City of Hewitt

509 East Third Ave

Hewitt, Minnesota 56453

City Council Minutes May 14th, 2013

Regular Meeting City Hall, 7:00 p.m.

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

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

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

**ROLL CALL**

**APPROVAL OF MINUTES**

Council present: Juanita Mitchell, Mayor

 Jim Opelia, Council Member

 Donald Fitzgerald, Council Member

 Alice Melzer, Council Member

 Alex Weego, Council Member

Staff present: Aaron Fore, Lead Maintenance

 Michael Dagen, Clerk/Treasurer

Guests: Jeanette Meszaros, Deanna Hall

There was a discussion about the summary of the closed meeting in the April 9th Council meeting minutes. Jim stated that he was not at the closed meeting, but he (Jim) made a motion to **remove the summary of the closed meeting from the minutes**, Fitz 2nd, Jim, Fitz, Alice in favor, Alex no, motion carried.

Alice made a motion to **except the April 9th Council meeting minutes**, Fitz 2nd, Jim, Fitz, Alice, Juanita in favor, Alex no, motion carried.

**FINANCIAL REPORT:**

**MAINTENANCE REPORT:**

Alex made a motion to **refer to audit and pay checks numbers 13393 to 13409**, Alice 2nd, all in favor motion carried.

Lead Maintenance Aaron Fore reported that the City’s recent sanitary survey was included in the Council pack. Aaron explained that along with the Hawkins Chemical recommendation to switch from the LPC-9 to the LPC-AM phosphate blend; the City would need to install a proper storage tank rather than feeding the chemical out of a drum. Mr. Fore said that the cost of the new tank would be $300. Aaron reported that it was discovered that there is a leaking underground water valve and once things are squared away with the power company the valve will be repaired. Also, Mr. Fore informed that he has patched a pipe under the water tower that has a pin hole leak. Aaron explained that this leak would be repaired when the water tower is down for regular maintenance.

 Alex asked for more information on the leaking underground valve. Aaron explained that the leaking valve is located 10 feet from a power pole and that Daryl Schlueter will be assisting the City with the repair. There was a discussion about the leaking valve. Mayor Mitchell asked how much water was leaking and Aaron replied that he thought two thousand gallons a day.

 Fitz made a motion to **approve the maintenance purchase orders for a cold patch and the two shovels**, Alex 2nd, all in favor, motion carried.

 Juanita asked why Hawkins Chemical gave their recommendation and Aaron referred to Hawkin’s statement that the City’s water is in the upper level of the PH range for the effectiveness of the LPC-9. Mayor Mitchell asked if

**MAINTENANCE**

**REPORT CONT..**

**CLERK’S REPORT**

anything was coming down that would penalize the City if they didn’t switch blends and Mr. Fore said; no. Aaron Fore added that the cost of the LPC-9 and the LPC-AM will be approximately the same; with the new blend supposedly helping with bio film and scale build up in the pipes.

 Jim made a motion **to follow Hawkins Chemical’s recommendation and switch over to the LPC-AM**, Fitz 2nd, all in favor, motion carried.

 (Daryl Schlueter later joined the meeting and a discussion about the leaking valve opened back up.) Mr. Schlueter cautioned that without a blue print; the City doesn’t know what schedule pipe is leaking. Juanita asked if Daryl felt comfortable doing the job if he didn’t know what was down there and Mr. Schlueter replied; “I’ve been known to tear into anything”. Daryl commented that after 40 years of doing this kind of work he has learned a lot. It was decided that once permission has been received from the electric company that the leaking pipe will be repaired.

Clerk Michael Dagen expressed that he learned a lot at his training, but was happy to get back home and out of the City traffic. Michael specified that the Clerks Institute was a full 40 hours of training and that he tried to include some of the compliance issues he learned about in his notes. Michael pointed out that Minnesota Power recently did an inventory of the City’s street lighting and found 36 lights; two more than the previous total. Clerk Dagen indicated that Councilman Fitzgerald was kind enough to drive around town to see if all of the current lights were needed. There was a discussion about the possibility of removing a couple of the street lights. Michael informed that Minnesota Power will be implementing a program to help Cities upgrade their out dated street lighting and Hewitt has been placed on the list of interested Cities. Alex asked if Community Corrections have been contacted in regards to some of the repair projects around town and Michael said; no. Clerk Dagen asked if

**MAYOR’S REPORT:**

**WATER TOWER** **PAINTING CONTRACT**

**WATER TOWER CLEANING CONTRACT**

**MILL REMOVAL**

**ZIEMKOWSKI BUILDING PERMIT:**

**POST OFFICE MEETING 6/11/2013**

there was a lead for these projects and Fitz said that yes he (Fitz) would lead the projects.

Juanita announced that there will be a Hewitt Pickle Fest fundraiser at the community center on Sunday May 19th.

 **\*UNFINISHED BUSINESS\***

Juanita indicated that the City attorney has reviewed the enclosed contract with Tri-State Coatings of Wadena for the painting of the water tower. Alex made a motion **that the City enter into the contract to paint the water tower**, Fitz 2nd, all in favor, motion carried.

It was pointed out that the water tower cleaning contract with Maguire Iron was signed in 2006 and is good until 2015.

Alex updated the Council that the power pole is too close to the Mill building to have a sustained fire. Council member Weego stated that Minnesota Power will have to temporarily move the power lines to across the street during the fire which could cost several thousand dollars and it is not certain that this cost will be covered by the training grant. Mr. Weego remarked that it appears that the Mill will be used as a controlled burn training; rather than the larger mega hertz training that was discussed previously.

 **\*New Business\***

Fitz made a motion **to approve the Karen and Duane Ziemkowski building permit**, Jim second, Alex, Fitz, Jim and Alice in favor, Juanita nay.

There was a discussion about the proposal of shortening the hours of operation for the Hewitt Post Office. Alex commented that he plans to speak with Larry Stokes from the Lions club to see if the community center can be used for the

**STATE PERFORMANCE MEASURES PROGRAM**

**RESOLUTION #13-006**

**FIRE PIT AT THE RIVER PARK**

**LAWN MOWER PURCHASE**

**BANK FORECLOSURE SALE**

upcoming meeting if the turnout is too large for the City office.

Michael informed that if the City would adopt 10 of the State’s performance measures it would save the City $36 per year. Alex commented that he would like to put together a package of performance measures for the City to meet; in case this program could lead to future benefits for the City. Mr. Weego said that he would present his package to the council for their review.

Alex made a motion **to accept resolution #13-006, accepting donations for the Mt. Nebo project** Jim 2nd, Alex, Juanita and Alice in favor, Fitz no.

Mr. Fitzgerald informed the council that the local Girl Scout troop would like to restore a fire pit at the river park. Deanna Hall commented that the local Girl Scout troop is looking for gold and silver service projects to perform in the community. Mayor Jaunita Mitchell suggested that the Girl Scouts contact MN DOT to get permission to build the fire pit since the City doesn’t own the river park.

Fitz explained that the maintenance department has been looking into a new zero turn lawnmower. There was a discussion in regards to the different brands and options that were researched. Alex made a motion **to purchase a Husqvarna zero turn lawn mower**, Jim 2nd, Alex, Jim, Fitz and Alice in favor, Juanita nay.

Alex asked where the Mid-Central Federal Bank property was located and Michael remarked that it is located across from the Museum. Juanita reported that the reason the City received this notice is because the property took part in the Community Development Program.

**CLOSED MEETING**

**MEETING ADJOURNED**

 **\*Open Forum\***

 Jaunita mentioned that the Hewitt Pickle Fest Committee received a bid of $1846 to install a tractor pull track on the property located across from the memorial. There was a discussion about the Pickle Fest and the tractor pull. Mayor Mitchell added that last year the City donated $2500 from their charitable gambling fund to the Pickle Fest, but this year there is currently only $400 in the gambling account. Jaunita emphasized that it is important for people to come out and support the Pickle Fest fundraisers or next year there may not be the event.

 Jeanette Meszaros presented a request to the City to remove their fence permit. Michael asked if Jeanette would like their check back right now and she said; yes.

Alex made a motion to close the meeting **to discuss maintenance personnel duties & responsibilities**, Alice 2nd, all in favor, motion carried.

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

Alex made a motion **that the Council form a committee with Jim & Alex to further discuss maintenance responsibilities and duties and report back to the Council**, Alice 2nd, Alex, Fitz, Jim and Alice in favor, Juanita obstained, motion carried.

Alex made a motion **to adjourn the meeting**, seconded by Fitz, all in favor, motion carried.