

Community Announcements

- Please remember that ALL DOGS living within the Village must be registered.

Village of Dorchester Finance Committee Meeting

Date: JANUARY 7, 2015 (Wednesday) 6:30 pm

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

Agenda:

1. Meeting was called to order by Chairperson Dunlap at 6:30pm.
2. Present were Chairperson Dunlap, Trustee Schauer, Trustee Koncel and Clerk-Treasurer Ruge.
3. Discussion was held on the bills and vouchers from December 2014. Motion was made by Trustee Schauer, seconded by Trustee Koncel to approve the bills and vouchers from December 2014. Motion carried 3-0.
4. Motion was made by Trustee Koncel, seconded by Trustee Schauer to adjourn meeting. Motion carried 3-0. Meeting was adjourned at 6:43 pm.

Brooke Ruge, Clerk-Treasurer

VILLAGE OF DORCHESTER BOARD MEETING

DATE: JANUARY 7, 2015 (Wednesday) 7:00 pm

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

Agenda:

1. Meeting was called to order by President Rau at 7:00pm.
2. Pledge of Allegiance was stated.
3. Present for roll call were President Rau, Trustee Seubert, Trustee Schauer, Trustee Kussrow, Trustee Dunlap, Trustee Schwoch, and Trustee Koncel. Those also present included Clerk-Treasurer Ruge, PW Supervisor Dean Faude, Water/Sewer Manager Rick Golz, Police Chief Gary Leichtman, Kevin O'Brien-TP Printing, Jack Schmeiser-Impact Coatings, LLC, and other villagers.
4. There was no public input.
5. After reviewing, a motion was made by Trustee Schwoch, seconded by Trustee Koncel to approve the minutes from the December 3, 2014, Board Meeting. Motion carried 7-0.
6. After review, motion was made by Trustee Schauer, seconded by Trustee Dunlap to approve the December 2014 Audit Report. Motion carried 7-0. January 2015 Audit Report was received from Clerk-Treasurer Ruge.
7. Clerk-Treasurer Ruge stated that the resident at 40 Evergreen Terrace had called the office this afternoon and was not feeling well, so she asked for this item to be table until next month so she could be here to discuss with the Board. Discussion was tabled until February meeting.
8. Final invoice was received from Impact Coatings, LLC, and the project came in \$2,547.68 over the original quote that was approved. Jack Schmeiser, owner of Impact Coatings, LLC was present to discuss additional costs. As they were grinding the floor, they came across a concrete patch that was larger than expected. It contained 4 water drains, and in repairing they hit a water line, which led to time constraints. \$390 of this overage was approved by President Rau to tear out the linoleum floor that was in the women's bathroom. After discussion, motion was made by Trustee Schwoch, seconded by Trustee Seubert to approve the additional \$2,547.68 payment to Impact Coatings, LLC. Motion carried 7-0.

9. Public Works Supervisor Dean Faude stated that the Christmas decorations should get taken down next week when it warms up a bit, and depending on weather conditions. They have been busy cleaning vehicles and doing regular up keep at the shop, along with plowing when needed.
10. Water/Sewer Manager Rick Golz stated that Beran Diversified was behind on projects, but hoped to get the new heater installed within the next 2 weeks. Valves that were ordered should arrive sometime in February or March. President Rau asked about some low flow meters that were installed, but Rick stated that we cannot really make a comparison. They are definitely more accurate, but trying to compare usage would be too difficult because there are so many variables that can come into play.
11. Chief Gary Leichtman stated that the property at 127 S Front Street has been legally transferred to another individual. This, however, will not stop the previous action that was taken by the board to issue citations to current property owner. He also mentioned Ordinance 153: Alcoholic Beverages, as it is mostly outdated and states that licenses cannot be issued without majority of Board approval. He questioned the process that took place in order for a "Picnic" License to be issued for the past weekend's vintage snowmobile races.
12. Clerk-Treasurer Ruge stated that a Waiver had been furnished by Attorney Bonnie Wachsmuth. Resolution 274, along with waiver were read and reviewed. Motion was made by Trustee Kussrow, seconded by Trustee Dunlap to approve Resolution 274: Prohibiting Unauthorized Persons from Riding in Village Owned Vehicles and accompanying waiver. Motion carried 7-0.
13. A copy of a Truck Ordinance from another village was provided to Clerk-Treasurer Ruge late this morning. After reviewing it she stated that it also gives exclusions for delivering to residential homes, or going to or from business locations. After discussion, the Board decided that they would have the Public Works, Village Buildings, & Utilities Committee take a closer look at this and bring it back to the Board at a future meeting.
14. Chief Leichtman would like to see the addresses within the village corrected to conform to the zoning requirements of Clark County. He has spoken to a representative with the County Zoning Department, and they are willing to provide guidance to the Village to help correct this problem. Chief Leichtman would like to see this implemented by January 2016. Motion was made by Trustee Koncel to move forward with the implementation of these changes by the Planning Commission, with hopes to have completed by January 2016. Motion was seconded by Trustee Schauer. Motion carried 7-0.
15. Clerk-Treasurer Ruge stated that advertisements were sent to the paper and school districts in early to late December for someone to coordinate a Winter Recreational Program within the Village, but her office did not receive any response. Public Works Supervisor Dean Faude stated he needs some guidance on what types of signs are wanted for the snowshoe trail that will be marked throughout the Park for the winter. Trustee Schwoch will work with Dean on what signs to order based on last month's motion to purchase signs.
16. Discussion was held on going forward with the creation of an ice rink on Washington Avenue. Public Works Supervisor, Dean Faude, stated that with the cold temperatures this week, they could not start the process, but depending on what the weather was like next week, they would get this started or completed.
17. John Staab, resident, stated that after talking with Chief Leichtman there is some gray area in Ordinance 155: Regulating Off-Highway Vehicle Operation. President Rau stated that he had spoken to a representative of the Town of Mayville, and they will discuss whether they are going to consider creating an ATV/UTV route within their township. Otherwise, being able to have access to neighboring townships mean nothing. John Staab suggested the Village consider allowing off-highway vehicles on all Village streets, but implementing a speed limit to control the joy riding throughout the Village. That way, there would be no more gray area for the Police Department to have to interpret. After discussion, the Board decided that the Public Works, Village Buildings, & Utilities Committee would take a closer look at updating Ordinance 155, and bring it back to the Board at a future meeting.

18. A village resident wrote a letter to the Board members to ask for some additional time to clean up property located on South Front Street. The discussed property was legally transferred into his name at the end of December, and he was requesting to have until May 2015 to finish clean up. After discussion by the Board, it was determined that there has already been enough time, and that by getting the correct equipment, work could continue throughout the winter months. No action was taken at this time, so citations will continue to be written to property owner.
19. An application for an Operator's License was received from Jo Gebert for at Heartland C-Store. Chief Leichtman's background check determined no violations that would disqualify this license from being issued. Motion was made by Trustee Koncel, seconded by Trustee Dunlap to approve the Operator's License for Jo Gebert. Motion carried 7-0.
20. Public Works employees questioned why changes were made to 2015 Employee Handbook without consulting with them. Clothing allowance was implemented years ago, and was increased to cover eye glasses and dental costs since the Village does not provide dental or vision insurance. Public Works employees checked with multiple other municipalities and about half of them provide a uniform service for the Public Works department, but that cost varies between \$600 & \$1,100 per employee each year. Others that do not offer uniform services provide some kind of uniform allowance to help pay for clothing that is damaged by the chemicals and grease they use on a daily basis. Since this was included in the budgeted costs for the Public Works Department, they questioned why it was then completely taken away. Board members expressed their reasoning that the additional benefit of receiving money into a Health Savings Account outweighed the need for this. Questions of how to pay employees who had to come in on a Holiday to perform snowplowing or call-in's for water/sewer was brought up. Handbook states that any hours actually worked over 40 within the pay period will be paid at time and a half. Because of the holiday, the work performed on said holiday does not put the employee over 40 actual hours worked. Clerk-Treasurer Ruge stated this has just occurred and she would like to know how to calculate pay for the employees for the previous pay period. Board members stated that the employee should be paid time and a half for the actual hours worked on the holiday, even if it did not put said employee over 40 actual hours worked for the week. It would be discussed by the Employee Committee and could be adjusted later if needed.
21. Discuss was held on employee vacation/PTO/comp time. Public Works employees wondered why they had to use up their vacation/PTO/comp time by October 31 of each year, but not get their new vacation until January 1 of the next year. After further discussion, it was determined that the Employee Committee would look into this and bring a recommendation back to the Board at a future meeting.
22. Clerk-Treasurer Ruge stated that Ordinance 153: Alcoholic Beverages was found to be out of date. It was implemented 30 years ago and still references the drinking age of 18. Ordinance 195: Regarding the Approval of Alcohol License Applications also seems to be in need of an update. Chief Leichtman had brought it to the attention of the Clerk's office during December and Deputy Clerk-Treasurer Wiersma had gone through and highlighted the areas that need to be changed, and or updated. Also, the Board should consider increasing the costs for such licenses. Board members were encouraged to look at the ordinance and a recommendation will be made at a future meeting for an amendment to both.
23. President Rau stated that Interior Cleaning Specialists have cleaned carpet in bowling area, and walls in main bar area after floor was redone in Memorial Hall basement for \$500. A portion of the walls in the bowling area was done because of the dust from the floors. It is noticeably cleaner on the walls and it will cost an additional \$350 to clean all of the walls throughout. Motion was made by Trustee Kussrow, seconded by Trustee Dunlap to approve having Interior Cleaning Specialists come in and clean the remaining carpet on the walls. Motion carried 7-0.

24. Discuss was held on why the service fee paid to Pam Leichtman was not increased with current employees during budget time. Pam stated she does not want to make a big deal about it, however, she was simply asking if the Board would consider increasing the pay. She is currently paid \$18.58 each time she cleans Village Hall or the Clerk's office. Motion was made by Trustee Kussrow, seconded by Trustee Schwoch to increase the cleaning fee to \$30 per cleaning. Motion carried 7-0.
25. The UCCC meeting that was scheduled for November 2014 in Dorchester was cancelled due to weather, and rescheduled for Monday, January 26, 2015, at 6:30 pm. This meeting is open to the public and the speaker will be Sheila Nyberg from the Clark County Economic Development Corporation.
26. Dorchester Fire Chief Rick Rinehart has scheduled a joint fire meeting for Monday, January 12, 2015, at the Dorchester Emergency Services Building. This meeting is to discuss joint cooperation with neighboring departments for consolidating equipment. President Rau stated that any member of the Board could attend, along with members of the public that would like to learn more.
27. Trustee Schwoch and Trustee Dunlap expressed that they would not be available for a meeting on Wednesday, February 4, 2015. Motion was made by Trustee Schauer, seconded by Trustee Seubert to hold our regular monthly meeting on Wednesday, February 11, 2015. Motion carried 7-0.
28. Motion was made by Trustee Koncel, seconded by Trustee Schauer to adjourn meeting. Motion carried 7-0. Meeting was adjourned at 9:00 pm.

Brooke Ruge, Clerk-Treasurer