



VILLAGE OF HEWITT

Board Meeting Minutes
October 8, 2019

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 (at 7:04), Kris Hawley, Marylee Jacobitz, Kevin Nowack, Marlene Stueland

Guests: None

Approval of Minutes:

A motion by Mike, second by Kris, to approve the minutes of the September 10, 2019, meeting carried with edits as follows: clarification under Hewitt Area Fire Commission, within first bullet, add the word "storm" preceding "sewer pipe". Under Roads, 2020 bullet, remove "(see 4f above)".

A motion by Kevin, second by Mike, to approve the minutes of the September 30, 2019, special board meeting carried.

Correspondence: Reviewed by members.

Building Permit Issues: No issues

Department Reports

- ***Hewitt Area Fire Commission***
 - October 7, 2019 Fire Commission Meeting Highlights –Kevin and Marlene provided a review of what was discussed at the October 7 meeting.
 - 2020 Budget Proposal – Budget was reviewed. Overall, the budget amount will remain the same as last year
 - Fire Department Building Expansion Committee –Did not meet.
 - Monthly bills and payments were reviewed. A motion by Kris, second by Jeff, to approve bill payment, was unanimously approved.
- ***Sanitary Utility***
 - Reigel and Certified Operator Monthly Maintenance Report– Gordy reported phosphorous pilot was successful. It has been too wet to haul sludge. A new culvert was installed on the road. Reigel reported two burned out light bulbs. Marlene will contact Reigel to discuss the bill that was received for that work.
 - Sanitary System Updates
 - Sanitary Committee Meeting Highlights – Marlene asked about brush removal around the wastewater treatment plant. Jeff will follow up. Kevin shared information from Sherwin Williams about paint & primer that should be used on lift station. Painting this time of year requires more expensive paint. Lift station painting will be done next year. Inspection report from Staab was reviewed by Kevin. Leakage repair is holding up.
 - Televising & Cleaning Yellowstone Drive Sewer Lines Recommendation – Kris had nothing new to report.

- Maintenance Updates as Applicable – Kevin got a proposal from Staab for Lift Station Inspections. Sanitary Commission needs to review and evaluate.
- Phosphorous Study – Marlene reviewed state correspondence regarding Hewitt’s Phosphorous Level Mandate.

Financial Reports

- **Treasurer’s Report**

Mary reviewed report. Jeff requested bills of the month be reviewed and approved before the treasurer’s report was approved, a motion by Jeff, second by Kevin to approve the treasurer’s report carried following the monthly bills approval.

- **Monthly Bills Approval**

Mary reviewed bills; questions were answered. A motion by Kevin, second by Jeff, to approve monthly bills was approved unanimously.

Committee Reports

- **Roads**

- General Street Maintenance Updates – Kris had nothing new to report.
- 2019 Maintenance Project Updates
 - Crack Sealing (Fahrner) – Mike reported this has not yet been done. Expect it to be completed by end of October. Raised manholes (6) have been repaired.
 - Culvert Projects and Maintenance Update – Mike shared that Evergreen at 4th is done. Treatment plant road culvert was replaced. Mike talked with Joe Eichsteadt about culverts; Mike is also discussing options for various culverts and covers with others. Mike will look at getting work started this fall on replacement of waterway culverts. Special Board meeting will be held on October 22 at 7:00 pm to review Eichsteadt report. Other maintenance – pothole patching completed.
 - Asphalt Paving on Allen St and Apple Lane –Mike reported this has been completed. Shouldering still needs to be completed.
- Yellowstone Drive Reconstruction Project MSA Update – None provided.
- MSILT Application – The application was submitted; Mike or Kris did not attend the November 30th county meeting at which a committee and criteria for project awards were listed as agenda items.
- Winter Service Maintenance Agreement with Wood County Highway Dept –Agreement has not been received.
- Welcome sign on south side of town needs to be straightened, board members reached consensus to have Stratford Sign do the work this Fall if their schedule permits at an estimate of \$820.

- **Building Maintenance:**

- Administration Building – (Mary) Back room has been painted and trim is ready to be installed. Exterior painting is in progress. Looking at options for cleaning brick exterior.
- Village Hall – (Marlene) nothing to report.
- Yellowstone Pavilion – (Mike) Football program should be done on the 1^{0th}. Porta-potties being picked up after that. Parking lot lights will also be turned off.

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

- General Maintenance/Continued Improvements – Mike reported on the work done on the connector trail with recycled blacktop - no billing for this. Doine did some work on

low areas on the trail. The County came in on Monday and did repairs. Mike learned from the DNR that ditch cleaning to prevent erosion can be done without a permit. He will contact the County about getting that done. Mowing has been done. Boardwalk repairs are planned.

- **Web Committee:** Did not meet.
- **Animal Control Officer:** No issues.
- **Emergency Government:** Nothing to report.
- **Quiet Zone Ad Hoc Committee:** Application is moving through the RR Legal Department.

Old Business: None

New Business:

- Request to Approve Final Plat for Fifth Addition to Draxler Estates was postponed until later date due to lot identification question. Mike will follow-up and bring back request.
- Request to Approve Sewer Installation for Fifth Addition to Draxler Estates: A motion by Kris, second by Jeff, to approve the sewer installation for Fifth Addition to Draxler Estates. After discussion, the motion was approved with Mike abstaining.
- Purchase of John Deere Utility Tractor and Implement Accessories – Kevin provided and reviewed quotes from PowerPC. Discussion followed. Kevin will obtain a second quote. This will be added to the agenda as an action item for the October 22 Special Board meeting.
- Set Date for Finance Committee Meeting – Semi-final 2020 Budget Preparation – Meeting tentatively scheduled for Thursday, November 14, at 7:00 pm.

Future Agenda/Deadline Dates

December 15th WISLR Report Deadline

Adjournment

A motion to adjourn at 9:36 by Mike, second by Kris, was approved unanimously. The next meeting will be at 7:00 p.m. on Tuesday, November 12.

Minutes submitted by: Marylee Jacobitz, Village Clerk