



## VILLAGE OF HEWITT MINUTES – January 8, 2019 – 7 PM

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

**PRESENT:** Mary Burr, Mike Draxler, Marlene Stueland, Kris Hawley, Sue Hasenfang, Kevin Nowack, Charlie Adamski.

**ABSENT:** None

**GUESTS:** Mike Voss, MSA

**MINUTES:** A motion by Mike, second by Kris to approve the December 11, 2018 regular board meeting minutes carried.

A motion by Kris, second by Kevin to approve the November 29, 2018 public budget hearing meeting minutes carried. A

motion by Kevin, second by Mike to approve the November 29, 2018 special board meeting minutes carried.

**COMMUNICATION FROM THE PUBLIC:** None

**BUILDING PERMITS ISSUES:** None

### **DEPARTMENTAL REPORTS:**

- A. **Fire Commission Updates:** Commission did not meet. A motion by Mike, second by Kris to approve the Fire Commission bills carried.
- B. **Sanitary System:** Monthly maintenance report was reviewed. The Treatment Plant readings were normal. Starting with the January 2019 report, it will contain the readings from 2018 so that there will be an ongoing comparison per year. Also, the acceptable range will be added to the Flow and Phosphorus columns for comparison. Repairs have been done on the 5<sup>th</sup> Street Lift Station. Gordy will be attending the DNR class in February. The Board will begin developing a succession plan for Certified Operator to be in place when Gordy plans to retire in the next couple of years. MSA is providing assistance for completing the 2018 Year-in-end report due to DNR by January 31, 2019.
- C. **7<sup>th</sup> Street Lift Station:** Mike Voss reviewed the three proposals evaluating the 7<sup>th</sup> Street lift station structure. The proposals were from Excel Engineering, Inc., Lane Tank Company, Inc and Dixon Engineering & Inspection Services. A motion by Kevin, second by Charlie to proceed with Dixon Engineering to do an evaluation at a cost of \$4,215.00 carried.
- D. **Phosphorus Project Update:** No updates.
- E. **FINANCIAL REPORTS:**
  - **Treasurer's Report:** Mary provided a review of the financial statement. A motion by Kris, second by Kevin to approve the treasurer's report carried. Mary gave an update on the property tax collection through December 2018. Mary reminded board members that a certificate of insurance needs to be on file from the contractor prior to any work being started.
  - **2018 End-of-Year Carryover Funds Allocation:** A motion by Kevin, second by Charlie to approve a carryover of \$46,882.81 from the 2018 Village operational budget to the 2019 Village operational budget carried.
  - **Village Monthly Bills:** A motion by Mike, second by Charlie to approve the bills of the month in the amount of \$35,392.92 carried.
  - **Ehlers Financial:** No update.

### **COMMITTEE REPORTS:**

- A. **Roads:** Kris provided an update. Gravel that was left on Hemlock and the new 9<sup>th</sup> Street during the first snowplowing will be cleaned up in the spring.
- B. **Yellowstone Drive Reconstruction:** Preliminary work has been done. A kick off meeting will be scheduled in the next couple of weeks.
- C. **Building Maintenance:**
  - **Administration Building:** Nothing to report.
  - **Shelter Building:** Nothing to report.
  - **Village Hall:** The garbage dumpsters for the Village Hall and the Administration Building were exchanged.
- D. **Other:** Nothing to report.
- E. **Trails Committee:** Did not meet.
- F. **Animal Control Officer:** Nothing to report.
- G. **Emergency Government:** Nothing to report.
- H. **County Trunk T Railroad Quiet Zone Committee:** No updates.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- **Yellowstone Park for Baseball Practice Spring 2019:** A motion by Mike, second by Kris to approve the Marshfield Middle School to use the Yellowstone Park facilities for baseball practice in the spring of 2019. Motion carried.
- **Operator Licenses:** A motion by Kevin, second by Kris to approve an operator's license for Nancy Schoepke (Draxler's Food Mart) carried with Mike Draxler abstaining. A motion by Charlie, second by Kris to approve an operator's license for Eric Wendell (Draxler's Food Mart) carried with Mike Draxler abstaining.
- **Garbage Issue:** Marlene requested Advance Disposal to pick up the garbage pile 7702 Yellowstone; the resident will be billed for the additional pickup.
- **Christmas tree Pickup:** Christmas trees will be picked up on January 16, 2019.

**Future Agenda Items:** Marlene reviewed the items for future agendas.

**Adjournment:** A motion by Kevin, second by Kris to adjourn at 9:00 PM carried.

Submitted by: *Sue Hasenfang, Village Clerk*