



VILLAGE OF HEWITT

Board Meeting Minutes
February 11, 2019

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

Present: Mary Burr, Mike Draxler, Jeff Graves, Kris Hawley, Marylee Jacobitz, Kevin Nowack, Marlene Stueland

Guests: Dan Borchardt, MSA

Approval of Minutes

A motion by Mike, second by Kris, to approve the minutes of the January 14, 2020 meeting carried.

Correspondence

Circulated and reviewed.

Building Permit Issues

Request for a building permit by Debbie Craft was referred to Al Breu due to the complexity of the building project.

Marlene will issue a culvert permit to Ms. Craft upon request for a second driveway off 5th Street.

A potential buyer for a lot located at intersection of Yellowstone Drive and Eighth Street expressed interest in rezoning the lot from single family to multi-family residence.

Department Reports

- **Hewitt Area Fire Commission**

- *Fire Department Building Expansion Committee*- Jeff provided an update from the January 20, 2020 meeting. Committee approved Mission Statement which was reviewed by Board. Toured facility with Jim Schmidt who provided his ideas and thoughts which committee will review.
- *Fire Commission Meeting Update* - Kevin provided an update from the February 3, 2020, meeting. Minutes were provided and reviewed.
- *Approval on Monthly Bills and Payments* -Monthly bills and payments were reviewed. A motion by Kris, second by Mike, to approve bill payment carried.

The Board agreed to adjust the agenda to address the Roads Committee report.

- **Roads**

General Street Maintenance – An update was provided by Mike. Holiday lights were taken down. Street lights have been replaced as needed.

- *Yellowstone Drive Reconstruction Project Update* – Dan Borchardt MSA
Dan provided copies of the 30% plan. Curb and gutter between 2nd and 3rd would cost approximately \$20,000. Dan requested the Board look over the plan and meet to discuss within next couple of weeks. A meeting was scheduled for Thursday, February 27 at 6:00 pm. Dan will send an agenda. Public meeting would follow, with the date yet to be determined.
The need for soil boring was discussed. A motion by Kris to approve the contract with American Engineering Testing Inc. for soil boring at a cost of \$3,400, second by Jeff carried.
- *Quiet Zone Project Update* - Final plans and specs were reviewed. Requested modifications were included. Bid ad will be advertised this week. Bid opening will be March 3 at 9:00 am. Timeline for the project was reviewed. Anticipate this will be approximately a four-week project. Utility companies have already been contacted. Project estimate update was provided. Wood County permit has been submitted and fees were waived.
- *Snowplowing Street Review* – No issues.
- *Roads Committee Meetings Highlights* - Good meeting with Wood County Highway Department staff on February 10. Concentrated on 4th Street Ditching. Committee will be coming forward with a recommendation on project financing. Awaiting final cost estimates. Committee will meet on March 5.
- *Other* - Marlene brought up concerns raised about comments received from Wood County and Town of Marshfield plowing crew about cars parked along County T. Discussed various options to alleviate issue.

- **Sanitary Utility**
 - *Reigel & Certified Operator Monthly Maintenance Report* – Reports were reviewed, and questions answered. Reigel has been notified and thanked for their years of service. Staab has begun their work.
 - *Furnace Installation Update*– Gordy indicated the furnace has been installed. Winter has been mild so there are electric cost savings.

Financial Reports

- **Treasurer's Report**
Mary reviewed report; questions were answered.
- **Monthly Bills**
Mary reviewed bills; questions were answered. A motion by Kevin, second by Jeff, to approve monthly bills carried.
A motion by Kevin, second by Kris, to accept treasurer's report carried.
- **Property Tax Collection/Settlement through January 31, 2020**
Details were reviewed. There are five delinquent residents.

Committee Reports

- **Grounds & Maintenance Committee**
 - *Administration Building* –Nothing new.
 - *Village Hall* – Nothing new.
 - *Yellowstone Pavilion*– Mike
Furnace is doing well, being checked weekly. Siding came off side of building and will be repaired in spring.
Tattered flag will be taken down, retired and replaced.
- **Trails Committee** - No meeting held.
- **Web Committee** - Derek is moving forward with the website update.
- **Animal Control Officer** - Marlene thanked Mike for his assistance with picking up two dogs running at large.
- **Emergency Government** - Jeff has new material to review.

Old Business

- **John Deere Utility Tractor/Accessories Delivery and Training.**
The cab has arrived and will be added tomorrow. Hope to have it by this weekend. Manuals will be provided. Snowblower will be mounted. Kevin has a list of those who will receive training.

New Business

- **2020 Lawn Mowing Contract Proposal**
Town and Country. Submitted their lawn mowing service renewal for 2020; a motion by Kris, second by Kevin, to renew the contract with Town and Country for 2020 lawn mowing services carried.
- **Discussion on 2020 Project Loan Planning**
Marlene will pursue loan options for the Yellowstone Reconstruction project and Quiet Zone.
- **Set Date for 2019 Year End Financial Report Review**
Board members agreed to meet at 6 PM on March 12, 2020 to review the 2019 Year End Financial report.
- **Towns Commission**
The Village will seek membership in the Towns Association.
- **Deer Population**
With the increase in deer population in village, resident have asked if the village is considering an option for reducing numbers through bow hunting. There was interest in further discussion. Kris will do some research and share it with the Board.

Adjournment

A motion to adjourn at 9:41 by Kevin, second by Kris carried. The next meeting will be at 7:00 p.m. on Tuesday, March 10, preceded by the 6:00 meeting to review the 2019 Year End Financial Review.

Minutes submitted by: Marylee Jacobitz, Village Clerk

