

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

**Date: July 12, 2017 (Wednesday) 6:45 pm**

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

### **Minutes:**

1. Meeting called to order at 6:47pm.
2. Committee members present: Trustee Derrico, Trustee Edblom, Trustee Schauer, & Deputy Clerk-Treasurer Wiersma.
3. A motion was made by Trustee Edblom, seconded by Trustee Derrico, to approve the bills and vouchers for June, 2017. Motion carried, 3-0.
4. A motion was made by Trustee Derrico, seconded by Trustee Edblom, to adjourn. Motion carried, 3-0. Meeting adjourned at 6:55pm.

## **VILLAGE OF DORCHESTER BOARD MEETING**

**DATE: Wednesday, July 12, 2017 7:00pm**

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

### **Minutes:**

1. Meeting called to order at 7:00pm.
2. The Pledge of Allegiance was said.
3. The following Board members were present: President Rau, Trustee Underwood, Trustee Edblom, Trustee Seubert, Trustee Derrico, and Trustee Schauer, & Trustee Schwoch. Also present: Deputy Clerk-Treasurer Terri Wiersma, water/sewer manager Rick Golz, public works employee Clint Penney, chief of police Gary Leichtman, officer Consuelo Maldonado, Todd Trader from MSA, Tony Averbek from HydroCorp, Inc., Jonathan Bradley from Dakota Supply Group, Kevin O'Brien from T/P Printing, and Pam Leichtman.
4. There was no Public Input.
5. A motion was made by Trustee Derrico, seconded by Trustee Seubert, to approve the minutes from the June 7, 2017, Board meeting. Motion carried, 7-0.
6. A motion was made by Trustee Derrico, seconded by Trustee Schauer, to approve the July, 2017 Audit Report. Motion carried, 7-0. The August, 2017 Audit Report was distributed by Deputy Clerk-Treasurer Wiersma.
7. Police Chief Gary Leichtman gave his monthly report. He stated he has received numerous complaints about ATVs running on 4<sup>th</sup> Street. 3 riders have been cited (none of whom are residents of the Village). Trustee Schauer concurred, and added that she has seen riders going faster than the 25mph speed limit given in the Ordinance. Chief Leichtman will be targeting these riders for enforcement. There was a Quinceanera at Memorial Hall that still had music playing past the 1:30am deadline listed in the lease. Chief Leichtman spoke with Jenny Halopka, stating she "doesn't understand" that the music must end by 1:30am regardless of whether or not there were noise complaints (there were no complaints received during this party). The live music ended around 1:45am, but the party goes then turned on a radio. Chief Leichtman noted it is not his responsibility to enforce the lease, and that the

Board may wish to take action. He also said there were OWIs and several fights, and that he sat outside in his car until after 2am -- it was a "wild night" that required him to be in his office until 6am doing paperwork.

He was asked by a Board member about how Dorchester Days went. He stated he was aware of several fights, an OWI, guys 'bending signs', and minors with 'over 21' bracelets. President Rau suggested the Memorial Hall music issue be referred to committee

8. Chief Leichtman informed the Board that one of the properties sent a letter last month has done some work to fix up the property, including putting in doors. A motion was made by Trustee Schwoch, seconded by Trustee Seubert, to assess a \$50/week fine for violations of Ordinance #200 for property owner at 306 E. 4<sup>th</sup> Avenue, if Chief Leichtman determines work is not progressing. Motion carried, 7-0.
9. The Board discussed the property at 356 W. Business County Road A. The 4-unit apartment building was deemed uninhabitable by the county health inspector in 2016, but no work has been done on it since. A motion was made by Trustee Seubert, seconded by Trustee Derrico, to assess a citation fee of \$500/week for violations of Ordinance #200 for property owner at 356 W. Business County Road A. Motion carried, 7-0.

Chief Leichtman also informed the Board that the owner of the properties in violation on Front and Second Streets had a court date last week, and the Village attorney will be updating them on the possibility of citing the owner under the nuisance law.

10. Water/sewer manager, Rick Golz, gave his monthly update. He stated that things have been running smoothly, and he hasn't encountered any issues caused by the street construction.
11. President Rau told the Board that the Clerk's office has been working with Rick Golz to obtain permission from the Public Service Commission to replace all of the water meters in the Village, which was finally received. Rick explained the difference between the current meters and the radio-read meters being considered. The current I-perls have wires out to touchpads (more opportunity for parts to break), and do not currently have radios – so, although there would be fewer meters to replace, they would all need radios, which would make the cost significantly higher than the quote received from HD Supply. Kamstrup meters use an ultrasonic technology and are a single unit with no moving parts, and have built-in radios. They are also readable with an app on a tablet or smart phone. The Dakota Supply Group representative said they will be able to keep up with changing technology just by replacing the phone/tablet when upgrades are needed at a cost of \$1000, rather than needing to purchase a new handheld for \$7500. A motion was made by Trustee Derrico, seconded by Trustee Edblom, to approve the purchase of new water meters from DSG for village-wide replacement after obtaining financing quotes from local banks. Motion carried, 7-0.
12. Discussion was held on a proposal submitted by HydroCorp for residential cross connection inspections (which are required every 10 years). Tony from HydroCorp told the Board that they usually charge \$65 each for residential inspections but, because they will be doing the Village-wide meter swap for Dakota Supply, the cost will be reduced to \$32 each. The new meters, combined with the inspection will also allow the Village to obtain permission from the PSC to wait 20 years to have to do the inspections again. Trustee Seubert asked why the Village isn't getting these inspections for free since so much is being spent on the meter swap – and said the cross-connection agenda item should have come first, so they could have negotiated the cost. Tony explained what the inspection is for and how it's accomplished, and that each one takes 15-30 minutes; also HydroCorp is only providing the labor for

the meter swap – the meters are being purchased from DSG. A motion was made by Trustee Schwoch, seconded by Trustee Schauer, to approve the cross-connections inspections by HydroCorp during the meter swap. Motion carried, 7-0.

13. A motion was made by Trustee Schauer, seconded by Trustee Edblom, to pay the invoice from R&R Waste Systems for cleaning and jetting of sanitary sewer & cleaning of lift station. Motion carried, 7-0.
14. Public Works employee Clint Penney gave the monthly update. They have used the backhoe a total of 14 hours already, and have been working with Steen on the street construction project, turning water on and off as necessary. He will be obtaining quotes for crack sealing for the August meeting. There is a hydrant on A that needs to be either repaired or replaced, and they are working on a schedule to replace 5 other hydrants (with hydrants purchased last year). The salt has been ordered for this winter. And the summer help has been very busy mowing.
15. A motion was made by Trustee Derrico, seconded by Trustee Seubert, to have the county paint a solid yellow line down Business County Road A, so there is no passing zone. Motion carried, 7-0.
16. A motion was made by Trustee Derrico, seconded by Trustee Seubert, to schedule bowling lanes maintenance with SBI. Motion carried, 7-0.
17. Todd Trader from MSA gave a construction update: The work on 1<sup>st</sup> avenue is almost complete on the utilities and storm sewer. They are waiting on water samples, but are planning on installing the water main early. Temporary water mains will also be installed while the main one is being replaced. There was discussion about making the road driveable; a trustee expressed concern that emergency vehicles wouldn't be able to reach any of the homes currently. Kyle (MSA's construction representative) was going to discuss the road conditions with Steen Construction at their Friday meeting.
18. A motion was made by Trustee Schauer, seconded by Trustee Edblom, to approve Change Order #1 for the 2017 Street & Utility project in the amount of \$7970.00. Motion carried, 7-0.
19. The Board discussed paving options for Willow Court, Prospect Street, & Marsh Avenue; a motion was made by Trustee Schwoch, seconded by Trustee Derrico to have Todd Trader put together an ad to be placed in the Tribune-Phonograph the next 2 weeks, and a uniform bid sheet for contractors to use. Motion carried, 7-0.
20. The Board also discussed the following street repairs to consider for 2017: W. 3<sup>rd</sup> Avenue – from S. 4<sup>th</sup> Street to S. 6<sup>th</sup> Street, N. 4<sup>th</sup> Street – from Viking to village limits, and S. Linden Street – from the bridge to E. 4<sup>th</sup> Avenue, along with additional street patching or repairs (various locations). Rough quotes were provided for the first 3, with no company listed and not enough detail (do the quotes include underwork, drain tile, etc.) Clint got a quote from Jensen & Sons Asphalt for the 4<sup>th</sup> proposed project - additional street patching/repairs – 150 tons of asphalt for \$100/ton.
21. The Board decided to take no action at this time on the first 3 above-referenced street repairs for 2017, and tabled these until the August meeting. On the street patching, a motion was made by Trustee Schwoch, seconded by Trustee Schauer to approve the purchase of 150 tons of asphalt from Jensen & Sons to patch as much of the list as possible. Motion carried, 7-0.
22. A motion was made by Trustee Edblom, seconded by Trustee Derrico, to hire Chuck Mengel to repair/recoat the metal roof on the salt storage building, at a cost of \$700.00. Motion carried, 7-0.

23. A motion was made by Trustee Schauer, seconded by Trustee Seubert, to approve the Assessing Contract between the Village and C.J. Becker for \$4400.00 for the 2018 assessment year. Motion carried, 7-0.
24. A motion was made by Trustee Schauer, seconded by Trustee Derrico, to approve an operator's license for Whitney Samuelson. Motion carried, 6-0, with President Rau abstaining.
25. The next Village Board meeting will be on Wednesday, August 2, at 7:00pm.
26. A motion was made by Trustee Edblom, seconded by Trustee Derrico, to adjourn. Motion carried, 7-0. Meeting adjourned at 8:50pm.

Terri Wiersma, Deputy Clerk-Treasurer