

Village of Hawkins Meeting Minutes
February 3, 2025
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: Erin Krings, Jennifer Mabie, Woodene Stevens, David Curtis, Dave Webster, Chad and Dawn Lazar, John Burkman, and Mark Case

Minutes from the January 6, 2025 meeting were read by Clerk, Alicia Valentine. Motion to approve the January minutes as read, by Trish Johnson, second by Amanda Bratlie. Motion carried.

AGENDA ITEMS:

Public Comment (5 minute time limit)

Chad and Dawn Lazar expressed concern regarding the quality of their water. There is a strong smell of bleach and clothes have been damaged. This has been an issue for many years. PW Director, John Burkman explained that the amount of chlorine is minimal. It would not smell or create bleach spotting on clothing. Public Works will pull samples and test the water at the Lazar home. The outcome will be discussed at the March 2025 Board meeting.

Library Financial Planning

Woodene Stevens presented a proposal to transfer the Library accounting to the Town of Hawkins. Previously, Marcia Lyons, took care of the Library accounting. It then transferred to the Village Clerk, Alicia Valentine. Stevens stated that the transfer to the Town of Hawkins would reduce the amount the Library spends on audits. She also noted that it would reduce the Village Clerk's workload. Pres. Jill Baker questioned if there would be a conflict of interest since Jennifer Mabie is the Library Director and Town of Hawkins Treasurer. David Curtis stated it would not because Jennifer does not have voting power. The Village Board requested time to discuss the matter before a decision is made.

Town of Hawkins Snow/Ice Removal – Possible Action

David Curtis asked if the Village would be able to plow the blacktop section of Midway Rd. The Town grader cannot scrape the edge of the road. Village Board approved the request.

Liquor and Tobacco License – Action: Approve/Deny

Doug VanDoorn motioned to approve liquor and tobacco licenses for Dollar General, second by Trish Johnson. Motion carried. Amanda Bratlie motioned to approve operator's licenses for Amy Kern, Tonya Galston, Hannah Stout, and Sharla Macke, second by Trish Johnson. Motion carried.

Capital Improvement Plan

The Board has identified projects within the Village. Projects need to be prioritized. Pres. Baker requested to hold a Special Meeting on February 19, 2025 at 5:30 pm to work on the Plan.

Well/SCADA Project Update

Final project items are on hold until Spring.

Public Works – Water/Sewer Monthly Report

Public Works Water/Sewer Director, Matt Boehmer absent.

Public Works – Streets Monthly Report

Streets Director, John Burkman reported holiday decorations are down and put away. Heating ignitors, nozzle, valves and controls were replaced in the Community Center. Heating system is now working as expected. Red Cedar Electric will look into the electrical issues in the Fire Hall. The electric heater at the WTPP is not working. A replacement is on order. Board agreed that the dishwasher and faucet in the Community Center should be replaced immediately. The bathroom in the old library is prepped for the installation of the repeater box. To prepare for ammonia testing, PW will begin testing once a month to determine an average.

Clerks Report

Clerk, Alicia Valentine, reported that pollworkers are needed. Village residents should contact the Clerk if they are interested. Thank you to those who donated blood at the recent blood drive. 10 units were received. The Village received a safety grant of \$600 from the League of WI Municipalities Mutual Insurance. Online utility payments were down 36% from December. Due to the investment the Village put into the website, online payments, and the time savings in the Clerks office, Valentine encourages residents to use the online payment portal.

(con't. p. 1 of 2)

Meeting Minutes
February 3, 2025
(con't. p. 2 of 2)

Clerks Report continued

Audit is going well. Per request of the auditors, all journal entries will be reviewed and signed by Board members. Concern received regarding the person parking at the Library. It appears he is living in the vehicle with a dog. Residents should report their concerns to the Rusk County Sheriff's Department. Highway M road project from Price Rd to Skinner Creek Rd will begin Summer 2027. Areas prone to flooding will be reconstructed with a grade raise and new base.

Set Next Agenda

Monday, March 3, 2025:, Clerk's office hours, Library Proposal, Easter Egg Hunt, Well/SCADA Project Update, Water/Sewer/Street Public Works Reports, Clerks Report, and Approve Bills.

Board Comment

No Comments

Approve Bills

Board members reviewed time sheets and bills for the month of January/February. Bills approved: General Fund \$34,752.34, W&S \$44,406.68, Refuse \$440.18, Tax \$43,202.97 and ACH/Card Receipts \$7,765.00. Motion to approve bills by Bratlie, second by VanDoorn. Motion carried.

Adjourn

VanDoorn motioned to adjourn the meeting at 7:25 pm, second by Bratlie. Motion carried.

Alicia Valentine, Clerk