

President Jim Schmidt called the regular Board Meeting to order at 7 p.m. on Tuesday, April 19, 2022. Roll Call – Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehe and Schmidt. Others present were Dennis DuPrey, Kim Plate, Mike Loose, Dean LaFleur and Jared Schmidt from Robert E. Lee & Associates.

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

Reorganization of the Board – Schmidt presented the Board with the proposed committee appointments. He stated that a few people were moved around. He asked if anyone had any questions? No one did.

Action – to approve the committee appointments for the upcoming year as presented – motion:

Schrubbe; second: Roehrig; carried.

Citizen Questions and Concerns to be acted on at the next Board Meeting – none.

Announcements – The Annual Spring Clean to be held on April 30, 2022 from 8 a.m. – 11 a.m. The tentative time for Open Book and Board of Review is in June and July. “Plant a Pinwheel for Prevention” event for childhood abuse prevention in Chilton on April 20, 2022 at 6 p.m. DuPrey stated that there is also a LWMI in person seminar that is being held on May 19-20th if anyone is interested. He stated that includes one night at the hotel at no cost and informed the Board that he has gone in the past and it is a very good event. He suggests that someone from the Village goes to represent Hilbert. Loose asked if people can attend virtually. DuPrey stated that he did not think so. Schrubbe asked Plate is someone was going to be around for the Annual Spring Clean with the payload to push the items down in the dumpsters? Plate stated that he would be.

Minutes – Action – to approve the Board Meeting minutes as presented – motion: Schrubbe; second: Loose; carried. The Fire Department minutes were presented to the Board. Action – to accept the Fire Department minutes and place them on file – motion: Roehrig; second: Keuler; carried. The First Responder minutes were presented to the Board. Action – to accept the First Responder minutes and place them on file – motion: Schrubbe; second: Roehrig; carried.

Treasurer’s Report for the Village of Hilbert – February balances - \$479,325.33 General fund; \$1,186,354.11 Sewer fund; \$237,391.24 Water fund; \$1.00 DOA Block Grant fund; \$1,117,157.28 T-Plus fund; \$43,267.45 First Responder fund; (\$383,531.67) TID #2 fund; \$762,813.09 Capital Improvements fund. March balances - \$479,067.18 General fund; \$1,209,746.07 Sewer fund; \$235,289.78 Water fund; \$1.00 DOA Block Grant fund; \$1,117,457.23 T-Plus fund; \$49,608.77 First Responder fund; (\$398,142.92) TID #2 fund; \$736,396.86 Capital Improvements fund. Action – to approve the treasurer’s reports for February and March as presented – motion: Loose; second: Keuler; carried. The Fire Department treasurer’s report was presented to the Board. Action – to accept the Fire Department treasurer’s report as presented – motion: Roehrig; second: Keuler; carried. The First Responder treasurer’s report was presented to the Board. Action – to accept the First Responder’s treasurer’s report and place it on file – motion: Loose; second: Roehrig; carried.

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

Correspondence – The MEG Newsletters were presented to the Board for their information. The Boardman & Clark Newsletter was presented to the Board for their information. The Calumet County Focus on Calumet Newsletters were presented to the Board for their information. The Public Notice of Air Pollution Control Permit Application Review regarding Hickory Meadows Landfill, LLC was presented to the Board for their information. DuPrey shared a thank you card to the Board from the family of Alfred Fochs.

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. It was mentioned how great it is to see permits for so many new houses. The Notice of Receipt of the Quarterly Street Aid Payment in the amount of \$17,305.90 was presented to the Board for their information. The Notice of Receipt of the Lottery Credit for Mobile Homes in the amount of \$2,710.27 was presented to the Board for their information. The Notice of Receipt of the Lottery Credit for Real Estate in the amount of \$70,290.99 was presented to the Board for their information.

Unfinished Business –

2021 Projects – nothing new. Change Orders – none. Payment Requests – none.

2022 Projects – nothing new.

Recycling/Rubbish – The monthly report was presented to the Board for their information. Roehrig asked DuPrey if he was getting all his reports on time now with the new hauler. DuPrey stated he is and everything is going well. Keuler asked what will be done about the missing reports? DuPrey stated that he will look back and take an estimate to get an idea of what the recycling percentage was at during those times.

Police Protection for the Village – The monthly report was presented to the Board for their information.

Fire Department – Chief Loose had not arrived at the meeting yet so Jim Schrubbe gave an update. He stated that the Annual Brat Fry will be held the same day as the Spring Clean which is Saturday, April 30th at the Civic Park. He stated that tonight the Fire Department is having an event regarding how to properly use a fire extinguisher. This event will count towards the educational credits that the Department needs to obtain. He stated that there were 3 fire calls since the last meeting and that the Department members are working on the by-laws and discussions regarding a truck purchase. When Chief Loose arrived, he stated that there were approximately 20 people at the fire extinguisher event and that everything went very well. He said that the Department is also busy getting ready for the Cheese Derby.

He informed the Board that the Department will have a safety crew at the race track in Chilton this year. This was done many years ago when the race track was at the fairgrounds. The members present will be covered under the race track's insurance and the department will receive \$150 for a crew of 4 members. Chief Loose stated that he had the 2% audit with the state and everything went very well. He stated that all of the 2% dues go to LOSA funds. DuPrey stated that it's the best and easiest way to make sure the funds go where they're suppose to. Everything else went well and the audit is now complete.

TID District(s) – Nothing new.

Wastewater Treatment Plant – Letter from the DNR regarding Notice of Noncompliance and approval of the Hilbert Phosphorus Final Compliance Alternatives Plan (FCAP) – Dean LaFleur from Robert E. Lee & Associates addressed the Board. He stated that there is a new person who took over and that person is trying to bridge the gap from when the previous person left. Dean stated that this person (along with the new supervisor) is very by-the-book and it will take some time getting used to the different ways they do things. Keuler asked what is our next step then regarding this letter? Dean stated that he is not really worried about it as long as we keep communication open and show good faith by making improvements where there need to be; it'll be fine. He'll give them a call and discuss it verbally, and if he feels like he should follow up with a written letter, he will. There are several other wastewater treatment plants that are dealing with the same letters so it'll just take a little time to get everything sorted out. It's just a transition of getting to know what the new expectations and requirements are from the person now in charge of this department. Receipt from the DNR regarding the Annual CMAR Report – DuPrey stated that the report was submitted and we received back the basic response and there aren't any issues.

Well #4 – Update on Project – nothing new.

Village Meadows Subdivision – Mail Delivery – DuPrey stated that and he and Plate met with the representative from the US Postal Service at the proposed site for the mailbox units at Village Meadows Subdivision. She preferred that they be moved a bit more to the east. They will keep the Board updated as the process continues. Subdivision Improvements – Discussion and possible action regarding the estimate to move stone from the pond to an alternate site – Plate stated that he was following up with the Board's request to get an estimate for moving the large stone from the Village Meadows Subdivision Pond to a new site within the Village. The estimate is from J & E Construction and has come in at \$17,750. This is to load and haul the rip rap off the pond to the new site. This does *not* include the installation of the new stone at the new site. Jared from Robert E. Lee & Associates stated that the size of the stone from the pond is much bigger than what is needed at the Creek Street location. It definitely will hold but there will be huge voids between the stones where soil could erode from around it. He stated that medium to heavy stone is what is required and the stone from the pond is way on the heavy side. Jared explained the problem with the large stone at the pond currently is that there is a safety concern due to the weed maintenance. It is an unstable area for anyone to be walking on. Plate agreed. It is a pain to be maintained; but it can be controlled. Plate stated that that size of stone should never have been put there to begin with. It would look better without it, but that is a steep price to pay to remove it; especially since the stone may not be the best option to use elsewhere. Loose asked if the stone could be crushed at the wastewater treatment plant. Plate stated that it could, but that would also take time and expense. Keuler stated that he is concerned that using only stone on the creek will not solve the issue. Jared stated that of the three choices that had been presented to the Board at a prior meeting that the choice of just doing the stone makes the most sense; especially financially. It was decided to set up a committee meeting and go on site to both locations. No action taken. Phase II Development – Presentation of bids received for the infrastructure – Jared stated that there were 11 bids. The bids ranged from \$563,802.50 to \$706,299.50. The lowest bid came in underbudget by approximately \$276k. DuPrey explained the paperwork to the Board. He stated that he put the estimated prices next to the actual bid price so the Board members could see where the differences in costs were. One of the major differences was for the 3"-4" stone for the pond. The price was \$60k on the estimate compared to \$17k on the bid. This is with the stone going 5' into the water and then up 5'. There will also be an additional charge to move the 15 thousand pounds of dirt (depending on how we get it removed). There were questions on whether the stone size and the placement would be adequate. Jared stated that it would be. DuPrey then mentioned an alternative that could be considered with the bid. Since the bid was so much lower than expected, maybe they should consider doing the curb/gutter and paving of the 1st phase of the development? Jared stated that a change order cannot exceed 15% of the total contract. This is the statutory limit and you need to stay around that amount so there's no issues. So, the curb/gutter and paving would well exceed this amount. The Board then had discussion on how to proceed. It was agreed that they would like to see the 1st phase of the development completed with the curb/gutter and paving. They discussed options of the curb being standard or rolled. Rolled is less expensive but can be harder for snow plowing in the winter months. Jared stated that it's basically a personal preference; he prefers the rolled. DuPrey asked Jared how long the Board has to accept the bid. Jared stated that there have 30 days to approve. However, he does not suggest waiting that long because the sooner that we accept and get on the contractor's calendar the better it will be. Due to this, it was decided not to table the topic until the next Board meeting. Jared stated that if they chose too, the Board could accept the bid with no alternative and then actually bid out the completion of the 1st phase for curb/gutter and paving separately. Since the construction company will already be in the Village, they may put in a bid reflecting this because the equipment will already be here. DuPrey stated that if the Board decides to do this, a letter

will have to be sent out to the residents in Village Meadows Subdivision and a public hearing would have to be set regarding the special assessment costs. Discussion and possible action regarding awarding the bid for the project – Action – to award the initial base bid to Feaker & Sons and to bid out for curb/gutter and paving for the first phase of the subdivision – motion: Schrubbe; second: Keuler; carried. Discussion and possible action regarding approval of the Offer to Purchase for the sale of the strip of land to the owners of Lot #13 to square the property to the owners west of the lot – The selling of the land was discussed at the last Board Meeting. The Offer to Purchase is from Ron & Lori Ott in the amount of \$7,500 plus all closing and surveying costs. Action – to approve the Offer to Purchase as presented – motion: Roehrig; second: Keuler; carried. Discussion and possible action regarding excess fill within the subdivision and what to do with it – Plate stated that he spoke with Jared and there should definitely be an abundance of excess fill at the site. Plate said an excavator approached him about taking some and he wanted to see what the Board thought of that. The excavator wants it for free. It was decided that there should be a charge. It was mentioned that we should charge whatever Lunda Construction charged the Village when we needed fill during the first phase. DuPrey stated he thought it was like a dollar or two a yard. He would doublecheck and it was decided that that's the price we would ask. Action – to sell the excess fill from the subdivision for the price (per yard) which the Village paid from Lunda Construction – motion: Keuler; second: Schrubbe; carried.

Fochs Trails Subdivision – nothing new.

Former Bel Brands Property – Update on the Project – nothing new. Payment Requests – none. Change Orders – none. Discussion and possible action regarding the potential development project on the former Bel Brands property – DuPrey stated that he took the questions that the Board had from the last meeting and found out some answers. If the property were to get developed before 5 years, the developer must meet the LMI objective. If for any reason the builder does not, or the DOA thinks they do not, the Village could have to repay the grant of approximately three quarter of a million dollars. Even if the LMI requirements are listed in the developer's contract with the Village, and it holds that developer responsible for repayment; the Village could still end up responsible. The developer could simply close out his business and not be able to repay it. The Village would then be responsible for it. It is a very slippery slide and too great of a risk to take with that large amount of funds. The DOA stated that the best option would be LMI housing since that is easily monitored. The other option is to leave the lot sit empty for 5 years and then there would be no limitations regarding LMI. However, that 5 years does not start until the grant and project are completely closed out; which hasn't happened yet. The next topic was the landscaping. MRD has to come and finish the landscaping. The Village has held the retainer due to the landscaping not being completed as described in the project. DuPrey stated that unless we get approval from the DOA, we cannot not just have the landscaping done by a different landscaper. It would change the scope of the project. DuPrey was instructed to find out the deadline given for the completion of the landscaping to MRD and get a current estimate on the price to have it done locally if MRD doesn't complete it. DuPrey stated that as far as the underground tank on the north end of the property is concerned, the removal of it was not part of the project so it can't be removed until the project is closed out. Schrubbe stated that he did not remember any mention of an underground tank being on the property at all. Nolan and Roehrig agreed. Schmidt stated that they were informed that the tank was there during demolition and he and DuPrey were pretty certain that they mentioned this to the Board. Schrubbe was adamant that he knew nothing about it. It was stated that eventually the tank would have to get removed and originally there was to be no landscaping done over the top of it, but MRD planted grass at the location. It was suggested that it would be better to have it removed prior to the landscaping being completed. Schrubbe stated that the removal of the tank will be another expense then. Schmidt suggested that the Board think of the options presented regarding the property. It will be further discussed at the next meeting. No action taken.

Hilbert Housing Authority – Presentation of final costs regarding the sale of the properties – DuPrey stated that the revenue total was \$419,556.12 and expenses were \$248,988.37. The balance of the remaining funds being \$170,567.75. Additionally, the Village will now receive property taxes from this parcel. Schmidt informed the Board that Sunrise II will become assistant living with a 24-hour nurse available. The current residents of Sunrise II are either moving to Sunrise I or are being relocated. Schmidt wanted to go on record for thanking DuPrey for all the extra time and work that he contributed to get the project completed. Roehrig said it was a job well done. DuPrey also stated that Schmidt deserves recognition because he also worked hard to get this closed out. Discussion and action regarding billing and issuing a payment to Allegiant Properties for assistance provided – DuPrey explained that originally Allegiant was asking for a payment of \$13,300 from the Village for the assistance they provided; which was \$8,300 higher than the amount of \$5k which was discussed earlier. Schmidt and DuPrey went over the detailed list of charges and felt that amount was too high. They decided to discuss paying half of the \$8,300 along with the \$5k for a total of \$9,150; which Allegiant agreed to. Roehrig stated he felt that it was a good compromise and he was pleased that they got it reduced by half. So, the agreement on final payment services states the following: the Village agrees to make a final payment to Allegiant in the amount of \$9,150 for the prepayment of the loans and assistance regarding the sale of the property. Payment shall be made no later than April 30, 2022. Both parties agree that neither party will be eligible for any further payment regarding services related to this property and each party will hold harmless the other party for any activities under this property. Roehrig questioned whether this will be it then and

everything will be completed? DuPrey stated that yes this is the last step. DuPrey stated that David Heyer, from Allegiant Properties has already signed the agreement. Action – to issue a payment to Allegiant Properties in the amount of \$9,150 – motion: Roehrig; second: Schrubbe; carried.

Discussion and possible action regarding possible zoning code violation – DuPrey stated there was never a notice of denial of the building permit provided to the owner. DuPrey said that a building permit was applied and paid for but the approved permit was never sent. DuPrey has tried to contact the state several times regarding the property and has received no response. It was then questioned whether there could be a zoning violation? DuPrey stated that right now everything regarding the property is just here say. No one knows for certain whether the individual is just working on his own vehicles or is running a business from the property. To go forward with the zoning violation the Village would need proof that this is happening. So as of right now, there's really no way to issue one. Roehrig stated that next time the owner tries to take out a building permit that it should be stopped until more information can be gathered. The Board agreed that seems like the only option. No action taken.

COVID-19 – nothing new. It was agreed to take the topic off the agenda for future Board Meetings and bring up any issue regarding this during the Village Personnel Information reporting at the end of the meeting.

Lead Service Lines in the Village – Notice of receipt of the grant for LSL Replacements – Plate stated that the Village received the full amount of the grant in the amount of \$87,500. Plate stated that this should cover from the private side only. The costs associated with the sewer lateral are not eligible for grant funds. Keuler questioned whether televising was going to be done? Plate stated that it is already being done and there's only 3 lines left to televise. Discussion and possible action regarding the policy for replacing LSL's and/or sewer laterals – DuPrey stated this is just a draft of a policy that Keuler requested him to come up with so the committee has something to start with. It will need to be gone over and can be altered where needed. The committee will set a meeting to go over the example policy and then go from there. No action taken.

Issues with the rip rap stone on the drainage ditch at the end of Creek St. – This item will be tabled since it was already discussed earlier in the meeting regarding the stones from the pond from Village Meadows Subdivision.

Discussion and possible action regarding installing drain tile on Cedar St. as per quest by the property owner – Plate provided an estimate from J&E Construction. For installation of approximately 300' of 6" tile and 4-yard drains and to backfill (with stone) the cost would be \$5k. Plate stated that he is still waiting to hear what the cost on the engineering would be. It was decided to table this until Plate gets the engineering costs and provides that information to the Board. No action taken.

Clerk's Office Door Replacement – Schmidt asked Plate how things were coming with the office door? Plate said to be honest he hasn't had time to check into it. He suggested that the office takes care of it so they can explain exactly how they would like it to be. DuPrey stated that he was fine with that. Plate stated that just eliminates him having to be the middle man. DuPrey will check into the door replacement.

New Business:

Other Annual Appointments – Plan Commission – Board Member for a 1-year term. Schmidt is recommending Tim Keuler. Action – to appoint Tim Keuler for a 1-year term – motion: Schrubbe; second: Roehrig; carried. Citizen Member for a 3-year term. Schmidt is recommending Keith Berchum. Action – to appoint Keith Berchum for a 3-year term – motion: Roehrig; second: Schrubbe; carried. Board of Appeals – Citizen Member for a 3-year term. Schmidt is recommending Karl Propson. Action – to appoint Karl Propson for a 3-year term – motion: Schrubbe; second: Loose; carried. Citizen Member for a 3-year term. Schmidt is recommending Sharon Nett. Action – to appoint Sharon Nett for a 3-year term – motion: Schrubbe; second: Kloehn; carried. Economic Development Committee – Board Member for a 3-year term. Schmidt is recommending Tim Keuler. Action – to appoint Tim Keuler for a 3-year term: motion: Schrubbe; second: Roehrig; carried. Citizen Member for a 3-year term. Schmidt is recommending Tony Sweere. Action – to appoint Tony Sweere for a 3-year term – motion: Kloehn; second: Loose; carried. Architectural Committee – Citizen Member for a 2-year term. Schmidt is recommending Ron Ott. Action – to appoint Ron Ott for a 2-year term- motion: Roehrig; second: Kloehn; carried.

Discussion and possible action regarding appointing an Emergency Government Director – Schmidt informed the Board that Dan Starfeld is stepping down from being the Emergency Government Director. He stated that Mark Fochs informed him that he would be interested in the position. Mark told Schmidt that being with the Village, and also on the Fire Department, he would be on the scene anyway so he'd be glad to take the position. Roehrig stated that if he wants it; that's great. It was good of him to volunteer. Action – to appoint Mark Fochs as Emergency Government Director – motion: Schrubbe; second: Roehrig; carried.

Application for Operator's license – none.

Application for Temporary Class B License – Action – to approve the Temporary Class B License for St. Mary's Congregation for the Annual Cheese Derby – motion: Loose; second: Kloehn; carried.

Discussion and possible action regarding the 6-month license application for the Hilbert Athletic Association – Action – to approve the 6-month license application for the Hilbert Athletic Association – motion: Schrubbe; second: Loose; carried.

Classes/Seminars/Schooling for Employees – none.

Reports on schooling/training sessions – Mark Fochs had a letter regarding the water conference he

attended. It was also mentioned that at this conference Mark was nominated for operator of the year. There also was a report turned in from Derek Cummings regarding the firemen convention which he attended.

Discussion and possible action regarding request to sign contract and make a donation to Eastshore Humane Association – DuPrey stated that he did not receive the contract yet so this item will be tabled until the next meeting. No action taken.

Discussion and possible action regarding requests for variances on the number of dogs – There were 2 variance requests. DuPrey provided the letters from both residents. The first one was from Hunter Lauer and was in regards to having a friend stay at her residence and permission to have her friend's dog there. This would put her at 4 dogs since she received a prior variance granting her to have 3 dogs (since she had them when she moved into the Village). The Board discussed this and decided that since it was a temporary situation, and that she was helping out a friend, that as long as the dog is licensed it would be okay. Action – to approve the request from Hunter Lauer for a variance for another dog – motion: Roehrig; second: Schrubbe; carried. The next request was from Desiree Pilon. She had been granted a variance to have 3 dogs at her residences prior to this. However, it was under the understanding that if one of the dogs passed away, she would then be down to 2 dogs and must comply to the ordinance. One of her dogs did pass, so she is requesting another variance to get 3rd dog again. Kloehn stated that she doesn't think it's a good idea because there were several times the dogs have been on Hwy 57 and she thinks it may just be an accident waiting to happen. Other Board members felt that it was made quite clear when they granted the variance last time that she was fully aware that she must abide by the ordinance if something would happen to one of the dogs. The Board asked that DuPrey send her a copy of the original letter granting the variance so that she could be reminded what she agreed to. Action – to deny the request for a variance from Desiree Pilon to have another dog on her property – motion: Loose; second: Kloehn; carried.

Discussion and possible action regarding the purchase of replacement safety sweatshirts – Plate addressed the Board requesting the new safety sweatshirts and jackets for the 3 public works employees. Plate stated that he requested an estimate and the vendor actually sent them the actual items. But they can be sent back. Roehrig questioned, not to be picky but were they in the budget? Keuler stated well isn't this classified as clothing? Loose stated that they get a clothing allowance. Plate stated that all their safety clothing is always here at the Village and has been provided. Keuler stated we supply the safety vests, right? How come you guys can't just wear the vests? Plate stated if they are working on the highway, he doesn't feel like the vest is enough. Schrubbe stated that he doesn't have a problem with them having that stuff separate from the clothing budget but shouldn't we have a separate safety budget for this stuff? Keuler stated that as far as he is concerned this would classify as clothing and should have to be purchased under the clothing budget that they receive each year. Do we up the clothing budget then? Schmidt stated that we need to consider whether this is clothing or safety equipment? Roehrig said he sees how it can be a fine line. Schrubbe would rather see a safety equipment budget. Schrubbe said the problem with including the safety clothing in with the regular clothing budget is that you will have guys wearing different colors and some might not be as bright as others, etc. Keuler stated the problem he sees is that then you are buying different safety clothing every year; where does it end? We just have an open budget for this? Plate stated that he assumed the clothing that they wear every day to work is what is considered part of the clothing allowance. Schrubbe asked if the work shoes come out of the clothing budget? Plate stated that it could but sometimes they just buy their own. It was explained that the three public works employees get a \$300 check every March for them to purchase clothing. They do not need to turn in receipts, etc. it is just a one-time payout each year for the guys to spend when needed. Kloehn stated that boots are probably half of that. Roehrig stated that if \$300 is not enough then maybe we should look at increasing that, but that can't be done at tonight's meeting. Nolan stated that safety should be a top priority and these guys are out on the street and they need to be seen. Keuler stated that replacing a safety vest is a lot less of an expense than having a bunch of different safety clothing. Loose stated that the \$300 they receive for the clothing allowance are also clothes that they can wear outside of work. Keuler stated that we have to remember that we are spending tax payers' money. He had seen this on the agenda and he spoke to several other people around town and they thought it was ludicrous. This is why he is taking the stance he is. They didn't feel like their tax dollars should be used for personal clothing that can be worn outside of work hours. Plate asked personal clothing or safety clothing? Keuler stated he considers the vests safety clothing. He asked Plate if they wear their safety jackets home? Plate stated that he could; he could take his vest home to wear if he wanted to. Plate stated that legally he doesn't think the vest is suitable for working on the highway. Keuler stated yes; it is. Nolan stated that she just wanted to mention again that she thinks safety items are so important and \$300 doesn't go a long way. Roehrig stated that we agree but the amount of the clothing budget can't be acted on tonight. It was decided to send it to the Employee Review & Grievance Committee to get more information. No action taken.

Discussion and possible action regarding purchasing a ladder for the treatment plant – Plate stated that this would be a budgeted item from the confined space budget in the amount of \$5,825.50. There is approximately \$10k in the account. It is used to get into the septic receiving tank which they use monthly to clean out the tank. Roehrig asked what do we use now? Plate stated a fire ladder with a rope; it's actually pretty ridiculous. Plate stated that this quote does not include installation; which would increase

the price because it is quite the process to get installed correctly and to make sure all safety precautions are included. It was decided to try to get a second quote and also what the complete price with installation would be. No action taken.

Discussion and possible action regarding the purchase of a computer monitor – Plate stated that he is looking to get a second computer monitor for his office. This will make doing the reports much easier because he wouldn't need to get in and out of each program to fill out the reports. It would make it so much easier. The cost of the computer monitor is \$172.61 from Ideal Technologies and the cost would be split between water and sewer. Action – to approve the purchase of the computer monitor as requested – motion: Schrubbe; second: Keuler; carried.

Discussion and possible action regarding the request for additional incentive pay for subclass operator certifications for the wastewater treatment plant – Plate stated that he would like to add 3 subclasses which are required to run the wastewater treatment plant to the incentive pay list. Plate provided the Board with a list of subclasses which the Wisconsin DNR requires for operation of the Hilbert WWTP. Each plant has their own requirements. There are: (1) Biological Solids/Sludge Handling, Processing & Reuse (2) Biological Treatment: Suspended Growth Process (3) Solids Separation (4) Laboratory (5) Nutrient Removal: Total Phosphorus (6) Sanitary Sewage Collection System. Currently, the Village of Hilbert offers incentive pay for the following: (1) Activated Sludge (Biological Solids/Sludge Handling, Processing & Reuse) (2) Phosphorus Removal (Nutrient Removal: Total Phosphorus) (3) Laboratory. Plate knows that Fochs asked to get incentive for iron removal added to the list at the last meeting and that was approved; and these are actually classes that are required. Plate stated that he has taken these 3 classes and Eichhorst will be taking them. He is asking for incentive pay of .25 cents for each of the three. Keuler stated that employee review is in the process of redoing the handbook and that this should go to that committee. Schrubbe agreed. Plate stated that his problem with that is last month they added the incentive for Fochs without going thru the committee; he got it right on the spot and the Village doesn't even have the iron removal system yet. Loose stated that if these are requirements for the job then shouldn't that be included already in the pay? Roehrig stated that so 3 of the 6 we have so you're asking for 3 more to be added, correct? Plate stated yes. Schrubbe asked if some of the classes are new and have just been added? Plate stated that the newest requirement was the sanitary sewage collection system about 3 years ago. So, Schrubbe said not in the last year or anything? Plate stated no. Keuler asked if Plate passed the test and received his advanced yet? Plate stated that he failed once and one he had to reschedule. Schrubbe said he's a little conflicted on this. So, if this is approved Plate would get an additional .75 cents per hour. Schrubbe said to correct him if he's wrong but when they made them the offer of the hourly wages, didn't they take into consideration that their pay would increase once these tests were taken? Roehrig asked if Mark was hired first or what's the name of the other guy at the plant? He was told Matt. He was informed Mark was hired first and Matt has been here almost 2 years. Schrubbe stated based on the discussion he remembers regarding the pay increasing with the passing of the tests, he feels like we should go ahead with it. Keuler stated that we need to update the incentive pay thing. Schrubbe stated that we have to treat the issues totally separate, as if we are not redoing the employee handbook. The incentive pay is a subject all on its own. Loose stated that she feels like if the classes are required then they should be required as part of the job. Incentive is actually going above and beyond what you have to do. Schrubbe stated but it goes back to the original discussion of when they were hired and what was being taken into consideration. DuPrey stated that every Public Works employee has access to each and every one of these classes. Kieso stated that they would need an effective date due to the pay increase that Plate would receive. Keuler questioned, so we are giving the employees \$1.50 for subclasses and then when they pass advance there will be another increase. Keuler reminded the Board that what we are paying now to Public Works employees has gone up drastically and to remember that we also have a great insurance package. Where is the money coming from? Loose stated that she feels like it really needs to go to committee. Schmidt stated we need to move forward. Action – to approve the addition of the 3 classes to the incentive pay list; effective April 25th – motion: Schrubbe; second: Roehrig; carried by majority vote.

Discussion and possible action regarding repairs to the exterior of the pavilion – Plate stated that Geiser has started scrapping the building. It really is a waste of time. The wood is bad and the paint won't hold well; so, we'd end of repainting it every other year probably. Eventually the wood would need to be replaced too. He got a hold of someone to give him a quote on steel and vinyl and they are going to break it down side by side. This way we can replace it, one side at a time, or all at once depending on the quotes. He suggested sending it to the Park & Recreation Committee. The Board agreed. No action taken.

Discussion and possible action seeking proposals for providing backup services for daily Village operations due to a deemed emergency – Keuler stated that with everything that is happening right now with the City of Brillion that this is a good topic to discuss. A Streets employee and the City Administrator were let go and the Director of Public Works quit. Do we have any options if something would happen here? Plate stated that he knows that Robert E. Lee would take care of the sewer part of it; he's not sure about the water. He knows that MCO also does some of this. Keuler would be willing to talk to some of these people to get some options and a back-up plan. The Board agreed this would be a good idea.

Discussion and possible action regarding a citizen complaint about the conduct of a Village Board Trustee – Schmidt stated the Board has read the complaint. He wanted to apologize to Mark Fochs on

behalf of the Board. He stated that we have to remember to act more professionally. Other than that, he doesn't feel like there is any other action that can be done at this point. He asked the other Board members if there was any other discussion on this topic? Roehrig stated he felt like it was well said by Schmidt. No action taken.

Discussion and possible action regarding seeking proposals and contracts for engineering services for projects prior to proceeding with projects – Keuler stated that we should be getting engineers scope and price earlier instead of just having them do the project. It would be easier for planning and billing. Keuler suggests maybe switching engineers once in a while (depending on quotes) instead of automatically always going with R. E. Lee and Cedar Corporation. Our next street project would be a good example to try a different engineer. Schrubbe agreed and stated that he thinks that would be great. Get other prices, etc. DuPrey stated a smaller street project would be a great place to start. DuPrey stated that it's a good way to keep the engineers in check also because then we have different quotes to compare. Schmidt asked Plate if that would slow us down too much? Plate stated he really had no idea but probably not. The Board members agreed that it would be a good idea to see what kind of other quotes we get from other engineers on projects. No action taken.

Discussion and possible action regarding the process for the upcoming budget – Schmidt is suggesting that for budget planning each committee should look at a 1-year, 3-year and 7-year plan. He thinks this will help us plan and budget better. Plate stated with that you have to remember though that when cuts occur a lot of times the things that are further out tend to get cut; so, we need to remember the big picture. Roehrig stated that maybe do a hard estimate for the 1-year plan and estimates for the other plans. Keuler stated that we need to think more long term than short term. No action taken.

Discussion and possible action regarding Resolution 2022-05 Adopting the Calumet County Hazard Mitigation Plan – DuPrey stated that by doing this Resolution it makes the Village eligible for Federal grants and Federal aid in the event of a disaster. Action – to adopt Resolution 2022-05 Adopting the Calumet County Hazard Mitigation Plan – motion: Schrubbe; second: Loose; Roll Call Vote: yes; Loose, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Schmidt; carried.

Discussion and possible action regarding the request to hold the Annual Cheesehead Run on August 13, 2022 – Action – to approve the request to hold the Annual Cheesehead Run on August 13, 2022 – motion: Loose; second: Kloebe; carried.

Discussion and possible action regarding the request to approve an outdoor Birthday Bash with outdoor music at 57 Saloon located at 205 N. 8th St. – Schmidt stated that this is an event which they held last year also. Action – to approve the event as presented – motion: Loose; second: Keuler; carried.

Discussion and possible action regarding the request from AT&T to revise the terms of our lease – DuPrey explained that AT&T are wanting to revise the terms of their lease. Right now, we collect \$1,380 monthly as payment. They are requesting one lump sum payment of \$199k, or a one lump sum payment with 50-year easement at \$121k, or a monthly rent reduction to \$997. This is the second time that they have requested this. DuPrey stated that according to the contract AT&T can take themselves off the tower, but there's always others who are looking for a spot. They are not at the top of the tower they are right below it. Schrubbe doesn't think we need to worry about it. Roehrig stated that he has no interest to change anything. Action – to deny the request from AT&T – motion: Roehrig; second: Schrubbe; carried.

Discussion and possible action regarding request for additional compensation for the seasonal public works employee – Schmidt stated this is in regards to Ken Geiser. When he interviewed with us, he had requested \$17 per hour. The Village decided to offer \$16.50 per hour. Schmidt stated that he spoke to Geiser and Geiser stated that he is willing to do a probation period but then would like to be increased to the \$17 per hour; otherwise, he is not going to accept it. Keuler asked how's he working out? Plate stated he's only been here a week, but it has been going well. Roehrig questioned what is the probationary period; 90 days? Keuler laughed and said that would put him to the end of summer though. Loose questioned what does the hand book say about a probation period? DuPrey stated that usually it's 1,040 hours but that's for full-time. Loose inquired whether we pro-rate it then? Schmidt reminded the Board that we only had one applicant for this position when it was advertised. Roehrig stated that he would like the definition on a probationary period. Schmidt stated that is what we have to decide; what do we want the probationary period to be? Keuler stated that he thinks give it 30 days and then give Geiser the .50 cents more an hour. Loose stated that she has known Geiser all her life and she believes he'll be a good employee; he is a farm boy. Plate stated that Geiser worked the fields today after he told him what needed to be done and Geiser went and took care of it. Plate was impressed what he all took care of on his own. Plate stated that Geiser will be fine and he's not worried about that. Schrubbe stated that the pay increase would be a 3% raise after a 30-day probation period. Roehrig stated that he thinks a 30-day probation period would be good. Action – to change the pay rate to \$17 per hour after a 30-day probation period for Ken Geiser; if he works out – motion: Roehrig; second: Schrubbe; carried.

Village Board Member Informational Report – Keuler stated that he wanted to discuss the golf cart and ATV ordinance and wants to know why we charge the fee? He thinks it was originally set up that way to cover costs of the signs and stuff. However, he stated that it's pretty much open wherever you go now with no licensing and charging. Kieso stated that actually Brillion charges \$25 per year; as does several other local municipalities. Keuler stated that you can still drive through Brillion and not need a decal. Kieso stated that you can, but that's a chance you take because it is required. DuPrey stated that last time this was brought up it was talked about just doing the licensing for the golf carts and not the ATV's.

But he told the Board at that time to either keep it the way it is or get rid of it all together. It'll be too hard to do one thing for the golf carts and another thing for the ATV's. They took no action at that time. The ordinance hasn't changed; so, you would have to change the ordinance. DuPrey said if they want to make changes, they need to send it to the Police & License Committee. Keuler stated that we should just get rid of it. Keuler questioned whether the cops know to enforce it and look for the sticker; it gets confusing. Schrubbe stated that he doesn't understand why it creates any confusion; it's just like any other ordinance that needs to be followed. Kieso stated that they are suppose to have a decal on their golf carts and ATV's or the cops could pull them over for an ordinance violation. Keuler thought when we set this up it was to get people to come to town and spend some money. Now, we are getting them to stay out of town and avoid Hilbert so they don't have to have a permit. They'll get to where they are going but will bypass Hilbert because of this. Schrubbe stated that he never thought the intent was to bring people to town; it was to enable people to get around town. Keuler stated that he was on this thing from the get go and spoke with Brillion and the initial thought was to create a trail going from Lake Michigan to Lake Winnebago. They have almost reached that point now. More and more municipalities are signing on because they know that these guys coming from Lake Winnebago will stop along the route to get gas or stop at the bar to get a sandwich. That was the initial intent; not just so you can sail around town. It ended up being sailing around town, because not many municipalities had it approved, but now almost everyone does. Keuler continued to say that if we want to capitalize on this, he suggests we get rid of the permits. DuPrey stated then he would suggest getting rid of permits for everything then; not just the ATV's. Keuler asked the golfcarts? DuPrey stated yes. Keuler stated that's what he thinks too. DuPrey stated then anyone that has taken out permits would get a full refund. Loose asked when does the new cycle start? DuPrey stated that it did on April 1st. Nolan questioned that another part of the permit is that it has to be inspected at that time too, correct? DuPrey stated yes. Kieso said then people are also going to be looking to get reimbursed for the inspection. Nolan stated it's not like it's a boat load of money to get it permitted and safety certified for 2 years. Schmidt stated that it cost \$25 for the safety check. Keuler stated to Nolan that he thinks she's missing the point. The point is would you like to have people come to town or avoid this area? It was decided that this has to go to committee. It will be sent to the Police & License committee to be discussed.

Village Personnel Informational Report – Plate stated that regarding the non-compliance letter, that was received from the DNR for the sewer plant, that no one even talked to him about it. He was told that he needs to communicate better and he's been trying and it goes both ways and wished someone would have asked him about it directly. Maybe he could have answered the questions and Dean from Robert E. Lee wouldn't have had to make the trip out here. Plate stated he was aware of the situation and probably could have answered any questions regarding it. Schmidt stated that it is a learning process and they are all working on it. It was decided it should have gone to the committee and discussed with Plate right away.

President's Report – nothing.

The Village Board then convened into closed session under S.19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investing of funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. President Schmidt excused himself from the first part of the closed session. Action – to convene into closed session – motion: Schrubbe; second: Roehrig; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

The Board then reconvened back into open session. Action – to reconvene back into open session – motion: Schrubbe; second: Keuler; Roll Call Vote – yes: Loose, Schrubbe, Roehrig, Nolan, Keuler, Kloehn, Schmidt; carried.

There was no action taken from closed session.

Adjournment – Action – to adjourn – motion: Schrubbe; second: Loose; carried. The meeting was adjourned at 10:17 p.m.

Missy Kieso

Missy Kieso, Deputy Clerk Treasurer