

President Mark Breckheimer called the regular Board Meeting to order at 7 p.m. on Tuesday, December 8, 2020.

Roll Call – Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld and Breckheimer. Others present were Dennis DuPrey, Kim Plate, Mike Loose, Anita Loose, Ed Byrne and Jim Schmidt.

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 – Nomination papers may be circulated beginning on December 1, 2020 and must be filed by 5 p.m. on Tuesday, January 5, 2021. Candidates up for re-election are Village President Mark Breckheimer and Village Trustees Michael Bolwerk, Tim Keuler and Thomas Roehrig.

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

Treasurer's Report for the Village of Hilbert - balances – (\$874,587.79) General fund; \$988,368.41 Sewer fund; \$190,934.89 Water fund; \$1.00 DOA Block Grant fund; \$205,703.45 TID #1 fund; \$1,112,262.45 T-Plus fund; \$30,174.06 First Responder fund; (\$346,057.05) TID #2 fund; \$551,959.08 Capital Improvements fund. Action – to approve the treasurer's report as presented – motion: Schrubbe; second: Starfeld; carried. The Fire Department treasurer's report was presented to the Board. Action – to approve the Fire Department treasurer's reports 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 reports as presented – motion: Schrubbe; second: Starfeld; carried.

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

Correspondence – There was no MEG Newsletter presented to the Board. There was no Focus Newsletter presented to the Board. 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.

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 receipt of the quarterly Cable TV Franchise Fees in the amount of \$1,905.37 was presented to the Board for their information. The notice of receipt of the 2nd installment of shared revenue for 2020 in the amount of \$333,260.20 was presented to the Board for their information. The notice of 2020 First Dollar Credit in the amount of \$72.45 was presented to the Board for their information. DuPrey stated this was a decrease of \$4.55 compared to last year. The notice of 2020 Lottery Credit in the amount of \$177.54 was presented to the Board for their information. DuPrey stated this was a decrease of \$36.10 compared to last year. The notice of 2020 State School Tax Credit/Estimated Aid in the amount of \$124,160.29 and the total estimated major state aids in the amount of \$1,515,527 was presented to the Board for their information. The Final 2021 Adopted Budget Packet – All Funds was presented to the Board for their information. DuPrey stated this is the final copy and reminded the Board members to save it so they can refer back to it throughout the year as needed. He also stated that the tax rate was .621 per \$1,000; a little less than 2.4% decrease.

Unfinished Business:

2019 Projects (Fochs Trails/Village Meadows Infrastructure) – No update.

Change Orders – none.

Payment Requests – none.

2020 Projects – no update.

Change Orders – none.

Payment Requests – none.

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

Police Protection for the Village – There was no monthly report presented to the Board.

Fire Department – Chief Loose informed the Board that there was one false alarm since the last meeting. He stated that the tree lighting event was a success. Everything went well and they had a great turnout.

TID District #1 – nothing.

TID District #2 – nothing.

Wastewater Treatment Plant – Plate informed the Board that the new jetter was delivered. It works great and is quite the upgrade compared to what they had been working with. He also stated that the 3 valves for aeration are part of the 2019 budget.

Well #4 – Discussion and possible action regarding the contract for engineering services – DuPrey stated that this is the next step for the filtration system addition. The rate case has been submitted. They have to wait on the PSC and DNR for approval. He was told that it may take at least 6 months before the departments even look at it. It is a long process. Action – to approve the contract for engineering services as presented – motion: Schrubbe; second: Keuler; carried.

Village Meadow Subdivision – Plate explained that J&E Construction will be done hauling dirt by tomorrow. Keuler stated that it looks really good and it's a great improvement. Starfeld asked if they had enough dirt? Plate stated that yes, they did and that Lunda actually had more available than expected. Breckheimer stated that they closed on the 4th lot last week and the 2nd home is working on the basement. Trail System – Breckheimer stated he is waiting for an update from the school board meeting

and will share that information once he receives it. Discussion regarding realtor services contract set to expire on 2/1/2021 – DuPrey stated that 4 lots have been sold and 3 of those were by Thiel Realty; 1 of those being a lot that Thiel Realty purchased themselves to put a spec home on. Keuler stated that he didn't think it would hurt to bid it out and consider other options. Schrubbe stated that to be fair, Thiel didn't have a full amount of time with the lots and should be allotted more time to sell them. Keuler asked DuPrey if all the sales had gone smoothly? DuPrey said they have and there were no issues and everything went very well. Breckheimer stated that he personally would like to see another 6-month extension contract to Thiel and to see how that goes. It was agreed that DuPrey should get in contact with Thiel Realty and request a 6-month contract to present to the Board at the next Board meeting.

Discussion and possible action regarding Resolution 2020-10 to reallocate Plappert Road Reserve to Village Meadows Reserve – DuPrey stated that this is what was discussed at the last Board meeting. Starfeld reiterated that these funds would go towards the street costs of the subdivision. Action – to approve Resolution 2020-10 as presented – motion: Starfeld; second: Keuler; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Breckheimer; carried. Discussion and possible action regarding Resolution 2020-11 to dedicate out lots purchased as Thorn Creek Drive – This is in regards to the two strips of land that the Village purchased from Frontier & St. Vincent's. It will dedicate that property as Thorn Creek Drive Right of Way. This is the easiest way to do it and is recommended by the engineers. The only change was to add Dennis DuPrey as the preparer. Action – to approve Resolution 2020-11 with the change of listing Dennis DuPrey as the preparer – motion: Schrubbe; second: Roehrig; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Breckheimer; carried.

Purchase of the Bel Brands Property – nothing new.

Hilbert Housing Authority – nothing new.

Fochs Trails Subdivision, 2nd Addition – nothing new.

2020 Census – Kieso stated that the census is now complete and they are working on the finishing counts.

Discussion and possible action regarding possible zoning code violation – DuPrey stated that followed up with the supervisor of the state inspector and was told to fill out a formal complaint form for the property. DuPrey informed the Board that when he questioned about how to obtain the form that he received a very curt reply that stated go to the website. He questioned whether the Board wanted to pursue the building code violation through the state or the local zoning violation? He stated that the formal complaint can be filed but that doesn't mean that something will be done. Keuler questioned whether the Board has to chose one or the other or if they can go after the property owner for both violations? DuPrey stated that they can address both violations. Schrubbe stated that he feels like this has been going on long enough and the Board needs to address both violations. Action – to have DuPrey proceed with filing the formal complaint to the state – motion: Schrubbe; second: Starfeld; carried.

COVID-19 – DuPrey informed the Board that the office opened back up yesterday since the property tax payments were due to be sent out on Tuesday. He stated that as an extra precaution to keep people from entering the building during the lunch break, the front doors will now be locked from 12 p.m. – 12:30 p.m. daily.

New Business:

Other Annual Appointments – none.

Application for Operator Licenses – none.

Classes/Seminars/Schooling for Employees – Plate explained that there is a Cross Connection Control Assembly Tester Certification Class that he would like to get Mark Fochs signed up for to attend in April 2021. It is a week-long class scheduled to be in Plover; unless it gets switched to a webinar due to COVID-19. The cost is \$800. Plate thinks that it will be beneficial since Fochs does the meter change outs. Keuler asked whether the on-site industrial parts will still need to be hired out. Plate said yes, they would and that he didn't think this was covered at the training. Keuler stated it is not. Action – to approve to send Mark Fochs to the Cross Connection Training Class in April – motion: Starfeld; second: Schrubbe; carried.

Reports on schooling/training sessions – none.

Discussion and possible action regarding the appointment of the Village Attorney for 2021 – DuPrey stated that the Village has been with Andy King for many years and everything is going well with that. Action – to appoint Andy King as the Village Attorney for 2021- motion: Keuler; second: Schrubbe; carried.

Discussion and possible action regarding appointment of election inspector – DuPrey informed the Board that resident, Judy Casper, has shown interest in being an election inspector. Her term would run until the end of 2021. Action – to appoint Judy Casper as an election inspector – motion: Schrubbe; second: Starfeld; carried.

Discussion and possible action regarding Resolution 2020-12 Declaring Public Depositories for 2021 – DuPrey stated the public depositories listed are the same as prior years. Action – to approve Resolution 2020-12 as presented – motion: Starfeld; second: Schrubbe; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

Discussion and possible action regarding Resolution 2020-13 to place 2020 budgeted items not being expensed into respective reserve accounts – DuPrey stated that there are 3 items. 1) Transfer the remaining unspent funds of \$11k budgeted in the General Fund for Health Insurance to the Health

Insurance Reserve Fund for the specific purpose to offset future Health Insurance and HRA costs. This was due to money being saved due to the new employee opting for single health insurance. 2) Transfer the remaining unspent funds of \$7k budgeted in the General Fund to fund the Economic Development Consultant to a reserve fund for the specific purpose of Economic Development Consultant Reserve Fund. 3) Transfer the \$3k budgeted in the Capital Improvements Fund for Development Plan Implementation to a reserve fund for the specific purpose of Planning Reserve Fund. Action – to approve Resolution 2020-13 as presented – motion: Schrubbe; second: Starfeld; Roll Call Vote – yes: Bolwerk, Schrubbe, Roehrig, Nolan, Keuler, Starfeld, Breckheimer; carried.

Welcome to Hilbert Signs – Discussion and possible action regarding 2021 Lease Agreements – DuPrey stated that these are the lease agreements for the area where the 3 Welcome to Hilbert Signs are located. The amount of \$50 will remain the same and the checks will be made payable to: Paul Gehl, John Mueller and Holsum Dairy. Action – to approve the 2021 lease agreements as presented – motion: Starfeld; second: Roehrig; carried.

Discussion and possible action regarding possible bonus for employees – Breckheimer stated that last year it was \$100 for each employee. DuPrey stated to the Board that he would like to suggest to have the Board consider not having the same bonuses for part-time and full-time employees. Full-time employees put in many more hours and had a lot of navigating to do with COVID-19 this year and other transitioning. Starfeld stated that we do only have 2 part-time employees. Breckheimer stated that both of them also stepped up with working more hours with the transitioning this year. DuPrey stated that Gow also gets a \$200 concrete bonus along with the \$100 bonus so that gives him \$300; which is triple compared to everyone else. Starfeld stated well it's either that or hire the concrete work out at \$50/hour. Starfeld stated that extra bonus to Gow is worth it. DuPrey stated whatever I'm just saying what's on my mind. DuPrey stated you don't have to give us anything if you don't want to; that's your call. Keuler and Bolwerk stated that they felt like \$100 across the Board like was done last year sounds good. Breckheimer stated that he needs a motion. Action – to give both part and full-time employees a \$100 bonus across the Board – motion; Keuler; second: Nolan; carried.

Discussion and possible action regarding granting authority for President and Treasurer to pay all bills prior to the end of the year – Action – to grant authority for the President and the Treasurer to pay all bills prior to the end of the year as requested – motion: Starfeld; second: Schrubbe; carried.

Discussion and possible action regarding setting the acreage for rental for 2021 for Village Meadows Subdivision Area – DuPrey stated that the total acres would remain the same as previous year at 30.39 acres. At \$225 an acre that would be approximately \$6,800. Action – to set the acreage at 30.39 for rental for 2021 for Village Meadows Subdivision Area – motion: Keuler; second: Starfeld; carried.

Discussion and possible action regarding contract to prepare detailed plans for the new park bathroom building – Roehrig explained the contract from Keller for the design/construction management of the new park bathroom building and stated that this is the next step to be able to get a concrete cost and bids. Schrubbe stated that \$50k for a design fee seems like a lot. DuPrey stated that they would also do the construction management. Starfeld asked why do we need someone to manage that? He stated whatever builder comes in they don't need Keller to be the general on that and oversee them. Starfeld stated that it's only a bathroom and you don't need someone to come in for something that isn't that big. Roehrig stated that yes, it's a bathroom, but it still has to be up to code. Chief Loose stated that you can see it both ways, a lot of municipalities do hire a company to oversee the work. DuPrey stated that it's like Robert E. Lee, we hire them on projects to oversee things. Schrubbe stated that \$50k seems crazy just to be able to get a bid. DuPrey stated look at our Robert E. Lee contracts and you'll see how much we pay on those also. Starfeld stated that we might not even do this project though. So why are we spending \$50k on a drawing that we may not even use? Where is this money coming from for this project? DuPrey stated that you all need to decide if you want to follow thru with the project and borrow the money. Starfeld stated that he says no. Schrubbe asked if there's anyway we can get a bid from somewhere else to compare Keller's prices too? Breckheimer agreed that this should be done; just have a comparison so we know that we aren't getting blown out of the water or something. Schrubbe stated that is what our next step should be before we spend \$50k. Starfeld stated that he still doesn't think we should borrow for a bathroom; he doesn't need his taxes to go up higher just for a bathroom. Roehrig, stated to Starfeld, with all due respect you were at the meeting where you voted to go forward with it. Starfeld stated we voted on it to get it in the budget not to proceed with it. Correct? It didn't guarantee that it was going to be done. He asked DuPrey to explain why it was in the budget. DuPrey stated that yes, it has to be in the budget in order for it to be considered to be done; otherwise, it is an unbudgeted item. DuPrey explained that this is the next step that needs to be done if you want to bid it out. After continued discussion it was decided that Roehrig would check on getting other estimates to compare to Keller's. No action taken.

Village Board Member Informational Report – Starfeld brought up the creek stabilization on the east end of the Village. He and Plate walked the area and Starfeld said that the Board needs to decide what we want to do on that. He stated that Plate informed him that the DNR stated that they have no jurisdiction and the only way to have some control is to change the ordinance. Starfeld stated that he doesn't believe this. How can we not have any control over the water flowing out of town? Keuler stated maybe we should check with the Village lawyer on this and get a recommendation on how to proceed. Breckheimer said it should start at the committee level with a contact from DNR available to explain it. Starfeld

reiterated he doesn't believe the DNR can't have any control on it. He stated that some residents have trees, gardens and are throwing compost in there and we have no control of it even if it prevents the water flow? How can that be? DuPrey stated that he thinks we can regulate it with an ordinance but cannot go on the property. Breckheimer stated that it will need to be addressed at a street committee and then we can go from there.

Village Personnel Informational Report – nothing.

President's Report – nothing.

Adjournment – Action – to adjourn – motion: Starfeld; second: Keuler; carried. The meeting was adjourned at 7:35 p.m.

Missy Kieso

Missy Kieso, Deputy Clerk Treasurer