

Village of Hawkins Meeting Minutes
June 3, 2024
6:00 P.M.

Meeting called to order by Pres. Jill Baker. Board members present: Amanda Bratlie and Trish Johnson. Doug VanDoorn and Christa Luebke absent. Also present: Matt Boehmer, John Burkman, Mark Case, Art Bahr, Jennifer Mabie, Carol Austad, and Jerry Biller. Minutes from the May 6, 2024 meeting were read by Clerk, Alicia Valentine. Motion to approve the May minutes, with typo errors corrected, as read, by Amanda Bratlie, second by Trish Johnson. Motion carried.

AGENDA ITEMS:

Public Comment (5 minute time limit)

Carol Austad asked if meeting agendas, minutes could be posted online. Board will look into getting a website up and running again. Austad feels the water rate increase was not communicated well to the public. Rate increase has been discussed in monthly public meetings for several months. Austad noted that the library yard looks terrible and questioned why the weeds were not trimmed around the playground equipment. Due to excessive rain, mowing did not occur as scheduled and Public Works was waiting for parts to repair the weed eater. Austad asked why the Director of Public Works - Water/Sewer was helping with garbage pick-up. At times, if someone has a day off, others within the department will help to get the work done.

Village Trustee

Recap of 5/6/24 Board meeting: VanDoorn motioned to appoint Patricia (Trish) Johnson as a Village Trustee to fill the open position, second by Luebke. Motion carried. Johnson's term will end April 2026.

Well/SCADA Project Update and Pay Request

Estimated project start date is June 17, 2024. Pres. Baker motioned to approve change Order #1 to replace deteriorated vertical discharge pipe at Well #2, additional concrete removal, replacement, and reinforcement required due to the excavation. Increase to project of \$7593.50, second by Bratlie. Motion carried. Bratlie motioned to approve pay request #2 of \$23,029.90 to Olympic Builders, second by Johnson. Motion carried.

TIF

Art Bahr from MSA discussed creating a new TID and presented a quote to create the TID. Pres Baker requested to delay the decision until all Board members are present at the July 1, 2024 Board meeting.

PSC Water Rate Application

The Village's last PSC conventional rate case was February 15, 2013. The 2024 PSC rate increase is finalized with an overall rate change of 125.81 percent over current rates. Pres. Baker motioned to make the new water rates effective 7/1/2024, second by Bratlie. Monthly billing will begin the end of July 2024. July bills will go out the first week in August with a due date of August 20, 2024. Johnson asked if the Board will hold a public meeting regarding the new rates. An online public hearing was held with the PSC 5/14/24. Notice of the meeting was posted in the Village. A letter explaining the increase will be included with the 2024 2nd Qtr billing.

Speed Limit – Hwy 8

No update since VanDoorn is absent. Jerry Biller advised that the Village will need to work with the County to decrease the Hwy 8 speed limit to 40 MPH from the Hwy M intersection to Elms Rd.

Lions Club – Village Ownership

There have been many questions regarding ownership of property/buildings at the Lions Club Park. Valentine confirmed that documents state the property is owned by the Village and Town of Hawkins. The buildings are the property of the Lions Club and they are responsible for the upkeep. If the Lions Club dissolves, the ownership of the buildings will revert to the Village and Town of Hawkins. Jennifer Mabie stated there is an agreement with Jeld-Wen regarding the ball field and parking area. Valentine will look for the documentation and contact the Register of Deeds if needed.

Shipping Container Ordinance

Valentine provided the Board with examples of shipping and portable container ordinances for review. Jerry Biller stated he is against creating an ordinance due to the attorney fees to create the ordinance, and who would enforce the ordinance? Biller feels that shipping containers are an inexpensive way to store items on personal property. Municipalities are creating ordinances to not allow shipping containers, semi-trailers, truck bodies, mobile offices, storage containers, or other portable containers with or without wheels. Discussion with a possible motion to proceed will continue at the July Board meeting.

Approve Liquor License Applications

Pres. Baker motioned to approve liquor licenses for Jolly Inn, Tom's Way to Go, Melissa's Thunder & Lightning, and Northwood Feed and Supply, second by Bratlie. Motion carried. Bratlie motioned to approve Operator's Licenses to Christine Kopp, Teri Fleming, Stanley Burris, Doreen Burris, Tanya Gryga, Steve Gryga, Rodney Johnson, John Lazar, Lana Gryga, Diane Lemke, and Monica Kenealy, second by Johnson. Motion carried.

Provisional Operator's Licenses issued to Deepak Subedi, Sierra Voldberg, Manish Karki, and YougaTimisina. They will have 60 days to complete the responsible beverage server training.

Spring Mud Bog Sponsor

The Spring Mud Bog will be held June 22, 2024. Pres. Baker approved the use of the Village backhoe with the condition that PW Director, John Burkman, is the only person allowed to operate it.

Public Works – Water/Sewer Monthly Report

Public Works Water/Sewer Director, Matt Boehmer, reported that there is nothing new to report regarding the wastewater permit. A preliminary lead and copper report is due to the DNR for review. The finished report is due October 2024. The Consumer Confidence Report (CCR) has been posted in the Village along with notice in the Ladysmith Newspaper. CCR was submitted to DNR and is complete for 2023. Sewer flushing/cleaning and hydrant flushing will begin, weather permitting. We are seeing an increase in hauled waste. Boehmer is reviewing logs for where loads are generated. Public Works is now discharging effluent. Will continue as long as limits are met. Ph and TSS are currently a problem and may prevent discharge. Maintenance of blowers, lift stations, and generators will be completed as time and weather permit. There are less than five water meters that need to be installed.

CMAR Resolution

Board members received a copy of the 2023 Compliance Maintenance Annual Report (CMAR). Pres. Baker motioned to approve Compliance Maintenance Resolution #06032024, second by Johnson. Motion carried.

Public Works – Streets Monthly Report

Streets Director, John Burkman reported that graveling is complete in the Village, WWTP road widened and seeded. Will begin valve box repairs and patches. Biller's will be in the area mowing the end of June. Catching up on mowing. Trimming will begin when parts arrive for weed eater. Trees in alley behind Brightspeed trimmed. Power steering seals replaced on snow plow, improvements made to patch pan, and mower maintenance complete. Maintenance will be completed on chainsaw, weed eater, and other small tools. West side of ambulance garage will need landscaping by the slab to prevent damage to concrete.

Clerks Report

Clerk, Alicia Valentine, reported that 37 residents participated in the Spring Clean-up (6 Town & 31 Village). Total expense for the dumpsters and tonnage is \$2003.00. \$668.50 is not covered by the clean-up fees. The Village will pay 70% and Town 30% of the \$668.50.

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Set Next Agenda

Monday, July 1, 2024 5:30 pm

Agenda Items: Approve Operator's License Applications, TID, Well/SCADA Project Update/Pay Request, Zoning, Village Property Clean-up, Hwy 8 Speed Limit, Simplified Rate Case – Water, Hauled Waste Increase, Shipping Container, Hwy 8 Construction Update, Water/Sewer/Street Public Works Reports, Clerks Report, Treasurer's Report, and Approve Bills.

Board Comment

No comments.

Approve Bills

Board members reviewed timesheets and bills for the month of May/June. Bills approved: General Fund \$13,687.59, W&S \$45,888.41, Refuse \$2,440.54, ACH/Card Receipts \$7,108.92. Motion to approve bills by Bratlie, second by Johnson. Motion carried.

Adjourn

Pres. Baker motioned to adjourn the meeting at 9:00pm, second by Amanda Bratlie. Motion carried.

Alicia Valentine, Clerk