

## **Village of Dorchester Finance Committee Meeting**

**Date: SEPTEMBER 3, 2014 (Wednesday) 6:30 pm Clerk's Office 228 W. Washington Ave, Dorchester WI 54425**

### **Minutes:**

1. Meeting was called to order by Chairman Dunlap at 6:33pm.
2. Present were Chairman Dunlap, Trustee Schauer, Trustee Koncel and Clerk-Treasurer Ruge.
3. Motion was made by Trustee Schauer, seconded by Trustee Koncel to approve all bills and vouchers from August 2014. Motion carried.
4. Motion was made by Trustee Koncel, seconded by Trustee Schauer to adjourn. Motion carried. Meeting was adjourned at 6:44 pm.

## **VILLAGE OF DORCHESTER BOARD MEETING**

**DATE: SEPTEMBER 3, 2014 (Wednesday) 7:00 pm Clerk's Office, 228 W. Washington Ave, Dorchester WI 54425**

### **Minutes:**

1. Meeting was called to order by President Rau at 7:00pm.
2. Pledge of Allegiance was said.
3. Present were President Rau, Trustee Seubert, Trustee Schauer, Trustee Kussrow, Trustee Dunlap, Trustee Schwoch, Trustee Koncel, Clerk-Treasurer Ruge, Rick Golz, Jesse Rieck, Jeremy Haas-MSA, Jenny Kocian-TP Printing, and Terry Recore.
4. Motion was made by Trustee Schauer, seconded by Trustee Schwoch to approve minutes of August 6, 2014, Board Meeting and August 13, 2014 Special Board Meeting. Motion carried.
5. Motion was made by Trustee Schauer, seconded Trustee Dunlap to approve the August 2014 Audit Report. Motion carried.
6. There was no public input.
7. Jeremy Haas from MSA provided updates on projects. Punch list items have been sent out to the contractor for both Vircks Drive and Linden Street. Vircks is completely finished, but Linden Street has one section of curb and gutter that needs to be replaced.
8. Motion was made by Trustee Schwoch, seconded by Trustee Schauer to approve the Certificate of Substantial Completion for Contract A (Linden Street). Motion carried.
9. Motion was made by Trustee Kussrow, seconded by Trustee Dunlap to approve the Certificate of Substantial Completion for Contract B (Vircks Drive). Motion carried.
10. Motion was made by Trustee Dunlap, seconded by Trustee Schwoch to approve Pay Application No. 3 for Contract A (Linden Street) in the amount of \$169,711.30. There will be one more pay application for this project yet. Motion carried.
11. Motion was made by Trustee Schauer, seconded by Trustee Dunlap to approve Pay Application No. 3 for Contract B (Vircks Drive) in the amount of \$4,381.17. This is the final pay application for this project. Motion carried.
12. Discussion was held on an alternate route for connection of Gonnering Property to the Village Sewer Service. More information needs to be obtained regarding when the property was annexed into the Village and who is responsible for costs to connect to main sewer lines.
13. Previous bid submitted by Advantage Community Bank was revised. A motion was made by Trustee Koncel, seconded by Trustee Kussrow to approve the revised bid submitted by Advantage Community Bank. The total commitment of \$1,325,000 has an amortization of 10 years. Interest rate of 2.5% for the initial term of 60 months, re-priced to the 5 year US Treasury yield plus 0.9%, but in no event shall the interest rate exceed 4.5% per annum. This interest rate shall continue at the adjusted rate until maturity. Monthly payments for principal and interest will be made. This borrowing is resolved by Resolution No. 271, and a full copy will be available in the office of the Village Clerk.
14. President Rau mentioned that he would like to see more involvement from the committees and board members when it comes to preparing the budget. Each committee will meet with the respective departments to get an idea of what they anticipate for the upcoming budget so that it can be presented to Justin Sornsin-MSA, and the board at a later meeting.
15. Jesse Rieck stated that all patches have been finished on the spots where the water mains broke during the past winter. They are slowly starting to get ready for the winter. One of the roads in the industrial park has 3 manholes that need to be lowered. The road appears to be sinking slowly and the manholes have to be lowered slightly every year.
16. Jesse Rieck stated that right now the shop only has a 4'x6' trailer that is used for various things. There is a used 8'x16' trailer for sale in good shape for \$800. The shop had budgeted for a new trailer this year and had estimated the cost to be around \$1,200. A motion was made by Trustee Kussrow, seconded by Trustee Schwoch to approve the purchase of the used trailer for \$800. Motion carried.
17. Jesse Rieck stated that he and Dean had talked to various businesses on Front Street about the parking restrictions that were temporarily placed on the street during construction this summer. Heartland Coop expressed an interest in making this permanent, along with it being safer for the village residents. Clerk-Treasurer Ruge will discuss with Village Attorney the steps that need to be taken to draft an ordinance to make this arrangement permanent. This would still only be during high traffic hours Monday through Friday. Item was tabled until a future meeting.

18. Rick Golz provided the board members with pictures of a piece of lath that was caught on one of the lift station pumps. Rags were caught on this lath also and still periodically end up in the lift stations. They have tried to pin point the source and have narrowed it down to a specific area at this time. They also recommended that in the next issue of the Village newsletter it is mentioned that "flushable" baby wipes or sanitary wipes are not biodegradable and should not be flushed down the toilets.
19. Chief Gary Leichtman was not present so no report was given.
20. President Rau mentioned that he has been attending the Clark County Economic Development Committee (CCEDC) meetings in the past. The time of these meetings has been moved to 4:30pm the 3<sup>rd</sup> Thursday every other month, so he no longer is able to attend. He will inform the board members when the next meeting will be so that one of them can attend if interested.
21. President Rau announced that the blacktop has been poured for the basketball and tennis courts in the park. Lines will be painted soon so they will be in condition to be used. Also, the annual Pork Loin Roast Supper will be held on Thursday, October 2, 2014, at Dorchester Memorial Hall this year.
22. Clerk-Treasurer Ruge mentioned that she has been in contact with a local representative from Xcel Energy regarding the cost and installation of temporary lights on the corner of State Hwy 13 and Cty Hwy A. There is an existing pole on the Northeast corner of the intersection that Xcel would install a light on for no charge. The monthly fee of \$16.98 will be added to our existing account with them for other highway lights. There are no other poles on the east side of State Hwy 13 that could have lights mounted to them. Motion was made by Trustee Kussrow, seconded by Trustee Koncel to have Clerk-Treasurer proceed with having Xcel Energy install the one light on the Northeast corner of intersection. Motion carried.
23. Trustee Kussrow stated he has been researching different types of industrial floors. He is waiting for a call from a company out of Wausau to give some recommendations on what should be done with the floor area in Memorial Hall. Updates will be given to the board at a future meeting.
24. Motion was made by Trustee Koncel, seconded by Trustee Schauer to approve the operator's license for Melanie Ferk. Motion carried.
25. Motion was made by Trustee Koncel, seconded by Trustee Kussrow to approve the operator's license for Jenny Halopka. Motion carried.
26. Terry Recore stated that under his shed that was placed on 129 S. Front Street last year there is an old storm sewer. It is located on the Southwest corner of the shed. No one is allowed to enter his trailer or shed without his approval. Mr. Recore stated some concerns about a property on Center Ave that is for sale and he has seen some kids leaving the property lately. He questioned if the building permit for 210 W. Center Ave would be issued soon since his sister had signed the paperwork and sent it back to Clerk-Treasurer Ruge. Clerk-Treasurer Ruge informed Mr. Recore that since he had indicated electrical or plumbing work was to be done Wisconsin State Laws recently enacted required a licensed electrician or plumber to perform such work.
27. Clerk-Treasurer Ruge stated the clean up progress at 129 S. Front Street is still ongoing. Chief Leichtman has been issuing weekly citations and taking pictures of the property each week also.
28. Building at 210 W. Center Avenue has not been worked on during the past month. Discussions with current property owner and family are ongoing to determine what needs to be done before a permit may be issued because this is a commercial property.
29. President Rau made a recommendation to appoint Connie Decker to the Police Committee. The committee would consist of Chairman Carol Staab, Eddie Underwood, and Connie Decker. Motion was made by Trustee Schauer, seconded by Trustee Koncel to approve this appointment made by President Rau. Motion carried.
30. **Closed Session (per Section 19.85 (1)(c) and (g) Wisc. Stats** evaluating the performance of and considering the continued employment of an employee and 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 is likely to become involved.
31. Motion was made by Trustee Schauer, seconded by Trustee Kussrow to invite Clerk-Treasurer Ruge into Closed Session. Motion carried.
32. Motion was made by Trustee Schauer, seconded by Trustee Schwoch to go into Closed Session.
33. President Rau, Trustee Seubert, Trustee Schauer, Trustee Kussrow, Trustee Dunlap, Trustee Schwoch, Trustee Koncel, and Clerk-Treasurer Ruge were all present for Closed Session.

#### **CLOSED SESSION.**

34. Reconvened to Open Session. Since this is a personnel matter, all that will be disclosed is that the proposal was accepted as sent.
35. Next regularly scheduled Board Meeting will take place on Wednesday, October 1, 2014, at 7:00pm.
36. Motion was made by Trustee Schwoch, seconded by Trustee Dunlap to adjourn. Motion carried. Meeting was adjourned at 8:42pm.

Brooke Ruge, Clerk-Treasurer