



VILLAGE OF HEWITT
BOARD MINUTES – September 13, 2011

The meeting was called to order at 7:05 PM by President Eilers.

PRESENT: Ken Eilers, Charlie Adamski, Dan Sova and Marlene Stueland. Jeff Graves arrived at 7:20 PM (Upon Mr. Graves' arrival, he requested permission to address the board which was granted at which time Mr. Graves read a personal statement expressing clarification of expectations, responsibilities and roles of board members as well as his frustrations for lack of avenues to address issues of concern. Mr. Graves left the meeting at 7:35 PM)

ABSENT: Kris Hawley

GUESTS: Mr. Steve Varsho

MINUTES: A motion by Dan, second by Charlie to approve the August 9, 2011 regular Board minutes carried.

COMMUNICATION FROM THE PUBLIC: Mr. Steve Varsho expressed concerns regarding Fir Street in that portions of the street are breaking up which has the probability of causing problems during the snowplowing season. This concern will be passed unto the Roads Commissioner for review. In addition Mr. Varsho presented a monetary gift in memory of Jumbo (Joseph) and Betty (Elizabeth) Varsho for \$2,000 to the Village to be used for the softball program. The Board extended their thankfulness and appreciation to Mr. Varsho and his family for the donation.

BUILDING PERMITS ISSUES: No issues.

DEPARTMENTAL REPORTS:

Hewitt Area Fire Commission:

- Approval of Bills: A motion by Charlie second by Dan to approve the monthly bills carried.
- Fire Commission Updates: The Fire Commission will meet October 3rd; agenda items will include FY 12 budget review among other items. Fire inspections were completed; the Treatment Plant did not pass the annual fire inspection and Dan was directed to correct non-compliant issues and report back to the board in October.

Sanitary Utility:

- Sanitary Commissioner Report & Monthly Maintenance Report: The monthly maintenance and commissioner's reports were reviewed as submitted by Reigel and Ken. Ken reported that the lift station at 5th Street had been cleaned with stations at McLean and 7th Street inspected but did not warrant cleaning at this time. The grates in these stations are in deterioration an issue that needs attention in FY 12.

Recreation Department: A recommendation was received to install air conditioning in the Pavilion at Yellowstone Park; costs for purchase and installation would be provided by the Recreational Department; a motion by Charlie, second by Dan to approve the purchase and installation for an air conditioning unit with costs covered by the Recreational Department carried. In addition, a recommendation to purchase hand dryers for installation in the Pavilion bathrooms at Yellowstone Park was received; a motion by Dan, second by Charlie to approve the purchase and installation of hand dryers for the bathrooms carried with costs covered by the Recreational Department. The digital community sign is now installed; the wiring for the installation was **donated by Merkel Co.;** the donation initiative was led by Hewitt resident Erik Jacobi.

FINANCIAL INFORMATION:

Sanitary	\$57,853
Village	\$(43,322)
Parks	\$ 4,499
Trails	\$12,245
Total Checking	\$22,278

- A motion was made by Dan second by Charlie to approve the Village & Sanitary treasurer report. Motion carried.
- A motion made by Charlie, second by Dan to pay the bills of the month carried.
- A motion by Dan, second by Charlie to proceed with the renewal of the line of credit for the village carried. Marlene will pursue getting the renewal in place.

COMMITTEE REPORTS:

- Roads: In his absence Ken provided a written update to include: the county will be doing 1st and 2nd street road work the week of October 17th; continuing discussions regarding Yellowstone Drive update; banners will be taken down late fall and replaced with holiday lights; fielded resident questions. A request by Mike Pahl to install drain tile in his roadside ditch along his property was approved on a motion by Dan, second by Charlie.
- Grounds & Maintenance: Dan was informed that the Fire station driveway needs to have more gravel; Dan will review and report back at the October board meeting.
- Emergency Government: Charlie reported that the electrical work for the emergency siren was on hold as Marshfield Utilities is working on the Highway 10 expansion.
- Parks Committee: Ken reported that the grants project was completed and the paperwork had been submitted to obtain the balance of the project funding.
- Trails Committee: The Town of Marshfield continues to work on the trails expansion.
- Comprehensive Planning Committee: Marlene provided a summary of the last committee meeting which basically included locating addresses for well reports from previous years for the water study.
- Weed Commissioner Report: Dan reported that he had cut the weeds along Fourth Street; the former Strupp property now owned by Schiferl Farms and V. Mason property both located on Main Street were still not in compliance. Dan will follow-up with property owners and take necessary action to get the weeds cut.
- Animal Control Officer Report: Charlie reported on costs to acquire a 6x6 foot kennel for stray dogs would be approximately \$200. Dan commented that he knew someone that was looking to get rid of one and he would check on the condition and if there was any cost and follow-up at the next board meeting.
- Web Committee: The website is under construction.

OLD BUSINESS:

- ◆ There was no old business.

NEW BUSINESS:

- 2011-12 Property & Workmen's Compensation Insurance Renewal A motion by Dan, second by Charlie to renew the village's insurance at an estimate of \$2,469 carried.
- Employee Handbook Part 1: A motion by Charlie, second by Dan to approve Part 1 of the Employee handbook carried. This section covers employee grievances and is required as part of Act 10.
- Finance Committee Meeting: October 6th was set for the Finance committee meeting to begin FY 12 budget preparation.

CORRESPONDENCE:

- The Correspondence File was passed around for Board review.

Meeting adjourned at 10:3 PM

Submitted by: *Marlene Stueland, Clerk*