

## Village Announcements

\* Advantage Community Bank will be collecting non-perishable items for local food pantries through December 15<sup>th</sup>. Please drop off items during regular business hours.

### Village of Dorchester Finance Committee Meeting

**Date: November 4, 2015 (Wednesday) 6:30 pm**

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

#### **Minutes:**

1. Meeting was called to order by Chairperson Schauer at 6:30 pm.
2. In attendance were Chairperson Schauer, Trustee Cook and Clerk-Treasurer Ruge. Trustee Derrico was absent.
3. After review and discussion, a motion was made by Trustee Cook, seconded by Chairperson Schauer to approve the bills and vouchers from October 2015. Motion carried 2-0.
4. Motion was made by Chairperson Schauer, seconded by Trustee Cook to adjourn. Motion carried 2-0.  
Meeting was adjourned at 6:45 pm.

Brooke Ruge, Clerk-Treasurer

### VILLAGE OF DORCHESTER BOARD MEETING

**DATE: Wednesday, November 4, 2015, 7:00 pm Clerk's Office, 228 W. Washington Ave, Dorchester WI**

#### **Minutes:**

1. Meeting was called to order by President Rau at 7:00 pm.
2. The Pledge of Allegiance was said.
3. In attendance were President Rau, Trustee Seubert, Trustee Underwood, Trustee Cook, Trustee Schauer, and Trustee Schwoch. Trustee Derrico was absent. Also in attendance were Clerk-Treasurer Ruge, PW Supervisor Dean Faude, Water/Sewer Manager Rick Golz, Kevin O'Brien – TP Printing, and other members of the community.
4. There was no public input.
5. After review, a motion was made by Trustee Schwoch, seconded by Trustee Schauer to approve the minutes from the October 7, 2015, regular board meeting. Motion approved 6-0.
6. After review, a motion was made by Trustee Schauer, seconded by Trustee Cook to approve the October 2015 audit report. Motion carried 6-0. The November 2015 audit reports were distributed.
7. Eugene Peissig was in attendance to discuss the desire to hold snowmobile races at Dorchester Park again in January of 2016. The park board has already given the snowmobile club the okay to use the park, and the village board just needs to also give approval. It was stated that they intend to make the

actual track longer this year. A motion was made by Trustee Schauer, seconded by Trustee Schwoch to allow the snowmobile races at Dorchester Park on Saturday, January 2, 2016. Motion carried 6-0.

8. President Rau stated that in the past the Village has made a donation to the Park Association. In 2014 we made a donation of \$1,500 and that it is accounted for in the budget. A motion was made by Trustee Schwoch, seconded by Trustee Seubert to approve a donation of \$1,500 to the Dorchester Park Association. Motion carried 6-0.
9. Much discussion was held on trying to deter the geese from staying near, and on, the land in the park by the lake. The Wisconsin DNR has told the park board they can use any action to scare them off, but it must fall within the guidelines of local ordinances and state and federal laws. Chief Leichtman would prefer to use some type of decoy, but park board members do not think this will be effective. This item will be tabled and discussed at a later meeting to come up with more options.
10. Chief Gary Leichtman was not in attendance, so no report was given this month.
11. Clerk-Treasurer Ruge stated that in the 2015 Police budget there was a total of \$5,000 that was to be used for vehicle maintenance and repairs. According to actual expenses to date, there has been less than \$500 spent. Since no money was set aside to be put into the escrow account for vehicle replacement, Chief Leichtman would like the board to consider putting some of that unused maintenance money away for the purchase of a new squad car. After further discussion, a motion was made by Trustee Schwoch, seconded by Trustee Seubert to put \$4,500 from the police vehicle repair budget into the Future Expenditures for the replacement of a squad car. Motion carried 6-0.
12. Public Works supervisor Dean Faude stated they have been very busy. A new hydrant was put in today, and the garage door at the shop has been replaced, along with a furnace that was previously approved. Jesse Rieck has begun to sweep streets in the village before winter.
13. Water/sewer manager Rick Golz stated that the hydrants have been flushed recently. They are going to recharge a filter next week, and that SEH has begun working on the report about the phosphorus levels.
14. Municipal Well & Pump has provided Rick Golz with a quote for pulling the pump at Well No. 2 and inspecting it. There is still room in the repairs budget for the water utility that will cover this cost. A motion was made by Trustee Schauer, seconded by Trustee Underwood to have Municipal Well & Pump pull and inspect the motor at Well No. 2 for an estimated cost of \$10,502. Motion carried 6-0.
15. President Rau stated that in the past two months we have had a couple of different engineering firms make presentations to the board. We need to make a decision on which one we are going to use going forward with the various street projects in the next couple of years. After further discussion, a motion was made by Trustee Schauer, seconded by Trustee Underwood to hire MSA to be the engineers for various Village projects in the next few years. Motion carried 6-0.

16. A building permit for 144 Front Street was approved by Jim Jantsch and issued since the last meeting.
17. After reviewing a background check that was processed by Chief Leichtman, a motion was made by Trustee Schauer, seconded by Trustee Schwoch to approve an operator's permit for Ciji Becker.  
Motion carried 6-0.
18. In trying to schedule a Planning Commission meeting recently, Clerk-Treasurer Ruge was notified by Dale Meyer that he wishes to resign from this commission. A motion was made by Trustee Schwoch, seconded by Trustee Underwood to accept the resignation of Dale Meyer from the Planning Commission. Motion carried 6-0.
19. President Rau stated that he is allowed to have up to 3 trustees serve as members of the Planning Commission. He had spoken to Trustee Mat Derrico the previous evening, and Mat would be willing to serve. A motion was made by Trustee Schauer, seconded by Trustee Seubert to appoint Mat Derrico to the Planning Commission. Motion carried 6-0.
20. The Planning Commission met recently to discuss various zoning problems within the community. It was determined that more information needed to be obtained about the TID #1 requirements before anything further could be discussed. The Planning Commission will schedule regular meetings until this matter can be resolved and brought before the board.
21. Trustee Underwood attended the most recent fire department consolidation meeting. Officer were elected among the group and the public will still be able to have input going forward until some decisions need to be made.
22. Carol Staab, chairperson of the Police Committee, was present to make recommendations to the board regarding the 2016 Police budget. The changes that the Police Committee are recommending for the 2016 budget is to reduce the fuel budget from \$6,000 to \$4,000; reduce the personnel assistance from \$20,000 to \$5,000 because part-time wages will be included as part of the police wages line; keeping the fines & violations income amount at \$1,250 but making the police fees income amount \$250. In addition to these changes, they are recommending a salary increase of 3% for Chief Leichtman, and a \$0.50/hour increase for Officer Maldonado. Based on the age of the current squad car, the committee also recommends that the department purchase a 2016 police vehicle, with the majority of the funds coming out of the future expenditures account and the remainder being covered by the sale of the current car. Total cost of the new vehicle not to exceed \$30,000. These changes will be considered when the entire budget is balanced later in the meeting.
23. President Rau stated that currently the fire department has not completed their 2016 budget, however, since the village has to finalize theirs he has told the fire department that we will be contributing the same amount as last year, plus passing along the 2% fire dues when they come in. The

amount contributed in 2015 was \$49,800. A motion was made by Trustee Cook, seconded by Trustee Seubert to approve \$49,800 for the fire department in 2016. Motion carried 6-0.

24. The Dorchester Public Library has asked for the Village to contribute the same amount of money towards their budget as in 2015. A motion was made by Trustee Schauer, seconded by Trustee Schwoch to approve the 2016 library budget in the amount of \$42,500. Motion carried.
25. Clerk-Treasurer Ruge put the proposed 2016 budget up on the projector for the board members to see. She walked them through both the 2016 sewer and water budgets that did not need any adjusting to balance. She also mentioned that various cuts could take place in the general fund budget to get it to balance. After much discussion on what should be kept, and what should be reduced the budget was balanced with a 1.62% contingency. A motion was made by Trustee Schwoch, seconded by Trustee Schauer to approve the 2016 Proposed Budget as displayed on screen. Motion carried 6-0. A complete copy of the proposed budget can be viewed or obtained at the Clerk's office.
26. Clerk-Treasurer Ruge stated that after discussions about the sewer budget, she felt it would be best if the board looked at increasing the sewer rates again in 2016. Last year, the rates increased by 3% (roughly \$0.27) per 1,000 gallons of usage. The water utility has plenty of excess to put into escrow accounts for future expenses, but the sewer utility currently only puts away minimal amounts each year. After further discussion on a rate of increase, the board expressed interest in having Clerk-Treasurer Ruge put together a resolution with a proposed 3% increase again for 2016 to be discussed at the December meeting.
27. Clerk-Treasurer Ruge stated that a Public Hearing needs to be held to approve the 2016 Budget. The levy amounts need to be published a minimum of 15 days prior to the hearing. A motion was made by Trustee Schauer, seconded by Trustee Schwoch to hold the public hearing on Wednesday, December 2, 2015, at 7:00 pm. Motion carried 6-0.
28. The next regular board meeting will be held on Wednesday, December 2, 2015, as soon as the public hearing for the 2016 budget is complete.
29. **Closed Session (per Section 19.85 (1) (C) Wisc. Stats.** 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 2016 compensation & benefits package for Village employees.**
30. Motion was made by Trustee Cook, seconded by Trustee Underwood to invite Clerk-Treasurer Ruge into closed session. She would give information to the board members on various insurance rates received for group insurance and answer any questions about the plans before she would be asked to leave closed session. Motion carried 6-0.

31. Motion was made by Trustee Schauer, seconded by Trustee Schwoch to go into Closed Session.

Motion carried 6-0.

32. President Rau, Trustee Seubert, Trustee Cook, Trustee Underwood, Trustee Schauer, and Trustee Schwoch were present for closed session. Trustee Derrico was absent. Clerk-Treasurer Ruge left closed session at 9:18 pm.

**CLOSED SESSION.**

33. During closed session, board voted and approved the Police Committee's recommendations on wages for both Chief Leichtman and Officer Maldonado. Chief Leichtman will receive a 3% increase in salary for 2016, and Officer Maldonado's wage will go to \$12.50/hour starting in January 2016. The board also approved to keep all current benefits the same for 2016 employees.

34. A motion was made by Trustee Schwoch, seconded by Trustee Schauer to adjourn. Motion carried 6-0. Meeting was adjourned at 10:30 pm.

Brooke Ruge, Clerk-Treasurer