

## **Village of Dorchester Board of Trustees Minutes April 5, 2021**

The regular meeting of the Village of Dorchester Board of Trustees was held Monday, April 5, 2021 at the Dorchester Community Hall and was called to order at 7:06 p.m. Chairperson Andrea Pracheil advised those present of the Open Meetings Act. Answering Roll Call were board members Matt Scholz, Roger Miller, Kelly Vyhnaelek and Chairperson Andrea Pracheil. Sarah Wenz was excused. Also in attendance were Jen Kasl, Deputy Clerk; Marvin Kasl, Utilities Superintendent; Atty. Timothy Kubert, Hoffschneider Law; Craig Bontrager, Code Compliance; Larry Chapman, Farmers Cooperative; Jeff Andrews, Andrews Electric Co; and Justin Stark, Olsson. Bret Cerny, Asst. Utilities Superintendent; and John McKee, Saline/Jefferson Emergency Management, were present via Zoom. 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*.

Motion made by Pracheil, seconded by Miller to approve Consent Agenda Items #1 & #3, as well as #2, including additions but minus the Lincoln Winwater bill that is up for discussion on the agenda, and to pull #4 for discussion. Motion carried (4-0-1). Discussion was held regarding department reports. If it continues to be a problem to get Ehlers here to fix cameras, we may have to check into other providers. Sales tax amounts were added to Clerk's report. Parents will be called regarding kids on the restrooms at the park. Miller would like a draft copy of the agenda to the board prior to the end of day on the Thursday before the board meeting. Motion made by Scholz, seconded by Vyhnaelek to accept item #4 on the Consent Agenda. Motion carried (4-0-1).

Sheriff's Report: No issues as far as they are concerned. If kids continue to climb on top of the restrooms after parents are notified, let them know. Fire Report: Nothing to report.

Unfinished Business: Discussion and consideration of monthly Covid-19 Review. Splash Pad is set to open on May 1. Bathrooms at the park and ballfields will be opened this week.

Discussion was held on Village Rental Agreements. The lease for Donna's Hair Creations is ready for Andrea to sign tonight and then will be given to Donna. Motion made by Vyhnaelek, seconded by Miller to approve the lease agreement for Donna's Hair Creations. Motion carried (4-0-1). Atty Kubert needs the legal description of the archery property, and then will get that agreement to the village.

Water and Sewer rate studies were reviewed. Board would like to see the monthly billed service charges applied to the water and/or sewer charges, rather than electricity. J. Kasl will discuss with Clerk-Treasurer Riley. Motion made by Miller, seconded by Scholz, to keep the water rates the same and to direct Atty. Kubert to draw up an ordinance to increase the sewer rates from a minimum base rate of \$18.00 per month + \$1.25 per thousand based on winter usage to a minimum base rate of \$20.00 per month + \$1.50 per thousand based on winter usage. Motion carried (4-0-1).

Bontrager discussed his monthly report. He would like to know how to handle animals at large and the two "farms" within town limits. He will contact the people in question to see if he can get some progress made.

Consideration and Discussion of Administrative, and Commissions and Boards Section 1 & 2. Saline County Sheriff's Department will assume the functions and duties of the Village Marshal. Office staff will

contact Vanessa Willison to see if she can put together a library board of five members. Planning Commission should have nine total members but may continue as is for now. Atty. Kubert will review vacancies of additional boards and forward requirements to Village Hall.

Board has been reviewing concerns relating to commercial businesses on residential properties. They will continue to compile a list of conditional uses that they feel should be allowable in R-1 and R-2 zones with the proper permits and turn them in to Village Hall to forward to Atty Kubert.

New Business: Motion made by Scholz, seconded by Vyhnaek to approve Resolution No. 2021-03, setting the excavation permit at \$75.00. Motion carried (4-0-1).

### **RESOLUTION NO. 2021-03**

#### **EXCAVATION PERMIT FEE RESOLUTION**

A RESOLUTION BY THE CHAIRPERSON AND VILLAGE BOARD OF THE VILLAGE OF DORCHESTER, NEBRASKA, TO SET OR MODIFY RATES FOR EXCAVATION PERMITS UNDER DORCHESTER MUNICIPAL CODE SECTION 8-605.

BE IT RESOLVED, that Section 8-605 of the Revised Municipal Code of the Village of Dorchester, Nebraska, allows for the Village Board of the Village of Dorchester to set by resolution the fee for an excavation permit. The Village Board sets the rate as follows:

\* Excavation Permit: \$75

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Andrea Pracheil, Board Chairperson

ATTEST:

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Gloria J. Riley, Village Clerk

(SEAL)

Jeff Andrews, Andrews Electric and Larry Chapman, Farmers Cooperative, presented the plan to move the fiber optic cable lines from underneath the road to over the road using poles owned by the village. Motion made by Vyhnaek, seconded by Miller, to approve the pole lease agreement at a cost of \$10/pole/year and proof of insurance from Farmers Cooperative. Motion carried (4-0-1).

Consideration and discussion of Hydrant Installation at Farmers Cooperative was held. It was determined that moving the hydrant needed to be done anyway. Motion made by Miller, seconded by Vyhnaek to approve the bill from Lincoln Winwater to be paid by the village. Motion carried (4-0-1).

John McKee gave an update on the Emergency Management System changes to LIHEAP that are coming. He also went over information about NIMS and the requirements needed. He will schedule a class in the near future to help prepare board members and new staff members who need the required training and certification.

Consideration and discussion for Washington Street resurfacing was held. Olsson will get topography done on main street and around the park before the board makes any final decisions on resurfacing.

Consideration and discussion was held for Village Gravel and Rock Bids from R.L. Tiemann Construction. Motion made by Scholz, seconded by Miller to get five loads of 5/8" screened rock and 500 ton of washed or dry screened gravel, whichever is cheaper and available. Motion carried (4-0-1).

Discussion was held on the Removal of Old Electric Poles. Board directed M. Kasl and Cerny to haul them off to the Milford Dump.

Consideration and discussion was held on the Street Repair bid from Klein Construction. Motion made by Vyhnaelek, seconded by Scholz to approve the bid to move forward on both. Motion carried (4-0-1).

Scholz talked about the last Seward/Saline Waste Management meeting. The village could get reimbursed 25% of the cost for the roll-offs if approved by Seward/Saline Waste Management, and we could now recycle glass if want to, although there are a lot of stipulations. There are depreciated recycle trailers available for free to any villages/towns that would like one. Scholz will see if we can get one for the village. Spring clean-up dates will be May 15-22 and we will have two roll-offs that can be dumped and brought back if they get full prior to the end of the week. It was asked if Keno funds can be used to pay for the cost of the roll-offs. J. Kasl wasn't sure but will check into it. Kasl will also check with dump site attendant to see if she is available to have dump hours all week.

Consideration and discussion was held on Sidewalk Policy for New Construction. According to the code book, we can require the homeowner to put sidewalks in within thirty days upon receipt of letter or we can have them put in and charge the homeowner. It was decided if construction occurs on a road that is currently paved, sidewalks will be required at the completion of construction. If the road is not currently paved, sidewalks will not be required until the time road paving takes place.

Fee schedule updates are not complete yet. Tabled until next month.

Consideration of representation letter signature for audit financial statements. Motion made by Vyhnaelek, seconded by Scholz to approve and sign the representation letter. Motion carried (4-0-1).

Having no further discussion, motion was made by Pracheil, seconded by Vyhnaelek, to adjourn. Motion carried at 9:23 p.m. The next regular meeting will be held Monday, May 10, 2021 at 7:00 p.m. at the Community Hall.

Signed Chairman: Andrea Pracheil

Written by Deputy Clerk: Jennifer Kasl

Accepted by Clerk / Treasurer: Gloria Riley

*I, Gloria Riley, 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 5, 2021. The minutes are available at Village Hall and the shortened version was published in The Crete News.*

Clerk / Treasurer: Gloria Riley