



**VILLAGE OF HEWITT  
BOARD MINUTES – December 13, 2011**

The meeting was called to order at 7:00 PM by President Eilers.

**PRESENT:** Ken Eilers, Charlie Adamski, Dan Sova, Jeff Graves, Kris Hawley and Marlene Stueland.

**ABSENT:** None

**GUESTS:** None

**MINUTES:** A motion by Kris, second by Dan to approve the November 8, 2011 regular Board minutes carried with one minor edit.

**COMMUNICATION FROM THE PUBLIC:** None.

**BUILDING PERMITS ISSUES:** No issues.

**DEPARTMENTAL REPORTS:**

Hewitt Area Fire Commission:

- Fire Commission Updates: The Fire Commission will met December 5<sup>th</sup>. Minutes from the meeting had been distributed prior to the meeting; of note was the election of officers for 2012 included: Roger meyer0Assistant Chief, Jeremy Rasmussen – 2 Captain, Shawn Olson – 2<sup>nd</sup> Lieutenant. A rabies clinic will be sponsored by the Fire Department on February 4<sup>th</sup> – 9 AM – 11 AM at the Fire Station
- Monthly Bills: A motion by Kris, second by Jeff to approve the monthly fire department bills carried.

Sanitary Utility:

- Sanitary Commissioner Report & Monthly Maintenance Report: The monthly maintenance and commissioner's reports were reviewed as submitted by Reigel and Ken with notation that 7<sup>th</sup> Street alarm was checked and found to be in working order; power outage battery needs to be replaced and Dakota Electric was contacted for this replacement. The exit light at the Treatment plant was replaced resulting in compliance with the recent fire inspection.

**FINANCIAL INFORMATION:**

Sanitary	\$55,024.69
Village	\$ 8,812.66
Parks	\$3,929.49
Trails	\$11,605.67
Total Checking	\$79,372.51

- A motion was made by Charlie second by Jeff to approve the Village & Sanitary treasurer report. Motion carried.
- A motion made by Jeff, second by Kris to pay the bills of the month carried.

**COMMITTEE REPORTS:**

- Roads: Kris provided street maintenance updates that had been completed during the month with the reminder that **it was unlawful for residents to plow snow across village streets/roads and that overnight parking on all village streets was now in effect as well as no parking on village streets at any time during a snow emergency.**
- Grounds & Maintenance: The heating registers at the Village Hall were fixed. The concealed weapons prohibition posting at Village municipal buildings and parks was tabled until January.
- Emergency Government: Charlie reported that county personnel are still looking into the radio issue for the emergency siren to provide available options for the board's consideration.
- Parks Committee: The Fire Department has offered to construct and maintain an ice skating rink at Yellowstone Park; a motion by Kris, second by Dan to approve the construction and maintenance of an ice skating rink at Yellowstone Park carried.
- Trails Committee: This committee will not meet until spring 2012.
- Comprehensive Planning Committee: The Committee met November 29<sup>th</sup>; Scott Johnson presented the preliminary results of the water study that was conducted as part of the Village comprehensive plan. The study demonstrated that there are sufficient water resources to sustain the village at its current population as well as into the future. The final report is forthcoming which will also include recommendations for steps the Village may need to take to preserve recharge areas to protect this resource.

- Animal Control Officer Report: *No activity since the last meeting.*
- Web Committee: *The Committee continues to meet with progress being made.*

**OLD BUSINESS:**

- ◆ There was no old business.

**NEW BUSINESS:**

- Garbage Contract Renewal: *The contract with Veolia Environmental Services covering 2012-2016 was approved on a motion by Kris, second by Charlie carried.*
- Garbage/Recycling/Sewer Billing Process: *Board members reviewed, presented and discussed several options for garbage/recycling and sewer billing including the present quarterly billing process. After a lengthy discussion a motion by Dan, second by Kris to implement the following billing system beginning in 2012:*

- Garbage: *Annual billing with payment due February 15<sup>th</sup>*
- Sewer: *Semi-annual billing with payments due May 15<sup>th</sup> and September 15<sup>th</sup>.*

*Roll Call: Jeff – YES; Kris – YES, Dan – Yes – motion carried. (During this topic discussion, Charlie had to leave at 8:59 PM)*

- Garbage rate increase: *Recent review of the garbage/recycling contract revealed that service costs were exceeding rate revenues necessitating a slight rate increase. A motion by Jeff, second by Dan to raise garbage/recycling rates \$20 per year effective January 2012 carried.*
- Personnel resignation/replacement: *Bob Wunrow has submitted his resignation as Village Financial Administrator effective April, 2012. Marlene will see that the position is advertised.*
- Resolution 1983-02: *The amended version incorporated language that covers all village rental properties and established a security deposit requirement for property rentals. A motion by Kris, second by Jeff to approve amended Resolution 1983-02 carried.*
- Resolution 1983-01-Establishment of Rental Agreement for Village Hall: *A motion to retire this resolution by Jeff, second by Kris carried. This resolution is being retired because the language was incorporated into Resolution 1983-02.*
- *Kris commented that the former 29<sup>th</sup> Street name had been changed to Yellowstone Drive.*

**CORRESPONDENCE:**

- *The Correspondence File was passed around for Board review.*

Meeting adjourned at 9:55 PM

Submitted by: *Marlene Stueland, Clerk*