



VILLAGE OF HEWITT MINUTES – April 9, 2019 BOARD MEETING

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

PRESENT: Mary Burr, Mike Draxler, Marlene Stueland, Sue Hasenfang, Kevin Nowack, Charlie Adamski

ABSENT: Kris Hawley

GUESTS: Mary Bowman, Connie Zorman and Chad Verberkmoes, Matt Metcalf

MINUTES: A motion by Kevin, second by Charlie to approve the March 12, 2019 regular board meeting minutes carried. A motion by Mike, second by Kevin to approve the February 18, 2019 special meeting carried.

COMMUNICATION FROM THE PUBLIC: Mr. Verberkmoes had questions related to replacement of his ditch drain tile; information was provided to him. Connie Zorman had questions related to the proposed reconstruction of Yellowstone Drive; the board provided responses to her questions with information known at this point in time.

CORRESPONDENCE: Mary Burr was given recognition for her work with the County on filing of the property taxes. Charlie was recognized for his years of service on the Village Board.

DEPARTMENTAL REPORTS:

- A. **Fire Commission Updates:** Charlie gave an update on the April 1, 2019 meeting. Topics covered were the Chili Feed is scheduled for April 13, 2019, the rabies clinic was a success, financial reports were reviewed, 1 trucks are scheduled for DOT inspection in June, there are 3 new applicants for the VERRC Committee, exploring the possibility of a fundraiser for an addition to the existing fire station building. A motion by Mike, second by Kevin to approve the Fire Commission bills carried.
- B. **Sanitary System:** Monthly maintenance report was reviewed. The Treatment Plant readings were normal. The Sanitary Committee will be meeting to review the Certified Operator job description. The flushing of the wet wells village wide will be scheduled with B&D.
- C. **Recreational Department:** Matt Metcalf gave an update on future projects. A motion by Mike, second by Kevin to accept Decorative Concrete's proposal for \$4,284.00 for the concrete stairs only (railings not included) carried. A 15-18 softball league will be held on Wednesdays. A flier for the car show that is being held in conjunction with softball/volleyball tournament weekend (August 3, 2019) has been printed. Trails will be the proceeds beneficiary from the car show.
- D. **Phosphorus Project Update:** No updates.
- E. **FINANCIAL REPORTS:**
 - **Treasurer's Report:** Mary provided a review of the financial statement. A motion by Mike, second by Charlie to approve the treasurer's report carried.
 - **Village Monthly Bills:** A motion by Kevin, second by Charlie to approve the bills of the month in the amount of \$32,834.75 carried.
 - **Ehlers Financial:** Information regarding guidelines for referendums was noted.

COMMITTEE REPORTS:

- **Roads:** Pot hole patching is being done, weight limit signs have been posted, an inventory of village signs has been completed. Pat Grosbier requested a second culvert for a driveway. Mike was appointed to complete a review of the installation plan and provide Marlene with that summary who will issue a culvert permit for the specified culvert size. Kevin will schedule street sweeping of the village streets. Roadside cutting of weeds will be scheduled for mid-June.
- **Yellowstone Drive Reconstruction:** An update was given on a meeting with one of the property owners with special circumstances. Another meeting with property owners with special circumstances is scheduled for later this month. A meeting will be scheduled with the Village Board and Road Committee to review MSA's semi-final plans once the plans are available.
- **Building Maintenance:**
 - **Administration Building:** Mary purchased four drawer file cabinets and miscellaneous office supplies for the building.
 - **Shelter Building:** Nothing to report.
 - **Village Hall:** Nothing to report.
 - **Yellowstone Pavilion:** The furnace is working properly; parking lights will be turned on in the next couple of weeks; water testing as required by Wood County will be conducted by Jeff Binder in the next two weeks.

- Porta potties will be ordered by Mike for Yellowstone Park and Village Hall play area.
- Trails Committee: Mike will schedule a meeting in the near future.
- Web Committee: Next meeting is scheduled for April 10, 2019.
- Animal Control Officer: There were 128 dog licenses issued with six owners still outstanding.
- Emergency Government: The tornado warning is scheduled for testing this week. Charlie is almost complete with checking to make sure house numbers are visible.
- County Trunk T Railroad Quiet Zone Committee: No new information.

OLD BUSINESS: None

NEW BUSINESS:

- A request from Travis & Becky Wienke to rezone former Evergreen Mfg. property from manufacturing to Commercial was presented; a motion by Kevin, second by Charlie to move the request to the zoning committee for consideration carried with Mike abstaining.
- Open Book (April 18, 2019 6-8PM) Board of Review (April 25, 2019 6-8PM) – All board members are current on the required DOR training for board of review.
- 2019 Lawn mowing contract: A motion by Kevin, second by Charlie to accept the lawn mowing contract submitted by Town & Country Landscape for 2019 carried.
- Zoning Ordinances: A motion by Mike, second by Kevin to accept the Zoning Ordinance editorial updates on culverts carried.
- Oath of Office: Sue Hasenfang administered the oath of office to Marlene Stueland, Village President.
- Filling vacant village trustee position process: Following the State rules governing filling a vacant board position, the vacant position of Village Trustee will be posted; interested resident(s) will be interviewed by the Village Board with appointment made to fill the vacancy.
- Resignation – Village Clerk: Sue Hasenfang submitted her resignation as village clerk as effective April 30, 2019.
- Certificate of Insurance: Mary reminded members that a Certificate of Insurance is needed for all vendors doing work with the Village of Hewitt prior to their doing any work.

Adjournment: A motion by Kevin, second by Charlie to adjourn at 10:20 PM carried.