

President Mark Breckheimer called the regular Board Meeting to order at 7 p.m. on Tuesday, April 21, 2020.

Roll Call – all members reported present. Others present were Dennis DuPrey, Charles Fochs, Mike Loose and Ed Byrne.

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

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

Announcements – The Annual Assessor Open Book Session and Board of Review have been postponed. DuPrey stated that the Board of Review still needs to meet on April 29th at 7 p.m. just to call the meeting to order and then immediately adjourn. Only 3 of the 5 members need to be present. Those attending will be DuPrey, Schrubbe and Roehrig. The Annual Spring Clean-up has also been postponed; it may be rescheduled or cancelled until next year. The LWM Local Government 101 Training Session in Oshkosh on May 29, 2020 has now turned into a webinar event instead if anyone is interested in joining. The revised public hearing date for zoning code amendment (regarding the sign amendment) is 7 p.m. on Tuesday, May 12, 2020.

Minutes – Action – to approve the Board Meeting minutes as presented – motion: Starfeld; second: Schrubbe; carried. There were no Fire Department minutes presented to the Board. The First Responder minutes were presented to the Board. Action – to accept the First Responder minutes and place them on file – motion: Roehrig; second: Starfeld; carried.

Treasurer's Report for the Village of Hilbert - balances – \$64,326.02 General fund; \$1,071,808.78 Sewer fund; \$230,664.21 Water fund; \$169,895.61 TID #1 fund; \$1,110,137.80 T-Plus fund; \$31,043.80 First Responder fund; (\$49,882.61) TID #2 fund; \$474,304.38 Capital Improvements fund. Action – to approve the treasurer's report as presented – motion: Starfeld; second: Schrubbe; carried. The Fire Department treasurer's report was presented to the Board. Action – to approve the Fire Department treasurer's report as presented – motion: Roehrig; second: Starfeld; carried. The First Responder treasurer's report was presented to the Board. Action – to approve the First Responder treasurer's report as presented – motion: Roehrig; second: Schrubbe; carried. Claims - examined and discussed. Action – to pay all claims – motion: Schrubbe; second: Starfeld; carried.

Correspondence – The MEG Newsletter was presented to the Board for their information. There was no Focus Newsletter presented to the Board. There was no Boardman & Clark Newsletter presented to the Board. The Calumet County Focus on Calumet Newsletters were presented to the Board for their information. A thank you card from the family of Ken Grenzer was shared with the Board.

Reports - The report of labor hours was presented to the Board for their information. The report on building permits was presented to the Board for their information. The Notice of Receipt of the Lottery Credit for Real Estate in the amount of \$57,661.11 was presented to the Board for their information. The Notice of Receipt of the Lottery Credit for Mobile Homes in the amount of \$3,364.10 was presented to the Board for their information. The Receipt of Quarterly Street Aid Payment in the amount of \$13,094.32 was presented to the Board for their information.

Unfinished Business:

2019 Projects (Fochs Trails/Village Meadows Infrastructure) – Fochs stated that everything is in and has been tested except for the sump pump line. They are still battling with the mud.

Change Orders – none.

Payment Requests – Payment request #2 in the amount of \$415,369.45 from Jossart Bros., Inc. for the Part A Fochs Trail Second Addition/ Part B Village Meadows Project was presented to the Board. Action – to approve the payment request as presented – motion: Starfeld; second: Keuler; carried.

2020 Projects – no updates.

Presentation of Bid Results – There were a total of 6 bids. The bids ranged from \$128,984 to \$170,180. DuPrey informed the Board, that even with going with the lowest bid, that the project will still be over by about \$31k with using all the contingencies. Starfeld asked where that \$31k would come from? DuPrey and Breckheimer both stated from fund balance. It was also mentioned that there is small amount left from the budget of the previous project that could offset some of the overage. Fochs and DuPrey didn't have the exact amount but stated it wasn't much. Breckheimer, Nolan and DuPrey all stated that they think the project still needs to be completed and see where all the numbers come out in the end. Action – to award the bid to MCC, Inc. for the amount of \$128,984.00 as presented – motion: Schrubbe; second: Roehrig; carried.

Discussion and possible action regarding Resolution 2020-02 to Declare an Emergency to repair/replace the sewer main on S. 3rd Street – Fochs explained that there was a sewer back-up on S. 3rd Street. The line was televised and they couldn't find the main. When jetting, it was noticed that the water was more dirty than usual. A camera followed the jetter in the line. The lateral is submerged in water and the water is staying in the pipe. Fochs stated that the main is in bad shape and right now there is not much of a pitch on the pipe. There are 5 property owners that would need to be notified: Beaudou, Price, Sunrise I, Sunrise II and Franz. Keuler and Fochs discussed the laterals leading to each property. Action – to approve Resolution 2020-02 as presented – motion: Schrubbe; second: Keuler; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer, carried. Discussion and possible action to approve the proposal to repair/replace the sewer main on S. 3rd Street – The Board reviewed the proposal from Jossart Bros., Inc. The Board questioned where the funds would be coming from for payment. DuPrey stated that the funds would come directly out of the sewer fund. There is plenty in the

account to cover this and it needs to get taken care of. Action – to accept the proposal from Jossart Bros., Inc. as presented in the amount of \$46,761.00 – motion: Schrubbe; second: Roehrig; carried.

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

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

Fire Department – Chief Loose informed the Board that the brat fry and Cheese Derby have been cancelled this year due to the COVID-19 pandemic. He also reminded everyone that the state is under a no burning order; so, no burning permits should be issued. DuPrey stated that the Village office does not issue these. Recreational burning of dry wood is still allowed.

TID District #1 – nothing.

TID District #2 – nothing.

Wastewater Treatment Plant – nothing new.

Well #4 – nothing new.

Village Meadow Subdivision – Discussion on how to allocate proceeds from lot sales – Breckheimer stated that this discussion will be tabled until the next Board meeting.

Purchase of Bel Brands Property – E-mail of revised award amount from Calumet County CLOSE Funds – DuPrey stated that the amount that the Village will be receiving is \$214,630. It is a little more than anticipated, because the Town of Stockbridge has decided not to do their \$30k project, so that money has been split between the other municipalities. Each community that requested funds will now get 71.54% of their requested amount. Discussion and possible action regarding Residential Anti-Displacement and Relocation Assistance Plan (RADRAP) – DuPrey explained that this is a requirement for applying for the CDBG grant. This act specifies what steps the Village will take to minimize the direct and indirect displacement of persons from their homes. Action – to approve the plan as presented – motion: Starfeld; second: Schrubbe; carried. Discussion and possible action regarding Resolution 2020-03 to Adopt the Policy to Prohibit the Use of Excessive Force and to enforce Applicable State and local Laws prohibiting Barring Entrances/Exists for Non-Violent Civil Rights Demonstrations – DuPrey explained that this is a requirement for applying for the CDBG grant. Once approved, the Sheriff's office will be notified that the Village has this Resolution. Action – to approve Resolution 2020-03 as presented – motion: Keuler; second: Schrubbe; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried. Discussion and possible action regarding Resolution 2020-04, Village of Hilbert Match Commitment Resolution providing a guarantee of matching funds for the CDBG – Slum and Blight Elimination Program Application – this resolution states that the Village authorizes the commitment of matching funds to be used as outlined in the CDBG application, for the match amount of \$300k from the following secured sources: The allocation of \$214,630 CDBG-CLOSE funds from Calumet County and \$85,370.00 of Village of Hilbert General Obligation Funds. Action – to approve Resolution 2020-04 as presented: Keuler; second: Roehrig; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried. Discussion and possible action regarding Resolution 2020-05, Resolution to authorize the submission of a Community Development Block Grant (CDBG) Application – this Resolution is in regards to the purchase of the Bel Brands property, building demolition and site clearance. It approves and authorizes the preparation and filing of an application for the named projects and authorizes the Village President to sign all necessary CDBG documents on behalf of the Village. Action – to approve Resolution 2020-05 as presented – motion: Schrubbe; second: Starfeld; Roll Call Vote; Yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

Hilbert Housing Authority – Discussion and possible action regarding USDA incentive offer to keep the properties in the program – This is in regards to Sunrise I and Sunrise II apartments. The letter states that due to the Village's request to prepay the multi-family housing loan, USDA Rural Development is prepared to develop an incentive offer to avert prepayment and keep the housing in the program that *could* include: An equity loan, rental assistance, an increased annual return on investment, release of excess reserves or a conversion or modification of interest credit. Starfeld stated so they aren't even telling us which one would definitely be offered? DuPrey stated that is correct. DuPrey stressed the point that if we accept this, we would be obligated to restricting the use of the housing to very-low, low and moderate-income tenants for a period of 20 years. So, we basically would be right back where we started. Schrubbe stated that in his opinion we should not consider this offer. Nolan agreed. Action – to not accept the USDA incentive offer to keep the properties in the program – motion: Schrubbe; second: Keuler; carried.

Fochs Trails Subdivision, 2nd Addition – Fochs stated that there is nothing new to report; still muddy.

2020 Census – no updates.

Discussion and possible action regarding how to proceed with the review of application for the Director of Public Works Position – DuPrey stated there were a total of 8 applications turned in. The Board discussed the interview options and it was decided that the Employee Review/Grievance Committee members (Breckheimer, Keuler and Starfeld) would each review the applications and then get those narrowed down to approximately 4 or 5 to have interviews with. With the COVID-19 there was a question on how to do the interviews. Schrubbe stated that the interviews could be set up like the meeting tonight-big area; 6 ft apart, etc. He said that if one of applicants get the DPW position they would have to be comfortable attending meetings in this style anyway, just as Fochs does now. It was agreed to have the committee narrow the applications down and then have the interviews done with the entire Board.

New Business:Application for Operator Licenses – none.Classes/Seminars/Schooling for Employees – none.Reports on schooling/training sessions – Reports were submitted by firemen Kim Bangart, Troy Cummings, Derek Cummings and Matt Kloehn. These reports gave an overview of the 2020 Firefighter Convention which they attended.Discussion and possible action to purchase a replacement plow blade and wing for the 2008 payloader – Fochs explained that there is money budgeted for this purchase (40k). He would like to get the order in very soon because when he talked to the salesperson today, he was told that if he orders it tomorrow, he may have it in February. Roehrig questioned whether the blade/wing was new when they bought the 2008 payloader? Fochs stated it was. So, it is just 12 years old but the blade/wing take quite a beating every season so he would like to replace it before it becomes unusable. The total cost would be \$36,076. Action – to proceed with the ordering of the replacement plow blade and wing for the 2008 payloader as budgeted – motion: Schrubbe; second: Starfeld; carried.Discussion and possible action renewing the contract with Eastshore Humane Association – DuPrey stated the contract is the same as the previous year's and the donation amount would be the revenue the Village took in from dog licenses. That amount is \$1,116.59. DuPrey said this has always worked out very well in the past regarding stray dogs and he thinks it is something that should be continued. Action – to renew the contract with Eastshore Humane Association with the donation as presented – motion: Starfeld; second: Keuler; carried.Discussion and possible action regarding a bonus/incentive for election workers – DuPrey gave an overview on how the elections went. He said that the election workers felt safe and everything ran smoothly. He thanked Fochs for the building of the plexiglass barriers for each election worker. He explained the extra safety precautions that were taken. He had only 2 election workers who decided not to work; but there were still enough workers to cover both shifts. He talked to Rantoul and they stated that they gave each worker an extra \$3 an hour. Roehrig asked how much that would cost at our pay rates? DuPrey said \$21 per worker. Breckheimer suggested gift cards for places within the Village so that way the elections workers get a little extra and we are also supporting the businesses within the Village. DuPrey stated that he could provide each worker with a list and have them choose which business they would like the gift card from. It was decided that a \$25 gift card for each election worker (6 total) would be purchased as an extra thank you for their work on election day. Action – to purchase each election worker that worked the election (6 total) a \$25 gift card of their choice to any business in the Village – motion: Schrubbe; second: Roehrig; carried.Discussion and possible action regarding putting up signage for the property located at the corner of Hwys 57/32 & 114 – DuPrey explained that he has received several calls from residents wondering if the area could be used as a Park & Sell until the property is developed. The consensus of the Board was that this would not be a good idea. They want to keep the area clean and free of clutter for marketing purposes. It was brought up about signage for the empty lot. Breckheimer thought a sign saying "Available for Development" / Commercial Lot might be the best verbiage. It was agreed that you don't want to just put "For Sale" on the sign because the Village Board just doesn't want to sell the property; they want it to be developed. They want to get developers interested so the lot can be developed into a retail space. Fochs stated he had a sign from the last property in the Industrial Park that was for sale but wasn't show on the wording. This will be considered and otherwise a new sign will be ordered; Starfeld mentioned getting a hold of Jean Kloen regarding the sign. It was also mentioned that the driveway entrances should be blocked to deter people from parking there. Action – to have signage that states the lot is available for development and to not have the lot be used as Park & Sell area. Action – Schrubbe; second: Keuler; carried.Village Board Member Informational Report – Schrubbe asked if since the Spring Clean-Up has been postponed/cancelled if we are going to offer residents passes to dump. It was stated by several Board members that that would get quite pricey. The event may still be held but later in the year. It's hard to say right now with everything going on. Schrubbe said something should be offered to residents who have mattresses and other things that they need to dispose of. Breckheimer stated that it can go to the Recycling Committee and ideas can be exchanged then.Village Personnel Informational Report – Fochs stated that the flushing of the hydrants went well and they were done by noon. DuPrey said he had an announcement: Charlie Fochs was chosen as the recipient for WI Rural Water Association's lifetime achievement award. The Board congratulated him on this honor.President's Report – nothing.Adjournment – Action – to adjourn – motion: Schrubbe; second: Keuler; carried. The meeting was adjourned at approximately 7:54 p.m.*Missy Kieso*

Missy Kieso, Deputy Clerk Treasurer

The Annual Board of Review was called to order by Chairperson Tom Roehrig on Wednesday, April 29, 2020 at 7 p.m.

Roll Call – Members present were Tom Roehrig, Jim Schrubbe and Dennis DuPrey.

Due to the COVID-19 Pandemic, the Annual Board of Review will be moved to a later date at which time it is hoped that we will be able to have a normal hearing. Action – to adjourn the Annual Board of Review to June 22, 2020 beginning at 6 p.m. – motion: Jim Schrubbe; second: Tom Roehrig; carried. The meeting was adjourned at 7:02 p.m.

Dennis DuPrey

Dennis DuPrey, Administrator Clerk Treasurer

President Mark Breckheimer called the special meeting of the Village Board to order at 6 p.m. on Thursday, April 30, 2020.

Roll Call – all members reported present. Also present was Dennis DuPrey.

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

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

Announcements – none.

President's Report –

The village board then convened into closed session under S. 19.85(1)(c) to conduct interviews for the Director of Public Works Position. Action – to convene into closed session – motion: Starfeld; second: Keuler; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

The board then reconvened back into open session. Action – to reconvene back into open session – motion: Starfeld; second: Schrubbe; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

Discussion and possible action regarding employment offer for the Director of Public Works position – Action – to offer the Director of Public Works position to Kim Plate at an hourly rate of \$27.50 and a 6-month probation – motion: Roehrig; second: Starfeld; carried.

Adjournment – Action – to adjourn – motion: Schrubbe; second: Keuler; carried. The meeting was adjourned at 7:49 p.m.

Dennis DuPrey

Dennis DuPrey, Administrator Clerk Treasurer