



VILLAGE OF HEWITT BOARD MINUTES – January 11, 2011

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

PRESENT: Ken Eilers, Dan Sova, Kris Hawley, Scott Wunrow, Jeff Graves and Marlene Stueland

ABSENT: None

GUESTS: None

MINUTES: A motion by Scott, second by Dan to approve the December 14, 2010 regular Board minutes carried.

COMMUNICATION FROM THE PUBLIC: None

BUILDING PERMITS ISSUES: No issues.

DEPARTMENTAL REPORTS:

Hewitt Area Fire Commission:

- Approval of Bills: A motion by Kris second by Dan to approve the monthly bills carried.
- Fire Commission Meeting: The final payment for the new brush vehicle will be due early February. Bob Wunrow has agreed to be interim financial administrator until someone is hired to fill the vacancy. The next Commission meeting will be January 17, 2011. Discussion surrounding the By-Laws and Constitution for the Hewitt Area Fire Commission as to whether the Commission is properly organized continues.
- Sanitary Commissioner Report & Monthly Maintenance Report: The monthly maintenance and commissioner's reports were reviewed as submitted by Reigel and Ken. Ken reviewed the recent work on Pump #1 at the McLean lift station and the work that was done. The starters were replaced and a backup starter was supplied by the manufacturer to keep on hand for backup. The invoice submitted by Staab was reviewed with several questions regarding line items.
- **FINANCIAL INFORMATION:**

Sanitary	\$14,725.14
Village	\$(1,198.88)
Parks	\$ 257.93
Trails	\$10,402.33
Total Checking	\$ 24,186.52

- A motion was made by Jeff with second by Scott to approve the Village & Sanitary treasurer report. Motion carried. A motion was made by Kris, second by Scott to pay the bills of the month; motion carried. A motion by Kris, second by Scott to rescind the previous motion and to modify the motion to pay the bills of the month with the exception of the bill from Staab carried.
- The Year-End Financial Report was reviewed, discussed and a motion by Scott, second by Jeff to approve the report carried.

COMMITTEE REPORTS:

- Roads: The Board reviewed comments expressed in the recent community survey for snowplowing to make certain issues were addressed. Comments expressed were minor and no action was deemed necessary. Kris provided an update on general street maintenance.
- Grounds & Maintenance: Ken reported that members of the Fire Department constructed an ice skating rink at Yellowstone Park. Processes for granting approval prior to such endeavors was discussed with a notation that the Board should be informed and granting approval. Community volunteers will maintain the rink over the course of the winter. Ken provided board members with suggestions for "rules" for those using the rink; Ken was directed to proceed with acquiring the appropriate signage for such.
- Parks and Trails Committee: The Committees did not meet.
- Plan Growth Committee: The committee will meet on January 25th.
- Animal Control Officer Report: Nothing to report.
- Web Committee: The committee did not meet in November.

OLD BUSINESS:

- ◆ *There was no old business.*

NEW BUSINESS:

- Smoke alarm installation: *Ken presented information on installing a smoke alarm system in village buildings. Since a system would need to be wired to the fire department and since the Village does not have a fulltime staffed fire department, the general consensus was that such installation at this time was not warranted.*
- Village Property Insurance billing: *The Village received notice that property insurance coverage would be \$3,851 which was considerably higher than the original quote. It was noted that the calculations for the building contents was very high. Marlene will send a note to the agent reflecting the concern of the board for the high premium.*
- Resolution 1990-1 “Village-Sanitary Pay Rates” as amended was approved on a motion by Jeff, second by Kris.
- Online Banking: *The board discussed the option for online banking which would allow for ease in knowing financial information in a real time manner compared to waiting for the paper statements. A motion by Scott, second by Jeff to approve Resolution 2011-01 authorizing the Village to proceed with acquiring access to online banking. Ken Eilers was designated as the Village representative to complete necessary paperwork for such.*
- Village Website Maintenance Contract Renewal: *Mike Klein submitted a website development and maintenance renewal contract for 2011 for consideration by the Board. A motion by Scott, second by Jeff to approve the 2011 contract with Mr. Klein carried.*
- DS200 Maintenance Agreement: *Information on options for the maintenance for the voting ballot counter was reviewed. The Town of Marshfield has proposed sharing 50/50 the costs for the maintenance of the counter with a recommendation to elect the gold coverage which provides an annual inspection of the equipment, replacement of worn parts at no charge, telephone support and a loaner provided at no cost due to equipment failure at \$175 per year. A motion by Kris, second by Dan to select the Gold option with the Town of Marshfield; motion carried.*

CORRESPONDENCE:

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

Meeting adjourned at 9:35 PM

Submitted by: *Marlene Stueland, Clerk*