

**SPECIAL
MEETING
CONT...**

out of repaving all of the paved streets north of highway 210 if interest rates were to rise too high for the city to comfortably issue a bond for the road construction project.

Donald Fitzgerald mad a motion **to open the regular City Council Meeting**, Jim Opelia 2nd, all in favor motion carried.

**AGENDA
ADDITION**

Donald Fitzgerald made a motion **to add the County Cooperative Agreement for road construction to the meeting agenda**, Alex Weego 2nd, all in favor motion carried.

**APPROVAL
OF MINUTES**

Jim Opelia pointed out three places in the Nov. Minutes where the word “except” should be changed to “accept”. Alex Weego made a motion **to approve the minutes with these changes**, Donald Fitzgerald 2nd, all in favor, motion carried.

**FINANCIAL
REPORT**

Jim Opelia commented on the \$600 bill for the snow plow tire repair and Maintenance Luke Mitchell explained that the city was quoted a lower price, but when the tire showed up it was so different from the tires on the plow, that it had to be exchanged. Clerk Dagen shared that the city was charged property tax on parcel 35-0021100 that was purchased from the Nazarene Church this year. Michael said that since the City owned the property for less than one year, the tax status would be held over for 2014 and the city would owe roughly \$150 in property tax. Alex Weego made a motion **to pay checks #13658-13683**, Donald Fitzgerald 2nd, all in favor, motion carried. Donald Fitzgerald made a motion **to refer to audit**, Jim Opelia 2nd, all in favor, motion carried.

**MAINTENANCE
REPORT**

Donald Fitzgerald asked if Hewitt could set up an automated system similar to Bertha that would eliminate the need for maintenance to come in on weekends to check the water system. Luke Mitchell stated that he would be looking into

**MAINTENANCE
REPORT
CONT...**

the possibility of installing such a system. Councilman Fitzgerald also asked if the water & sewer dialer alarms have been installed and Luke said that no, they are not completely installed yet. Mr. Mitchell shared that there was a water freeze up last Thursday at a residence and the home owner has installed heat tape, so the issue should be taken care of.

**CLERKS
REPORT**

Clerk Michael Dagen shared that he has been in contact with an architecture firm from Minneapolis about providing a quote for a drawing of the Hewitt Community Center and Museum's renewable energy system that could be used toward grant applications and construction of the project. Clerk Dagen said that he would wait to approach the Lions Club and Historical Society to request funding assistance with the project until the architectural drawing estimate has been received.

The Clerk explained that he spoke with Karen Busch from the county and learned that the old mill property will go up for tax sale in 2015 if the owners do not make a tax payment by the end of Dec. Michael said that he spoke with the State Historical Society and learned that the entire mill complex would need to be saved to make the property eligible for the historic register. Dagen said that a historic register listing would open up avenues of funding for restoration of the mill. Jim Opelia asked about the size of the mill parcel and Michael said that it included the mill complex, plus the land owner's home. Alex Weego stated that the land owner could divide the mill parcel through the county for \$500.

Michael shared that he met with the central chapter of the Sustainable Farmers Association. Dagen said that the SSA would like to hold a "fermentation" festival in Hewitt and it is thought that this event could combine with the Barter Fest held in the fall.

**CLERKS
NOTES
CONT...**

The Clerk shared that he would be meeting with the new auditor next week to start preparation for the city's 2013 financial audit.

**MAYOR'S
REPORT**

Mayor Juanita Mitchell suggested that the senior citizen's building be shut down and have the water drained for the winter. There was a discussion about the seniors using City Hall for their meetings as they have done in the past. Donald Fitzgerald made a motion **to close down the Senior Citizen building for the winter**, Juanita Mitchell 2nd, all in favor, motion carried.

Mayor Mitchell shared that if Hewitt were to lose their licensed water operator Aaron Fore at the end of the year, forms would need to be filed with the State Health Department and the city would be on the state's radar for two years until Luke Mitchell can attain the class C water license. There was a discussion about different maintenance scenarios. Alex Weego made a motion **to offer Aaron Fore the minimum hours required by law to maintain his class C water license, with Maintenance Lead Luke Mitchell or the Council having the authority to extend Aaron's hours**, Donald Fitzgerald 2nd, all in favor, motion carried.

**MILL
REMOVAL**

See the clerk's report for an update on the old Hewitt Mill.

**COMMUNITY
CENTER &
MUSEUM**

See the clerk's report for an update on the Community Center & Museum.

**MASLOWSKI
WELLNESS
CENTER
DONATION
REQUEST**

Clerk Dagen explained that he learned from the Maslowski wellness fundraising committee chairman Jeff Browne that for different levels of donations to the new Wadena center, there would be bronze, silver and gold plaques listing the names of the donors. Michael shared that state statute allows cities to donate general funds to youth and senior centers and that so far no other cities have donated to the project. Alex Weego suggested that the item be tabled until the January Council meeting, being that there are dedicated donation funds in the 2014 general fund budget.

**WADENA
FRIENDLY
RIDER
LETTER**

Wadena County Friendly Rider wrote a letter to the Hewitt City Council explaining that they will not be requesting the 2014 per capita payment from Hewitt.

**KRUZIN 4
KIDS THANK
YOU**

Juanita shared that the city received a thank you letter from Kruzin 4 Kids for their donation.

**BRIAN KOEHN
FINANCIL
AUDIT
ENGAGEMENT
LETTER**

Donald Fitzgerald made a motion **that Mayor Mitchell sign the Brian Koehn Financial Audit Engagement letter on behalf of the city**, Jim Opelia 2nd, all in favor, motion carried.

**RESOLUTION
#13-012
SETTING THE
2014 FINAL
TAX LEVY**

Alex Weego made a motion **to accept Resolution #13-012 setting the 2014 tax levy at \$63,500**, Donald Fitzgerald 2nd, all in favor, motion carried.

**MINNESOTA
DEPARTMENT
OF HEALTH
REDUCTION OF
LEAD
REMINDER**

Mayor Juanita Mitchell noted that the city received the enclosed letter in the council packet from the Minnesota Department of Health explaining changes in state requirements reducing the amount of allowable lead in new plumbing fixtures.

**HEWITT
VETERANS
MEMORIAL**

Council member Donald Fitzgerald shared that he has been working to secure donations for bricks to surround the fire pit ring at the Hewitt Veterans Memorial. Fitz explained that this project will complete the Hewitt Veterans Memorial. There was a discussion about the negative balance of \$3390.84 in the Memorial Fund. Luke Mitchell suggested that the city once again create an aluminum can drop off site to raise funds. Donald Fitzgerald made a motion **for the city to create an aluminum can drop off site**, Alice Melzer 2nd, all in favor, motion carried.

**HEWITT/TODD
COUNTY ROAD
CONSTRUCTION
AGREEMENT**

Alex Weego made a motion **to sign cooperative agreement #1 & #2 for improvement to County Highway #44 and all of the paved city streets north of highway #210 in the City of Hewitt**, Donald Fitzgerald 2nd, Alex, Fitz, Juanita, Jim in favor, Alice Melzer no, motion carried. Clerk Dagen shared that in would take a unanimous vote to issue a bond in March. Alice Melzer shared that a lot of people have told her that the road construction project is too expensive. Alex & Fitz both said that if people have a complaint they should come to the meeting and Alice agreed.

**CLOSED
MEETING**

Jim Opelia made a motion **to close the meeting for employee review**, Alice Melzer 2nd, all in favor, motion carried.

Donald Fitzgerald made a motion **to open the meeting back up**, Alice Melzer 2nd, all in favor, motion carried.

Donald Fitzgerald made a motion **to award both Michael Dagen and Luke Mitchell a pay raise of \$2 an hour each, effective 1/1/2014**, Alex Weego 2nd, all in favor, motion carried.

**MEETING
ADJOURNED**

Donald Fitzgerald made a motion **to adjourn the meeting**, Jim Opelia 2nd, all in favor except Fitz no, motion carried.