

Village of Hawkins Meeting Minutes
May 5, 2025
5:30 P.M.

CALL TO ORDER

Meeting called to order by Pres. Doug VanDoorn at 5:30 p.m.

ROLL CALL

Roll Call: Quorum Present (5 Present)

Present: Amanda Bratlie, Patricia Johnson, Kyle Austad, and Lisa Kuznar

Others present: John Burkman, Mark Case, Adam Richter, Dave Petkovsek, Jennifer Mabie, and Woodene Stevens

PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Village President Doug Vandoorn

APPROVAL OF MINUTES – April 7, 2025

Motion by Bratlie, seconded by Johnson to approve the minutes from April 7, 2025. Motion carried.

Public Comment (5 minute time limit)

No Public Comment

DISCUSSION AND POSSIBLE MOTION

Land Leases

Motion by Austad, seconded by Bratlie to change the lease term to five years for the WQT and TIF property and to continue leasing to Dave Petkovsek, Adam Richter, and Doug Kinstetter. Motion carried.

Public Works - Staffing

Motion by Pres. VanDoorn, seconded by Bratlie to bring back Tom Pfaffendorf as a temporary part-time employee, working 20 hours or less per week. Motion carried.

Library Committee

Pres. VanDoorn and Austad were selected to be on the Library Committee. Two Board/Town/Library members from each municipality/township will be on the Committee to create a joint agreement.

Bank Signer

Motion by Austad, seconded by Bratlie to authorize Pres. VanDoorn to be the primary bank signer along with Clerk-Treasurer Alicia Valentine; Patricia Johnson will be the secondary signer. Motion carried.

Village Clean-up

Board members will look at properties in the Village and report concerns at the June 2, 2025 meeting.

Hunting Permits

No requests

Population Sign

Rusk County Highway Dept will work with the DOT to get the sign replaced.

Fuel Suppliers

Motion by Johnson, seconded by Kuznar to move all Village LP services to one provider. Motion carried.

Wildlife Restoration Association Grant

Bratlie questioned if the Board wanted to submit an application to receive funding. After discussion of possible projects it was decided that an application will not be submitted.

Well/SCADA Project Update

Motion by Austad, seconded by Johnson to approve Change Order #9, Floor Coating. Motion carried.

Motion by Pres. VanDoorn, seconded by Bratlie to approve Pay Request #10. Motion carried.

Request for Disbursement #5 submitted by Valentine.

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Public Works – Water/Sewer Monthly Report

Public Works Water/Sewer Director, John Burkman, reported the following work completed since the April meeting: Sign post replaced at German/Hwy 8, tree removed from Library, snow equipment put into storage, trouble shooting siren issue, reviewed potential changes at the WTP to lower PH for discharging, and review of punch list items to finalize well/SCADA project. Working on: mowing, plumbing, trimming trees, patching potholes, gutter sweeping, Cross Connection testing/guidelines, meter install and Lions Park and hydrant water only meter, CCR submittal, and April DNR reports.

Sampler

Motion by Johnson, seconded by Austad to purchase a sampler. Motion carried.

Clerks Report

Clerk, Alicia Valentine, reported villageofhawkins.gov domain request submitted. It could take 4-7 weeks for approval. Village property insurance will increase 6% effective July 1, 2025. Fire Dept and Village will split the cost of a new electrical panel in the Fire Hall. Valentine discussed the advantages of switching from Quickbooks to Workhorse. The initial expense can be spread out over two years. Board requested to proceed with getting a quote. Village received a complaint regarding children/people trespassing on the old school property. As a reminder, the playground area is for public use, the property outside that area is private property. Children attempted to get into the school and are looking into the windows. Board advised that the property owner should call the Sheriff's department if the trespassing continues.

Set Next Agenda

Monday, June 2, 2025: Board Village tour at 5:00 p.m., Meeting will begin at 6:00 p.m.
Renew Liquor License Applications, Village Clean-Up, Well/SCADA Project, Workhorse Quote, Water/Sewer/Street Public Works Reports, Clerks Report, and Approve Bills.

Board Comment

Pres. VanDoorn was informed that it can take up to two months for the speed limit changes on Hwy 8 to go into effect. Amanda Bratlie asked who is responsible for the planters on Main St, the log display in church yard, and the repair of the Hawkins signs. After discussion, the Village takes care of the planters and Hawkins signs. Bratlie said the Lions Club will take care of the log display and finding someone to paint the Hawkins signs. Kyle Austad noted that there are some curb stops that need to be lowered and at times residents need to get into the garbage/recycling area to dump yard waste. Lisa Kuznar asked if the meeting agendas could be posted in a timelier manner. Valentine explained that agendas are posted 24 hours before a meeting online at villageofhawkinswi.com, bulletin boards at the Village Hall, Post Office, and Northwoods Feed & Supply.

Approve Bills

Board members reviewed time sheets and bills for the month of April/May. Bills approved: General Fund \$5,993.78, W&S \$117,708.80, Refuse \$462.77, Tax Account \$26,765.01 and ACH/Card Receipts \$51,137.38. Motion by Bratlie, seconded by Johnson to approve bills. Motion carried.

Adjourn

Motion by Johnson, seconded by Bratlie to adjourn the meeting at 8:15 p.m. Motion carried.

Alicia Valentine, Clerk