

City of Hewitt
509 East Third Ave
Hewitt, Minnesota 56453

City Council Minutes
Regular Meeting

October 8th, 2013
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.

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

ROLL CALL Juanita Mitchell, Mayor
 Jim Opelia, Council Member
 Donald Fitzgerald, Council Member
 Alice Melzer, Council Member
 Alex Weego, Council Member

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

Guests: Carolynne Bisel

APPROVAL OF MINUTES Alex Weego suggested that on page 3 of the minutes the sentence; “they two were responsible” should say “they were also responsible. Alex Weego made a motion **to except the minutes from the September 10th Hewitt City Council meeting,** Donald Fitzgerald 2nd, all in favor, motion carried.

Council
present: **FINANCIAL REPORT**

water tower painting and water treatment plant repair. It was stated that the water tower painting cost \$22,000 and the treatment plant repair \$7000. There was a discussion about which check numbers need approval. Alex Weego **made a motion to except the financial report and to pay check #'s 13571-13606**, Jim Opelia 2nd, all in favor motion carried.

**MAINTENANCE
REPORT:**

Luke Mitchell shared that he was asked by a member of the snowmobile trail association if the snowmobile trail could be groomed through the Front Street park instead of along the driveway portion of the trail. There was a discussion about this route change. Luke stated that he didn't see any problem with the trail going through the park and that it could be tried for a year to see how it goes.

Donald Fitzgerald asked about the light that is pointed at the base of the water tower. There was a discussion about if this light should be pointed at the base or if it could be pointed up at the tower. Luke said that he would try to adjust the light if the Council would like.

Alex Weego brought up that the three month trial period for the change in Maintenance positions has passed. Alex Weego made a motion **to make Luke Mitchell the permanent Maintenance team leader**, Donald Fitzgerald 2nd, Alex, Jim, Alice, Fitz in favor, Juanita Mitchell abstained, motion carried.

**CLERK'S
REPORT:**

Alex asked about the cost for the

Clerk Michael Dagen referenced his notes and shared that the Wi-Fi internet "hot spot" will be installed at the City Office tomorrow. Alex asked how far the Wi-Fi would transmit and Michael said that it would transmit 1 kilometer, but this

**CLERK NOTES
CONT...**

would be line of site because the signal could be blocked by buildings. Alex asked what the name of the signal would be and Dagen said; "Hewitt Hot Spot". Clerk Dagen shared that he enjoyed attending the CERT workshop in Wadena. Referencing his notes, Michael expressed that he thought the Fire Hall would be a good candidate for taking advantage of the new State of MN solar panel installation incentives which start in 2014.

**MAYOR'S
REPORT**

Mayor Juanita Mitchell expressed that she felt more of the Council members should have attended the Hewitt Fire Department fund raiser on Saturday. There was a discussion about the way the fundraiser event was advertised. Alex Weego volunteered to draft a letter of apology to the Hewitt Fire Department for lack of attendance to the fundraiser by the Council members.

MILL REMOVAL

Alex Weego shared that it may be possible to bury the power line on the same side of the road as the old mill. Mr. Weego said that the power line is the only thing delaying a controlled burn of the mill.

**SHEILA & MICK
STOKES' SEWER**

Juanita Mitchell read an email that Mick Stokes wrote to the City Attorney Dan Carlisle today. Alex Weego expressed that the statement in the email suggesting that the City of Hewitt hired contractors to connect homeowners' water and sewer to the City system is false. There was a discussion about the email and the sewer issue. Juanita stated that the issue is in the City Attorney's court now.

**HEWITT SANTA
DAY REQUEST
FOR DONATION**

Alex Weego asked how much the City donated last year to the Santa day event and Clerk Dagen stated \$500. There was a discussion about Santa Day and how there are many people from other communities who attend the event. Donald Fitzgerald made a motion **to donate \$500 from the charitable gambling fund to Hewitt Santa days as soon as the funds are available**, Jim Opelia 2nd, all in favor, motion carried.

**MINNESOTA
DEPARTMENT
OF ECONOMIC
DEV. UPDATE**

The Minnesota Department of Employment and Economic Development update was included for informational purposed only. Alex Weego stated that not much has changed with this program since he worked with the County.

**TEGRETE
CONTRACT FOR
LAWN & SNOW
REMOVAL**

Luke Mitchell presented that Tegrete would like to contract with the City of Hewitt for lawn & snow removal at their natural gas station on the east side of town. Luke shared that the nearly \$1000 per year income could be placed in a fund to be used for lawn mower replacement. Donald Fitzgerald made a motion **to allow the contract with Tegrete for lawn & snow removal services**, Jim Opelia 2nd, Alex Weego **amended the motion to include all insurance costs in the contract**, Fitz 2nd, all in favor, motion carried.

**STEVE VAN
BATAVIA
BUILDING
PERMIT**

Jim Opelia shared that he took a look at Steve's proposed building site. Jim said that the old cement has been removed and the site is prepped and ready for the new garage. Donald Fitzgerald made a motion **to approve the building permit for Steve Van Batavia's garage**, Jim Opelia 2nd, all in favor, motion carried.

**CAPITAL
IMPROVEMENT
PLAN DRAFT**

Alex Weego presented the Capital Improvement Plan (CIP) estimate provided by Widseth Smith & Nolting. Mr. Weego stated that having a CIP in place can help when acquiring funding for projects, but Alex felt that the cost for this estimate was too high. Donald Fitzgerald made a motion **to table the Capital Improvement Plan to research other options**, Alex 2nd, all in favor, motion carried.

**PERSONNEL
POLICY
REVIEW**

Juanita Mitchell stated that she asked the Clerk to place this item on the agenda. Jim Opelia said that the City's current personnel policy allows for three unpaid days off for funeral leave. Donald Fitzgerald stated that Bertha and Verndale do provide paid funeral leave for a death in the immediate family. Alex Weego made a motion **to change the City's personnel policy for funeral leave to three paid days for the death of an immediate family member of the employee or employee's spouse**, Donald Fitzgerald 2nd, all in favor motion carried.

Donald Fitzgerald made a motion **to except the updated State statute sick leave policy**, Alex 2nd, all in favor, motion carried.

The Council instructed clerk Michael Dagen to make these changes to the personnel policy and then forward the policy to the City Attorney for review.

**RESOLUTION
13-011
APPROVING
PLAN SAP
077-644-001**

Jim Opelia stated that this resolution does not approve the cooperative agreement. Donald Fitzgerald made a **motion to approve resolution 13-011 approving plan SAP 077-644-001 for reconditioning County State Aid Highway #44**, Jim Opelia 2nd, all in favor, motion carried.

**TODD COUNTY
COOPERATIVE
CONSTRUCTION
AGREEMENT**

Alex Weego stated that the Council does not need to make a decision on the cooperative agreement with the County tonight. Mr. Weego shared that the buildings and structures committee met with County Engineer Loren Fellbaum and County commissioner Gary Kneisl attended as well. Alex went through and explained the summary of cooperative agreement locations included in the Council packets. Council member Weego pointed out that the roads committee feels very comfortable with the quality of job that the County would do on the roads. Alex said that since the project would be on the County contract, if any problems would arise the City would be protected. Luke Mitchell shared that he met with Loren Fellbaum last Thursday. Luke told the Council that Loren was surprised how wide some of the Hewitt streets were and suggested that 25% be added to the County's estimates. Mr. Mitchell shared that to crown the roads so that water would drain properly, some of the roads would take more material which will bring up the project cost. There was a question if the gravel roads in town could be paved and it was stated that only the existing paved roads could be repaved with this project due to expense. Jim Opelia added that the County wasn't comfortable adding all of Hewitt's paved streets to the contract in fear of setting a precedent. Mr. Weego told the Council that the roads and bridges committee recommends that the City repave the paved streets north of highway 210. There was a discussion about if the City should hold another open meeting to inform the public about the project. Alex said that he and Jim would put a letter together to let the citizens know about an informative meeting 30 minutes before the next Council meeting in November.

**MEETING
ADJOURNED**

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

