

Village of Dorchester Finance Committee Meeting

Date: July 8, 2020 (Wednesday) 6:45 pm

Clerk's Office, 250 Parkside Drive, Dorchester WI

Agenda:

1. Call meeting to order.
2. Roll Call.
3. Discussion and action on financial activity for June, 2020.
4. Motion to Adjourn.

VILLAGE OF DORCHESTER BOARD MEETING

DATE: Wednesday, July 8, 2020

7:00 pm

Clerk's Office, 250 Parkside Drive, Dorchester WI

Agenda:

1. Meeting called to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Input.
5. Review and approve minutes of the June 3, 2020, Board meeting.
6. Review and approve June, 2020 Audit Report, and receive July, 2020 Audit Report from Clerk-Treasurer.
7. Chief Gary Leichtman's monthly report.
8. Water/sewer monthly update.
9. Public Works monthly update.
10. Zoning/Building Update. – Building Permits issued
11. Announcement: Nicolet Bank to merge with Advantage Community Bank at end of the business day on August 21, 2020.
12. Discussion & Possible action on selling of Ventrac.
13. Cooper Engineering Presentation (7:15pm – 10 minutes) on proposal for Waste Water Treatment Facility Engineering Services.
14. Discussion & Possible Action on Liquid Engineering \$2,490.00 proposal to inspect, clean, and repair 25,000-gallon reservoir by water plant.
15. Discussion & Possible Action to form temporary committee to address Ordinance Codification consisting of Trustee Lageman, Trustee Schauer, Chief of Police Leichtman, and President Schwoch.
16. Discussion & Possible Action to formally name building at 250 Parkside Dr.
17. Discussion & Possible Action regarding recommendation from the Planning Commission to approve the MSA Capital Improvement Plan (CIP). RESOLUTION 309
18. Discussion & Possible action regarding the Planning Commission's recommendation to make 4th Ave extend east and repaired to the extent to be able to do proper maintenance throughout the year and

extend unnamed street south to nearest access point. It is also recommended but not voted on that a survey is done on said road prior to repair.

19. MSA Presentation (7:45pm – 10 minutes) on proposal to provide professional engineering services/consultation and advice in connection with Waste Water Treatment Facility Evaluation and Facility Plan.
20. Discussion and Possible Action to approve Cooper Engineering or MSA proposal in connection with Waste Water Treatment Facility engineering services.
21. Discussions and Possible Actions to approve Employee Committee Recommendations:
 - a. Approve recommended Emergency Sick & Extended FMLA temporary policy
 - b. Approve recommended Expense Reimbursement for Village Employees conducting business while traveling
 - c. Approve recommendation to change 6-month employee probation period to 90-day probation period
 - d. Approve recommendation to remove any verbiage pertaining to loss of compensation time earned
 - e. Approve recommendation to make residency requirement portion of handbook applicable to emergency personnel only
 - f. Approve recommendation to require background checks and drug screening of all employees upon hiring
 - g. Discuss and possible action to official change Clerk Office Hours
22. **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 wage increase for Clerk/Treasurer.**
23. Motion to invite non-committee members whose presence are necessary for the business at hand during the Closed Session.
24. Motion to go into Closed Session.
25. Roll Call.

CLOSED SESSION

26. Reconvene to Open Session to take action or announce action taken in Closed Session, if any and if appropriate.
27. Discussion and possible action to approve Clerk/Treasurer Michelle Dunn to attend free training in Waupaca on September 10, 2020 – Avoiding Common Mistakes.
28. Discussion & Possible Action on the date of the next Village Board Meeting.
29. Adjournment.

Michelle J Dunn, Clerk-Treasurer