

VILLAGE OF DORCHESTER FINANCE COMMITTEE MEETING

Date: Wednesday, July 12, 2023 6:30 pm

Municipal Building, 250 Parkside Drive, Dorchester WI

Minutes:

1. Meeting was called to order at 6:32 by Trustee Schauer.
2. Present were Trustee Schauer, Trustee Carter, Trustee Lageman, Clerk-Treasurer Sigmund and Deputy Clerk-Treasurer Erikson.
3. Motion was made by Trustee Carter, seconded by Trustee Lageman, to approve financial activity for June, 2023. Motion carried 3 – 0.
4. Motion was made by Trustee Lageman, seconded by Trustee Carter to Adjourn. Motion carried 3 – 0.
5. Meeting adjourned at 6:44 PM.

VILLAGE OF DORCHESTER BOARD MEETING

DATE: Wednesday, July 12, 2023 7:00 pm

Municipal Building, 250 Parkside Drive, Dorchester WI

Minutes:

1. Meeting was called to order by President Schwoch at 7:00 PM.
2. Pledge of Allegiance was recited.
3. Present were President Schwoch, Trustee Goldschmidt, Trustee Klimpke, Trustee Lageman, Trustee Carter, Trustee Schauer, Clerk-Treasurer Sigmund, Deputy Clerk-Treasurer Erikson, Water-Sewer Manager Rick Golz, Deputy Walters of the Clark County Sheriff's Department, Scot Balsavich from Cooper Engineering, Neal Hodgen from TP Printing, Preston Lebal from American Asphalt, John Pinter, and Christopher Christophersen. Trustee Klemetson was absent.
4. Public Input:
 - a. Christopher Christophersen once again brought up the parking on Linden Street as well as the dust issues from the sawmill. Deputy Walters said that he is currently looking into that.
 - b. John Pinter again brought up the alleyway behind his house. President Schwoch said that the contractor is planning to have it done by the end of July.
 - c. Scot Balsavich mentioned a few things that were not on the agenda:
 - i. The dam inspection has been completed and approved, and we are good for about ten years.
 - ii. The lift station is scheduled to have the fence installed next week per the contractor, then they will finish up after that.
 - iii. The crane for the lift station is at Haas's shop, but will be delivered when they come to do the fence.

5. Motion was made by Trustee Schauer, seconded by Trustee Klimpke to approve minutes of the June 7, 2023 Board Meeting. Motion carried 6 – 0.
6. Motion was made by Trustee Klimpke, seconded by Trustee Schauer to approve June, 2023 Audit Report, and receive July, 2023 Audit Report from Deputy Clerk-Treasurer. Motion carried 6 – 0.
7. Water/Sewer monthly update by Rick Golz: Rick said that the chemical room is about 99% done. Yesterday the electrical at Wellhouse 2 was upgraded.
8. Public Works monthly update by Rick Golz: They removed the sidewalk on South Front Street. Rock was installed at the DASE Park, and they will order the platform for playground equipment.
9. Clerk’s Office Update by Deputy Clerk-Treasurer Erikson: The budget needs to be received sooner than it has been, preferably starting in August and approving in November. The Clerk’s Office will be closed the week of July 17-21, 2023 for training. Bond substitution to add Clerk-Treasurer Sigmund to the bond instead of former Clerk-Treasurer Ballenstein needs to be approved.
10. Library Update: Trustee Goldschmidt reported that the library is still doing the reading programs, yoga, and step aerobics. They are looking into doing some landscaping; they will be using rock instead of concrete. They were told not to move the AC unit, but it is 29 years old and they would like it moved.
11. Memorial Hall update from Jenny Hinker: “June is notoriously slower with Dorchester Days being in the middle but still booked every weekend and double booked one weekend with smaller events like birthday parties, baptisms, and a celebration of life. Total rental income was \$1,120 for June. Hosted a multitude of events Dorchester Days weekend Thursday-Sunday and had some really nice compliments on all the work done at the hall over the past couple years. This past month alone included waxing the floor, getting the new basketball hoop that was donated by Eric Klemetson hung, and most importantly- the new curtain! SBI also came this month and went over the bowling alleys so hopefully they are running good come September. I would like to continue to hunt for someone to provide maintenance for the lanes once the season starts. I know this gets put on the back burner but it will soon become a pressing issue and we really need to get someone trained! Looking forward- we are completely booked in July with the exception of July 22 as we had a cancellation that day. July 8th and 29th are larger events that may utilize our new extended hours.” President Schwoch will talk to Jamie Kaatz and Wayne Rau about maintenance.
12. Clark County Sheriff’s Department update by Deputy Walters:
 - a. He would like to know when discussions on a contract for next year will occur.
 - b. Dorchester Days was very interesting for him. Parking and communication seemed to be the biggest issues.
 - c. He is working on bringing the emergency response plan more current, as well as working on the Emergency Management Committee.
 - d. As Deputy Walters continues to clean up the police office, he is wondering what we would like to do with the items that are no longer usable. President Schwoch said that he knows of Eau Claire and Menominee Campus and Police that can recycle them, and we would get “everything but 15%”.
 - e. Deputy Walters is currently working on the dust issue and parking issues brought up Chris Christophersen, as well as the ATV issues and trailer court issues that have been brought up.
 - f. Trustee Lageman mentioned that since Deputy Walters arrived, it seems that people are at least driving better through the Village.
 - g. President Schwoch would like us to look at the truck route at the next meeting.

13. Zoning: Building Permits Update –

- a. Ray Johnson - fence
- b. John Miller - driveway
- c. Kenneth Klimpke - driveway
- d. Reese Ewert, - building
- e. Mary Vinson - fence

14. Street Project Update by Scot Balsavich:

- a. The change order has been approved, and he has sent this on to the Wisconsin DNR for their approval. They had some questions, which Scot was able to answer; they wanted justification of charges, which Shane Steen from Steen Construction has forwarded to them.
- b. Scot sent off dollar amounts to We Energies for accommodation around gas lines and sidewalk work, as this was a direct charge for what they did. This was around \$1,800.00.
- c. Steen Construction is trying to finish up the punch list on a Friday in July. We want to try to wrap this up this month so he can come back next month and provide the final numbers.

15. Open sealed bids for asphalt paving on North 2nd Street to Washington Avenue

- a. There was only one sealed bid received. This bid was from American Asphalt in the amount of \$81,104.14, for paving North 2nd Street to Washington Avenue and the parking lot in front of the library and Memorial Hall.

16. Motion was made by Trustee Klimpke, seconded by Trustee Schauer to approve accepting the sealed bid from American Asphalt in the amount of \$81,104.14. Motion carried 6 – 0.

17. Motion was made by Trustee Klimpke, seconded by Trustee Carter to forego a separate police committee and run items through the Board Meetings, going into closed session as necessary. Motion carried 6 – 0.

18. Motion was made by Trustee Klimpke, seconded by Trustee Lageman to have President Schwoch measure to establish a house number for the Ewert property on Business County Road A. Motion carried 6 – 0.

19. Discussion and possible action on approving quote for concrete curb along N. 2nd Street and in front of Home Place on Washington Avenue. This will be tabled until next meeting as no bids have been received.

20. Motion was made by Trustee Klimpke, seconded by Trustee Lageman to table approving Kelly Gunderson to take care of stray dogs within the Village until the next meeting. Motion carried 6 – 0.

21. Motion was made by Trustee Klimpke, seconded by Trustee Schauer to approve getting a Termination Resolution for TID #1 in the Village of Dorchester completed and filed. Motion carried 6 – 0.

22. Motion was made by Trustee Lageman, seconded by Trustee Carter to have Clerk-Treasurer become a Notary Public. Motion carried 6 – 0.

23. Motion was made by Trustee Klimpke, seconded by Trustee Schauer to approve Resolution 256-J regarding authorizing persons to exercise fiduciary responsibilities at Nicolet National Bank. Motion carried 6 – 0.
24. Motion was made by Trustee Lageman, seconded by Trustee Klimpke to approve the Operator’s License application for July 1, 2023 – June 30, 2024 for Katie Reynolds Motion carried 4 – 2.
25. 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 government body has jurisdiction or exercises responsibility, **specifically to discuss wages and benefits for Deputy Clerk, Christie Erikson, as well as clarification of employee disability benefits.**
26. Motion was made by Trustee Schauer, seconded by Trustee Klimpke to invite non-committee member, Deputy Clerk/Treasurer Christie Erikson, whose presence are necessary for the business at hand during the Closed Session. Motion carried 6-0.
27. Motion was made by Trustee Klimpke, seconded by Trustee Lageman to go into Closed Session. Motion carried 6-0.

CLOSED SESSION

28. Reconvene to Open Session to take action or announce action taken in Closed Session, if any and if appropriate. No announcement made.
29. Date of next Board Meeting will be August 2, 2023.
30. Motion was made by Trustee Schwoch, seconded by Trustee Lageman to adjourn. Motion carried. Meeting adjourned at 8:30pm.

Tracey Sigmund, Clerk-Treasurer