



**VILLAGE OF HEWITT
BOARD MINUTES – September 11, 2012
7 PM – Village of Hewitt Hall**

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

PRESENT: Ken Eilers, Dan Sova, Charlie Adamski, Kevin Nowack, Kris Hawley, Marlene Stueland.

ABSENT: None

GUESTS: None

MINUTES: A motion by Dan, second by Charlie to approve the August 14, 2012 regular board meeting minutes carried.

COMMUNICATION FROM THE PUBLIC: None

BUILDING PERMITS ISSUES: No issues.

DEPARTMENTAL REPORTS:

Hewitt Area Fire Commission:

- **Fire Commission Updates:** The Fire Commission held a meeting to discuss the 2% dues allocation; a proposal by the fire chief requesting the village and town to make double payments in January 2013 was submitted. The discussion centered around how the 2% dues are reflected on the Fire Department's budget. More discussion on this topic will occur at the October 1, 2012 commission meeting.
- A motion by Kris, second by Kevin to approve the monthly bills carried.

Sanitary Utility:

- **Sanitary Commissioner Report & Monthly Maintenance Report:** The monthly maintenance report was reviewed notations included: the flush valve was installed and is working well; scum pump broke again, Gordie is working on this. The monthly DNR reports will be submitted electronically going forward. Ken will follow-up with Gordie regarding painting lift stations.

Recreation Department: The year-end financial report was reviewed; revenue funds will be used to purchase two sets of bleachers, sponsorship for annual Pumpkin Run; install permanent surfacing on Yellowstone Park walkways along with a donation to the Village for park maintenance.

FINANCIAL INFORMATION:

Sanitary	16,885.87
Village	15,154.24
Parks	4,711.01
Trails	10,757.99
Total Checking (Per monthly bank statement)	13,737.37
Total Bills of the Month	19,713.26

- A motion made by Dan second by Kris to approve the Village & Sanitary financial report carried.
- A motion made by Kris second by Kevin to pay the bills of the month carried. Marlene noted that several deposits had been made in early September that was not reflected on the bank statement and there was not a need to utilize the line of credit to cover the bills.
- Marlene requested board approval to renew the Village's line of credit at Pioneer bank at the limit of \$50,000. A motion by Dan, second by Charlie to approve the renewal carried.

COMMITTEE REPORTS:

Roads: Kris reported that September 25th had been selected as the tentative date for the roads committee meeting. Additional notations included: Farhner work will be done this fall; Merkel Electric will replace necessary street light bulbs that are no longer working. The annual pumpkin run hosted by the Fire Department will be held on Saturday, November 3rd. A request to approve closing one lane of traffic between 10 – 11:30 AM on village streets that will be used for the annual Pumpkin Run was submitted. A motion by Kevin, second by Dan to approve limiting traffic to one lane on affected streets carried. It was noted that affected streets will have fire department personnel monitoring traffic flow at all entry points during the event.

- Grounds & Maintenance: *Nothing new to report.*
- Parks Committee: *The Committee is developing project plans for 2013.*
- Trails Committee: *Kevin reported on a resident communication on issues of dog feces on the trails; residents are reminded that they are responsible of proper disposal of their dogs' deposits. The hours for trail use was also discussed and will be addressed at the committee level. Ditching along the north side of the trail bordering 5th and 65h street was discussed; the culvert on the trail along 5th street needs maintenance work; Kevin will include this task on a fall work day schedule. Two sets of gates have been made and will be installed along the trail portion in the Town of Marshfield. Kevin attended a joint municipal informational meeting on a new grant opportunity for trail development; tentatively the proposal would include connecting the Hewitt trail with the City of Marshfield's trail and permanent surfacing of existing trails within the Village. Kevin will continue to participate in the grant proposal development meetings.*
- Comprehensive Planning Committee: *The committee did not meet; a meeting is scheduled for September 18th*
- Animal Control Officer Report- *No complaints were received.*
- Web Committee: *A meeting is scheduled for September 16th.*
- Emergency Government: *There are approximately eight homes in the village where the house is set back on the property to prevent ready visibility of the house number. Charlie will order new signs which will be placed at the street/property line for the identified properties. The emergency siren update is pending.*
- Weed Commissioner Report: *Dan will follow-up on weed issues for a couple of Main Street properties.*

OLD BUSINESS: *None*

NEW BUSINESS:

- Finance Committee Meeting: *October 23rd – 6:30 PM was tentatively chosen for the finance committee.*
- *A motion to adjourn at 9:23 PM by Dan, second by Kevin carried.*

Submitted by: **Marlene Stueland, Clerk/Treasurer**