

FINANCIAL REPORTS

Mayor Juanita Mitchell shared that Alice Melzer asked about Christine Butler being listed under the city's receipts for \$40. Juanita said that Christine was the owner of the lost dog that was boarded at the city for 4 days. Alex Weego commented about the bill for \$200 for painting the letters on the fire department doors. Luke Mitchell said that he thought this price was dirt cheap for hand painted lettering. Jim Opelia made a motion **to refer to audit and pay check #'s 13741-13757**, Donald Fitzgerald 2nd, all in favor, motion carried. Donald Fitzgerald made a motion **to assess the delinquent balance on water & sewer account #'s 1065 & 556 to the home owners' taxes**, Alice Melzer 2nd, all in favor, motion carried.

MAINTENANCE REPORT

Maintenance lead Luke Mitchell explained that the city's John Deere tractor has a puncture on the side of one of the tires. Luke said that the 4 ply tires on the tractor are originals. Donald Fitzgerald made a motion **to approve the purchase of new tires for city's tractor, not to exceed \$800**, Jim Opelia 2nd, all in favor, motion carried.

Luke Mitchell shared that he has received three bids for a new city truck with plow and that the lowest bid was from Thielen motors out of Park Rapids for \$31,745. Alex Weego made a motion **to proceed with the purchase of a new city truck with plow, with a cap of \$40,000**, Donald Fitzgerald 2nd, all in favor, motion carried.

Clerk Michael Dagen brought up that Steve Van Batavia's water line is frozen. Luke Mitchell explained that the line is frozen between the shutoff valve and the Steve's house.

Alex Weego made a motion **to forgo Steve Van Batavia's water & sewer billing until his water line thaws**, Donald Fitzgerald 2nd, all in favor, motion carried.

**CLERKS
REPORT**

Donald Fitzgerald shared that he met with the new city auditor Brian Koehn. Fitz explained that Mr. Koehn suggested that the city implement the procedure of having a council member open the bank statements mailed from the bank.

Clerk Michael Dagen referenced his notes, updating the council on the solar assessments performed by Real Renewable Energy Alliance (RREAL). Mayor Mitchell asked if the city was committed to the project if they sign the installation agreement and Michael answered no.

Alex Weego made a motion **to submit the required solar incentive paper work to RREAL, no later than the February 28th deadline**, Jim Opelia 2nd, Alex, Jim, Juanita, Alice in favor, Fitz no, motion carried.

Donald Fitzgerald updated that Tim “the computer guy” has not been able to access the city’s external hard drive that is password protected. Juanita asked if the information on the hard drive is needed and it was decided no, the information is no longer needed and that the hard drive could be wiped clean. Clerk Dagen explained his request to purchase a new digital recorder for capturing the council meetings and archiving them to the computer. Alex Weego made a motion **to authorize the purchase of the digital recorder**, Donald Fitzgerald 2nd, all in favor, motion carried.

Alex Weego made a motion **to allow Clerk Dagen to attend the \$20 Safety and Loss Control workshop in Fergus Falls on March 26th**, Donald Fitzgerald 2nd, Alex, Jim, Juanita, Alice in favor, Fitz no, motion carried.

*****Old Business*****

**MILL
REMOVAL**

There was a discussion about the city’s options for dealing with the mill removal with no action taken.

CONFERENCE
REIMBURSEMENT

There was a discussion about the city's ability to pay for councilmembers' expenses for attending trainings and conventions. Mayor Mitchell said that she asked that this item be on the agenda. Juanita shared that she thinks if a council member is registered for a conference or training and then backs out of attending, they should reimburse the city for the attendance fee.

LMC TRUST
DIVIDEND

Clerk Dagen updated the council on what the League of MN Cities Dividend could be spent on. Michael said that the dividend is limited by the same public purpose expenditures guidelines as the rest of the general fund.

*****New Business*****

FIRE DEPARTMENT
COMMUNICATION

Mayor Juanita Mitchell asked Rick Sullivan if he had the requested information that he was asked to submit tonight. Rick Sullivan presented a copy of the requested information to the council. Mayor Mitchell shared that the city received a letter from Mr. Sullivan's attorney. Juanita said that she met with the city's attorney to discuss the matter. The mayor mentioned that it was determined by city attorney Dan Carlisle that the council's actions were justified because of the concern for the health and wellbeing of a fireman and the general public. Juanita Mitchell made a motion **for the fire department committee to meet with the officers of the Hewitt Fire Department to implement any accommodations that Rick Sullivan needs to fulfill his job**, Donald Fitzgerald 2nd, all in favor, motion carried.

Fire Chief Steve Peterson suggested that in the future proper communication procedure be followed when dealing with members of the fire department. Fire Chief elect Adam Templin shared that he feels the chief should meet with the fire department committee to discuss matters of this nature. Mayor Mitchell said that these are steps that the city is trying to get to.

**FIRE
DEPARTMENT
ELECTION
RATIFICATION**

Donald Fitzgerald made a motion **to ratify the fire department election of officers, accept the resignation of Brandon Benning and accept the retirement of Scott Fah, Alice Melzer 2nd**, all in favor, motion carried.

Juanita Mitchell made a motion **to approve the Luke Anderson and Eric Samuelson applications to the Hewitt Fire Department pending their passing of a drug test and background check**, Donald Fitzgerald 2nd, all in favor, motion carried.

**HEWITT LIONS
APPLICATION
FOR
TEMPORARY
LIQUOR LICENSE**

Donald Fitzgerald made a motion **to approve a temporary liquor license for the Hewitt Lions club**, Alice Melzer 2nd, all in favor, motion carried.

**WING RIVER
PARK DAM**

Adam Templin shared that the parks committee met with Eric Altena from the DNR about replacing the dam at the wing river park. Clerk Dagen explained that Eric has applied for a grant for \$40,000 to cover the engineering of the project, but the city would still need to apply for a Conservation Partners Legacy grant to cover the remaining expenses associated with the project. Michael said that there is a 10% cash match requirement for this grant, but time and supplies for the project could be used towards the cash match. Jim Opelia asked what would happen with the existing dam and Luke Mitchell said that the dam would be removed. Luke referenced the rock weir photo in the council packets that shows what the new dam at the river park will be like.

Donald Fitzgerald made a motion **to remove the boards on the dam to allow for sediment to pass before the swimming season starts**, Alex Weego 2nd, all in favor, motion carried.

**2013 SHERIFF
CALL STATS**

There was a discussion about the 2013 Sheriff call stats presented in the council packets.

**INITIATIVE
FOUNDATION
DONATION
REQUEST**

Alex Weego made a motion **to supply \$250 to the Initiative Foundation**, Alice Melzer 2nd, Alex, Jim, Juanita and Alice in favor, Fitz no, motion carried.

**SOLAR POWER
PROJECT
REBATE
COMMITMENT
LETTERS**

The solar power project rebate commitment letters were voted on during the clerk's staff report part.

**RESOLUTION
#14-004
COMMITTING
TO TODD
COUNTY
COOPERATIVE
AGREEMENT**

Clerk Dagen explained that the council would need to decide tonight unanimously on either Todd County Cooperative Agreement #1 or #2, committing to the proposed road construction project scheduled for this summer. Alex Weego described the history of the road construction project. Alice Melzer asked how the city would pay for a major breakdown. The clerk shared that he learned that cities the size of Hewitt are able to levy above their tax capacity for infrastructure projects, so that could be an option if something drastic were to happen. Jim Opelia said that if the city were to wait to repair the roads, the cost would be a lot higher. Adam Templin shared that Hewitt is in a position to repair 8 blocks of streets for \$140,000 and Bertha couldn't do one block for that price. Donald Fitzgerald made a motion **to accept resolution #14-004 agreement #2**, Alex Weego 2nd, all in favor, motion carried.

Donald Fitzgerald made a motion **to apply to Minnesota Rural Water's 7 year micro loan program**, Jim Opelia 2nd, all in favor, motion carried.

**MEETING
ADJOURNED
9:45**

Donald Fitzgerald made a motion **to adjourn the meeting**, Alice Melzer 2nd, Alex, Jim, Juanita and Alice in favor, Fitz no, motion carried.

Mayor _____ Clerk _____