

**REVISED.** The following parts were revised due lacking of information: Change Order, Lawnmower Purchase; Snowplowing distance; and deleted a part after 2<sup>nd</sup> Closed Session that was not actually discussed.

**VILLAGE ANNOUNCEMENTS:**

- **SPRING ELECTION will be held on April 2, 2013 (Tuesday) at the Village Hall. See our postings and “Notices” page on our Website [www.dorchesterwi.com](http://www.dorchesterwi.com).**
- Minutes of Board Meeting will now be available the **Tuesday** following the Board Meeting at Advantage Community Bank and the Clerk’s Office. Thank you for your patience and understanding.
- Clerk’s Office hours are **9:00 am to 5:00 pm Monday-Friday; closed 1:00-2:00 pm for lunch hour. 24 hour secured depository is available next to the Clerk’s Office door.**
- [www.dorchesterwi.com](http://www.dorchesterwi.com) visit our website for minutes, calendar of events, and much more!

**VILLAGE OF DORCHESTER FINANCE COMMITTEE MEETING**

**Wednesday, February 6, 2013 6:30 PM**

**Clerk’s Office, 228 W. Washington Ave., Dorchester WI**

Chairman Dunlap called the meeting to order at 6:50pm. Present were Chairman Dunlap, Trustee Schwoch and Trustee Koncel. Also present was Clerk-Treasurer Heins as recording Secretary.

After review of the submitted bills, vouchers, and reports on Water, Sewer and Village accounts, a motion was made by Trustee Schwoch, seconded by Trustee Koncel to approve the bills for payment.

A motion was made by Trustee Koncel, seconded by Trustee Schwoch to adjourn. Motion carried. Meeting adjourned at 6:55 pm.

**VILLAGE OF DORCHESTER BOARD MEETING**

**Wednesday, February 6, 2013 7:00 PM**

**Clerk’s Office, 228 W. Washington Ave., Dorchester WI**

The meeting was called to order by President Dan Krause at 7:05 PM. Pledge of Allegiance was said.

**ROLL CALL:**

**PRESENT:**

President Dan Krause	Debra Koncel	Kurt Schwoch
Karen Dunlap	Wayne Rau	Mike Seubert
Daniella Schauer		

**ALSO PRESENT:**

Officer Gary Leichtman	Dean Faude	Kevin O’Brien – TP Printing
Rick Golz	Jesse Rieck	
Darrell Steen – Steen Construction	Jeremy Haas – MSA	Chris Straight – WCWRPC
Val Heins – Recording Secretary	Sue Hanson – as Recording Secretary	

Quorum was present, and the meeting was convened. There were no villagers present.

**REVIEW AND APPROVE MINUTES OF JANUARY 9, 2013 VILLAGE BOARD MEETING.**

A motion was made by Trustee Schwoch, seconded by Trustee Koncel to approve the minutes of January 9, 2013 Village Board meeting. Motion carried, 7/0.

**REVIEW AND APPROVE FEBRUARY 2013 AUDIT REPORT AND RECEIVE MARCH 2013 AUDIT REPORT FROM VILLAGE CLERK-TREASURER:**

A motion was made by Trustee Koncel, seconded by Trustee Schauer to approve the February 2013 Audit Report. Motion carried. March 2013 Audit Report was received from the Clerk-Treasurer.

**DISCUSS AND POSSIBLE ACTION ON “RESOLUTION 256-A,” A RESOLUTION BY THE VILLAGE PRESIDENT AND THE VILLAGE BOARD FOR THE VILLAGE OF DORCHESTER, AUTHORIZING THOSE PERSONS NAMED THEREIN TO EXERCISE FIDUCIARY RESPONSIBILITIES AT ADVANTAGE COMMUNITY BANK.**

A motion was made by Trustee Koncel, seconded by Trustee Schauer to approve the “Resolution 256-A,” A Resolution by the Village President and the Village Board for the Village of Dorchester, Authorizing those Persons Named Therein To Exercise Fiduciary Responsibilities at Advantage Community Bank. Motion carried, 7/0.

**PUBLIC INPUT:**

No public input took place.

**Dean Faude and Jesse Rieck’s Monthly Reports:**

Mr. Dean Faude reported about the main water pipe that got broken, and they fixed it with Jakel Plumbing. They are also constantly working on snowplowing the streets/roads. The distance of snowplowing limits to the curb must be maintained. If there is any question from the Villagers, Trustee Seubert is willing to discuss the matter with them.

**DISCUSS AND POSSIBLE ACTION ON LAWNMOWER PURCHASE:**

The revised quote dated November 13, 2012 from Central Lawn & Turf Equipment, Inc. was deliberated. Central Lawn, per Mr. Rieck is willing to store the equipment for us for the summer till fall if not purchased before that. A motion was made by Trustee Rau, seconded by Trustee Koncel to purchase the Ventrac 4321 TD Diesel Tractor and Ventrac HM722 72” Mower Deck per revised quote of November 13, 2013 from Central Lawn & Turf Equipment, Inc. not to exceed \$13,500.00, if would be acquired in March 2013. Ventrac KL480 Roto Tiller was just to be rented instead of purchasing it. Mr. Rieck was also to negotiate on the new price of the first 2 pieces of equipment if purchased in January 2014. Motion carried, 7/0.

**MR. LARRY GOTHAM OF MORGAN & PARMLEY TO DISCUSS A CHANGE ORDER AND PAY REQUEST FOR THE FRONT STREET PROJECT:**

Mr. Darrel Steen of Steen Construction was present to answer any question/s regarding the Change Order and project in place of Mr. Larry Gotham. After a few deliberations, a motion was made by Trustee Dunlap, seconded by Trustee Schwoch to approve Change Order No. 6, Proposal A Front Street in the amount of \$4,537.60 and the Pay Request No. 3 for payment in the amount of \$45,802.06. Motion carried, 7/0.

**MR. JEREMY HAAS OF MSA TO PRESENT COMPREHENSIVE PLAN PROPOSAL:**

Mr. Jeremy Haas explained the details of the Comprehensive Plan Proposal by MSA. There is a \$3,500 estimated fee to perform the work, to commence on February 6, 2013 and to be completed by May 1, 2013. There was no decision made by the Board at this point.

**MR. CHRIS STRAIGHT OF WEST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION (WCWRP) TO PRESENT COMPREHENSIVE PLAN PROPOSAL:**

Mr. Christ Straight of WCWRP described briefly their range of services to 7 counties they have served and are currently serving.

**DISCUSS AND POSSIBLE ACTION ON COMPREHENSIVE PLAN PROPOSAL:**

A motion was made by Trustee Schwoch, seconded by Trustee Schauer to assign the Village of Dorchester Planning Commission to research this matter further, discuss it at their February 18, 2013 meeting, and submit recommendations to the Village Board at the next Board meeting. Motion carried, 7/0.

**RICK GOLZ'S MONTHLY REPORT & DISCUSS AND POSSIBLE ACTION ON AMR AUTO SENSUS/TOUCHPAD/RADIO CONTROL PADS, SOFTWARE, AND SUPPORT FOR WATER/SEWER READINGS:**

Mr. Rick Golz reported about the roof at the Waste Water main station. He stated that new windows were installed, commenting that it made a big difference in keeping the cold out.

Discussion on AMR Auto Sensus/touchpad/radio control pads, software, and support for water/sewer readings was discussed. A motion was made by Trustee Seubert, seconded by Trustee Schwoch to look further into the proposal presented by Mr. Rick Golz for recommendations to the Board at a future meeting. Motion carried, 7/0.

**DISCUSS AND POSSIBLE ACTION ON CHANGING AND REPLACING THE PERMANGANATE APPLICATION SYSTEM AT THE WATER PLANT:**

Mr. Rick Golz reported that the powdered sodium chemical compound, "permanganate" is very corrosive, therefore, eats the pipe. It costs around \$200.00-\$300.00 to fix or do the replacement every time it goes bad. He recommended to get rid of the copper line, and instead replace it with PVC pipes. Mr. Rick Golz gave each Board member a copy of the quote he received from Hawkins, Inc. A motion was made by Trustee Koncel, seconded by Trustee Seubert to approve the quote from Hawkins, Inc. Water Treatment Group dated February 5, 2013 regarding installation of new PVC conduit pipe including parts and labor, not to exceed \$875.00. Motion carried, 7/0.

**POLICE CHIEF GARY LEICHTMAN'S MONTHLY REPORT:**

Police Chief Gary Leichtman reported that the computer grant is in works. He reported the necessity of having 3 different computers for security and safety reasons: Only 1 computer is connected to the internet. 2<sup>nd</sup> computer is used mainly for video collection of evidence, and the 3<sup>rd</sup> is for digital interviews. Chief Leichtman was requested to check with the Police Committee Chairman, Sarah Serrano to look further into the matter of having 2 computers: 1 with internet access, and a second for both the video collection of evidence and digital interviews without internet connection, thereby keeping the information or records safe and secured from hackers over the internet.

**DISCUSS AND POSSIBLE ACTION ON AUTHORIZATION FOR CLERK-TREASURER TO GATHER INFORMATION ON INDIVIDUAL HEARTLAND GAS CARDS FOR SHOP EMPLOYEES AND POLICE CHIEF:**

A motion was made by Trustee Koncel, seconded by Trustee Rau to authorize the Clerk-Treasurer in setting up accounts and obtaining individual gas cards from Heartland Coop, for each of the Village of Dorchester vehicles. Motion carried, 7/0.

**DISCUSS AND POSSIBLE ACTION ON AMENDMENT TO ORDINANCE 165: AN ORDINANCE REGULATING FULL-TIME EMPLOYEE RESIDENCY:**

After a brief deliberation on the subject, a motion was made by Pres. Krause, seconded by Trustee Schauer to finally approve Ordinance 165 Amendment: an Ordinance Regulating Full-Time Employee Residency.

**AYES:**

- Trustee Dunlap
- Trustee Rau
- Trustee Schauer
- Pres. Krause

**NAYS:**

- Trustee Koncel
- Trustee Schwoch
- Trustee Seubert

Motion carried, 4/3.

**DISCUSS AND POSSIBLE ACTION ON BUILDING PERMIT APPLICATION FROM DMP REAL ESTATE, ADDRESS: 709 W CENTER AVE., DORCHESTER, WI 54425:**

Pres. Krause suggested that a Commercial Inspector to look into the property. No other discussion occurred about the subject.

**TRUSTEE SCHWOCH TO DISCUSS ROADS AND FURTHER DEVELOPMENT AT THE INDUSTRIAL PARK AREA BY DMP REAL ESTATE, LLC, 709 W CENTER AVE., DORCHESTER - AND - DISCUSS AND POSSIBLE ACTION ON ROADS AND FURTHER DEVELOPMENT AT THE INDUSTRIAL PARK AREA BY DMP REAL ESTATE, LLC, 709 W CENTER AVE., DORCHESTER:**

Trustee Schwoch advised the Board that there is another business that can be built in the open lot at the Industrial Park by DMP Real Estate. A road can be developed as well for better access to the business sites and building/s. Trustee Seubert expressed willingness to shoulder part of the expenses in developing the road. The Planning Commission was recommended to look into it further, and make some recommendations to the Board at a future meeting.

**TRUSTEE RAU TO DISCUSS RENTING OF LAND LOCATED EAST OF HIGHWAY 13 – AND – DISCUSS AND POSSIBLE ACTION ON RENTING OF LAND LOCATED EAST OF HIGHWAY 13:**

Trustee Rau advised the Board of the interest by Mr. Doug Meyer to rent the land. Mr. Mike Feddic has been renting said land for many years. A motion was made by Trustee Schwoch, seconded by Trustee Schauer to negotiate the land lease contract on an annual basis with Mr. Mike Feddic. Motion carried, 7/0.

**DISCUSS AND POSSIBLE ACTION ON FOODSERVICE ESTABLISHMENT INSPECTION REPORT FOR DOUBLEBACK BAR:**

Trustee Rau explained to the Board the unsatisfactory result of the inspection occurred on January 17, 2013 by the Dept. of Health. Corrective actions on the beverage coolers behind the bar must be completed by March 15, 2013.

A motion was made by Trustee Schwoch, seconded by Trustee Schauer to approve the purchase and installation of VC-Tile/Adhesive for the Memorial Hall Kitchen flooring of 135 square feet, including vinyl cove base and additional labor as needed, not to exceed \$845.00, per proposal dated February 4, 2013 by Meyer Lumber Supply, Inc. Motion carried, 7/0.

**DISCUSS AND POSSIBLE ACTION ON PURCHASING BEER DISPENSER AND BOTTLE COOLERS FOR THE MEMORIAL HALL:**

A motion was made by Trustee Schauer, seconded by Trustee Koncel for Trustee Rau to work with the Village staff in purchasing the kegerator and beverage coolers, all together not to exceed \$4,400.00. Motion carried, 7/0.

**TRUSTEE RAU TO DISCUSS SOUND SYSTEM FOR THE MEMORIAL HALL – AND - DISCUSS AND POSSIBLE ACTION ON SOUND SYSTEM FOR THE MEMORIAL HALL:**

It was stated that the rent of the sound system is paid to the Village. A motion was made by Trustee Dunlap, seconded by Trustee Schwoch to purchase the Bose System with microphone for the Memorial Hall from Monte Mediger not to exceed \$950.00, with intent to rent it out, and income of which to go back to the Community Foundation Fund. Motion carried, 7/0.

**DISCUSS AND POSSIBLE ACTION ON REVISIONS TO THE MEMORIAL HALL LEASE CONTRACT:**

On Paragraph A of the contract, it was stressed that the tenant must provide the Village with its current insurance policy every year before lease is renewed. A motion was made by Trustee Seubert, seconded by Trustee Koncel to leave the contract as is written. Motion carried, 7/0.

**DISCUSS AND POSSIBLE ACTION ON ADDRESSING ISSUE IN THE VILLAGE OF DORCHESTER:**

Police Chief Leichtman stated that he would take pictures of the streets. Planning Commission will meet on February 18, 2013 with Clark County Chief Deputy James Bachus about the subject.

**DISCUSS AND POSSIBLE ACTION REGARDING CHANGES ON BOARD TRUSTEES AND COMMITTEES COMPENSATION:**

No discussion on the compensation took place at this time.

**DISCUSS AND POSSIBLE ACTION ON COMMITTEE/COMMISSION APPOINTMENTS AND TERMS:**

A motion was made by Trustee Koncel, seconded by Trustee Rau for Mr. Darin Kussrow to replace Trustee Seubert as Planning Commission member due to conflict of interest. Motion carried, 7/0.

**CLOSED SESSION PER SECTION 19.85 (1)(G) WIS. STATS: CONFERRING WITH LEGAL COUNSEL FOR THE GOVERNMENTAL BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR LIKELY TO BECOME INVOLVED. PURPOSE: DISCUSSION REGARDING DORCHESTER DAM REPAIRS AND PENDING LITIGATION INVOLVING THE DORCHESTER DAM PROJECT.**

From this point on, Clerk-Treasurer Heins was excused, and Deputy Clerk-Treasurer Hanson took over the recording of the minutes.

**MOTION TO CONVENE INTO CLOSED SESSION:**

A motion was made by Trustee Koncel, seconded by Trustee Schauer to convene to closed session. Motion carried, 7/0.

**MOTION TO INVITE NON-BOARD MEMBERS WHOSE PRESENCE ARE NECESSARY FOR THE BUSINESS AT HAND DURING THE CLOSED SESSION:**

A motion was made by Pres. Krause, seconded by Trustee Schauer to invite Atty. Bonnie Wachsmuth to be present by phone, and Deputy Clerk-Treasurer Hanson in person. Motion carried, 7/0.

**ROLL CALL:**

**PRESENT:**

President Dan Krause	Debra Koncel	Kurt Schwoch
Karen Dunlap	Wayne Rau	Mike Seubert
Daniella Schauer		

**ALSO PRESENT:**

Atty. Bonnie Wachsmuth – by Phone	Dep. Clerk-Treasurer Susan Hanson – Recording Secretary
-----------------------------------	---

**CLOSED SESSION**

**RECONVENE TO OPEN SESSION:**

A motion was made by Trustee Koncel, seconded by Trustee Schauer to reconvene to open session.

**DISCUSS AND POSSIBLE ACTION ON RESOLUTION OF BADGER ENVIRONMENTAL LITIGATION:**

A motion was made by Trustee Dunlap, seconded by Trustee Koncel to accept the Post Mediation Agreement between Badger Environmental & Earthworks, Inc. and the Village of Dorchester dated January 25, 2013. Motion carried, 7/0.

**CLOSED SESSION PER SECTION 19.85(1)(E) WIS STATS FOR THE PURPOSE OF DELIBERATING OR NEGOTIATING THE PURCHASE OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR THE CONDUCTION OF THE OTHER SPECIFIED PUBLIC BUSINESS, AS LONG AS COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION, SPECIFICALLY TO DISCUSS BUSINESS INCENTIVES AND LAND SALES:**

There was no closed session on this subject.

**DISCUSS AND POSSIBLE ACTION ON DATE OF NEXT BOARD MEETING:**

The next Board meeting will be held on March 6, 2013 (Wednesday) as originally scheduled.

**ANNOUNCEMENT:**

PLEASE SEE TOP OF THE FIRST PAGE OF THESE MINUTES.

**ADJOURNMENT:**

Thereby having no other matters discussed, a motion was made by Trustee Koncel, seconded by Trustee Schauer to adjourn the meeting. The meeting was adjourned around 10:20 PM.

Sue Hanson  
Deputy Clerk-Treasurer