

VILLAGE ANNOUNCEMENTS:

- Minutes of Board Meeting will be available the Tuesday following the Board Meeting at Advantage Community Bank and the Clerk's Office.
- 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 visit our website for minutes, calendar of events, and much more!

VILLAGE OF DORCHESTER FINANCE COMMITTEE MEETING

Wednesday, March 13, 2013 6:30 PM

Clerk's Office, 228 W. Washington Ave., Dorchester WI

Chairman Dunlap called the meeting to order at 6:35pm. Present were Chairman Dunlap, Trustee Schwoch and Trustee Koncel. Also present were Clerk-Treasurer Heins, Village President Krause and Kirk Skoog of MSA.

Submitted bills and account reports for Water, Sewer and Village Accounts for the month of February 2013 were reviewed, discussed and payments were approved. A motion was made by Koncel, seconded by Schwoch to approve payments and account reports. Motion carried. A motion was made by Koncel, seconded by Schwoch to adjourn. Motion carried. Adjourned 6:42 pm.

VILLAGE OF DORCHESTER BOARD MEETING

Wednesday, March 13, 2013 7:00 PM

Clerk's Office, 228 W. Washington Ave., Dorchester WI

The meeting was called to order by President Krause at 7:04 pm. Pledge of allegiance was said. Roll call was taken with the following Trustees present: Seubert, Schauer, Dunlap, Schwoch, and Koncel. Trustee Rau arrived at 7:30 pm. Also present were Clerk-Treasurer Heins, Ben Schultz of the TP, Chief Leichtman, Dean Faude, Rick Golz, Kirk Skoog and Jeremy Haas of MSA.

REVIEW AND APPROVE MINUTES OF THE FEBRUARY 6, 2013 VILLAGE BOARD MEETING:

A motion was made by Koncel, seconded by Dunlap to approve minutes of the February 6, 2013 Village Board Meeting. Motion carried.

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

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

PUBLIC INPUT:

None

DISCUSS AND POSSIBLE APPROVAL OF OPERATOR'S LICENSE APPLICATION FROM ASHLEE GOODRICH AT POINT-O-EIGHT.

A motion was made by Koncel, seconded by Schwoch for approval of Operator's License application from Ashlee Goodrich at Point-O-Eight. President Krause voted-Ney; Motion carried 5/1.

MR. KIRK SKOOG OF MSA TO DISCUSS PROCLAIMING THE MONTH OF APRIL AS "FAIR HOUSING MONTH" IN THE VILLAGE OF DORCHESTER:

Kirk Skoog stated as part of the CDBG grant the village is applying for there are items which need to be completed in accordance with Fair Housing Action. Having the Village President proclaim April as "Fair Housing Month" is one of such items to be completed. Mr. Skoog asked that the minutes reflect the proclamation.

DISCUSS AND POSSIBLE ACTION ON PROCLAIMING THE MONTH OF APRIL "FAIR HOUSING MONTH" IN THE VILLAGE OF DORCHESTER:

A motion was made by Dan Krause, Village President on behalf of the Village of Dorchester proclaiming April as "Fair Housing Month", seconded by Schauer. Motion carried.

DISCUSS AND POSSIBLE ACTION ON RURAL STREET CONTRUCTION PRELIMINARY PROJECT COST ESTIMATE FROM MSA FOR \$55,040.00:

The Village Board and Mr. Jeremy Haas of MSA discussed the Rural Street Construction Preliminary Project Cost Estimate. An estimate for 12" sand base will be generated and provided to the Village President for further discussion at the next board meeting.

DISCUSS AND POSSIBLE ACTION ON ROAD DEVELOPMENT AGREEMENT DRAFT BETWEEN THE VILLAGE OF DORCHESTER AND DMP REAL ESTATE, LLC:

More information and further discussion is needed at a future board meeting.

MR. KIRK SKOOG TO DISCUSS MSA'S PROPOSAL TO ASSIST THE VILLAGE OF DORCHESTER IN COMPLETING ITS COMPREHENSIVE PLAN:

Mr. Kirk Skoog stated he would take the existing Comprehensive Plan and complete. He estimated a time frame of 3 months with an estimated cost of \$3,500.00.

DISCUSS WEST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION (WCWRPC) PROPOSAL TO ASSIST THE VILLAGE OF DORCHESTER IN COMPLETING ITS COMPREHENSIVE PLAN:

A proposal from West Central Wisconsin Regional Planning Commission was provided to the Village Board. The proposal provided information on complete comprehensive plan, updating the Village of Dorchester Comprehensive plan and completion if the Village did some of the steps themselves.

DISCUSS AND POSSIBLE ACTION ON ADDITIONAL INFORMATION FOR CONSIDERATION CONCERNING COMPREHENSIVE PLAN:

Trustee Koncel presented the Village Board information on Smart Growth and a proposal from Clark Palmer for consideration. She also asked if the Comprehensive Plan would be adopted as Ordinance or as a Resolution and discussed the differences between the two.

DISCUSS AND POSSIBLE ACTION ON THE VILLAGE OF DORCHESTER IN COMPLETING ITS COMPREHENSIVE PLAN:

President Krause stated the Planning Commission will be meeting again at a future date to review and discuss the proposals and further discussion is needed at a future board meeting.

DISCUSS AND POSSIBLE ACTION REGARDING THE ABBY=COLBY AREA CHAMBER'S BRANDING AND MARKETING PROJECT:

President Krause stated that Abbotsford and Colby are not looking to include Dorchester in the chamber's branding and marketing project at this time.

DISCUSS AND POSSIBLE ACTION ON WWTF, FRONT STREET AND PUBLIC WORKS PROJECTS:

A bill from Morgan & Parmley for \$5000.00 for work on WWTF and front Street was reviewed. Basic Engineering was \$1035.00 and Amendments #1, 2, 3 were \$3, 965.00. A motion was made by Koncel, seconded by Seubert to postpone until April board meeting pending receipt of more information on the submitted bill. Motion carried.

DEAN FAUDE AND JESSE REICK'S MONTHLY REPORTS:

Mr. Faude stated the eye on the sewer camera needs to be repaired. President Krause asked how the new truck is working out; Mr. Faude replied "the truck works well".

DISCUSS AND POSSIBLE ACTION ON PURCHASE OF RIDGID DRAIN CLEANING MACHINE, MODEL #K750-42007 AMOUNTING TO \$2,668.50:

Mr. Faude stated this machine was in the budget in 2012 but was unsure how removed. Discussion was held on finding the same equipment used and further review of current budget is needed; this will be discussed at a future board meeting.

DISCUSS AND POSSIBLE ACTION ON PURCHASE OF TOOL BOX TO MATCH OTHER BOX, AMOUNTING TO \$729.99:

A motion was made by Rau, seconded by Schwoch to approve purchase of Northern Tool Rail Top tool Box to match other box, amounting to \$729.99. Motion carried.

RICK GOLZ MONTHLY REPORT:

Mr. Rick Golz stated the micro switches inside the electrical valve in the pit that drains the stripping tower pipe are having issues. Water condensates and freezes as these parts are outside; may need to look into new type of valve.

Mr. Golz also discussed recent meeting with Abbotsford personnel regarding the Series 5002 Senses Meter reading equipment to purchase for \$1700.00. This equipment is compatible with the current Psion hand held and UBMax system which Dorchester uses. A yearly fee of \$1525 for support was recommended.

TRUSTEE RAU TO DISCUSS PUBLIC WORKS:

Trustee Rau stated he did not have anything further to add on the information that DPW Rick Golz has provided on the meter reading equipment.

DISCUSS AND POSSIBLE ACTION ON AMR AUTO SENSUS/TOUCHPAD/RADIO CONTROL PADS, SOFTWARE AND SUPPORT FOR WATER/SEWER READINGS.

A motion was made by Koncel, seconded by Dunlap to approve purchase of AMR Auto Sense/touchpad/radio control pads, software, and support for water/sewer readings from Abbotsford not to exceed \$2,000.00 and purchase annual support for \$1525.00. Motion carried.

POLICE CHIEF GARY LEICHTMAN'S MONTHLY REPORT:

Chief Leichtman stated he soon will complete the purchase for the MDC computer for the squad car for purchase price of \$6,500 as the Village Budgeted \$8,000.00. He also is securing a TACS grant to help recover costs for tough box and mounting costs. He presented the Village Board a proposal from Ron's Computers for new office computer system. The village board stated it was acceptable to work further with Ron's Computers on a complete proposal for new computer system for the police office.

DISCUSS EMERGENCY MANAGEMENT AND PLAN FOR VILLAGE OF DORCHESTER:

President Krause confirmed with Chief Leichtman who is chairman of the Emergency Management Committee that a meeting has been posted for March 19, 2013, 6:30 at the Clerk's Office to review and discuss the Emergency Management Plan for the Village of Dorchester.

DISCUSS AND POSSIBLE ACTION ON APPOINTING A NEW HOUSING COMMITTEE MEMBER(S):

Further discussion is needed at an upcoming board meeting.

DISCUSS AND POSSIBLE ACTION REGARDING UDS BUILDING INSPECTOR:

President Krause stated that Jim Flood is retiring as of April 1, 2013. He presented information from Bob Christensen who was recommended to President Krause by Jim Flood. Mr. Christensen would continue to use the existing fee schedule and provided references of townships he has served. A motion was made by Koncel, seconded by Schauer to approve the hiring of Bob Christensen as UDC building Inspector as needed. Motion carried.

DISCUSS AND POSSIBLE ACTION REGARDING CHANGES ON BOARD TRUSTEE AND COMMITTEES COMPENSATION:

President Krause stated Mr. Jim Jantsch has been providing the service of Building Administrator for no fee as good will. At any time the Village Board can make changes to compensation of that position. Any decision of changes to Board of Trustee, committees compensation and Village President would take affect 1 year after date of decision. No change to Board of Trustee or committee's compensation at this time. Village President compensation of \$60.00 per board meeting and \$20.00 per committee meeting assigned will stay the same. A motion was made by Dunlap, seconded by Seubert to change Village President compensation to \$100.00 per month paid out quarterly. Motion carried 5/0; Trustees Rau and Koncel abstained from the vote.

TRUSTEE RAU TO DISCUSS MEMORIAL HALL LEASE:

A question of keeping current monthly rent amount of \$600.00 or raising the monthly rent was asked. Trustee Rau is waiting to hear back from Village Attorney Wachsmuth regarding termination of lease due to excess violations regarding state law on smoking ban and underage drinking and will discuss further at April board meeting.

PLANNING COMMISSION CHAIRMAN KRAUSE TO DISCUSS ADDRESSING ISSUE IN THE VILLAGE OF DORCHESTER:

President Krause stated the Planning Commission recently met with Clark County Sheriff Jim Bakus on the subject of addresses in the Village of Dorchester. Chief Leichtman is working on the problems with Hwy 13, County A, Center Ave; further information will be provided at an upcoming board meeting.

DISCUSS AND POSSIBLE ACTION ON DNR GRANT AND INSPECTIONS FOR THE DAM:

President Krause stated to finalize the Dam Grant application there needs to be a final observation and certified letter stating Dam was done to plans. Tiry Engineering has asked for permission to talk to DNR on the Dam to discuss the High Risk Designation.

Closed Session per WIS. Stats. Section 1985 (1) (c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to discuss employment of public employee(s).

MOTION TO CONVENE TO CLOSED SESSION:

A motion was made by Koncel, seconded by Schauer to convene to closed session. Motion carried. 6/0

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

No action taken; Clerk-Treasurer Heins excused herself and left from the Board meeting. Village President Dan Krause became recorder of the minutes and has submitted the following:

ROLL CALL: Seubert-yes, Schauer-yes, Rau-yes, Dunlap-yes, Schwoch-yes, Koncel-yes, Krause-yes

CLOSED SESSION

RECONVENE TO OPEN SESSION:

A motion was made by Schwoch, seconded by Koncel to reconvene to open session. Motion carried. 7/0

DISCUSS AND POSSIBLE ACTION ON DECISION MADE DURING THE CLOSED SESSION REGARDING EMPLOYMENT, PROMOTION, COMPENSATION, OR PERFORMANCE EVALUATION DATA OF PUBLIC EMPLOYEE(S):

A motion was made by Schwoch to have employee committee recommend a paragraph of guidelines for the personnel handbook, seconded by Koncel. Motion carried. 7/0

DISCUSS AND POSSIBLE ACTION ON DATE OF NEXT BOARD MEETING:

A motion was made by Koncel, seconded by Schwoch to move the regular April 2013 board meeting to April 10th at 7:00pm. Motion carried. 7/0

ANNOUNCEMENTS:

Spring Election will be held on April 2, 2013 (Tuesday). Polling place is Village Hall 188 S. Second Ave. Polls open 7:00 am-8:00pm.

Dorchester Neighborhood Watch meeting changed to April 23, 2013 (Tuesday), 7:00 PM at Village Hall.

ADJOURNMENT:

A motion was made by Schwoch, seconded by Koncel to adjourn the meeting. Motion carried. Meeting adjourned at 10:55 pm.

Val Heins
Clerk-Treasurer