



VILLAGE OF HEWITT

Board Meeting Minutes
August 10, 2020

The meeting of the Village of Hewitt Board was called to order at 7:00 p.m. by President Stueland.

Present: Donald Brown, Mary Burr, Mike Draxler, Marylee Jacobitz, Kevin Nowack, Marlene Stueland, Travis Wienke

Guests: None

Approval of Minutes: A motion by Mike, second by Kevin, to approve the minutes of the July 14, 2020, Village Board meeting carried. A motion by Mike, second by Kevin, to approve the minutes of the July 28, 2020, Special Budget Review meeting carried.

Correspondence: Correspondence was routed.

Building Permit Issues: No issues.

Nomination for Village Trustee Vacancy Positions: Three residents expressed interest in the open positions; two were interviewed. The third person did not follow-up to schedule an interview. Marlene introduced Travis Wienke and Donald Brown. Those who did the interviews recommend their appointment to the Board. These appointments will expire in April 2021. A motion by Kevin, second by Marlene, to approve appointing Travis Wienke to serve as village trustee carried. A motion by Kevin, second by Marlene to approve appointing Donald Brown to serve as village trustee carried. New trustees were sworn in by the Village Clerk.

Department Reports

- **Hewitt Area Fire Commission:** Monthly bills were reviewed. Kevin had a question about extraction tools under unanticipated expenses to which Mike responded. A motion by Mike, second by Kevin, to approve bill payment carried.
- **Sanitary Utility**
 - Staab & Certified Operator Monthly Maintenance Reports: Report were reviewed and discussed.
 - Sanitary Committee July 30 Meeting Highlights: Minutes were included in the packet. Marlene reviewed old and new business. Kevin explained an issue with a recent lift station electrical system. Mike ordered four new padlocks from Hiller's for spares. Planned televising and cleaning work was reviewed. Staab and Dakota will develop a document on who is covering on call. Discussed lift station updates. Reviewed preliminary phosphorus study and the need for an addendum. Expected Mike Voss to attend the Board meeting but he was not present so not all questions could be answered. Sanitary North and South lift stations have only red light; others have clear and red. Sanitary committee is also looking for approval for new alarms to standardize across all lift stations. Funds would come from reallocation of funds. A motion by Kevin, second by Mike, to approve up to \$2500 to replace the alarm horns and indication lights to be consistent across all six lift stations. Kevin will work with Mike Zimmerman at Dakota.
 - MSA Task Order – 00592023 Preliminary phosphorus compliance plan submittal: A motion by Kevin, second by Mike, to approve MSA Task Order 00592023 as submitted carried.
 - Phosphorous Compliance Plan Submittal – Final review and approval: A motion by Kevin, second by Mike, to approve submission of the Preliminary Phosphorous Compliance Alternative Plan prepared by MSA along with Addendum #1 to the DNR carried.
 - Sewer Line Cleaning & Televising – Scheduling: This is in the process of being scheduled.

Financial Reports

- **Treasurer's Report:** Mary reviewed report; questions were answered. A motion by Kevin, second by Mike, to accept the treasurer's report as submitted carried.
- **Monthly Bills:** Mary reviewed bills; questions were answered. A motion by Mike, second by Kevin, to approve monthly bills as submitted carried.

Committee Reports

- **Roads:**
 - General Street Maintenance. Mike reported chip sealing completed on 11th, Fir, and Hemlock streets; blacktop overlay on Evergreen between 4th and 5th also completed. Wood County did landscaping at ends of new culverts. Discussed resident drain tile issue at Evergreen. Mike got permission from Schiferls to do mowing on the waterway. Mike hopes to get this completed on Thursday. May be able to get inmate assistance if needed in September to complete the process.
 - 4th Street Ditching Project – Mike provided an update. Letter was sent to residents impacted. Several residents have responded; their comments were reviewed. Responses will come from the Board after a Roads Committee meeting.
 - Yellowstone Drive Reconstruction Project: Minutes from the July 28, 2020, meeting were provided. Next meeting is August 25.
 - Weed cutting along Main Street was completed by Jeff Sternberg. Kevin will take care of weeds at McLean and Allen. Mike will check with Jeff Binder about future weed control measures.
- **Grounds & Maintenance Committee**
 - Administration Building: Mary reported Jeff sprayed weeds around the building.
 - Village Hall: Nothing to report
 - Yellowstone Pavilion – Mike reported the combination lockset has been reinstalled. Curb work has not yet started.
- **Trails Committee:** Mike reported the short connector trail between 9th and the main trail has been completed. Kevin, Don Rotier, and Mike spread chip seal base on nature trails. Blacktopping of the trail between 3rd and 7th is anticipated this week. Concern about bees along the trail was shared. May require some signage since these are honeybees. Will reach out to Derek to post on Facebook.
- **Animal Control Officer:** No incidents
- **Emergency Government Report:** No issues

Old Business: None

New Business

- 2021 Insurance Renewal – property values review: Marlene shared information on the latest renewal. Our current agent is retiring this month and a new agent will be assigned. The new agent will be invited to an upcoming meeting.
- 2020 Committee Assignments: Marlene distributed a survey to trustees asking for their interest in various committee assignments. Responses request by August 21.

Future 2020 Meetings

- Tuesday, August 25 – Yellowstone Reconstruction Project Meeting
- Tuesday, September 8 – Village Board Meeting

Adjournment: A motion to adjourn at 8:55 by Kevin, second by Mike carried.

Minutes submitted by: Marylee Jacobitz, Village Clerk