

President Ken Stenklyft called the regular meeting of the village board to order at 7 p.m. on Tuesday, June 10, 2014.

Roll Call – all members reported present. Also present were Mike Loose, Ed Byrne, Steve, manager of the mobile home park, Tom Karman from Schenck, Mark Fochs and Charles Fochs.

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

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

Announcements – Cheese Derby is June 20th from 5 p.m. – 12 a.m. Hilbert Firemen's Parade and Raffle will be held on July 4th. Hilbert Lions Club Community 4th of July Picnic and Fireworks will be held on July 4th beginning at 10 a.m. Citizen Participation Plan Public Hearing on the treatment plant upgrade is scheduled for June 25th at 6 p.m. Cheesehead Run is scheduled for August 23rd. Hilbert Fire Department's End of Summer Celebration is scheduled for August 23rd. DuPrey presented information on two raffles for the WRWA which is an organization that commits a ton of resources and training for the water utilities.

Minutes – Action – to approve the board meeting minutes as presented – motion: Koffarnus; second: Thiel; carried. Action – to approve the fire department minutes as presented – motion: Koffarnus; second: Boesch; carried. Action – to approve the first responder minutes as presented – motion: Breckheimer; second; Starfeld; carried.

Treasurer's Report for the Village of Hilbert - balances – (\$46,101.24) General fund; \$177,096.54 Sewer fund; (\$12,924.47) Water fund; \$1.00 Clean Water fund; \$1.00 Block Grant fund; (\$7,399.27) TID #1 fund; \$735,701.45 T-Plus fund; \$17,386.83 First Responder fund; (\$163,584.37) TID #2, \$679.11 CDA; \$200,636.12 Capital Improvements Fund. Action – to approve the treasurer's report as presented – motion: Koffarnus; second: Boesch; carried. The fire department's treasurer's report was presented to the board. Action – to approve the treasurer's report from the fire department as presented – motion: Thiel; 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: Keuler; carried.

Claims - examined and discussed. Keuler questioned what the H&K bill was for. This was for diamond mix for the ballfield. Action – to pay all claims – motion: Breckheimer; second: Starfeld; 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.

Reports - The report of labor hours was presented to the board for their information. The monthly report on building permits was presented to the board for their information. The report from the Annual Board of Review was presented to the board for their information. Total assessed values increased by \$273,440 or .58%. The annual report from the League of Wisconsin Municipalities Mutual Insurance was presented to the board for their information. Village Board Member Informational Report – none. Village Personnel Informational Report – Charlie reported that there are 16 of the radio read meters that need to be installed yet.

President's Report – Stenklyft stated that letter have been sent for people not taking care of their lawns. He stated of the letters sent, only one has not done anything yet.

Unfinished Business:

2014 Projects – nothing new.

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

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

Action – to approve the committee meeting minutes as presented – motion: Boesch; second: Breckheimer; carried. The recommendation from the committee was to approve the license listing as presented. Action – to approve this recommendation – motion: Boesch; second: Keuler; carried.

Fire Department – Mike Loose requested permission to look at options for replacing Truck #33. He stated that it is not reliable. Boesch commented that he felt that there should be at least one board representative on the committee. Mike Loose stated that this would not be a problem. Action – to grant permission to set up a committee to investigate the replacement of Truck #33 and that there has to be a board member representative on the committee also – motion: Breckheimer; second; Starfeld; carried. The second item that Mike Loose requested was permission to have some firemen to assist on the fire crew at Road America for a NASCAR race. He stated that Jake Nolan was working there when he was approached. Jake then brought it back to the department and Mike felt that it was a good idea. They need 10 guys and would ask other departments in Calumet County to work cooperatively with our group to do this. He stated that there would be no fire trucks that would have to go but they would need their gear. He stated that he wants to use the new gear and not the old gear. He stated that there would be no liability to the village. He stated that Road America would cover any cost for damaged gear. Boesch stated that he did not have a problem with it because it is good PR. Koffarnus also stated that it was okay with him. Action – to grant permission to allow our firemen to participate in this and that they are allowed to wear their new gear there – motion: Starfeld; second: Boesch; carried. Mike Loose commented that he is working with NIFFERS to get it up to date.

TID District #1 – nothing new.

Property Maintenance Ordinance – Action – to approve the committee meeting minutes as presented – motion: Boesch; second: Breckheimer; carried. The first recommendation was to grant Orrin Ott an extension to 6/30/14. Action – to grant this extension – motion: Starfeld; second: Keuler; carried. The

second recommendation was to issue a 3rd citation to Brandon Luedtke, 245 W. Main St. for violation of the property maintenance code. Action – to approve this recommendation – motion: Boesch; second: Starfeld; carried. The 3rd recommendation was to grant a 2nd citation to John Casper, ETAL, 54 N. 6th St. DuPrey explained the letter received from Mr. Casper and then the letter from the attorney regarding the request to notify his sister. Keuler stated that John called him tonight and asked if he could bring up his concerns to the board because he couldn't be there. Keuler stated that he is a predicament. He stated that John does not own that property by himself. Keuler stated that John admits that the property does need improvements. He stated that John has several insurance claim checks that are sitting with the state because he cannot get at the money because they are made out to both. Keuler state that she will not return any letters, calls that he makes to her and that is why he wants a letter sent to her to get some response. Keuler stated that John does have someone lined up to do the roof but before he can go ahead with it, he needs to know that she will sign off on the insurance money. Keuler stated that under these circumstances, he feels that we need to give Mr. Casper some more time and send a letter out to his sister. He stated that Mr. Casper is not going to just run out and make improvements on property that he only owns half of. Starfeld commented that he should have had this conversation with us last year. Breckheimer questioned where he was right now. Keuler stated that he was at work. Keuler stated that looking at this situation, a person would almost be a fool to make improvements on something when the other half isn't going to pay. Thiel commented that he felt that we shouldn't get caught up in a sibling rivalry. Keuler stated that he felt that we needed to because she owns half that house. Keuler stated that if it was a co owned business, you can't go after one without going after the other one. DuPrey stated that the attorney's opinion is that we don't have to notify all owners based upon our current ordinance procedure. He stated that it would be a board's decision if they would pursue each owner. DuPrey stated that if a letter is sent to her, then you will need to do the entire process as outlined in the ordinance with her if they wish to pursue action/citation with her. Keuler stated that he didn't understand how we could hold one owner responsible for making improvements and not the other owner. Starfeld questioned if we could send a first citation to her. DuPrey commented that if they wish to do that, then we need to proceed from step one which is sending her a certified letter and giving her 30 days to repair. Stenklyft stated that he felt a letter from us was going to make any difference. Boesch commented that DuPrey is right regarding starting from step one. DuPrey again stated that it is a board's decision but if they are going to include her, then we have to start with step #1. Boesch stated that he felt that she should be included also. Boesch stated that John Casper is a decent citizen in this community. Stenklyft and Thiel both felt that then we will be stuck in the middle. Breckheimer stated that he felt it should go back to committee and set up a meeting time that works with him so that he is actually here for it. Action – to deny the recommendation to issue a 2nd citation to John Casper, ETAL, 54 N. 6th St. – motion: Keuler; second: Boesch; carried.

TID District #2 – nothing new.

Street Committee – An update was given regarding the projects. Rantoul is proceeding with their project for upsizing the bridge on Irish Rd. There was nothing new on snow removal issues. The 2nd reading Ordinance 2014_02 amending Ordinance 5.01, Numbering of Houses was completed.

Discussion and possible action on how to proceed with development assistance – Stenklyft stated that he received a phone number for Connor Nett and will be inviting him to the next meeting. He may be able to provide us with some assistance.

"Looks of Hilbert" (Aesthetics) – There was nothing new on the street signage. The street committee will meet. There was nothing new on the Main St. streetlights.

Wastewater Treatment Plant – Action – to approve the committee meeting minutes as presented – motion: Koffarnus; second: Boesch; carried. The first recommendation was to approve Resolution 2014-03 Declaring Intent to Reimburse. Action – to approve this recommendation – motion: Boesch; second: Breckheimer; Roll Call Vote – yes: Thiel, Koffarnus, Starfeld, Boesch, Keuler, Breckheimer, Stenklyft; carried. The next recommendation was to approve Resolution 2014-04 Declaring Authorized Representatives for the Interceptor Project. Action – to approve this recommendation – motion: Breckheimer; second: Koffarnus; Roll Call Vote – yes: Thiel, Koffarnus, Starfeld, Boesch, Keuler, Breckheimer, Stenklyft; carried. The 3rd recommendation was to serve the mobile home park with a Notice of Deficiency regarding their sanitary sewer system and that they will need to provide a corrective action plan within 30 days of the notice. Action – to approve this recommendation – motion: Boesch; second: Thiel; carried. An update on the Price lateral was given. Charlie and Koffarnus did meet with him and he is willing to do an agreement. Charlie and Dennis were given to okay to proceed with this.

New Business:

Application for operator's license – An application was submitted for Natasha Grenzer. DuPrey stated that everything does check out. Action – to approve the operator license for Natasha Grenzer – motion: Boesch; second: Breckheimer; carried.

Application for Class B License – Champs Pub – DuPrey stated that this would need to be done conditionally based upon satisfying the 15 day waiting period after publication. Action – to approve the Class B License for Champs Pub, LLC conditionally based upon satisfying the 15 day waiting period – motion: Boesch; second: Breckheimer; carried.

Application for Temporary Class B License – Hilbert Lions Club – Action – to approve the Temporary Class B License to the Hilbert Lions Club for the 4th of July – motion: Koffarnus; second: Thiel; carried.

2013 Audit – Tom Karman appeared before the board to present the 2013 Audit Report. He stated that the report provides an unmodified opinion which states that everything that needs to be in the report is in the report and that the financial report presents fairly the financial position of the village for the period ending 12/31/13. Tom reviewed the report and discussed the report on financial operations for the village. For the general fund, the fund balance increased by about \$38,000 which gives us a fund balance of about \$802,000 for the year. He stated that this puts the village in a very strong financial position. He stated that we have about a year's worth of our budget in reserve. He stated that one of the things important for a community such as ours is that when looking at the revenue section the intergovernmental aids that we receive, they are basically our state aids. He stated that having the reserve funds that we do, it puts us in a much better financial position than other communities because if there would be cuts to these revenues in the future, we will have some contingency funds to fall back on without having to make any substantial cuts to the budget. It also allows us to have contingency funds available in the event something comes up during the year, we do have funds to take care of some of those things. He also reviewed the other funds. He pointed out that TID #1 is still at a deficit but that will be made up in future years. Thiel questioned if it was true that if we had too much money, we are not eligible for grants then. Tom Karman stated that it was not true. He stated that most of the grants out there right now are more dependent upon the type of project we are doing and the income level of residents in the community. Keuler questioned with like the sewer fund, we are required to put so much monies aside for future capital projects. He questioned if there was a minimum. Tom Karman stated that with the intergovernmental revenue that is received, 85% of that comes in the middle of November. He stated that typically you have to operate 10 ½ months before you get most of your funding. He suggested a fund balance of at least 30% - 40% of the total annual budget. He stated that otherwise we could be forced to borrow money to pay the bills. DuPrey stated that this was the way it was when he first started here. DuPrey stated that every year he had to borrow money to pay the bills and then would pay off the loan when the bulk of the money came in November. Tom Karman stated that the other issue is that there are communities that if they had those funds, people would want to spend those funds down. He stated that there are two issues with this. Once you start spending it down, you start building that into your budget and always have to spend it down and pretty soon you will have nothing. The other issue which is not a huge issue now because interest rates on earnings are low, but if interest rates would go up, if you have cash on hand, it would ultimately help your budget also. Tom Karman stated that we should keep that in mind as far as the minimum amount that we would want to keep on hand. He then reviewed the water and sewer budget. He stated that the water utility shows a net loss of about \$10,000 but this was caused by the additional depreciation that is charged out due to the new well and building. The depreciation amount increased by about \$20,000. He stated that there is still a good cash balance on hand. He stated that the sewer fund showed a net income and our fund is still sitting in good shape. He stated that with the new project coming up, we are actually sitting pretty well because the main debt on the plant was paid off in early 2014. Because of this, the costs of the new project will not have as large an impact because we have some debt coming off in 2014. He stated that the timing of that was pretty good. Tom Karman stated that overall the audit process went well and that Dennis does a good job of preparing everything for them.

Classes/Seminars/Schooling for employees – Written reports were presented from classes attended by Josh Jetton and Mark Fochs.

Park and Recreation Committee – Action – to approve the committee meeting minutes as presented – motion: Boesch; second: Breckheimer; carried. Charlie commented that the portable libraries are already up. The first recommendation from the committee was to stain the gazebo white with a coppertop roof and weather vane and new lattice. The material and labor are all being donated. Action – to approve this recommendation – motion: Koffarnus; second: Breckheimer; carried. The second recommendation was to paint the trim on the park buildings with donated dark blue paint. Action – to approve this recommendation – motion: Boesch; second: Starfeld; carried.

Request to change date of the August Board Meeting – DuPrey requested that the August 12th board meeting be switched to another day because elections are also held that day. He stated it could be the day before or the day after. The board set the meeting date for August 11th at 7 p.m. without formal motion.

Keuler stated that Charlie and he attended the flood meeting in Brillion. He stated that the DNR is stepping back and having Mary Kohrell to head up the meeting. He feels that the ball is rolling but we need to keep it going. Al Ott and Paul Tittl were also in attendance. He stated that Portage received 9 inches in 14 days. He stated that if that would happen, it would be catastrophic. The DNR provided some more detail on their plans to blast a vein in the river. They are looking at setting up a meeting in July.

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

Dennis DuPrey

Dennis DuPrey, Clerk