



## VILLAGE OF HEWITT

Board Meeting Minutes  
May 14, 2020

The meeting of the Village of Hewitt Board was called to order at 7:04 p.m. by President Stueland.

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

**Guests:** Dan Borchardt, MSA

**Approval of Minutes:** A motion by Mike, second by Jeff, to approve the minutes of the March 10, 2020, meeting carried.

**Correspondence:** Correspondence was reviewed by members.

**Building Permit Issues:** None.

### Department Reports

- **Hewitt Area Fire Commission**

Monthly bills and payments were reviewed, as well as a year-to-date summary. A motion by Mike, second by Kevin, to approve bill payment carried.

- **Sanitary Utility**

- Staab and Certified Operator Monthly Maintenance Report—was reviewed and discussed.
- Annual CMAR Report Approval – questions were answered; a motion by Kevin, second by Jeff, to approve the 2019 CMAR (Compliance Maintenance Annual Resolution) and submit to the DNR carried.
- Phosphorus Study Discussion/Review –Will be discussed at Sanitary Committee meeting.

### Financial Reports

- **Treasurer's Report:** Mary reviewed report. A motion by Mike, second by Jeff, to accept treasurer's report carried.
- **Monthly Bills:** Mary reviewed bills. A motion by Kevin, second by Mike, to approve monthly bills carried.
- **Budget Review:** Discussed expected income for remainder of year. Concerns rose about the state and county meeting responsibilities to municipalities because of current economic situation caused by pandemic were expressed.

### Committee Reports

- **Roads**

- General Street Maintenance: Mike provided a report. Evergreen will likely be patched in late June. No Roads Committee meetings scheduled at this time.
- Quiet Zone Project Update – Dan Borchardt: Project started April 27, 2020. Project work progressing well; anticipate project will be completed by end of May. The board agreed to blacktop around Birch Street entrance area which was enlarged to accommodate wide turns.
- Yellowstone Drive Reconstruction Project Update – Dan Borchardt  
Reviewed project progress. Reviewed the final design, plan, and real estate engineering contract with Dan from MSA. Marlene proposed the village have the contract reviewed by an attorney. Board agreed. Marlene will pursue. Marlene will contact Village insurance carrier re liability issues.
- 4<sup>th</sup> Street Ditching Project: On temporary hold due to Covid-19 pandemic.

- **Grounds & Maintenance Committee**

- Administration Building – Mary: Nothing to report.
- Village Hall – Marlene - Nothing to report.
- Yellowstone Pavilion – Mike - Water will be turned on. Not proceeding with porta-potties at this time. Advertising signs will be hung.

- **Trails Committee**

The committee did not meet. Grant project blacktopping scheduled for late June.

- **Web Committee:** The new design is up and running.
- **Animal Control Officer:** One fine has been paid and another pending for dogs running at large.
- **Emergency Government:** The emergency siren has not been heard; Jeff will follow-up on its working operation.

**Old Business:** None

**New Business**

- **Loan Approval – Quiet Zone:** A motion by Jeff, second by Mike, to authorize Marlene to execute loan documents for the Quiet Zone at \$110,000 with a 7-year term at 2.35% interest carried.
- **Variance Request:** Dave Krause requested a two-foot variance to construct a concrete parking pad from the side lot line. A motion by Jeff, second by Kevin, to approve a variance for Dave Krause for a two-foot variance from the side lot line for a concrete pad carried.
- **Evergreen & Yellowstone Back Lots Drain Tile Discussion**  
Residents inquired whether the village would consider installing drain tile to resolve a standing water issue or if it is a homeowner responsibility. The Board agreed this would be the homeowner’s responsibility. Marlene will follow-up with the resident. .
- **Liquor License Fees 2020**  
Marlene suggested the Board consider lowering any license fees due to impact from Covid-19 pandemic. A motion by Jeff, second by Kevin, to discount the Class B liquor license to \$250 for 2020 carried with Mike abstaining.

**Adjournment**

A motion to adjourn at 9:40 by Kevin, second by Mike carried. The next meeting will be at 7:00 p.m. on Tuesday, June 9.

Minutes submitted by: Marylee Jacobitz, Village Clerk

Future 2020 Meetings:

- May 19, 2020; 6:00-8:00 PM – Board of Review