



VILLAGE OF HEWITT
BOARD MINUTES – February 12, 2013

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

PRESENT: Ken Eilers, Charlie Adamski, Dan Sova, Kevin Nowack, Kris Hawley, Jordon Ott and Marlene Stueland.

ABSENT: None

GUESTS: Dave Weister, Mike Voss

MINUTES: A motion by Kris, second by Dan to approve the January 8, 2013 regular Board minutes carried.

COMMUNICATION FROM THE PUBLIC: Mr. Dave Weister addressed the board on a recent sewer backup to his home inquiring whether the Village would consider providing aide in paying for the damages. His entire basement was covered in approximately one inch of sewage; the backup occurred even with backflow preventers in place due to high pressure force of the backup. Marlene will check with the village insurance carrier on possible coverage.

BUILDING PERMITS ISSUES: No issues.

DEPARTMENTAL REPORTS:

Hewitt Area Fire Commission:

- Fire Commission Updates: The Commission met February 4th; reviewed 2012 activities – the fire department responded to 79 calls within their service area; the annual chili feed is scheduled for April 14th.
Monthly Bills: A motion by Kris, second by Dan to approve the monthly fire department bills carried.

Sanitary Utility:

- Sanitary Commissioner Report & Monthly Maintenance Report: The monthly maintenance report was reviewed. The floats at the McLean lift station were adjusted to a higher level to prevent the pumps from air locking; the work was completed by Reigel's.
Mike Voss from MSA provided information on work for updating the treatment plant discharge system repair including an outline of the necessary permits necessary from the DNR. The DNR suggested pulling new pipe through the existing deteriorated pipe at an estimate of \$23,000. An estimate obtained from Doine Excavating to replace the existing pipe was \$8,389. DNR permits are necessary as the drainage pipe goes through wetlands; the permits, once issued, are good for two years. The permit fees are \$800. Permission has been granted by affected property owners for the pipe replacement.

A motion by Kris, second by Charlie to approve the expenditure of \$800 for the DNR permits carried.

A motion by Kris, second by Kevin to approve the MSA task order in the amount of \$2,500 to work on the treatment plant outfall sewer replacement carried. The scope of work for the order is to provide assistance to the Village in obtaining DNR wetland and construction permits required to complete the work.

A motion by Kevin, second by Charlie to approve the quote from Doine Excavating for the treatment plant discharge pipe installation (10" pipe – 363 feet and band @ \$2,614 plus installation \$5,775) carried.

- Update on sewer backup/line blockage on 7th Street - The sewer line for 7th street will be cleaned on an annual basis moving forward as a preventive measure for backups. (See communication from the public)
Capital Improvement Plan for Sanitary System – Ken, Jeff Graves and Jason Grueneberg will meet in the near future to discuss a capital improvement plan for the village sewer system. The plan is needed for potential future sanitary improvement grant funding.

FINANCIAL INFORMATION:

Table with 2 columns: Category and Amount. Rows include Sanitary (\$16,132.94), Village (\$13,312.31), Parks (\$5,465.37), Trails (\$4,336.25), and Total Checking (\$39,246.87).

- A motion was made by Dan second by Kevin to approve the Village & Sanitary treasurer report with corrections. Motion carried.
A motion was made by Kris, second by Kevin to pay the bills of the month carried with the addition of \$800 for the DNR permits; motion carried.

- *A motion by Dan, second by Kevin to approve the Real Estate financial report carried. Marlene presented a status report on the property tax collections; final reports were submitted to the county on February 7th.*
- *The 2012 Year End financial report was reviewed as presented by Jordon; approval was tabled until March as clarification was needed on various aspects of the report.*

COMMITTEE REPORTS:

- Roads: *Kris provided street maintenance updates. Holiday lights will be taken down soon. No other issues at this time.*
- Grounds & Maintenance: *There were no maintenance issues this month. New lights have been installed in the village hall (Focus on Energy initiative).*
- Emergency Government: *Charlie reported that Eric Jakobi will do the siren update installation.*
- Parks Committee: *The committee will resume meeting in March.*
- Trails Committee: *Kevin reported a forthcoming meeting on February 26th for the Trails Corridor group; Kevin will attend the meeting.*
- Comprehensive Planning Committee: *No report as the committee did not meet.*
- Animal Control Officer Report: *No activity this month.*
- Web Committee: *The Committee will meet on February 17, 2013.*

OLD BUSINESS: None

NEW BUSINESS:

- Poll Workers: *Marlene submitted the names of Joyce Korth, Bev Kurlinski, Judy Schlinsog, Mary Bruggeman, and Mary Pongratz as election workers for 2013. A motion by Kris, second by Charlie to accept the slate of nominees carried.*
- Deputy Clerk (Jordon Ott) Resignation: *Jordon submitted her resignation as the Deputy Clerk stating that the time frame for completing tasks conflicted with personal commitments and the financial reporting system was much more challenging than she had expected. A motion by Kevin, second by Charlie to accept Jordon's resignation carried.*
- *Marlene will poll board members for availability for scheduling a village strategic planning meeting.*
- *The Correspondence File was passed around for Board review.*

Meeting adjourned at 10 PM

Submitted by: *Marlene Stueland, Clerk*