



VILLAGE OF HEWITT
BOARD MINUTES – February 14, 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: Larry Updyke

MINUTES: A motion by Kris, second by Dan to approve the January 10, 2012 regular Board minutes carried. A motion by Dan, second by Jeff to approve the minutes of the January 24, 2012 special board meeting carried.

COMMUNICATION FROM THE PUBLIC: None.

BUILDING PERMITS ISSUES: No issues.

DEPARTMENTAL REPORTS:

Hewitt Area Fire Commission:

- Fire Commission Updates: The Fire Commission met on February 6th; the year-end report was presented and reviewed. The commission approved taking Engine 1 off line; a financial administrator has been hired for the fire department; the rabies clinic was recently held.
- Monthly Bills: A motion by Kris, second by Dan 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.

FINANCIAL INFORMATION:

Sanitary	\$8,683.68
Village	\$3,872.52
Parks	\$6,515.85
Trails	\$11,632.98
Total Checking	\$30,705.03

- A motion made by Charlie second by Jeff to approve the Village & Sanitary financial report carried.
- A motion made by Jeff second by Kris to pay the bills of the month carried.
- A motion by Dan, second by Charlie to approve the real estate financial report carried.
- A motion by Kris, second by Jeff to approve the 2011 Recreation Department financial report carried.

COMMITTEE REPORTS:

- Roads: Mr. Larry Updyke was present to review with the board his general snowplowing guidelines. Mr. Updyke stated he plows when Wood County sends their crews out; frequently checks road conditions during a snow storm; and makes every attempt to have the roads in passable condition by 7 AM whenever there is a snow storm to allow residents to get to work. The Board expressed their appreciation for the good job Mr. Updyke does for the Village. Kris did not have anything specific to report regarding road maintenance or updates. It was the consensus of board members to seek quotes for the 2013 snowplowing season; Kris will develop an ad for publication.
- Grounds & Maintenance: A light bulb in the Village Hall exit light was replaced. The Village is now in compliance with fire inspections.
- Emergency Government: The emergency siren radio will be updated in the spring; Charlie will oversee this process.
- 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: The only issue that was presented was that of a farm cat that was chased by a Village resident's dog up an electrical pole and the resulting flurry of concerns for the welfare of the cat involving several of the board members who were contacted.
- Web Committee: The web committee did not meet this month.

OLD BUSINESS: None

NEW BUSINESS:

- Poll Workers – 2012: the following names were presented for 2012 poll workers: Joyce Korth, Judy Schlinsog, Mary Bruggeman, Bev Kurlinski, and Mary Pongratz.
- Website Development & Maintenance Contract for 2012: The Web Committee did not meet thus the contract will be reviewed at the next meeting.
- Financial Administrator: The position has been advertised; Jeff, Marlene and Bob will interview candidates before the next board meeting and present a recommendation at the March meeting to the Board.
- Marlene presented an informational review to Board members on the open records law and procedures for handling such requests.
- Board members were provided a copy of the current Village Zoning Ordinance and directed to review for updates, edits, etc. Discussion and review will continue at the March board meeting. At some point in the future, the zoning ordinance may need to be revised and when that determination is made, the requirements for at least three consecutive readings will be followed before finalizing any changes to the current ordinance.
- The Correspondence File was passed around for Board review.

Meeting adjourned at 10:25 PM

Submitted by: *Marlene Stueland, Clerk*