

## **Village of Dorchester Board of Trustees Minutes April 4, 2022**

The regular meeting of the Village of Dorchester Board of Trustees was held Monday, April 4, 2022, at the Dorchester Community Hall and was called to order at 7:04 p.m. Chairperson Pracheil advised those present of the Open Meetings Act. Answering Roll Call were board members Kelly Vyhnaelek, Roger Miller, Eric Bird, Sarah Wenz, and Chairperson Andrea Pracheil. Also in attendance were Jen Kasl, Clerk-Treasurer; Dawn Zoubek, Deputy Clerk; Marvin Kasl, Utilities Superintendent; Trent Roesler, Assistant Utility Superintendent; Chief Brant Pracheil, DVFD; Craig Bontrager, Code Compliance; Atty. Timothy Kubert, Hoffschneider Law, P.C., LLO; and William Plouzek. Advance notice of the meeting was posted at the Dorchester US Post Office; First State Bank, NE; Village of Dorchester office and in *The Crete News*.

Clerk Kasl will check on north annexation boundaries. Signs for the park have been put up. Motion by Wenz, seconded by Bird, to approve Consent Agenda Items #1-#4. Motion carried. Deputy gave the sheriff's report. Chairperson Pracheil asked them to watch the 4-way stop at 7<sup>th</sup> and Fulton. Fire/Rescue Report given. The drive-thru meal held on April 2<sup>nd</sup> was a success, and the Easter Egg Hunt is scheduled for Saturday, April 16<sup>th</sup>, at 2:00 pm, for kids up to 4<sup>th</sup> grade. Eggs will be colored on Friday, April 15<sup>th</sup> at 7:00 pm at the Fire Hall. Code Compliance report in packet. Atty. Hoffschneider will check into fines issued directly from the village office. The proposed double wide to be moved into town does not need to be approved by the planning commission. Once permit is complete, trailer could be moved in. Owner of proposed shed to be put up must get other properties in compliance before moving forward with shed. Vacant properties will be put on the May agenda.

Unfinished Business: Discussion of the parking lot lease was held. Farmers Cooperative will submit the legal description to be attached to the lease as an exhibit, as well as plans and landscaping design for the May meeting.

Nothing new to report on the Zito franchise agreement. Clerk Kasl submitted the Village's proposal but has heard nothing back. Windstream has been contacted as well, but no response yet.

Discussion was held on Ordinance No. 2022-02 to establish wage ranges for village employees. Motion by Wenz, seconded by Miller to waive the 3-reading rule. Motion carried.

### **ORDINANCE NO. 2022-02**

AN ORDINANCE OF THE VILLAGE OF DORCHESTER, SALINE COUNTY, NEBRASKA, TO ESTABLISH WAGE RANGES FOR EMPLOYEES OF THE VILLAGE; TO REPEAL CONFLICTING ORDINANCES; AND TO PROVIDE FOR AN EFFECTIVE DATE THEREOF.

Motion by Miller, seconded by Wenz, to approve Ordinance No. 2022-02. Motion carried.

A second workshop will be held on April 22<sup>nd</sup> at 5:00 pm to review the employee handbook. Clerk Kasl will check with Blobaum and Busboom to see if they're available for the audit review on that day.

Discussion was held on Ordinance No. 2022-03 to establish procedures for identifying and remediating unsafe buildings. Motion by Miller, seconded by Wenz to waive the 3-reading rule. Motion carried.

### **ORDINANCE NO. 2022-03**

AN ORDINANCE TO AMEND CHAPTER 9 ARTICLE 6 OF THE MUNICIPAL CODE OF THE VILLAGE OF DORCHESTER, SALINE COUNTY, NEBRASKA ESTABLISHING PROCEDURES FOR IDENTIFYING AND REMEDIATING UNSAFE BUILDINGS; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE FOR PUBLICATION OF THIS ORDINANCE IN PAMPHLET FORM; TO PROVIDE FOR A TIME WHEN THIS ORDINANCE SHALL TAKE EFFECT.

Consideration and discussion on Ordinance No. 2022-04 relating to accessory buildings on residential districts. Board would like to submit possible changes to the ordinance to the planning commission for their approval. Clerk Kasl will also check with Marvin Planning prior to submitting to the planning commission.

Consideration of representation letter signature for audit financial statements. Motion by Vyhnalek, seconded by Miller to approve the representation letter. Motion carried. Consideration of dates for 2021-2022 Financial Statement Audit Review Workshop tabled until next meeting.

Consideration and discussion of village website options. Further options will be presented at the May meeting.

Consideration of park benches for around the splash pad. Buttercup 4-H would like to spearhead this as a community service project. Motion by Miller, seconded by Wenz to match up to \$5,000, using park funds first, and keno funds as needed. Motion carried.

Consideration of an additional clothing allowance for employees. Check to see how much the \$150 will buy and board will review if additional is needed.

Consideration of mileage reimbursement for clerk school. Motion by Miller, seconded by Wenz to approve reimbursement of \$382.01 for mileage. Motion carried.

Discussion was held on summer help. The decision was made that summer help is not needed at this time, but if it becomes necessary, someone may be hired later on.

Motion made by Miller, seconded by Bird, to adjourn the meeting. Motion carried. Meeting adjourned at 9:09 p.m. Next regular meeting will be held on Wednesday, May 4, 2022, at 7 p.m. at the Community Building.

Signed Chairman:



Clerk - Treasurer:



*I, Jennifer Kasl, Clerk for the Village of Dorchester, hereby certify that the preceding minutes are a true and correct copy of the proceedings had and done by the Chairman and the Board of Trustees of the Village of Dorchester April 4, 2022. The minutes are available at Village Hall and the shortened version was published in The Crete News.*

Clerk - Treasurer:

