



**VILLAGE OF HEWITT**  
**BOARD MINUTES – January 10, 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:** None

**MINUTES:** *A motion by Jeff, second by Charlie to approve the December 13, 2011 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 Commission is reviewing current mutual aide agreements; it has been recommended to discontinue past procedures with mutual aide fire department to obtain a certificate of insurance and annual DOT inspection certificates. Taking Engine 1 out of commission will be another topic to be discussed at the February 6th meeting.*
- Monthly Bills: *A motion by Dan, second by Kris 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. It was noted that the breaker at the treatment plant had been fixed.*

**FINANCIAL INFORMATION:**

|                |             |
|----------------|-------------|
| Sanitary       | \$26,483.67 |
| Village        | \$ 225.97   |
| Parks          | \$5,984.70  |
| Trails         | \$11,621.05 |
| Total Checking | \$44,315.39 |

- *A motion was made by Dan second by Kris to approve the Village & Sanitary treasurer report. Motion carried.*
- *A motion made by Kris second by Charlie to pay the bills of the month carried. The Year-end financial report was reviewed as prepared by Bob Wunrow.*

**COMMITTEE REPORTS:**

- Roads: *Kris provided street maintenance updates. Fahrner Asphalt Sealers submitted a quote for the annual street crack sealing for summer 2012; a motion by Dan, second by Jeff to approve the agreement as submitted carried.*
- Grounds & Maintenance: *There were no maintenance issues this month. The board considered posting a "no concealed weapons prohibition" for village buildings; following discussion a motion by Charlie, second by Jeff to proceed with the posting on village buildings to include the Village Hall, Yellowstone Pavilion and Fire Station. Role Call: Charlie YES, Dan NO, Kris, NO, Jeff YES, Ken YES; motion carried.*
- Emergency Government: *The updated population signage has been posted The emergency siren will be checked in the spring and will be updated as necessary at the same time the City of Marshfield updates theirs..*
- Parks Committee: *No report as the committee did not meet.*
- Trails Committee: *No report as the committee did not meet.*
- Comprehensive Planning Committee: *No report as the committee did not meet.*
- Animal Control Officer Report: *No activity this month.*
- Web Committee: *The Committee continues to meet with progress being made.*

**OLD BUSINESS:**

- Forestry Plan Update (20 acre Village parcel): *Ken provided an update on the planned logging of the 20 acres that the Village owns; currently checking on someone to do the logging; it is uncertain when the logging will occur.*

## **NEW BUSINESS:**

- **Resolution 2009-02 – Fee Structure:** This resolution was reviewed at the December 2011 meeting and is presented for final approval reflecting the increase in garbage service rates (\$200 annual fee) along with the new billing cycle (Garbage annual fee due February 15<sup>th</sup>; sewer semi-annual fee due May 15<sup>th</sup> and September 15<sup>th</sup>). A motion by Jeff, second by Charlie to approve the changes carried.
- **Snowplowing Contract Proposal:** *The Village Board received a contract from Larry Updyke for snowplowing for the next three years. Board members had questions regarding the contract and requested that Mr. Updyke be invited to attend the February, 2012 board meeting. Board members also will decide at the February meeting whether to seek public quotes for snowplowing when the current contract expires (Summer 2012).*
- **MSA Service Agreement:** *MSA provides assistance in completing the sanitary sludge report; Ken presented a service agreement for completing the work at a rate of \$750; a motion by Jeff, second by Kris to approve the agreement in the amount of \$750 carried.*
- **Website Development & Maintenance Contract for 2012:** *A renewal contract submitted by Mike Klein for continued web development and maintenance work was reviewed and tabled. The board directed Ken to explore the need for a continued contract with the Web Committee at their next meeting and report back to the board at the February meeting.*
- **Guidelines** *Ken proposed that guidelines for subdividing property, rezoning land, annexation of land, construction of fence, and acting village streets be incorporated into Zoning Ordinance 3.01. After discussion, it was the consensus of the board that the guidelines were procedural in nature and should not be included in the language of the Zoning Ordinance.*
- **Strategic Plan:** Ken proposed the Village Board conduct a meeting to develop a strategic plan; Marlene will check facility availability and poll board members for available dates. It was suggested to hold the meeting in late March early April.
- *The Correspondence File was passed around for Board review.*

Meeting adjourned at 9:14 PM

Submitted by: *Marlene Stueland, Clerk*