

## Village of Dorchester Finance Committee Meeting

Date: April 1, 2020 (Wednesday) 6:45 pm

Village Hall, 188 S. 2<sup>nd</sup> Street, Dorchester WI

### **Minutes:**

1. Call meeting to order by Trustee Schauer at 6:48pm.
2. Present were Trustee Schauer and Trustee Klemetson. Trustee Lageman was absent.
3. Motion was made by Trustee Klemetson, seconded by Trustee Schauer to approve the bills and vouchers for February, 2020. Motion carried 2-0.
4. Motion was made by Trustee Klemetson, seconded by Trustee Schauer to adjourn. Motion carried 2-0. Meeting was adjourned at 6:56pm.

## VILLAGE OF DORCHESTER BOARD MEETING

DATE: Wednesday April 1, 2020 7:00 pm

Village Hall, 188 S. 2<sup>nd</sup> Street, Dorchester WI

### Minutes:

1. Meeting called to order by President Schwoch at 7:00pm.
2. Pledge of Allegiance was said.
3. Present were President Schwoch, Trustee Schauer, Trustee Duranceau, Trustee Derrico, Trustee Klimpke and Trustee Klemetson. Trustee Lageman was absent. Also present were Public Works Supervisor Clint Penney, Police Chief Gary Leichtman and Kevin O'Brien – TP Printing.
4. No Public Input.
5. Motion was made by Trustee Schauer, seconded by Trustee Klimpke to approve minutes of the March 2, 2020, Board meeting. Motion carried 6-0.
6. Motion was made by Trustee Schauer, seconded by Trustee Derrico to approve March, 2020 Audit Report, and receive April, 2020 Audit Report from Clerk-Treasurer. Motion carried 6-0.
7. Chief Gary Leichtman reported that his office move is almost completed.
8. Water/sewer monthly update – phosphorus shed will be set up.
9. Public Works Supervisor Clint Penney reported that they are moving the pole at S. 4<sup>th</sup> Street & Cty. Hwy. A – new hydrant going in and storm sewer, patching roads, sweeping streets, fixing yards damage from plowing and changed half of shop bulbs to LED.
10. Motion was made by Trustee Schauer, seconded by Trustee Derrico to appoint Trustee Lageman to the Parks and Recreation Committee. Motion carried 6-0.
11. Motion was made by Trustee Schauer, seconded by Trustee Klemetson to approve liability insurance through Spectrum Insurance Group for an annual estimated cost of \$39,922. Motion carried 6-0.
12. Motion was made by Trustee Schauer, seconded by Trustee Klimpke on approving bills up to \$2,000 for Police Chief Leichtman's new computer and set up at new office. Motion carried 6-0.
13. Motion was made by Trustee Derrico, seconded by Trustee Klemetson to approve both Clerk/Treasurer Michelle Dunn and Deputy Clerk/Treasurer Christie Erikson to attend the Municipal Clerks and Treasurers Institute the week of July 12-17, 2020 in Green Bay with the office then being closed. Motion carried 6-0.

14. Motion was made by Trustee Klimpke, seconded by Trustee Schauer to approve signing a Declaration of Emergency due to the current issue with COVID-19. Motion carried 6-0.
15. Motion was made by Trustee Derrico, seconded by Trustee Klimpke to allow Public Works to advertise for sealed bids for the Ventrac and 656 Tractor, get estimates to fix both the Ventrac and 656 Tractor, and estimates for a new machine. Motion carried 6-0.
16. Discuss & possible action on approving new estimate from Meyer Buildings for additional work that needs to be done with the roof on the Village Hall/Shop. Trustee Schauer asked why this wasn't addressed sooner and no answer was given. Motion was made by Trustee Schauer, seconded by Trustee Klimpke to table this action until more information is available. Motion carried 6-0.
17. Motion was made by Trustee Schauer, seconded by Trustee Klimpke to hire an engineering company for possible future street projects. Public Works Supervisor Clint Penney was asked to contact three companies for interviews at the next Board Meeting. Motion carried 6-0.
18. Motion was made by Trustee Schauer, seconded by Trustee Klimpke of have Organizational Meeting April 15, 2020 at 7:00pm with a small Board Meeting to follow. Motion carried 6-0. The date of the next regular Village Board meeting is set for Wednesday, May 6, 2020.
19. **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 compensation for deputy clerk/treasurer and also allow an hourly wage range for seasonal summer help.**
20. Motion was made by Trustee Duranceau, seconded by Trustee Klimpke to invite Public Works Supervisor Clint Penney into Closed Session. Motion carried 6-0.
21. Motion was made by Trustee Schauer, seconded by Trustee Derrico to go into Closed Session. Motion carried 6-0.
22. Present were President Schwoch, Trustee Schauer, Trustee Duranceau, Trustee Derrico, Trustee Klimpke, Trustee Klemetson and Public Works Supervisor Clint Penney.

#### **CLOSED SESSION**

23. Reconvene to Open Session to announce that a motion was approved to wages of \$12 - \$15 for summer help with a possible wage increase after 30 days. Also approved a wage increase for Deputy Clerk-Treasurer Christie Erikson from \$15.75 - \$16.50 per hour along with a \$2,000 bonus.
24. Motion was made by Trustee Schauer, seconded by Trustee Klimpke to adjourn. Motion carried 6-0. Meeting was adjourned at 8:50pm.

Christie Erikson, Deputy Clerk-Treasurer

**Due to the current COVID-19 situation and for the Safety and Health of our Board Members, Employees and Residents who may be attending this meeting, we ask that you would stay home is you are experiencing any flu or cold like symptoms (sneezing, running nose, coughing, etc.).**