

President Tom Roehrig called the regular Board Meeting to order at 6 p.m. on Tuesday, March 11, 2025.

Roll Call - Loose, Hunter, Nolan, Pulley, Stenklyft and Roehrig. Collins was not present. Others present were Missy Kieso, Mike Loose, Kim Plate, Mark Fochs, Dean from Robert E. Lee & Associates and Sierra & Dominic Bastian.

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

Citizen Questions and Concerns – none.

Announcements – Spring Election will be held on Tuesday, April 1, 2025.

Minutes – Action – to approve the Village Board meeting minutes as presented and place them on file – motion: Loose; second: Nolan; carried. Action – to accept the Fire Department meeting minutes and place them on file – motion: Stenklyft; second: Loose; carried. There were no First Responder minutes presented to the Board.

Treasurer's Reports – Action – to approve the Village treasurer's report as presented – motion: Stenklyft; second: Nolan; carried. Action – to accept the Fire Department Treasurer's Report - motion: Loose; second: Nolan; carried. Action – to approve the First Responder's report as presented – motion: Nolan; second: Stenklyft; carried.

Claims for the Village of Hilbert – Examined and discussed – Action – to pay all claims as presented – motion: Stenklyft; second: Nolan; carried.

Condition of Budget- Quarterly report – Kieso presented the budget to the Board for their information. She said that she will be giving this report to the Board every 3 months. The goal is to be at or below the 25% benchmark for this first quarter. Most areas were below budget. She pointed out that the only expense that went way above this goal was due to the furnace replacement in the Boy Scout Hall. This was an unexpected expense and was not budgeted for. The Board was pleased to see that most of the expense funds had come in under budget.

Correspondences – Quarterly Franchise Fee Payment- Charter Communications – presented this to the Board for their information.

Reports – Labor Hours report and the Building Permits report were presented to the Board for their information.

Unfinished Business – none.

Recycling/Rubbish- Monthly Report – The monthly report was given to the Board for their information.

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

Village Meadows Subdivision – Monthly update on lots sold/available – A report on the lots which have been sold and lots available was presented to the Board for their information. Kieso told the Board that 3 lots remain for sale. Keith Krepline provided a Digital Traffic Report that showed the number of times that a consumer viewed the Subdivision properties. There is still interest in the lots.

Wastewater Treatment Facility – Discussion on County Payment for Phosphorus Multi-discharger Variance – Plate said that the annual payment will be due. Dean from Robert E. Lee said that the cycle is coming to a close in 2026. There is money budgeted for these expenses.

Discussion on the Notification of Environmental Fee to be assessed – This is an annual fee.

This fee is a bit lower than it was last year. Kieso said that this is budgeted. Update on Phosphorous Removal Upgrade- Robert E. Lee & Associates – Dean explained that we are looking for funding from the DNR. Ornua is interested in helping to fund this project. Once the Village finds out how much they would be getting from grants, Ornua may consider paying some of the cost. The design will be done this year, with the build being done next year. Completion is scheduled for 2027. Plate said that the Village raised the sewer rates by 7% this year. We have been slowly raising rates for years knowing that this big expense was in the future. Dean will come back to the Village Board next month with more information about the grant funding.

Update on Sludge Dewatering Press – Plate said that the project is done and up and running. Final payment is due and should be closing in April.

Water Department – Update on scheduled meter change-outs – Plate informed the Board that Fochs has been changing out meters for about 40-50 residents each year, which is about 10% of the residents. Update on Hilbert Water Utility EyeOnWater – Any resident who has either a meter change or has a new construction can download the application to see their water usage.

There are approximately 135 residents out of 472 who have gotten this upgrade. This will be a nice feature for them

Fire Department – Loose gave an update that the department had 1 fire call since the last Board meeting. The call was a Crash Alert Response for a possible snowmobile crash, but when the department got there and searched a large area they could not find an accident. He explained that a cell phone/watch can automatically signal a call to 911 if it gets jarred when hitting a bump. This was not the first call that they have gotten because of the crash alert. On April 12th the Canadian National train will be in town to do some training with the department. The Brat Fry is scheduled for April 19th at Schmitz Brothers.

Comprehensive Plan – Update on plan – Roehrig said that the committee met last week and finalized the draft of what they think the Village will look like in the future. He presented the Board with a map that shows what the committee thinks the growth will look like. Hilbert has about 13 more acres to expand now, but there may be the possibility of more acreage in the future. The state is requiring that the Village has this plan. The plan should be finalized in 2-3 months.

Application for Operators Licenses – Discussion and possible action for operator's licenses – Kieso provided the list of applicants – Action – to approve the applicants as presented – motion: Stenklyft; second: Hunter; carried.

Classes/Seminars/Schooling for employees – Discussion and possible action regarding requests for schooling/training sessions – WWOA Conference – Plate told the Board that Bob Schick & Mark Fochs will be attending the conference on Wednesday and he will be attending on Thursday. The conference is in Green Bay so no hotel rooms will be needed. Action – to approve the Public Works department to attend the conference – motion: Stenklyft; second: Nolan; carried. Reports on schooling/training sessions attended – none.

Plan Commission Committee – Committee minutes presented for acceptance and to be placed on file – Action – to approve the minutes as presented and place them on file – motion: Nolan; second: Hunter; carried.

Street Committee – Committee minutes presented and to be placed on file – Action – to approve minutes and place them on file – motion: Loose; second: Nolan; carried. Discussion and possible action regarding the committee's recommendation to award the bid for the 2025 Street Projects – There were a total of 3 bids. Plate told the Board that the projects are budgeted for. It sounds like the project will start in April – Action – to accept the committee's recommendation to award the bid for the 2025 Street Projects to Northeast Asphalt for an amount not to exceed \$427,667.75 – motion: Stenklyft; second: Nolan; carried.

Water and Sewer Committee – Committee minutes presented for acceptance and to be placed on file – Action – to approve the minutes as presented and place them on file – motion: Loose; second: Hunter; carried. Discussion and possible action regarding the committee's recommendation on lead lines replacements/reimbursements – The Committee would like to wait to see if any grants will be available for this, and they should know by June – Action – to look into any grants that would be available for lead line replacements/reimbursements – motion: Hunter; second: Stenklyft; carried. Discussion and possible action regarding any other committee recommendations – No other recommendations were made.

Health Committee – Committee minutes presented for acceptance and to be placed on file – Action – to approve the minutes as presented and place them on file – motion: Stenklyft; second: Hunter; carried. Discussion and possible action regarding the committee's recommendation to make changes to Ordinance 3.01 – This recommendation is to add Section H as part of the ordinance – Action – to add Section H to the ordinance 3.01 – motion: Stenklyft; second: Hunter; Roll Call Vote – yes: Loose, Hunter, Nolan, Pulley, Stenklyft and Roehrig; carried. Discussion and possible action regarding the committee's recommendation to delete the sentence stating that for purchases over \$250 will require Village Board approval for the Hilbert Fire Dept. in the Employee handbook – Action – to make the change to eliminate the sentence in the Employee handbook requiring Village Board approval for purchases over \$250 for the Hilbert Fire Dept. – motion: Stenklyft; second: Nolan; carried. Discussion and possible action regarding any committee recommendations – There were no other recommendations.

Park and Recreation – Discussion and possible action regarding providing a porta-potty for the ballfields until the bathrooms are open – Plate met with the high school coaches. They are looking to the Village to set up a porta-potty since the park bathrooms are not open yet. The

school may offer to split the cost but otherwise it would be a Village expense. The fee would be \$125 per month per unit – Action – to provide 2 porta-potties for the ballfield until the park bathrooms open – motion: Stenklyft; second: Loose; carried.

Discussion and possible action regarding Resolution 2025-03 to Establish a Polling Place for the April 1, 2025 Spring Election – Action – to establish the Hilbert Village Hall as a Polling Place for the April 1, 2025 Spring Election – motion: Stenklyft; second: Nolan; Roll Call Vote – yes – Loose, Hunter, Nolan, Pulley, Stenklyft and Roehrig; carried.

Discussion and possible action regarding a resident's request for the number of dogs permitted variance – A letter was presented from a new Hilbert resident requesting an exception to the 2-dog policy. Dominic and Sierra Bastian currently have 3 dogs and are asking that the Village allow the dogs to live out the remainder of their lives with them in Hilbert. The dogs have spent their entire lives together. The Bastian's want to continue to care for their 3 senior dogs and provide a loving home for them. They told the Board that they have no plans to replace a pet if it passes away – Action – to allow the Bastian's to have 3 dogs at their home with the understanding that when one passes away they are permitted to have only 2 – motion: Loose; second: Nolan; carried.

Village Board Member Informational Report – Nolan asked about the stakes that she is seeing around town and if anyone knows what is happening. Plate said that the work to be done by the Highway Department is for ADA access ramps & sidewalks.

Village Personnel Information Report – Kieso reported that Chase Collins father-in-law recently passed away. The Village will be sending a card and \$50 memorial check to Chase and Caitlin.

President's Report – None

The Village Board then convened into closed session under S.19.85(1)(e): Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Action – to convene into closed session – motion: Stenklyft; second: Nolan; Roll Call Vote – yes: Loose, Hunter, Nolan, Pulley, Stenklyft and Roehrig; carried. Collins was not present.

The Village Board then reconvened back into open session. Action – to reconvene into open session – motion: Stenklyft; second: Loose; Roll Call Vote – yes – Loose, Hunter, Nolan, Pulley, Stenklyft and Roehrig; carried.

Action – No action taken.

Adjournment – Action – to adjourn – motion: Loose; second: Stenklyft; carried. The meeting was adjourned at 7:19 p.m.

Deb Thiel

Deb Thiel, Deputy Clerk