

## Village of Dorchester Finance Committee Meeting

Date: February 5, 2020 (Wednesday) 6:45 pm

Clerk's Office 250 Parkside Drive, Dorchester WI

### **Minutes:**

1. Meeting was called to order by Trustee Schauer at 6:45pm.
2. Present were Trustee Schauer, Trustee Lageman, Trustee Klemetson and Deputy Clerk/Treasurer Christie Erikson.
3. Motion was made by Trustee Lageman, seconded by Trustee Klemetson to approve the bills and vouchers for January, 2020. Motion carried 3-0.
4. Motion was made by Trustee Lageman, seconded by Trustee Klemetson to adjourn. Motion carried 3-0. Meeting was adjourned at 6:49pm.

## VILLAGE OF DORCHESTER BOARD MEETING

DATE: Wednesday, February 5, 2020

7:00 pm

Clerk's Office, 250 Parkside Drive, Dorchester WI

### **Minutes:**

1. Meeting was called to order by President Schwoch at 7:01pm.
2. Pledge of Allegiance was said.
3. Present were President Schwoch, Trustee Derrico, Trustee Lageman, Trustee Klemetson, and Trustee Schauer. Trustee Duranceau was absent. Also present were Deputy Clerk/Treasurer Christie Erikson, Public Works Supervisor Clint Penney, Water/sewer manager Rick Golz, Clarence Klimpke, Mike Voss – MSA, Clerk/Treasurer Brooke Bruesewitz, Kevin O'Brien – TP Printing and Police Chief Gary Leichtman whom showed up at 7:15pm.
4. New polling place will be at the Clerk/Treasurer's Office at 250 Parkside Drive. First election will be February 18, 2020.
5. Motion was made by Trustee Schauer, seconded by Trustee Derrico to approve the minutes of the January 8, 2020, Board meeting. Motion carried 5-0.
6. Motion was made by Trustee Derrico, seconded by Trustee Schauer to approve January, 2020 Audit Report, and receive February, 2020 Audit Report from Clerk-Treasurer. Motion carried 5-0.
7. Chief Gary Leichtman's reported that training is set for the year. Everything else is going well.
8. Water/sewer manager Rick Golz reported that both the water plant and waste water are running well.
9. Public Works supervisor Clint Penney reported that they have been hauling snow and pushing it back away from the roads. Salt bin has been filled up. Using the newly purchased plow truck – good purchase.
10. Mike Voss – MSA Professionals – updated us about the issues with the Water GIS mapping on the tablet. Multi-discharger Variance permit tentatively approved. The permit includes a phosphorus compliance schedule. They will be doing a pilot study with chloride to help limit phosphorus. Plan on doing a door-to-door survey next year for available funding for street projects.
11. The Board discussed appointing Clarence Klimpke to fill vacant trustee position but Mr. Klimpke provides services for the cemetery which is paid through the village, making him an employee of the village in which he cannot hold both positions. Discussion prior to the meeting with President Schwoch

and attorney Wachsmuth indicated that he could continue to work for the cemetery and accept the position as a trustee if he becomes a subcontractor paid directly from the cemetery. Motion was made by President Schwoch, seconded by Trustee Schauer to appoint Clarence Klimpke to fill the vacant trustee position. Motion carried 5-0.

12. Discussion on creating an ordinance for golf cart operation within village: Trustee Klemetson was to come up with a sample ordinance. He referenced Spencer's ordinance; \$25 registration fee, insurance under homeowner's insurance, cart needs to be approved by Police officer, flag, night headlights, breaklights, ages 12-15 need to have passed a ATV/UTV or snowmobile course with proof of certification. Motion was made by Trustee Klemetson, seconded by Trustee Derrico to create an ordinance for golf carts. Motion carried 5-0.
13. President Schwoch appointed himself to fill the vacant position on the Employee Committee and appointed Trustee Duranceau as chairman of the committee. Motion was made by Trustee Schauer, seconded by Trustee Derrico to allow President Schwoch to fill vacant spot on the Employee Committees. Motion carried 5-0. The Board tabled the rest of the vacant committee spots.
14. Motion was made by Trustee Schauer, seconded by Trustee Lageman to approve the recommendation from Public Works Committee regarding 2020-2021 lease for Memorial Hall. Motion carried 5-0.
15. Motion was made by Trustee Schauer, seconded by Trustee Lageman to approve recommendation from Public Works Committee regarding enclosure for ramp at Memorial Hall for a cost of \$9,000. Motion carried 5-0.
16. Motion was made by Trustee Lageman, seconded by Trustee Klemetson to allow local fire department to use tables and chairs from Memorial Hall on February 14, 2020. Motion carried 4-0. Trustee Schauer abstained.
17. Motion was made by Trustee Derrico, seconded by Trustee Lageman to approve sending out request for proposal for 2019 Audit. Motion carried 5-0.
18. Motion was made by Trustee Schauer, seconded by Trustee Derrico to purchase eight chairs for the new office building, not to exceed \$1,200. Motion carried 5-0.
19. Motion was made by Trustee Lageman, seconded by Trustee Derrico to allow Deputy Clerk/Treasurer Erikson to adjust office hours temporarily. Motion carried 5-0.
20. Motion was made by Trustee Schauer, seconded by Trustee Derrico to set the date of the next Village Board meeting to Monday, March 2, 2020. Motion carried 5-0.  
  
President Schwoch took a moment to thank Clerk/Treasurer Brooke Bruesewitz for her years as the Village's Clerk/Treasurer. Brooke last day with the Village will be February 14, 2020.
21. **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 recommendations from the Employee Committee regarding hiring full-time clerk/treasurer.**
22. Motion was made by Trustee Schauer, seconded by Trustee Lageman to invite Deputy Clerk/Treasurer Erikson to the Closed Session. Motion carried 5-0.
23. Motion was made by Trustee Schauer, seconded by Trustee Lageman to go into Closed Session. Motion carried 5-0.

24. Present were President Schwoch, Trustee Lageman, Trustee Klemetson, Trustee Schauer, Trustee Derrico and Deputy Clerk/Treasurer Erikson.

**CLOSED SESSION**

25. Reconvene to Open Session to announce that a motion was approved to allow the Employee Committee to offer the new Clerk/Treasurer an hourly wage between \$17-20 depending on experience and also to allow the Employee Committee to hire someone before a board meeting if necessary.

26. Motion was made by Trustee Schauer, seconded by Trustee Derrico to adjourn. Motion carried 5-0. Meeting was adjourned at 9:01pm.

Christie Erikson, Deputy Clerk-Treasurer