



VILLAGE OF HEWITT
VILLAGE BOARD MEETING
MAY 14, 2019 – 7:00 pm
MINUTES

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

PRESENT: Marlene Stueland, Kevin Nowack, Mike Draxler, Kris Hawley, Jeff Graves, Mary Burr

GUESTS: Matt Metcalf, Mike Bell, Mike Pahl, Cassandra Horn, Joe Meacham, Theresa Weiler, Dan Borchardt, Derek Fries

MINUTES: A motion by Mike, second by Kevin to approve the April 9, 2019 regular board meeting minutes carried. A motion by Mike, second by Kris to approve the April 25, 2019 Board of Review meeting minutes carried. A motion by Kris, second by Kevin to approve the April 25, 2019 Special Board meeting minutes carried.

COMMUNICATION FROM THE PUBLIC: None

BUILDING PERMITS – No issues

DEPARTMENTAL REPORTS:

- A. **Fire Commission Updates:** Several members of the Fire Department attended the meeting. Theresa Weiler representing the Fire Department presented information for an addition to the existing fire department station building to the west of the current structure. A draft drawing of the addition was given to the board for review. The Fire Department members would like to raise the funds for the addition through various fundraising to cover the cost of the addition. It was recommended the Department seek counsel with the Marshfield Community Foundation for guidance and/or handling of the financial aspects of the fundraiser. After discussion, it was the boards consensus to have them explore options for this project. A motion by Kris and seconded by Mike to approve the Fire Commission bills carried.
- B. **Sanitary System:** Monthly maintenance report was reviewed. The Treatment Plant readings were normal. An area around the top of lift station at McLean & T is still leaking, Reigel's will be called. Mechanical issues were reported at the McLean lift station, one pump not running properly. Dakota Electric was called and determined it wasn't electrical, Mike Z. stated the floats were full of grease. Twett Garrett was then called, they took the pump apart and found a mop head lodged in it. No damage to the pump. A motion was made by Kevin and seconded by Mike to approve and submit the annual CMAR under Resolution 2019-501 carried. The Sanitary Committee met April 30th; discussion on hiring a part-time maintenance person for the sanitary system was discussed; a job description will be developed; the intent is to have the part-time employee also train to become a certified operator. Discussion will continue at the next committee meeting. The Committee submitted a draft job description which was updated for a Certified Operator to board members to review for the position Gordy Burr currently holds. The Committee also recommended consideration for the Draxler Estate addition sewer option to go directly to the Treatment Plant vs. running the sewage to the 7th Street lift station and then to the treatment plant to avoid continued load impact on the 7th Street station. More discussion will be held at the committee level.
Phosphorus Project Update: No updates. Pilot chemical trial for phosphorus will be started this summer.
- C. **Recreational Department:** Matt Metcalf gave an update on registration for Softball/Volleyball for this summer. 350 kids are registered. June 4th will be first game. The stairs for the upper lot will be done when weather permits. Derek Freis, Chair of the Marshfield Youth football program requested if they could use Yellowstone Park for practice the middle of August to the middle of October. 3 age groups, approximately 75 kids in each group. The softball fields would not be used; only outlying green space areas. They were requested to submit a Certificate of Insurance. A motion by Jeff and seconded by Kevin to allow use of the fields carried. Car show no updates. Approximately 12 kids in the Wednesday softball league.

FINANCIAL REPORTS:

- **Treasurer's Report:** Mary provided a review of the financial statement. A motion by Kevin, second by Kris to approve the treasurer's report carried.
- **Village Monthly Bills:** A motion by Kevin, second by Mike to approve the bills of the month in the amount of \$32,976.30 carried.

COMMITTEE REPORTS:

- Roads: Roads Committee met on May 13, 2019. Pot hole patching is being done as needed. Perma Patch was ordered and delivered. Damaged street signs from winter snow will be replaced. Fahrner will do the annual crack filling this year. The committee went over the budget. There is \$12,000.00 in the 50/50 Road Aid account, roads/streets will be identified, as to were to use this money. Various streets were identified for Chip Sealing (\$20,000 budget) and Overlay (\$24,000 budget). Maple Connector Street will have patch repair done. A lengthy discussion on the storm water management was held. There was discussion regarding residents and proper drain tile installation as well as culverts. The committee next meeting will be in July. Televising the sewer lines will be done shortly, new equipment and software has been the holdup. Flags were ordered from Hillers at a cost of \$19.95 each. Street sweeping is being rescheduled. Weight limit signs have been taken down.
- Yellowstone Drive Reconstruction: An update was given by Marlene and Dan Borchardt. A meeting with Immanuel Lutheran Church Cemetery committee was held to discuss options for road set-back and driveways; currently the church property extends to the center of Yellowstone Drive. Dan gave board members drawing copies of how the road could be laid out. A special board meeting will be held on June 4th with the roads committee and MSA to discuss storm water maintenance options.
- Building Maintenance:
 - Administration Building: None
 - Village Hall: Jeff Binder will put up the volleyball net.
 - Yellowstone Pavilion: Romelle will be planting flowers and mulching with costs up to \$200.00. The parking lot will be dragged and then sprayed for weeds. The well pump was raised, hoping this will help with sand being in water. Lights in park lot were turned on. Additional rubber material will be added to the playground area.
- Trails Committee: Trails Committee met May 6, 2019. Discussion on Grant update, treating the boardwalk, review of Trails information on the Website, brochure update and the stairs to the upper parking lot. A discussion on trail signage, Car Show on August 3rd, repair of gates, boardwalk repair, and brush cutting along trail was held. The committee will meet the 1st Monday of the month, next meeting June 3, 2019.
- Web Committee: The Web Committee met April 10 and May 8, 2019 posting updated rentals agreement and discussion on upgrading the Website in 2020. Discussion on GovOffice to provide information to residents via email, text, web, and social media would cost \$900.00 per year; next meeting will be in August.
- Animal Control Officer: There was much discussion on dog issues in the Village. Two incidents were reported...one dog attacking another dog and other dogs chasing people as they walk along County Trunk T or side streets along County Trunk T.
- Emergency Government: None
- County Trunk T Railroad Quiet Zone Committee: Dan reported that our application had been lost. A copy of the application was resubmitted; Tammy Wagner assured the application would get reviewed soon.
- **OLD BUSINESS**: None
- **NEW BUSINESS**:
 - A motion by Kevin and seconded by Mike to establish a permit fee for New/Replacement Culverts of \$50.00 carried.
 - Discussion was held on building permit fees whether an increase was justified as well as inclusion of an administrative fee; more discussion will be held at future meetings.
 - Marlene submitted the annual 2018 Recycling report; recycling tonnage was lower in 2018 than 2017.

Adjournment: A motion by Kevin, second by Jeff to adjourn at 9:45 PM carried.