

Hopkins Village Council
Regular Meeting Minutes
Monday, January 12, 2026

- 1. Call to Order** - President Price called the meeting to order at 7:32pm.
- 2. Pledge of Allegiance**
- 3. Roll Call**
 - a.** Present: Eric Porter, Ben Williams, Tabitha Kennedy, Nick Price, Dawn Buist, Nick Pawlowski, Dave Hyatt
 - b.** Absent:
 - c.** Guests: Jillian Erickson, Lori Castello
- 4. Agenda Presentation** - Buist motioned to approve agenda of 01/12/2026 as presented, Pawlowski supported, **motion carried**.
- 5. Mike Alberda Resignation** - Buist motioned to accept Mike Alberda's resignation as Village Clerk, Pawlowski supported, **motion carried**.
- 6. Danielle Westhouse Resignation - Trustee and Secretary** - Buist motioned to accept Danielle Westhouse's resignation as Trustee and Village Secretary, Pawlowski supported, **motion carried**.
- 7. Vacant Clerk Position Appointment** - Buist motioned to appoint Danielle Westhouse as Village Clerk immediately, Pawlowski supported, motion carried - Roll Call Vote - Porter - Yes, Williams - Yes, Buist - Yes, Pawlowski - Yes, Hyatt - Yes. **Motion Passed**.
- 8. Review of Minutes**
 - a.** 12/08/2025 Regular Meeting - Buist motioned to table, Pawlowski supports. **Motion Carried**.
- 9. Financial Report** - Buist motioned to accept Financial Report as presented by Kennedy, Porter supported. **Motion carried**.
- 10. Bills** - Buist motioned to accept Bills as presented by Westhouse, Pawlowski supported. **Motion carried**.
- 11. Commissioner's Report** - None; Commissioner not present.
- 12. Jillian Erickson - Hopkins FFA** - HHS Senior and President of Hopkins FFA, presented a proposal for **Village Park improvements** near the fire station. The proposal included:
 - Trash can options (new cans with lids \$527 each or lid replacements \$121 each)
 - There are 3 trash cans currently in the park next to the fire station
 - Flower installations for six light posts
 - Watering solutions and equipment
 - Proposed timeline beginning in March
 - Potential support from Hopkins Lions Club or sponsors

Ms. Erickson indicated she would set up the project but noted it would need a successor for ongoing maintenance.

Council agreed to discuss the proposal further within committees and make a decision in **February**.

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13. Agency Reports

- a. Fireboard (Reps: *Ben Williams, Nick Pawloski*)
 - The Fire Department and Board are reviewing policies.
 - Fireman's Fund is transitioning away from a government fund; access is being evaluated.
 - A 2.8% wage increase was approved (approximately \$0.68).
 - Fire Chief assisting the City of Wayland.
- b. Library Board (Reps: *Dave Hyatt*)
 - The library calendar is available on Facebook.
 - The library plans to purchase technology to support education and community involvement.
- c. DDA (Reps: *Dawn Buist, Tabitha Kennedy*)
 - No December meeting.
 - Meetings typically held the third Thursday of each month at 7:45 a.m.
 - Jillian Erickson's proposal will be discussed.
 - New playground equipment is expected to arrive in May.
- d. Hopkins Hometown Celebrations (*Vacant*)
 - Position currently vacant.
 - Meeting planned in February to begin Fourth of July planning.

14. Public Comment - None

15. Old Business

- a. Blight Update
 - i. 97 Wise: Container removal called into dispatch; President Price to follow up.
 - ii. 311 Selby: President Price to follow up with PCI and Reliable Road Service regarding ETA.
- b. Ordinance Book Revision - coordinating with Castello to schedule a meeting.
- c. Sidewalk Invoices
 - i. 203 Baker: No response received. Clerk Westhouse to send a monthly invoice and follow up with Ben Williams regarding prior agreement.
- d. Road Right of Way Dumping on LincolnSnow prevented inspection; Barney offered to help with cleanup when ground conditions improve.

16. Maintenance Report - John presented - see attached

- a. **Water Barriers Purchase Approval** - Pawlowski motioned to approve purchase of water barriers, Porter supported. **Motion Carried.**
- b. **Methodist Snow Pile Letter** - Buist motioned to have Williams reach out to Methodist Church to discuss snow pile placement, Hyatt supported. **Motion Carried.**
- c. **TruGreen v DK Landscape Acceptance** - Hyatt motioned to approve acceptance of DK Landscape quote, Porter supported. **Motion Carried.**
- d. **Road ROW Designated Approver** - Pawlowski motioned to approve the DPW Supervisor or their designee to approve Road ROW permits, Porter supported. **Motion Carried.**

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- e. **Road ROW Changes** - Buist motioned to approve changes made to Road ROW permit and rules, Pawlowski supported. **Motion carried.**
- f. **Windemuller Quote Approval** - Buist motioned to approve UP TO \$6,000 Windemuller quote (see attached), Hyatt supported. **Motion Carried.**
- g. **Replacement of Cutting Edge for Belly Blade** - Buist motioned to approve purchase of new cutting edge for belly blade, Pawlowski supported. **Motion Carried.**
- h. **Playground Equip Point Person** - John will join DDA meeting on Thursday to determine point person.

17. Public Comment - None

18. New Business

- a. **Former Clerk Consultant Offer** - Clerk Westhouse agreed that she has everything she needs to carry out the role, Williams stated that he approves Clerk Westhouse reaching out to Mike Alberda, if needed. Council agrees to pass on the offer at this time.
- b. **Vacant Trustee Position** - Council agrees to ask around their neighborhood.
- c. **Secretary Position Discussion** - Buist motioned to table hiring a secretary at this point, Pawlowski supports. **Motion Carried.**
- d. **Tru Green** - done in maintenance report
- e. **2026 Committee Appointments**
 - i. **Hometown Celebrations** - Waiting to see if a current trustee is interested.
 - ii. **Ordinance Committee** - Price/Pawlowski/Williams
 - iii. **All committees** - same as previous
- f. **Quickbooks Online** - Buist motioned to approve the transition to Quickbooks Online, Pawlowski supported. **Motion Carried.**
- g. **Derek Becker Dealership Approval** - PCI took care of everything.
- h. **Mike Alberda Resolution - Resolution of Appreciation** - See attached - Porter suggested a plaque, Buist suggested the DDA add his name to the bench in the park - Pawlowski motioned to approve Mike Alberda Resolution of Appreciation, Hyatt supported. **Motion Carried.**

19. Public Comment - None

20. Around the Table

- a. **Porter** - none
- b. **Williams** - refresh limits of purchasing power for Maint. Report
- c. **Clerk Westhouse** - none
- d. **Treasurer Kennedy** - none
- e. **President Price** - none
- f. **Buist** - suggestion to raise sewer rates
- g. **Pawlowski** - concerns about Township and Village meetings at the same time - can it be changed?
- h. **Hyatt** - Elm St tree limbs down

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21. Adjournment - Buist motioned to adjourn, Porter supported. **Motion Carried.** Meeting adjourned at 9:38pm.