

President Mark Breckheimer called the regular meeting of the village board to order at 7 p.m. on Tuesday, December 8, 2015.

Roll Call – all members reported present. Others present were Alice Conners and Mary Schwalenberg from the county board, Mike Loose, Jerin VanCuyk, Ken Stenklyft, Jim VandenElzen, Kim Bangart, Mark Fochs, Dave Franz, Ed Byrne from the Brillion News and Charlie Fochs.

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 – Alice Conners addressed the village board to bring them up to date on happenings at the county level. She stated that they are hiring a construction manager for the new highway shop and they plan on razing the existing building in January. She stated that they hope to be in the new building by July. She also reported that AB 210 passed the assembly committee which would allow the county to go to a county wide referendum for a .5% sales tax for roads and highways. She stated that it would be funded for 4 years and then one year off and then funded again for another 4 years. She stated that it does help provide some flexibility. She also stated that the county is updating their strategic plan and that the county is trying to get a K-9 unit started there. She concluded that the county is in a new era. She wants to have the communications and working relationships between the county and municipalities improved.

Announcements – Nomination papers for the village board can be circulated beginning 12/1/15 and the deadline for submittal is 5 p.m. on 1/5/16. The trustees up for election are Gary Boesch, Jim Koffarnus and Dan Starfeld.

Minutes – Action – to approve the board meeting minutes from the last board meeting as presented – motion: Koffarnus; second: Boesch; carried. The fire department minutes were presented to the board. Action – to accept the fire department minutes and place them on file – motion: Koffarnus; second: Piepenburg; carried. There were no minutes from the first responders.

Treasurer's Report for the Village of Hilbert - balances – \$178,483.96 General fund; \$371,278.98 Sewer fund; \$65,864.97 Water fund; \$3.00 Clean Water fund; (\$86,533.06) TID #1 fund; \$676,989.10 T-Plus fund; \$18,191.34 First Responder fund; (\$503,140.91) TID #2, \$457.03 CDA; \$461,678.54 Capital Improvements Fund. Action – to approve the treasurer's report as presented – motion: Koffarnus; second: Keuler; carried. The fire department treasurer's report and reports from the Ticket Raffle and End of Summer Celebration was presented to the board. There was some brief discussion about the End of Summer Celebration. Without the donations received, they profit was quite low. The department members reported that they have discussed this event and Brandon Eichmeier is leading it this year and is looking for improvements. It was noted that the 50/50 raffle winner never came forward. The monies will be used for equipment. There was not first responder treasurer's report received.

Claims - examined and discussed. It was noted that the C&R billing has been taken care of. Action – to pay all claims – motion: Boesch; second: Starfeld; carried.

Correspondence – The MEG newsletter was presented to the board. There were no letters from Time Warner Cable. The Focus newsletters were presented to the board for their information. There was no Boardman & Clark newsletter received. A Thank You card from Darlene Buechel was read to the board. A Thank You card from the family of Lenette Starfeld was read to the board. A Thank You card from the family of Dorothy Koffarnus was read to the board.

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 2<sup>nd</sup> installment of Shared Revenue in the amount of \$333,901.93 was presented to the board for their information. Notice of the Lottery Credit for the current year in the amount of \$130.54 was presented to the board for their information. Notice of the First Dollar Credit for the current year in the amount of \$80.81 was presented to the board for their information. Notice of the State School Tax Credit in the amount of \$97,475.13 and the Estimated Aids in the amount of \$1,190,249 for the current year was presented to the board for their information. The final adopted 2016 budget was presented to the board their use.

Unfinished Business:

2015 Projects – nothing new.

Recycling/Rubbish – The monthly report was presented to the board for their information. Starfeld pointed out that there are still plastic bags in the recycling barrels. DuPrey was instructed to put something in the next newsletter.

Police Protection for the village – There was no monthly report received. The third reading of Ordinance 2015\_04 to amend the licensing ordinance to allow for the issuance of temporary retail licenses was presented to the board. Action – to approve Ordinance 2015\_04 to amend the licensing ordinance to allow for the issuance of temporary retail licenses as presented – motion: Koffarnus; second: Roehrig; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried.

Fire Department – Chief Mike Loose reported that there were 3 fire calls since the last meeting. There was nothing new on the knox boxes. The purchase of the equipment truck will be discussed later under the Purchase & Claims heading.

TID District #1 – Nothing new.

TID District #2 – Nothing new.

Street Committee – DuPrey presented the cost information report for the Irish Rd. Culvert. Our share of the costs would be \$89,815.74. We had a total of \$95,000 budgeted. Action – to authorize the payment

of \$89,815.74 to the Town of Rantoul for our share of the Irish Rd culvert project – motion: Boesch; second; Starfeld; carried. Boesch reported that the last meeting of the regional flood group was held. He stated that the county will be looking at taking the lead. He will have more information in January. There was nothing new to report on the request to lower speed limits on the north side of the village. "Looks of Hilbert" (Aesthetics) – There was nothing new to report on the street signs. It was reported that the globes have been replaced. This should closed out this issue as all work has been finally completed.

Wastewater Treatment Plant – Interceptor Sewer Main Replacement Project – nothing new to report. WWTP Upgrades – Charlie Fochs reported that with the building settling issues, they are still waiting on Oudenhoven to get an estimate to the insurance company to make the repairs. He stated that the belt press room is making progress and that the septic receiving tank is up and running. Change Order #5 was then presented to the board. Charlie explained this change order that there is a 2" line from the RAS pumps to the screening unit that was missed on the drawing. Action – to approve Change Order #5 as presented – motion: Boesch; second: Koffarnus; carried. Next, the draw request for bills this month was presented to the board. The total billings amount to \$384,570.92. Action – to approve payment of the bills and submitting the draw request from the Clean Water Fund – motion: Piepenburg; second; Boesch; carried. Hilbert Acres Mobile Home Park – DuPrey reported to the board that in discussions with the attorney, he felt that giving a deadline of 12/31/16 was too long because then we would not be addressing the issue until 2017 if they did not complete the work. He felt that an earlier deadline of July 1, 2016 would be better. This would force the issue in 2016 and we could always grant an extension if they show a good faith effort. Action – to revise the deadline for completion of the work to address infiltration in the mobile home park to 7/1/16 – motion: Piepenburg; second: Boesch; carried. There were no reports on engineering bills because none were received. A letter from the Department of Administration notifying the village of the single audit requirements for 2015 was presented to the board. DuPrey stated that this was built in with the budgets. The response letter from the DNR regarding the Annual CMAR was presented to the board for their information.

#### New Business:

Application for operator licenses – Application was received from Brianna Holliday. DuPrey stated that everything checked out. Action – to approve the operator license for Brianna Holliday – motion: Koffarnus; second: Roehrig; carried.

Classes/Seminars/Schooling for employees – nothing new.

Possible bonus for full-time employees – Breckheimer stated that last year the bonus was \$50. The board felt that this would be adequate. DuPrey asked for clarification regarding the new deputy clerk and the recently retired deputy clerk. The board felt that Darlene Buechel should be entitled to the bonus because she worked most of the year. Missy Kieso, the new deputy clerk just started and would not be eligible for the bonus. Action – to approve the \$50 bonus for all full-time employees except for Missy Kieso and to include a \$50 bonus to Darlene Buechel – motion: Boesch; second: Piepenburg; carried.

Request authority for President and Treasurer to pay all bills prior to the end of the year – Action – to grant authority for the President and Treasurer to pay all bills prior to the end of the year – motion: Koffarnus; second: Keuler; carried.

Resolution 2015-12 Declaring Public Depositories for 2016 – Resolution 2015\_12 was presented to the board for their review. Action – to approve Resolution 2015\_12 as presented – motion: Boesch; second: Starfeld; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld; Breckheimer; carried.

Appointment of Village Attorney – Action – to appoint Andrew King as the village's attorney for 2016 – motion: Boesch; second: Roehrig; carried.

Appointment of Election Officials for 2016 – 2017 – Action – to appoint the election officials for 2016 – 2017 as presented motion: Koffarnus; second: Roehrig; carried.

Resolution 2015-13 to place 2015 budgeted items not expensed into respective reserve funds – DuPrey presented the resolution and explained each amount. There were no questions. Action – to approve Resolution 2015\_13 as presented – motion: Boesch; second: Keuler; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Boesch, Keuler, Starfeld, Breckheimer; carried.

Welcome Signs – The lease agreements for 2016 were presented to the board. DuPrey explained that one of the owners had changed so the leases reflect this. Action – to approve the sign leases for 2016 for the Welcome Signs at a rate of \$50 each – motion: Starfeld; second: Roehrig; carried.

Purchase & Claims Committee – Action – to accept the committee meeting minutes as presented and place them on file – motion: Boesch; second: Starfeld; carried. The first recommendation was to purchase a used trailer vac for \$24,000. Charlie presented information on the trailer vac and the various things it can be used for. He stated that they are planning to installing the jetter hose reel on the trailer and then they will be able to use it for jetting also. Charlie stated that the average cost of hiring contractors is about \$2,000 per year. Keuler brought up a couple of concerns regarding the unit and if it was demonstrated and will it work. He also questioned the retrofitting of the jetter hose reel. He feels that it should be engineered out to make sure that it will work. He stated that he doesn't want to jeopardize employee safety. Charlie stated that they will bring it in and train the employees how to operate it. Action – to approve the recommendation from the committee to purchase the use vac trailer – motion: Piepenburg; second: Roehrig; carried by majority vote. The board did not discuss it further or

take any other action. The second recommendation was to purchase a tablet/display monitor and to take funds from fund balance. The cost of doing this would be \$900. Starfeld felt that this was a non budgeted item and we should hold off. Charlie Fochs stated that he felt that there should be more research done on it. Action – to disapprove the recommendation as presented – motion: Boesch; second: Starfeld; carried. The board did not discuss it further or take any other action. The third recommendation was to purchase the fire equipment truck from Marion at a cost of \$263,196 contingent on raising the shortfall of \$8,196 through fundraisers, donations, etc by the fire department. A letter from Ken Stenklyft was presented to the board regarding this issue. This recommendation was discussed at length. Ken Stenklyft questioned if we did any research on this that was requested at the last fire meeting. Mike Loose stated that he did do some checking on it on Engine 31. He checked with Lesley who is on the ISO committee. He stated that she recommends getting a new truck because she can't tell you anything else. He also stated that he talked with Red Power Diesel regarding this and we have always passed the pump tests that we have had done on them. He suggested putting new tires on the truck because they will be 25 years. Mike Loose stated that NFPA recommends changing tires out every 7 years. He stated that if we follow every one of their standards (and they are recommendations but not requirements), we would be doing a lot of things on these trucks. Mike Loose stated the worst case scenario on that pumper truck if we had to completely rebuild that pump would be \$50,000. Mike Loose stated that Red Power Diesel stated that brakes and leaf springs should also be looked at once the truck reaches 25 years to make sure there are no issues. He stated that right now there are no issues with that truck. Ken Stenklyft stated that the reasons this was brought up is that they want to make sure that there are funds in the truck fund so that if repairs came up they can be made. He stated that he wanted to make sure that the board was aware of it. Mike Loose stated that to replace a tanker would be \$150,000. A new pumper would be \$500,000. These are difficult questions that will need to be answered in the future. There was discussion regarding the tanker #32 with the leak in the tank. To get it fixed it would be \$90 per hour and they will come right to the station. Last year there were 35 calls. Mike Loose stated that the \$5,000 donation was put on hold by the department to have their questions addressed. Boesch stated that he was on the committee and he stated that it is time to replace that truck. He is in favor of it. He stated that we may need to extend the use of the other trucks. Mike Loose stated that he prefers new for the equipment truck. Mike Loose also stated that Marion will hold the price for one month but if there are new NFPA regulations in 2016 then we will have to meet them. He also stated that we can pay the balance when the truck is dropped off. We would get the truck in September. Starfeld questioned what was on the truck could be eliminated. Mike stated that there are things that there are always things that could be cut out but only if absolutely necessary. Jim VandenElzen stated that we need to look at the future. Action – to approve the recommendation with the contingencies – motion: Boesch; second: Starfeld; carried. The board did not discuss it further or take any other action. Resolution 2015\_14 was then presented to the board for amending the 2015 budget. DuPrey stated that it revised to reflect the approvals tonight. It will be only to amend for the used vac trailer. Action – to approve Resolution 2015\_14 as amended – motion: Starfeld; second: Roehrig; Roll Call Vote – yes: Piepenburg, Koffarnus, Roehrig, Starfeld, Breckheimer; no: Boesch, Keuler; carried.

Discussion and possible action regarding purchasing TSS Scale – Charlie presented information on a new TSS Scale. He stated that they are having issues and it needs to be replaced. There are reserve funds available. Action – to approve the purchase of the TSS Scale from NBS at a cost of \$2,450 with funds coming from the reserve fund for lab equipment – motion: Boesch; second: Starfeld; carried.

Village Board Informational Report – Koffarnus wanted to thank everyone in the room and community for all that they do. He stated that everyone does a very good job.

Village Employee Informational Report – none.

President's Report – nothing was presented.

Adjournment – Action – to adjourn – motion: Boesch; second: Keuler; carried. The meeting was adjourned at 8:18 p.m.

*Dennis DuPrey*

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Dennis DuPrey, Clerk

President Mark Breckheimer called the special meeting of the village board to order at 6:30 p.m. on Thursday, December 17, 2015.

Roll Call – all members reported present except Boesch and Piepenburg. Others present were Nate & Ashley Beyer, Mike Loose and Ed Byrne from the Brillion News.

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

Citizen Questions and Concerns to be acted on at the next board meeting – none.

Announcements – The Plan Commission meeting is set for 12/28/15 at 7 p.m. We will be discussing an amendment to the sign ordinance and accessory buildings. Anyone can attend.

President's Report – none.

Discussion and possible action regarding revised contract to purchase the new fire equipment truck – Mike Loose brought the board up to date on the request for the department's contribution towards the truck. He stated that the fire department approved the \$5,000 donation towards the new fire equipment truck on the condition that the light tower be removed and if there are sufficient donated monies towards the truck then the light tower could be put back in. The department is not in favor of the shortfall coming out of their treasury. The cost of the light tower is \$14,000. Mike stated that the salesman says that the prices shouldn't change. Nathan Beyer stated that the prices haven't changed. Roehrig questioned if we can get by without it. Mike Loose stated that they could but the truck could be used for more things with the light tower than it can without it. He stated that they would love to have it but they are happy without it. Starfeld questioned the use of funds from the upcoming 2016 End of Summer Celebration to help offset the costs. Mike Loose stated that the department is not looking at putting any more than the \$5,000 towards the cost of the truck. Action – to approve the revised contract with Marion at \$249,196 – motion: Starfeld; second: Roehrig; carried. It was noted that if there are sufficient funds raised towards the truck the department can bring back the request for the light tower and that it could be discussed at that time and a decision made at that time.

Adjournment – Action – to adjourn – motion: Starfeld; second: Keuler; carried. The meeting was adjourned at 6:50 p.m.

*Dennis DuPrey*

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Dennis DuPrey, Clerk