



VILLAGE OF HEWITT BOARD MINUTES – JUNE 11, 2019

The meeting was called to order at 7:04 PM by President Stueland

PRESENT: Mike Draxler, Jeff Graves, Marlene Stueland, Mary Burr

ABSENT: Kris Hawley, Kevin Nowack

GUESTS: Travis Wienke, Connie Zorman, David Bohman.

MINUTES: A motion by Mike, second by Jeff to approve the May 14 Special Board meeting minutes carried. A motion by Jeff, second by Mike to approve the May 14 Board meeting minutes carried with an edit under sanitary system report to read “there continues to be water seepage between the middle and lower stages of the McLean lift station dry well” carried. A motion by Jeff, second by Mike to approve minutes from the June 4 Special Board meeting carried.

COMMUNICATION FROM THE PUBLIC: None

BUILDING PERMIT ISSUES: Marlene inquired whether residents needed to obtain a building permit for pre-built buildings, i.e., garden/storage sheds; board members agreed that a building permit should be issued for those types of structures if the cost is \$1,000 or higher.

DEPARTMENT REPORTS:

- A. **Hewitt Area Fire Commission:** The Fire Commission met on June 3rd. HAFD hosted a special evening for an ill Hewitt child to be a “fire fighter for a day” with a ride around in one of the fire vehicles sounding the siren, etc. HAFD was one of five departments to share in a grant awarded by Farm Technology Days for \$15,000; the funds will be used to purchase farm rescue equipment to be shared by the five departments.
 - Monthly Bills: A motion by Mike, second by Jeff to approve the Fire Commission bills as submitted carried.
- B. **Sanitary System:** The monthly maintenance report was reviewed as submitted by Reigel’s. The treatment plant readings were normal. Certified Operator job description was reviewed. The Sanitary Committee will be meeting later this month to continue development of job descriptions for the system and maintenance tasks.
 - Phosphorus Project Update: No updates. Gordy will contact Mike Voss as to when the phosphorus pilot testing will begin.
- C. **Recreational Department:** Matt Metcalf spoke on the cancellation policy for rain during severe weather. If there is inclement weather and they need to cancel it is posted on Facebook and also emailed to all parents. WIAA rules for cancellation are followed. Travis and Matt requested permission to use the upper parking lot on August 3rd for a car show during the softball tournament. A motion by Mike to approve the request, second by Jeff carried. The steps to the upper parking lot were installed and stainless-steel railings will be done at a later time. Mike is seeking contractors to install and design the railings. Matt stated the fence on the west side (9-11 yr old) ball field has issue with shifting and caps have come off poles, they need to be replaced. Mike will address this issue.

FINANCIAL REPORTS:

- **Treasurer's Report:** Mary provided a review of the financial statement. A motion by Mike, second by Jeff to approve the treasurer's report carried.
- **Village Monthly Bills:** A motion by Mike, second by Jeff to approve the bills of the month in the amount of \$24,120.60 carried.

COMMITTEE REPORTS:

A. Roads:

- **50/50 Road Aid petition** is due to Wood County June 30th for 2020. A discussion on designating which street projects to list was held. A motion by Mike, second by Jeff to list cleaning out of road-side ditches, patch work on Maple Street between 1st and 2nd street, culvert replacement at 4th street & Evergreen as potential projects carried. A quote from Fahrner for chip sealing for \$18,981 was received to do Evergreen (W 7th to 11th), 6th Street (Evergreen to South end) and W. 2nd Street (Yellowstone to Maple St). A motion by Mike to accept the quote from Fahrner, second by Jeff carried. Fahrner will notify affected residents of the project work prior to construction.
- **Yellowstone Drive Reconstruction Project:** A recap of the June 4th meeting on Storm Water management was held. The main contributing factors are residents filing in ditches, culvert size/capacity, drain tile issues, drainage on south village limits, and culverts on Trail, four-90-degree angle ditches causing water to slow down and not flow properly. Meetings with property owners with special circumstances are scheduled. Mike was appointed as the project manager for the storm water management study with a request to provide monthly updates to the board. Sewer televising – no updates. MSA submitted a task order amendment for storm water maintenance study; board members concluded following discussion to table the approval until the roads committee has completed tasks related to storm water management and a more comprehensive plan has been decided on exactly what is need from MSA.
- Road side weed cutting has been completed; street sweeping scheduling is pending awaiting additional information from Kris.
- No action on drain tile requests as required information was not received.

B. Building Maintenance:

- Administration Building: Building has been cleaned, new drain pipe spout on outside.
- Village Hall: Washing of the exterior building has been scheduled.
- Yellowstone Park: The steps to upper parking have been installed, the parking has been dragged and weeds have been sprayed.

C. **Trails Committee:** Did not meet

D. **Web Committee:** Did not meet

E. **Animal Officer Control Report:** Three residents were sent letters for unlicensed dogs.

F. **Emergency Government Report:** None

G. **County Truck T Railroad Quiet Zone Ad Hoc Committee:** None

OLD BUSINESS: None

NEW BUSINESS:

- Zoning Committee Recommendation: The Zoning Committee met May 29, 2019 for the purpose of considering a request by Travis Wienke to rezone the former Evergreen Mfg property from manufacturing to commercial. The Zoning Committee brought forward their recommendation to approve the request. Following a brief discussion, a motion by Jeff, second by Marlene to approve the rezoning request as recommended by the Zoning Committee carried with Mike Draxler abstaining.
- Liquor License Applications: A motion by Jeff, second by Marlene to approve a Class A beer license for Draxler's Food Mart/Draxler's Service Inc. carried, Mike abstained.
- A motion by Jeff, second by Marlene to approve a Class A liquor license for Draxler's Food Mart/Draxler's Service Inc. carried with Mike abstaining.
- A motion by Jeff second by Marlene to approve a Class B liquor license for Sceeter & Otis' carried.
- Tobacco License Application: A motion by Jeff, second by Marlene to approve a cigarette license for Draxler's Service Inc. carried. Mike abstained.
- Operator License Applications: A motion by Jeff, second by Marlene to approve operator licenses for Draxler's Food Mart/Draxler's Service Inc. for Donna Manlick, Carrie Grosbier, Jasmin Raab, Nancy Schoepke, and Eric Wendell carried with Mike abstaining. A motion by Jeff, second by Marlene to approve an operator license for Sceeters and Otis for Beverly Treankler carried.
- Mr. David Bohman who owes property at 10966 Main Street, requested a side-lot setback variance to construct a new garage at the above address. The variance is for the north side-lot setback from 12 feet setback to 9 feet setback. Mr. Bohman submitted a written note from the neighbor on the north side of his property stating she had no issues with the proposed set-back variance. A motion by Jeff, second by Mike to approve the variance request to allow a 9 foot side-lot setback for the construction of the garage. Mr. Bohman is also to remove the non-compliant boundary fence on the south side of the house due safety concerns.
- Building permit fees were discussed to raise permit limit fees beginning in 2020. Jeff will check with like-municipalities to obtain information on their permit fees.
- 2019-20 Board Committee assignments were distributed with task responsibilities for the coming year.

Adjournment: A motion by Jeff, second by Mike to adjourn at 10:00 PM