



## VILLAGE OF HEWITT

Board Meeting Minutes  
July 14, 2020

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, Marylee Jacobitz, Kevin Nowack, Marlene Stueland

**Guests:** Joe Charron; Dan Borchardt MSA

**Approval of Minutes:** A motion by Mike, second by Kevin to approve the minutes of the June 9, 2020, meeting carried.

**Correspondence:** Correspondence was routed.

**Building Permit Issues:** No issues.

**Question from Resident:** Joe Charron addressed the Board about the village ordinance restricting UTVs on village roadways. He requested the Board review the existing ordinance and consider making changes to allow the use of UTVs, adopting the DNR regulations. The Board will review the current ordinance in the near future.

### Department Reports

- **Hewitt Area Fire Commission:** Monthly bills were reviewed. A motion by Kevin, second by Mike to approve bill payment carried. No meeting this month for Fire Commission.
- **Sanitary Utility**
  - Staab & Certified Operator Monthly Maintenance Reports: Report were reviewed and discussed. Gordy reported everything was working well at the Treatment Plant. A meeting for the Sanitary Committee will be scheduled in the near future.
  - Phosphorus Compliance Plan: Board members were reminded to review the plan in preparation for the August meeting at which time it will be reviewed with MSA along with the associated task order.

### Financial Reports

- **Treasurer's Report:** Mary reviewed report; questions were answered. Currently working on a summary of expenses for the Quiet Zone project that will be presented next month. Mary is filing the required IRS documentation on recent loans. A motion by Kevin, second by Mike, to accept the treasurer's report carried.
- **Monthly Bills:** Mary reviewed bills; questions were answered. A motion by Jeff, second by Kevin, to approve monthly bills carried.

### Committee Reports

- **Roads:**
  - Quiet Zone Project Update: Dan congratulated the village on the completion of the project. The Quiet Zone is established. Train horns will no longer sound unless an engineer detects a potential hazard. Mike asked about the Frontier pedestal removal. Dan will follow up again with Frontier.
  - Yellowstone Drive Reconstruction Project:
    - The MSA project update was reviewed. MSA will be ready for a special board meeting planned for 7:00 pm on July 28 to review preliminary plat work. Dan will send the plat document in advance by email. Jeff will print and deliver to the Admin building.
    - Marlene is working on obtaining a loan for the Yellowstone Drive Reconstruction project costs for 2020. A motion by Jeff, second by Mike, to authorize Marlene to negotiate a construction loan of at least \$325,000 for the 2020 costs for the Yellowstone Drive construction project carried.
  - 4<sup>th</sup> Street Ditching Project – Mike provided an update. He is writing a letter for property owners with project goals, costs for homeowner, plus a request for input and questions. Follow up questions on the project were answered.
  - Street Maintenance Project Schedules/Updates – Mike discussed Evergreen overlay. Chip sealing should happen this week. Mike dropped an old banner off at Heinzen printing to get a cost for replacement for 2021 budgeting purposes.

- **Grounds & Maintenance Committee**
  - Administration Building: Mary had nothing to report. Marlene recommended purchasing a small weed sprayer for use at the village buildings. Board agreed.
  - Village Hall: Nothing to report.
  - Yellowstone Pavilion – Mike provided a report. Items damaged by vandalism have been repaired. Restitution being pursued. Tree that went down has been cleaned up. Jeff complimented Draxler’s on the comment made in their newsletter related to vandalism.
    - Reviewed a request from the Hewitt Area Rec Dept to install curb along northeast edge of main parking lot. Proposal was submitted by HARD with them covering costs up to \$3,000; quotes were obtained and reviewed. A motion by Mike, second by Jeff, to approve the quote for \$2,232 from Gessert Construction carried.
  - Discussed rentals of Village Hall and Yellowstone Park. Marlene will follow up with Romelle about guidelines.
- **Trails Committee:** Mike reported mowing maintenance continues. . No meetings scheduled.
- **Animal Control Officer:** Nothing to report
- **Emergency Government Report:** Sirens are working.

**Old Business:** None

**New Business**

- Utility easement request from Marshfield Utilities on Meidl Lane to run underground electrical wire. A motion by Jeff, second by Mike, to approve the easement request carried.
- Set date for August Board meeting due to elections on August 11: Meeting will be held on August 10.
- Request by Derek Freis to use Yellowstone Park for youth football season. A motion by Mike, second by Kevin, to approve the request to use Yellowstone Park for youth football season carried.
- Set date for 6 month finance review: Meeting will be held July 28<sup>th</sup>.
- Trustee vacancy position: One applicant. Interview will be scheduled.
- Jeff provided a letter of resignation from his position as Trustee effective July 31. A motion by Kevin, second by Mike, to accept Jeff’s letter of resignation carried, with Jeff abstaining
- A motion by Mike, second by Jeff, to hire Kevin as a village employee carried.

**Adjournment:** A motion to adjourn at 9:44 by Kevin, second by Mike carried.

Minutes submitted by: Marylee Jacobitz, Village Clerk

**Future 2020 Meetings**

Special Board Meeting – Yellowstone Drive Project –Tuesday, July 28

Board Meeting – Monday, August 10