

City of Hewitt
509 East Third Ave
Hewitt, Minnesota 56453

City Council Minutes
Regular Meeting

January 13th, 2015
City Hall, 7:00 p.m.

CALL TO ORDER The Hewitt City Council met in regular session. Mayor Juanita Mitchell called the meeting to order at 7:00 p.m.

OATH OF OFFICE Clerk Michael Dagen read the oath of office to Mayor Juanita Mitchell and Council members Alice Melzer & Jim Opelia.

PLEDGE OF ALLEGIANCE The City Council and all present stood for the Pledge of Allegiance to the Flag.

ROLL CALL

Council present: Juanita Mitchell, Mayor
 Jim Opelia, Councilmember
 Donald Fitzgerald, Councilmember
 Alice Melzer, Councilmember
 Alex Weego, Councilmember

Staff present: Luke Mitchell, Maintenance
 Michael Dagen, Clerk/Treasurer

Guests: Adam Templin, Bonnie Uberto, Wayne
 Uberto, Gerald & Diana Chromey,
 Rosemary McLaughlin, Marietta Mathews,
 Jeff Motschke, Terry Hansen, Karen Raskie,
 Carolynne Bisel,

APPROVAL OF MINUTES Alex Weego made a motion **to approve the minutes from the December 9th council meeting as presented**, Donald Fitzgerald 2nd, all in favor, motion carried.

FINANCIALS

Alex Weego asked about the interim billing for the city audit. Clerk Michael Dagen explained that he met with the City’s auditor last month for a pre audit meeting and that the billing for the city’s audit is normally spit into multiple payments.

Alex Weego made a motion **to accept the financials as submitted and to pay check #'s 14176-14197**, Donald Fitzgerald 2nd, all in favor, motion carried.

MAINTENANCE REPORT

Lead Maintenance Luke Mitchell shared that the “no truck” parking signs have not been ordered yet, but he (Luke) is planning to purchase signs that list weight restrictions. Alex asked how long Luke has until he can apply for his water license and Luke said one more year.

Clerk Michael Dagen read through his notes.

CLERKS REPORT

Alex Weego made a motion **to create a CTAS fund for the Hewitt Relief Fund and for a Refuse Collection fund**, Donald Fitzgerald 2nd, all in favor motion carried.

The Council suggested that the kick off meeting for the City’s Comprehensive Plan project be set for February 4th or 5th.

The Council suggested that a letter be sent to the owner of the senior center building giving two weeks to transfer the utilities into his name or the utilities will be disconnected.

Clerk Dagen received confirmation that Juanita Mitchell and Alice Melzer would like to be registered for the League of MN Cities training in Alexandria on Feb. 20th-21st.

FIRE DEPARTMENT MINUTES

Donald Fitzgerald made a motion **to accept Travis Mevissen’s resignation from the Hewitt Fire Department**, Alex Weego 2nd, all in favor, motion carried.

Donald Fitzgerald made a motion **to approve the Fire Department’s request for purchasing \$60 in supplies requested by Scott Poppinga**, Alice Melzer 2nd, all in favor, motion carried.

****Unfinished Business****

**MILL
REMOVAL**

Donald Fitzgerald stated that the mill is still there.

**THERESE
HANSEN
REQUEST FOR
EXEMPTION TO
CITY
ORDINANCE
#500-11**

Donald Fitzgerald made a motion to deny Therese Hansen's request for an exemption. Before there the motion could be seconded, there was a heated discussion in regards to Therese Hansen's request for an exemption to City Ordinance #500-11 for housing 4 horses at her property at 303 East Power Ave.

Alex Weego made a motion **to hold a public hearing on February 3rd at 7 pm to discuss Therese Hansen's appeal for an exemption to City Ordinance #500-11 for housing horses at her property at 303 East Power Ave, Donald Fitzgerald 2nd**, all in favor, motion carried.

****New Business****

**WATER
METER
SENSOR
TAMPERING**

Luke Mitchell explained that the maintenance department spent 5 days trying to track down the property owners to replace their missing water meter sensor. Luke said that the City's ordinance governing water meters shows a \$100 fee for sensor tampering, but he (Luke) thinks that \$50 would cover the city's time and materials.

**HEWITT CITY
ORDINANCE
#300-007**

Donald Fitzgerald made a motion **to charge Therese Hansen \$50 for the replacement of their missing water meter sensor, instead of the \$100 listed on the City's ordinance fee schedule, Jim Opelia 2nd**, all in favor, motion carried.

Alex Weego made a motion **to repeal City Ordinance #300-007**, Donald Fitzgerald 2nd, all in favor, motion carried.

Alex Weego made a motion **to put into affect City Ordinance #300-007 with the new changes as submitted**, Donald Fitzgerald 2nd, all in favor, motion carried.

**CITY
GARBAGE
CONTRACT**

There was a discussion about the City Garbage Contract with Prairie Sanitary Service.

Alex Weego made a motion **to approve the garbage contract with Prairie Sanitary Service, with the removal of the words; “for recycling only” in section 4 on page two of the contract,** Donald Fitzgerald 2nd, all in favor, motion carried.

**2014 RESILIENT
COMMUNITIES
MONETARY
ASSISTANCE
AGREEMENT**

Donald Fitzgerald made a motion **to accept the 2014 Resilient Communities Monetary Assistance Agreement,** Jim Opelia 2nd, all in favor, motion carried.

**RESOLUTION
#15-001
ASSIGNING
OFFICIAL 2015
DESIGNATIONS**

Alex Weego shared what the other cities in Todd County pay for attorney services per hour.

Donald Fitzgerald made a motion **to approve Resolution #15-01 Assigning Official 2015 Designations,** Juanita Mitchell 2nd, all in favor, motion carried.

**RESOLUTION
#15-002
SETTING THE
2015 CITY OF
HEWITT FEE
SCHEDULE
2015
COMMITTEE
ASSIGNMENTS**

Donald Fitzgerald made a motion **to accept Resolution #15-002 setting the 2015 City of Hewitt Fee Schedule,** Jim Opelia 2nd, all in favor, motion carried.

Mayor Juanita Mitchell requested to be removed from the Fire Department Relief Committee and suggested that Donald Fitzgerald take her place.

Alex Weego made a motion **to accept the 2015 Committee Assignments,** Donald Fitzgerald 2nd, all in favor, motion carried.

**FEMA BASIC
PREPAREDNESS
BOOKLET**

Mayor Juanita Mitchell shared that the FEMA Basic Preparedness Booklet is included in the packet for informational purposes.

**GRAVEL
COVERED
SIDWALK
COMPLAINT**

Lead maintenance Luke Mitchell explained that after the city's roads were tarred this past summer, the property in question filled in their driveway with gravel covering the sidewalk in front of their place. Luke said that the gravel covering the sidewalk causes the water that runs off the road to collect in the neighbor's yard. Alex Weego suggested that a letter be sent instructing the property owner to remove the gravel from the sidewalk and contact the city to learn what can be done with the sidewalk.

OPEN FORM

Marietta Mathews asked if she will need to get permission from the City to add gravel to her driveway. Luke Mitchell informed Marietta that she will not need to contact the City because there is not a sidewalk in front of her place.

**CLOSED
SESSION**

Alex Weego made a motion **to close the meeting per State Statute 13D.05 Subd3.A for Employee Discussion**, Donald Fitzgerald 2nd, all in favor motion carried.

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

Alex Weego stated that there was general personnel discussion that took place in the closed session.

**MEETING
ADJOURNED**

Donald Fitzgerald made a motion **to adjourn the meeting**, Alex Weego 2nd, all in favor, motion carried.

Mayor _____

Clerk _____