

Village of Dorchester Finance Committee Meeting

Date: September 2, 2015 (Wednesday) 6:30 pm
Dorchester WI

Clerk's Office 228 W. Washington Ave,

Minutes:

1. Meeting was called to order by Chairperson Schauer at 6:35 pm.
2. Present were Chairperson Schauer, Trustee Cook, Trustee Derrico and Clerk-Treasurer Ruge.
3. After reviewing, a motion was made by Trustee Derrico, seconded by Trustee Cook to approve the bills and vouchers for August 2015. Motion carried 3-0.
4. Motion was made by Trustee Cook, seconded by Trustee Derrico to adjourn the meeting. Motion carried 3-0. Meeting was adjourned at 6:48 pm.

Brooke Ruge, Clerk-Treasurer

VILLAGE OF DORCHESTER BOARD MEETING

DATE: Wednesday, September 2, 2015, 7:00pm Clerk's Office, 228 W. Washington Ave, Dorchester WI

Minutes:

1. Meeting was called to order by President Rau at 7:00 pm.
2. Pledge of Allegiance was said.
3. Board members in attendance included President Rau, Trustee Seubert, Trustee Underwood, Trustee Cook, Trustee Schauer, Trustee Derrico, and Trustee Schwoch. Also present were PW Supervisor Dean Faude, Water/Sewer Manager Rick Golz, Police Chief Gary Leichtman, Clerk-Treasurer Brooke Ruge, Kevin O'Brien – TP Printing, and other members of the village.
4. There was no public input.
5. After reviewing, a motion was made by Trustee Schwoch, seconded by Trustee Schauer to approve the minutes from the August 5, 2015, regular board meeting. Motion carried 7-0.
6. After reviewing, a motion was made by Trustee Schauer, seconded Trustee Derrico to approve the August 2015 audit report. Motion carried 7-0. The September 2015 audit report was handed out.
7. Chief Gary Leichtman stated that a few months back approval was given for a new radar unit. He has found one through a State of Wisconsin Contract for significantly less than what was originally approved. Nothing more to report this month.
8. A resident expressed concerns to Chief Leichtman and President Rau about including bus stops as part of the area we should include in Ordinance 204: Regarding Sexual Offender Residency Restrictions. After further discuss, this item was tabled so that Clerk-Treasurer Ruge could contact Attorney Wachsmuth to find out if we can legally include bus stops where children would get picked up and dropped off from school.
9. Police Committee Chairperson Carol Staab stated that a meeting was held on August 27, 2015, with both Chief Leichtman and part-time Officer Maldonaldo-Rodriguez. With budgeted money remaining for 2015, it is the committee's recommendation that Officer Maldonaldo-Rodriquez be scheduled to work up to 30 hours per week for the remainder of the year. Chief Leichtman expressed concerns with having to offer benefits if we schedule her for more than 30 hours per week.

10. After further discussion on benefits the Village offers, a motion was made by Trustee Schauer, seconded by Trustee Cook to schedule our part-time officer for up to 30 hours per week at Chief Leichtman's discretion. Motion carried 7-0.
11. Tim Marko and Ron Rubenzer from SEH (Short Elliot Henderson) introduced themselves to the board members. They would like the opportunity to work with the village on future projects. They talked about preparing a CMOM report that is due by July 1, 2016, and doing GSI mapping of the water and sewer pipes. There are many types of funding available for municipalities. Some of these need to have intent paperwork filed prior to the end of the year for funding next year.
12. Public works supervisor Dean Faude stated they have been busy lowering manholes and cleaning valve boxes. They moved some of the playground equipment at DASE Park and covered some of the concrete that had emerged around the equipment recently. Chip sealing was not done last month because of delays by the company providing the work, but should be done next week, weather permitting.
13. The public works shop has multiple furnaces. It was included in the budget for 2015 to replace 1 of these furnaces. They cannot get parts to repair the old furnaces anymore. A motion was made by Trustee Cook, seconded by Trustee Schwoch to approve the purchase of a furnace from Beran Electric for \$1,756. Motion carried 7-0.
14. Clerk-Treasurer Ruge stated that Ordinance 158: Regulating the Cutting and/or Removal of Noxious Weeds, Unsightly or Unsafe Growths of Grass or Shrubs, and Other Vegetation is out of date. She stated that it takes a lot of time and cost to send certified letters to property owners about their overgrown yards, and sometimes residents refuse to sign for the letters at all. Her office is proposing an amendment to Ordinance 158 to show that just a notification by mail is required before we can legally access the property and have the public works employees mow. Motion was made by Trustee Schauer, seconded by Trustee Schwoch to approve amended Ordinance 158 as proposed. Motion carried 7-0. Ordinance will be in affect once published.
15. Trustee Schwoch stated he has had multiple complaints about Circle Drive. He claims there used to be a barricade that discouraged individuals from driving through the unfinished section of this road. Most of the complaints stemmed from Dorchester Days this past year. Public works supervisor Dean Faude stated he would look into putting up a sign to discourage driving through in the future.
16. Water/Sewer manager Rick Golz stated that the meter that was purchased a few months ago for well #3 has been installed. He is planning to do hydrant flushing at the end of September or beginning of October.
17. Clerk-Treasurer Ruge informed the board that she has been in touch with the zoning administrator in Clark County about procedures for correcting addresses in the village. Copies of a map showing problem addresses were given to board members for review. A detailed plan will be drafted by the Clerk's office to establish steps to move forward with contacting residents and business affected. An update will be provided at a later time.
18. Rick Rinehart applied for an operator's license and a criminal history check done by Chief Leichtman provided nothing that would disqualify him from receiving one. A motion was made by Trustee Schwoch, seconded by Trustee Schauer to approve an operator's license for Rick Rinehart. Motion carried 7-0.

19. A building permit was approved by Jim Jantsch at 144 N. Front Street and issued by Clerk-Treasurer Ruge since the last meeting.
20. Clerk-Treasurer Ruge stated that the Clark County Treasurer had notified her office of a parcel that was taken back for nonpayment of taxes last month. The village was being given the first opportunity to take title to this property. The property is not big enough to provide value to anyone; however, a neighboring property owner has already been maintaining this parcel. A motion was made by Trustee Derrico, seconded by Trustee Underwood to take ownership of parcel 116.0181.00 on 4th Street. Motion carried 7-0. Clerk-Treasurer Ruge stated that she has already been in contact with the neighboring property owner who expressed interest in purchasing the parcel. A motion was then made by Trustee Derrico, seconded by Trustee Cook to transfer title of parcel 116.0181.000 to neighboring property owner with closing costs being paid by buyer and no other fees. Motion carried 7-0.
21. President Rau stated that in the past SBI has hired to do regular maintenance and repairs to the bowling lanes in Memorial Hall. It was not done last year and he would like to have them come in again to do maintenance. Further discussion was held on the amount of money that was brought in each year from bowling fees. A motion was made by Trustee Derrico, seconded by Trustee Cook to approve having SBI come in to repair lanes as early as possible. Motion carried 7-0.
22. St. Louis Church is holding their annual fall festival on September 20, 2015. They applied for a temporary "Class B" fermented malt beverage license to serve beer. A motion was made by Trustee Schwoch, seconded by Trustee Seubert to approve this application and grant St. Louis Church a temporary "Class B" fermented malt beverage license for September 20, 2015. Motion carried 7-0.
23. Clerk-Treasurer Ruge stated she would like to see committees start to hold meetings to prepare for the upcoming budget. The public works department has already provided her with a listing of what they would like included in the budget and Rick Golz is working on getting the water and sewer numbers put together. Committee meetings will be held in the next few months to start getting preliminary numbers put together.
24. Clerk-Treasurer Ruge stated that the 2015 budget for the water utility had \$45,000 being put into escrow to pay for future long-term maintenance for the water facilities. The checking account has more than enough cash to make this transfer at this time. A motion was made by Trustee Schauer, seconded by Trustee Seubert to transfer \$45,000 from the water utility checking account into the future expenditures account and mark it for use by the water utility in the future. Motion carried 7-0.
25. Clerk-Treasurer Ruge stated that the sewer utility checking also has an abundance of cash at this time. Money was budgeted to pay for a CMOM report that does not need to be done until next year, and income from allowing sanitation companies to dump grey water into our wastewater treatment plants has been collected well over what was anticipated. A motion was made by Trustee Schauer, seconded by Trustee Schwoch to transfer \$9,000 from the sewer utility checking account into the future expenditures account and mark it for use by the sewer utility in the future. Motion carried 7-0.
26. The next regular meeting is scheduled for Wednesday, October 7, 2015. Trustee Cook may not be in town, but since no other trustees will be absent it will continue as scheduled.
27. Motion was made by Trustee Schwoch, seconded by Trustee Schauer to adjourn the meeting. Motion carried 7-0. Meeting was adjourned at 8:28pm.