



VILLAGE OF HEWITT
BOARD MINUTES – March 13, 2012
7 PM – Village of Hewitt Hall

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: Derek Derringer

MINUTES: A motion by Jeff, second by Dan to approve the February 14, 2012 regular Board minutes carried.

COMMUNICATION FROM THE PUBLIC: None.

BUILDING PERMITS ISSUES: No issues.

DEPARTMENTAL REPORTS:

Hewitt Area Fire Commission:

- Fire Commission Updates: The Fire Department will host their annual chili feed on April 1st; the Commission will meet on April 2nd. A motion by Dan, second by Charlie to approve the monthly fire 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. The annual report submitted to the Department of Natural Resources was received.

Recreation Department: Meetings have resumed as the preparations for the summer softball and volleyball leagues are underway.

FINANCIAL INFORMATION:

Sanitary	\$3,002.70
Village	\$21,988.13
Parks	\$6,526.79
Trails	\$11,652.52
Total Checking	\$43,170.14

- A motion made by Dan second by Jeff to approve the Village & Sanitary financial report carried.
- A motion made by Kris second by Charlie to pay the bills of the month carried.
- A motion by Charlie, second by Dan to approve the real estate financial report carried.
- Marlene reviewed with the Board the Wisconsin sales tax implications as they may relate to the Village.

COMMITTEE REPORTS:

- Roads: The following was noted: seasonal weight limits have been posted, holiday lights were taken down and stored; banners will go up the end of April/early May; pot holes were repaired. Kris reported that several of the flags used on the street light poles needed replacement; Kris will follow-up with the local VFW. The Village will receive \$5,000 in LRIP funding to support future street projects. Bid/quote ads will be prepared and submitted for publication; Marlene will prepare the advertisement.
- Grounds & Maintenance: Dan was asked to schedule the annual floor waxing for Village Hall and Yellowstone Pavilion.
- Emergency Government: Nothing significant to report; the estimate for the radio maintenance work for the emergency siren should not exceed \$1,000.
- Parks Committee: A request was received by the Marshfield Middle School boys' baseball team to use the softball fields at Yellowstone Drive; the Board agreed to the usage by the group. Ken will have the parking lot lights turned on at Yellowstone Park as well as proceed with exchanging the timing instrument for the lights. The work on the Gazebo will be completed this Spring to include wiring for electricity, installing rain gutters and finishing the ceiling and landscaping. The Committee continues to review and update the parks and trails plan.
- Trails Committee: The installation of necessary culverts along the Town of Marshfield portion is not completed; the committee is following up on the installation. Summer project work includes installing gates at various entrance points on the Town of Marshfield trail portion.

- Comprehensive Planning Committee: *Committee members reviewed and discussed the water study that was recently completed. A meeting in early April is scheduled.*
- Animal Control Officer Report: *No incidents to report*
- Web Committee: *Derek Derringer, Chairperson, for the web committee presented a demo of the Village's new website. A motion by Kris, second by Charlie to approve the new web site and activation was approved; motion carried..*

OLD BUSINESS: None

NEW BUSINESS:

- Website Development & Maintenance Contract for 2012: *Item tabled until April meeting*
- Financial Administrator: *A motion by Jeff, second by Charlie to extend an offer to the selected candidate at the current salary rate with review after six months carried. Marlene will follow-up with the candidate.*
- Delinquent garbage payments: *The board reviewed a listing of residents who had not paid their garbage payments; the board will review the delinquent list in April as billing reminders have been sent. Possible action could include termination of service if payment has not been received. .*
- Zoning Ordinance: *Ken asked board members to begin the review of the current Zoning Ordinance for potential updates, edits, etc. and to come prepared to the April meeting with input for the section on Razing of Buildings.*
- *The Correspondence File was passed around for Board review.*

Meeting adjourned at 10:07 PM

Submitted by: *Marlene Stueland, Clerk*