

Village of Hawkins Meeting Minutes
May 6, 2024
5:30 P.M.

Meeting called to order by Pres. Jill Baker. Board members present: Doug VanDoorn, Christa Luebke, and Amanda Bratlie. Also present: Matt Boehmer, Teresa Anderson, Trish Johnson, Dave Curtis, Alan Christianson, Jeff Hruby, and Lyndon Schancer. Minutes from the April 1, 2024 meeting were read by Clerk, Alicia Valentine. Motion to approve the April minutes as read, by Christa Luebke, second by Amanda Bratlie. Motion carried.

AGENDA ITEMS:

Public Comment (5 minute time limit)

Jeff Hruby requested to hold Hunter's Safety Classes at the Community Center. He also asked if the rental fee could be waived. Pres. Baker motioned to allow the Hunters Safety Classes to be held at the Community Center and to waive the rental fee, second by Doug VanDoorn. Motion carried.

Lyndon Schancer asked if the property owner of parcel 136-00034-0000 has responded regarding trimming the cedar trees in the alley. Clerk Valentine, stated that they have not responded. The owner has until May 27, 2024 to trim the trees. If it is not completed, Public Works will trim the trees and the property owner will be billed. Schancer also expressed concern regarding ATV's/UTV's not following the signed ATV route. They are not turning onto Amick St off Hwy 8. Some are continuing to drive on Hwy 8 to access Main St or the gas station. Pres. Baker suggested that Schancer contact the H.A.W.K. ATV Club regarding his concern. It was also noted that Schancer could get the license plate number and contact the Rusk County Sheriff's Dept.

Town of Hawkins Chairman, David Curtis, asked the Village Board to include the Town in decisions regarding the Spring Clean-up. The Town was not aware of the price increase. Curtis said he supports the increase, just wanted to be involved in the discussion. Pres. Jill Baker apologized for not including the Town.

Well/SCADA Project Update

Teresa Anderson from MSA provided an update on the project. The estimated start date will be June 1, 2024. Anderson presented pay request #1 in the amount of \$8740.00. VanDoorn motioned to approve pay request #1 in the amount of \$8740.00, second by Luebke. Motion carried. The piping at Well #2 may need to be replaced. Quote will be provided to the Village.

Interim Financing

Financing was secured and funds were received from Chippewa Valley Bank.

PSC Water Rate Application

Valentine informed the Board that she is continuing to answer questions from the PSC. It is nearing completion.

TIF – Al Christianson

Christianson explained the advantages of creating a new TIF district. The Board has concerns regarding the upfront costs. Christianson advised that the upfront expense would be paid off in two-three years. The TIF would provide 22 years for expenditures. A decision was not made by the Village Board. MSA will provide an updated quote.

Jeld-Wen Closure

The Village received official notice of the plant closure via certified mail on April 16, 2024, five days after the JW employees were informed.

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Public Works – Water/Sewer Monthly Report

Public Works Water/Sewer Director, Matt Boehmer, reported that the DNR did not have any further concerns with Jeld-Wen's discharge. Received the DNR's waste water permit draft. Have asked that the new chronic ammonia (NH₃) limits be removed. If removal isn't an option, asked for a delay of 3 months to put a plan in place. DNR wanted to go to public review May 1, for a July issuance, but that is not going to happen. We are operating under old permit. CMAR: Is ready to be worked on. Due June 30th, but need a resolution to submit. Will try to finish by June meeting so a resolution can be authorized. Water project: Late May start. Well 2 may need additional piping replacement through floor. MSA will have quote if this is needed. Will need fire protection help when Well 2 is offline. Doug VanDoorn stated he would inform the Fire Dept. Lead and Copper: preliminary report will be submitted to the DNR for review. Finished report is due in October. Consumer Confidence Report: Public notice will be in Ladysmith News. CCR should be complete before the June meeting. Sewer flushing/cleaning: Began mapping videos, dates and cleaning of sewers within the village. Would like to start flushing sewers and hydrants, weather permitting. Hydrant flushing: Directional flushed mains the last week of April. Cleaning: Wells and plant have been cleaned. Equipment: Would like to complete maintenance of blowers, lift stations, and generators as time and weather permits. Water Meters: Only a few homes left.

Public Works – Streets Monthly Report

Streets Director, John Burkman not in attendance. Boehmer read John's report. Elms Rd graveled and graded. Other areas that need gravel are prepped, will order gravel to finish project. Patching potholes as the weather permits. Equipment is ready to begin mowing. Working on getting a quote to pave the gravel spots on Washington and Chestnut. Backhoe tires installed on the front and fixed leaks in the rear. Plowing equipment washed and stored.

Clerks Report

Clerk, Alicia Valentine, reported that she is now responsible for paying payroll and bills for the Library. The Office of State Representative Summerfield, David Wierzbza – WEDC, and the Public Service Commission contacted the Village regarding the closing of Jeld-Wen. The contractor's sign at the Homestead Rd Wellhouse has been vandalized. The contractor will handle the issue. The Village is not responsible for the sign.

Set Next Agenda

Special Meeting Monday, June 3, 2024 5:00–6:00 pm: Board Members will tour wells, lift stations, and WQT Property.

Monthly Board Meeting Monday, June 3, 2024, 6:00 pm: Agenda Items: Approve Liquor License Applications, CMAR Resolution, Burning Ordinance, TIF, Well/SCADA Project Update, Shipping Container Ordinance, Lions Club/Village Ownership, PSC Water Rate Increase, Hwy 8 Speed Limit, Water/Sewer/Street Public Works Reports, Clerks Report, and Approve Bills.

Board Comment

Pres. Jill Baker would like the Board members to tour the wells, lift stations, and WQT property so everyone is familiar with the locations. Special meeting set for Monday, June 3, 2024 from 5:00-6:00 pm. The group will meet at the Village Hall. Monthly meeting will begin at 6:00 pm. Amanda Bratlie asked if anyone had responded to an email received from Dwight Shedd regarding the Jeld-Wen closure. Valentine will respond since no one has.

Approve Bills

Board members reviewed timesheets and bills for the month of April/May. Bills approved: General Fund \$9,514.93, W&S \$25,709.74, Refuse \$1,245.21, ACH/Card Receipts \$7,972.18. Motion to approve bills by Doug VanDoorn, second by Amanda Bratlie. Motion carried.

Adjourn

Christa Luebke motioned to adjourn the meeting at 7:15 p.m., second by Amanda Bratlie. Motion carried.

Alicia Valentine, Clerk