

Village of Dorchester Finance Committee Meeting

Wednesday, May 1, 2013: 6:30 PM Village Clerk's Office, 228 W. Washington Ave, Dorchester, WI

Chairman Dunlap called the Finance meeting to order at 6:38 pm. Present were Chairman Dunlap, Trustee Schwoch, Trustee Koncel. Also present were Clerk-Treasurer Heins and Bert Lietzow. Review and Discussion of the monthly bills and vouchers was held. A motion was made by Schwoch, seconded by Koncel to approve the monthly bills and vouchers. Motion carried. A motion was made by Koncel, seconded by Schwoch to adjourn the Finance Committee meeting. Motion carried. Adjourned 6:45 pm.

Village of Dorchester Board Meeting

Wednesday, May 1, 2013: 7:00 PM Village Clerk's Office, 228 W. Washington Ave, Dorchester, WI

President Rau called meeting to order at 7:01 PM. Pledge of Allegiance was said. Trustees Seubert, Schauer, Kussrow, Dunlap, Schwoch, and Koncel were present. Also present was Clerk-Treasurer Heins, Rick Golz, Jesse Rieck, Renee Staab, Gary Leichtman, Bert Lietzow, Jeremy Haas of MSA, and Kevin O'Brien of the TP.

A motion was made by Schwoch, Seconded by Schauer to approve minutes of April 16, 2013 Organizational Meeting, April 10, April 16, and April 18, 2013 Village Board Meetings. Motion carried.

A motion was made by Dunlap, seconded by Schwoch to approve April 2013 Audit report. Motion carried. The board received the May 2013 Audit Summery Report from the Village Clerk-Treasurer.

PUBLIC INPUT

No public input

DISCUSS AND POSSIBLE ACTION ON 356 W. CENTER AVE PROPERTY

Complaints have been received on the condition and appearance of this property. Building Inspector Bob Christensen will be contacted to conduct an inspection and advise the Village Board on options based on inspection. Trustee Koncel who is Chairman of the Board of Health for the Village stated she would be available to go with for the inspection or discuss the findings with Mr. Christensen.

DISCUSS AND POSSIBLE ACTION ON 250 S. 4TH STREET PROPERTY

This property has been discussed numerous times over several years regarding the condition and safety. The Village Board has to start over with the process to determine what the best option of the property is. The Village Clerk-Treasurer will review the tax rolls to determine legal ownership of the property. Building Inspector Bob Christensen will need to assist and advise on options for this property. A motion was made by Schwoch, seconded by Koncel to determine ownership and contact Building Inspector to advise on how to proceed with inspections on the properties at 356 W. Center Ave and 250 S. 4th Street. Motion carried.

DISCUSS AND POSSIBLE ACTION ON RURAL STREET CONSTRUCTION PRELIMINARY PROJECT COST ESTIMATE FROM MSA DATED APRIL 4, 2013 FOR \$64, 160.00

Discussion was held on TIF funding and TIF maturity dates. MSA will finalize documents and present back to the Village Board for review and final decision at a future meeting.

DISCUSS AND POSSIBLE ACTION ON UPDATES ON ROAD AGREEMENT BETWEEN THE VILLAGE OF DORCHESTER AND DMP ROAD ESTATE, LLC.

Discussion was held on status of street/land ownership and completion of Deeds. The Village Attorney will be contacted to determine if Deed documents are finalized. Discussion was also held on Mill Rates. The Public Works, Village Buildings & Utilities committee will meet with DMP Enterprises and discuss mill rate information, information on deeds from the Village Attorney and bring recommendations to the Village Board at an upcoming board meeting.

DISCUSS AND POSSIBLE ACTION ON STREET LIGHTS INCLUDING THE INDUSTRIAL PARK.

Discussion was held on cost of recent poll and light construction; it was thought price was \$1,500.00 for simple pole and light. Jesse Rieck, village employee, will contact power company for information and prices of installation of 4 polls and lights put in Industrial Park on the right side of street as sewer is located along the left easement of street. The Building Committee will review information and make recommendations to the Village Board at an upcoming board meeting.

DISCUSS AND POSSIBLE ACTION ON REGULATION OR ORDINANCE ABOUT RABBITS

There is no current Ordinance on rabbits. Discussion was held on a possible Livestock Ordinance, however, such an Ordinance is not able to be found in the hard copies on file in the Clerk's Office. Numerous items were discussed such as number of rabbits, do they need to be contained, and how many is too many rabbits on a property. Chief Leichtman recommended the Village Board to consult with WI League of Municipalities on Ordinance examples and contact Village Attorney Wachsmuth for legal counsel regarding drafting of a Village Ordinance. The Village Board of Health will discuss further and bring recommendations to the Village Board at an upcoming board meeting.

DISCUSS AND POSSIBLE ACTION ON UNLICENSED AND DISABLED VEHICLES, TRAILERS AND EQUIPMENT, REFERENCE ORDINANCE #136-A, PASSED JUNE 7, 1970.

Trustee Seubert wanted to know what exactly the village has for Ordinance(s) and how are they enforced. Ordinance #136-A An Ordinance Regulating The Keeping, Storing and Placing of Junk was discussed. Chief Leichtman stated he provides a verbal warning to offenders then in follow-up if still in violation can then issue citations.

DEAN FAUDE AND JESSE RIECK'S MONTHLY REPORTS

Jesse Rieck stated the Park is now open. Work is in progress for fixing grass and gravel deposits on village owned property from plowing. New street banners will be going up this week. Trustee Schwoch asked about improving roads on Prospect and Marsh; it was discussed that having a Grater work the road would improve the condition. Mr. Rieck will get quotes for grating of the roads.

DISCUSS AND POSSIBLE ACTION ON LAWN MOWER PURCHASE

Discussion was held again on purchasing a new Ventrac mower. A motion was made by Kussrow, seconded by Schwoch to purchase Ventrac lawn mower and trade in 2 John Deer mowers. Motion Failed 3 / 4 votes.

RICK GOLZ'S MONTHLY REPORT

The Inflow at the lift station is in good working condition. There are some issues with Flapper Valves and wiring at the Water Plant; however, not affecting testing as results have been good. President Rau asked if when a water meter is changed and possible leaks has there been follow-up. Mr. Golz stated; small leaks usually subside within a few minutes of the change; if a large leak he does inform the resident.

POLICE CHIEF GARY LEICHTMAN'S MONTHLY REPORT

MVC has been ordered for the squad car. Chief Leichtman has applied for a grant and feels will have reimbursement this month. A discussion was held on updates to office equipment/computers as Chief Leichtman did not want to order any ink cartridges for his scanner if equipment being replaced. President Rau stated information will be available at the June board meeting.

Chief Leichtman asked if truck signs posted around the Village are according to Ordinance; as he would be issuing violation tickets. Attorney Wachsmuth will be consulted regarding signage within the village.

DISCUSS AND POSSIBLE ACTION ON POLICE COMMITTEE MEMBER

President Rau has appointed Tonya Gebert as a member of the Police Committee.

DISCUSS AND POSSIBLE ACTION ON POLICE COMMITTEE RECOMMENDATIONS INCLUDING DORCHESTER DAYS ADDITIONAL SECURITY ASSISTANCE FROM OTHER DEPARTMENTS.

Chief Leichtman stated that \$1000.00 is available to hire part-time officers for assistance with Dorchester Days. He will also put in a request for assistance from Clark County.

DISCUSS AND POSSIBLE ACTION ON VILLAGE COMPUTERS, PRINTERS, DATA BACKUP, NETWORKING, INTERNET, EMAIL, WEB PAGE.

This item has been tabled to the June Board meeting.

DISCUSS AND POSSIBLE ACTION ON Ordinance NO. 199, WELL ABANDONMENT ORDINANCE

This Ordinance was previously approved however; a date was missing from the document. A motion was made by Koncel, seconded by Schauer to insert June 1, 2013 into paragraph under Section 4. Abandonment Required within Ordinance No. 199 Well Abandonment Ordinances. Motion carried. This Ordinance will be re-published.

DISCUSS AND POSSIBLE ACTION ON BUILDING PERMIT APPLICATION FROM RANDY YOUNKER-ADDRESS: 403 N 4TH STREET APPROVED BY ZONING ADMINISTRATOR, JOIM JANTSCH.

A motion was made by Schauer, seconded by Seubert to approve the building permit application from Randy Younker-address: 403 N 4th Street. Motion carried.

DISCUSS AND APPROVE RESOLUTION NO. 256-B A RESOLUTION BY THE VILLAGE PRESIDENT AND THE VILLAGE BOARD FOR THE VILLAGE OF DORCHESTER, AUTHORIZING THOSE PERSONS NAMED THERIN TO EXCERSICE FIDUCIARY RESPONSIBILITY AT ADVANTAGE COMMUNITY BANK.

A Memorial Hall account has been opened for deposits to be held and income earned from Memorial Hall. A motion was made by Schwoch, seconded by Schauer to approve **Resolution No. 256-b A Resolution By The Village President And The Village Board For The Village Of Dorchester, Authorizing Those Persons Named Therein To Excursive Fiduciary Responsibility At Advantage Community Bank.** Motion carried.

DISCUSS AND APPROVE OPERATOR LICENSE APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS FOR RONALD ROBIDA.

A motion was made by Schauer, seconded by Kussrow to approve **Operator License Application For License To Serve Fermented Malt Beverages and Intoxicating Liquors For Ronald Robida.**

DISCUSS AND APPROVE HIRING OF SEASONAL VILLAGE EMPLOYEES.

The following employees will be hired for seasonal 2013:

Terry Meyer/Park and Cemetery

Richard Hunsader/Cemetery

Ron Robida/Park concession

Carolyn Golz/Memorial Hall painting

Neilana Golz/Memorial Hall painting

April Kussrow/Memorial Hall painting

A motion was made by Schauer, seconded by Kussrow to approve hiring of Seasonal Village employees as stated. Motion carried.

DISCUSS AND POSSIBLE ACTION ON TIF ALLOCATIONS

Discussion was held on TID 1 and TID2 and projected income for the TIFS. TIF can remain active if allocate funds for TIF to reimburse back to the TIF for future projects. 75% of Sewer Plan reconstruction can be TIF 1 eligible. A motion was made by Schwoch, seconded by Schauer to allocate 75% of water/sewer project for TIF funds. Motion carried.

DISUSS AND POSSIBLE ACTION ON WEED NOTICE/ORDINANCE NO. 158.

President Rau stated Weed enforcement will be in effect; June 1, 2013 to October 1, 2013. A notice has been published in the Tribune Phonograph and several notices are posted around the village. (Ordinance No. 158 and all Village Ordinances are available for viewing at the Clerk's Office as well as village website www.dorchesterwi.com.)

DISCUSS AND APPROVE EMERGENCY RESPONSE PLAN FOR THE VILLAGE OF DORCHESTER

Fire Chief Rick Rinehart stated the Emergency Response Plan for the Village of Dorchester has been updated. This plan is required by the state and is for Disasters/Tornado that could occur; the village has a plan of action in place and not trying to decide after the fact. Marathon, Clark counties as well as Town of Holton and Mayville will receive a copy of this plan. A motion was made by Koncel, seconded by Schwoch to approve, sign, and submit the Emergency Response Plan for the Village of Dorchester as written. Motion carried.

DISCUSS AND POSSIBLE ACTION ON DATE OF NEXT BOARD MEETING

The next board meeting will be held on the scheduled date of June 5, 2013 at 7:00 pm.

ADJOURNMENT

A motion was made by Dunlap, seconded by Schwoch to adjourn. Motion carried. Meeting adjourned 9:55 pm.

Val Heins
Village Clerk-Treasurer