

Village of Hawkins Meeting Minutes
October 7, 2024
5:30 P.M.

Meeting called to order by Pres. Jill Baker. Board members present: Doug VanDoorn, Amanda Bratlie, and Trish Johnson. Christa Luebke absent. Also present: Matt Boehmer, John Burkman, Mark Case, Dave Webster and Mary Winchell.

Minutes from the September 9, 2024 meeting were read by Clerk, Alicia Valentine. Motion to approve the September minutes as read, by VanDoorn, second by Bratlie. Motion carried.

AGENDA ITEMS:

Public Comment (5 minute time limit)

Mary Winchell said the Flambeau School's Homecoming parade was wonderful.

Garbage Sticker Sales – Garbage/Recycling Center Hours

Mary Winchell submitted a letter requesting that the Board figure out what to do about garbage sticker sales when the Clerk's office is closed. She also noted that some people cannot get their garbage dropped off by 5:00pm. Winchell indicated that many people are concerned and are requesting to have the garbage/recycling hours changed. The Village Clerk will post a note on the door when she is at lunch. Residents can come back to purchase stickers when the Clerk has returned from lunch. Garbage stickers are available for purchase at the Clerk's office Monday, Tuesday, Thursday or Friday from 7:30-3:30. Winchell will confirm with Town Clerk, Shirley Severson, if she can accept money since the Town previously decided that garbage attendants would not. The Town of Hawkins will discuss the hours at their 10/14/24 Town meeting, as they are responsible for staffing an attendant. For now, nothing will change. Beginning November 1st, the hours are Noon – 4:00.

CDBG Discussion and Possible Action

Board agreed that before submitting a CDBG application, a five year Capital Improvement Plan is needed. This will be worked on in the following months.

Well/SCADA Project – Discussion/Action

Project update: Boehmer reported that the Well #2 upgrade work is done and it passed DNR inspection with just a few minor fixes. The automated well operation will not occur until the SCADA project is complete.

Shipping Container Ordinance – Discussion and Possible Action

No action taken. Clerk needs time to complete the ordinance. Once complete, the Board can make corrections or approve.

Approve Library Budget

Board members requested a meeting with the Library Board, Town of Hawkins, and Town of Southfork to answer some questions they had regarding the 2025 budget. They will be invited to the October 16, 2024 budget meeting.

Schedule Halloween Trick/Treat

The Lions Club Trunk or Treat and Haunted House will be October 26, 2024. Trish Johnson is collecting candy donations. The Village of Hawkins trick or treat and Fire Department open house will be October 31, 2024 from 5-7 pm.

Approve Hunting Permits

Doug VanDoorn motioned to approve hunting permits to Brett and Brooke Lazar, Clifford, Ben, Madison, and Bode Baker, and Nathan and Amanda Bratlie, second by Trish Johnson. Motion carried.

Public Works – Water/Sewer Monthly Report

Public Works Water/Sewer Director, Matt Boehmer reported that the Main Creek flow study is complete. The small increase in flow will help with permit limits. All hydrants were flushed. Water looks much clearer than in the past. Panels are being installed at lift stations, shop, wells, and the treatment plant. Lead and Copper report is complete. Effluent Discharge – Influent flows are down to the point where we can't measure effluent flow. Working on flushing sewers, discharging effluent, lift station maintenance, well project, and training John Burkman on DNR reports. **Ordinance reminder: Sec 9-1-26 Operation of Valves and Hydrants; Unauthorized Use of Water; Penalty.** Any person, without authority of the Utility, who operates any valve connected to the distribution system, will be subject to a fine.

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Public Works – Streets Monthly Report

Streets Director, John Burkman reported that street patching continues. Someone threw the Mill Pond walking trail picnic table into Main Creek. It has been removed from the creek. Started working on trimming tree limbs and brush that will interfere with snow removal. Water will be shut off at the Lions Club park within the next week. Additional tools for the shop were purchased. Backhoe hoses are fixed. Filters, fluids will be ordered to prepare the plowing equipment. A larger propane tank will be installed for the garbage attendant's shed. Working on sweeping streets, releveling gravel areas, and removing the dock at the Mill Pond. PW employee, Mark Case, informed the Board that vandalism continues in the Mill Pond park area. Two snowmobile signs were removed and the porta potty was tipped over. If anyone sees suspicious activity, please call the Rusk County Sheriff's office. Bratlie mentioned that the dock benches need to be replaced.

Clerks Report

Clerk, Alicia Valentine, reported a barking dog complaint. Letter was sent to the dog owner. MPIC Insurance renewal for 2024-2025 increased by \$130. At the end of 2023 the WS account owes the GF account \$125,029. A repayment schedule needs to be created. WS Acct 193-0000-00 requested an adjustment to their sewer due to a hose being left on. Board denied the request. Many residents are confused with the WS billing. Water is billed by 1000 gallons. If 1500 gallons is used in a month, the customer will be billed for 1000 gallons and the remaining 500 moves to the next month. If 1500 is used the next month, the 500 from the previous month is added to make a total of 2000 gallons. Valentine presented a certified survey map to divide Outlot 41. Pres. Jill Baker motioned to approve the Outlot 41 division, second by Johnson. Motion carried.

Set Next Agenda

Monday, November 4, 2024 5:30 pm

Agenda Items: Approval of hunting permits, Capital Improvement Plan, Shipping Containers, Septage Hauler Ordinance amendment, Well/SCADA Project Update/Pay Request, Water/Sewer/Street Public Works Reports, Clerks Report, and Approve Bills.

Board Comment

Amanda Bratlie was contacted to submit pictures of the area for Travel Wisconsin. Doug VanDoorn noted that the speed survey data should be available in a month or two. The DOT will then review the results. Pres. Jill Baker requested to have the toilet in the women's bathroom repaired, and the dishwasher in the community center was reported as not working.

Approve Bills

Board members reviewed time sheets and bills for the month of September/October. Bills approved: General Fund \$20,827.81, W&S \$16,434.92, Refuse \$550.32, TID #3 \$16,683.88, and Environmental Improvement Fund \$225.25.

Motion to approve bills by VanDoorn, second by Bratlie. Motion carried.

Adjourn

VanDoorn motioned to adjourn the meeting at 8:30 pm, second by Bratlie. Motion carried.

Alicia Valentine, Clerk