DuPrey and Troy Zacharias.

DuPrey administered the Oath of Office to Troy Zacharias.

The board reviewed the tax roll. Troy stated that there were two people who contacted him regarding their assessments. He stated that he made open book changes. Those made were as follows:

1. Decrease the assessment for both duplexes owned by Georgia Brick on Chestnut St.
2. Decrease the assessment for the property owned by BK Investments on S. 6th St.
3. Add back a value for personal property for Advanced Archery, LLC
4. Delete the personal property assessment for Paulson Builders

After these open book changes the summary of the roll was as follows:

Real Estate - \$46,369,400 or an increase of \$270,000
Personal Property - \$943,330 or an increase of \$3,440

These values do not include the values for manufacturing properties which are added later in the year by the state. There were no people that appeared before the board to contest any other assessments.

Adjournment – Action – to adjourn the Annual Board of Review – motion: Stenklyft; second: Boesch; carried. The Annual Board of Review was adjourned at 7 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk