

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

**Date: Wednesday, December 7, 2022 6:30 pm**  
**Municipal Building, 250 Parkside Drive, Dorchester WI**

### **Minutes:**

1. The meeting was called to order by Trustee Schauer at 6:32pm.
2. Present were Trustee Schauer, Trustee Carter and Trustee Lageman. Also present was Deputy Clerk/Treasurer Christie Erikson.
3. Motion was made by Trustee Lageman, seconded by Trustee Carter to approve the financial activity for November, 2022. Motion carried 3-0.
4. Motion was made by Trustee Lageman, seconded by Trustee Carter to adjourn. Motion carried 3-0. Meeting was adjourned at 6:47pm.

## **VILLAGE OF DORCHESTER BOARD MEETING**

**DATE: Wednesday, December 7, 2022 7:00 pm**  
**Municipal Building, 250 Parkside Drive, Dorchester WI**

### **Minutes:**

1. The meeting was called to order by President Schwoch at 7:00pm.
2. Pledge of Allegiance was said.
3. Present were President Schwoch, Trustee Schauer, Trustee Carter, Trustee Klemetson, Trustee Lageman, Trustee Klimpke and Trustee Goldschmidt. Also present were Deputy Clerk/Treasurer Christie Erikson, Water/Sewer Manager Rick Golz, Mike Staab, Neal Hogden – TP Printing, Scot Balsavich and Nathan Myszka – Cooper Engineering.
4. Public Input – Mike Staab is concerned about the street projects done on S. 3<sup>rd</sup> Street, mainly the sidewalk elevations in front of his house. They are higher than his house. He said he had talked to the contractor and the contractor said he came up with a solution but he is not sure that it will work especially in the spring. He wants to know when it will get done and if there are problems yet, will someone come and fix it. Clarence Klimpke mentioned that Tim Baker still has his camper on the road, it needs to be removed. Kurt Schwoch said he will talk to him.
5. Motion was made by Trustee Schauer, seconded by Trustee Klimpke to approve minutes of the November 2, 2022 Board Meeting. Motion carried 7-0.
6. Motion was made by Trustee Klimpke, seconded by Trustee Carter to approve minutes of the November 30, 2022 Special Board Meeting. Motion carried 7-0.
7. Motion was made by Trustee Schauer, seconded by Trustee Klimpke to approve minutes of the November 30, 2022 Public Hearing for 2023 Village of Dorchester Budget. Motion carried 7-0.
8. Motion was made by Trustee Schauer, seconded by Trustee Klimpke to approve November, 2022 Audit Report, and receive December, 2022 Audit Report from Deputy Clerk-Treasurer. Motion carried 7-0.

9. Water/Sewer manager Rick Golz reported that the stripping tower froze, it is now insulated with some heat tape wrap around it. Water treatment plant – 90% of the electronics are complete and operating. He also changed the pipe at Well 2 & 3.
10. Public Works monthly update – refreshing plows by replacing parts, working around shop. Repairs on the orange plow truck and repairs to the plow on the Ford pickup truck, which is getting old, may need to get a new one next year.
11. Clerk's Office monthly update – working on property taxes, reporting levy, and organizing paperwork and bills left by Clerk/Treasurer Susan Ballerstein, whom is on Medical leave.
12. Zoning: Building Permits Update – None.
13. Motion was made by Trustee Klimpke, seconded by Trustee Klemetson to have Linda Baumann, whom is already employed with the Village as poll worker, to help in the clerk's office temporary. Hourly wage will be \$15. Motion carried 6-0. Trustee Schauer abstained.
14. Motion was made by Trustee Klimpke, seconded by Trustee Lageman to approve the Finance Committee recommendation for a sign at the Municipal Building. A donation of \$3,000 was made towards the sign, so the cost to the Village will be \$3,315.00.
15. Update on projects-Scot Balsavich – still working on the Street & Utility punch list. Items that still need to be completed, Cooper is going through to make sure they are done by contractors. Some cracks in sidewalks – will watch over winter and will fix in the spring. Mike Staab's property is on the list to be done. Full walk through of the street project will happen in Spring to make sure all things are completed or need to be fixed. Alley between 2<sup>nd</sup> and 3<sup>rd</sup> Street is on the list to be fixed. Some justifiable high amounts for Change order #2, which we are still waiting on from Steen Construction. Even with price changes, we should still be under the original estimate. Gary Strand met with Rick Golz at WWTP. Gary and MZ believe they are done with the project. Sensor is still not working, they will come and fix it. Water line for eyewash system froze. Rick told Gary about it. Could take up to a year to notice if phosphorus level operation is working. MZ has done what they were supposed to do and requesting payment. If there are problems with operating, they are responsible to come back under warranty to fix operational issues. The lift station project – slab is in for generator. Total Energy System, LLC will service the generator.
16. Motion was made by Trustee Klimpke, seconded by Trustee Klemetson to TABLE action on Street and Utility Project place Change Order #2 until we receive information.
17. Discussion about paying MZ because things aren't fully operational yet. Scot stated that if there is a design flaw, contact Cooper and they will make it right and cover all expenses to correct it. Contractor's warranty is one year, possibly longer for electronics. Motion was made by Trustee Klimpke, seconded by Trustee Lageman to approve remaining \$36,856.01 from Pay Request for 2021 Interim Phosphorus Limit Assistance to MZ Construction. Motion carried 7-0.
18. Motion was made by Trustee Klimpke, seconded by Trustee Lageman to TABLE action on approving Pay Request #3 for 2021 Interim Phosphorus Limit Assistance to MZ Construction for the amount of \$13,598.74 until January meeting. Motion carried 7-0.

19. Motion was made by Trustee Schauer, seconded by Trustee Lageman to approve Change Order #2 for the Lift Station – extending completion date to June 30, 2023. Motion carried 7-0.
20. Motion was made by Trustee Lageman, seconded by Trustee Klimpke to approve cellular alarm dialers for water plant for \$8,570.00. Motion carried 7-0.
21. Motion was made by Trustee Klimpke, seconded by Trustee Lageman to approve Beran Diversified Electric and Heating estimate of \$2,737.52 for new furnaces at the Village Hall. Motion carried 7-0.
22. Motion was made by Trustee Klimpke, seconded by Trustee Lageman to approve a \$2 per quarter increase in garbage rates. Motion carried 7-0.
23. Motion was made by Trustee Klimpke, seconded by Trustee Klemetson to donate \$1,000 to the Dorchester Park Corporation. Motion carried 7-0.
24. Motion was made by Trustee Goldschmidt, seconded by Trustee Klemetson to donate \$2,000 to the Dorchester Cemetery Association. Motion carried 6-0. Trustee Klimpke abstained.
25. Motion was made by Trustee Schauer, seconded by Trustee Carter to approve transferring money into Future Expenditures account from Water Utilities – long term maintenance fund: \$10,000 and equipment replacement fund: \$10,000. Motion carried 7-0.
26. Motion was made by Trustee Schauer, seconded by Trustee Lageman to approve transferring money into Future Expenditures account from General Fund – clerk’s building: \$18,000, police capital: \$5,000, police: \$80,000, bus garage: \$2,000, sterling repairs: \$5,000 and PW capital: \$30,000. Motion carried 7-0.
27. Motion was made by Trustee Klemetson, seconded by Trustee Klimpke to set the date for 2023 Caucus for January 4, 2023. Motion carried 7-0.
28. Date of next meeting is January 4, 2023.
29. Motion was made by Trustee Schauer, seconded by Trustee Lageman to adjourn. Motion carried 7-0. Meeting was adjourned at 8:15pm.

Christie Erikson, Deputy Clerk-Treasurer