

Village of Dorchester Board of Trustees Minutes December 7, 2021

The regular meeting of the Village of Dorchester Board of Trustees was held Tuesday, December 7, 2021, at the Dorchester Community Hall and was called to order at 7:03 p.m. Chairperson Pracheil advised those present of the Open Meetings Act. Answering Roll Call were board members Sarah Wenz, Kelly Vyhnaelek, Roger Miller, and Chairperson Andrea Pracheil. Also in attendance were Board-Elect Eric Bird; Jen Kasl, Clerk-Treasurer; Dawn Zoubek, Deputy Clerk; Marvin Kasl, Utilities Superintendent; Bret Cerny, Assistant Utilities Superintendent; Craig Vyhnaelek, Vyhnaelek Insurance, and Atty. Timothy Kubert, Hoffschneider Law, P.C., LLO. 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 Vyhnaelek, seconded by Wenz to approve Consent Agenda Items #1-#4. Motion carried (4-0. Bird to be sworn in later).

No Sheriff's Report. Fire Report given by Andrea Pracheil. A quote was received to replace lights in the fire hall. They will pay from their maintenance and repairs account. Code Compliance Report in packet.

Unfinished Business: Consideration and Discussion was held on the Utility Easement for the Bruha Addition. Motion made by Miller, seconded by Vyhnaelek to approve the Easement. Motion carried (4-0. Bird to be sworn in later). Atty. Kubert will draft a second easement for the remaining lots to be approved in January.

Meeting was Adjourned Sine-Die.

Reorganization Meeting

Chairperson Pracheil called the meeting to Order at 7:16 p.m. The Oath of Office was recited by all elected board members and answering Roll Call were Andrea Pracheil, Roger Miller, Eric Bird, Sarah Wenz, and Kelly Vyhnaelek. Nominations were opened to the Clerk for Board Chairperson. Motion made by Wenz, seconded by Miller to retain Andrea Pracheil as Chairperson. Pracheil accepted. Motion made by Miller, seconded by Vyhnaelek to close nominations for Chairperson. Motion carried. Unanimous vote by secret ballot to retain Pracheil as Chairperson. Vyhnaelek nominated Roger Miller as Chairperson Pro-Tem, seconded by Pracheil. Miller accepted. Motion made by Wenz, seconded by Vyhnaelek to close nominations for Chairperson Pro-Tem. Motion carried. Unanimous vote by secret ballot to elect Miller to Chairperson Pro-Tem.

Chairperson Pracheil appointed officers as follows: Parks - Sarah Wenz; Streets - Roger Miller; Sewer - Eric Bird; Cemetery - Kelly Vyhnaelek; Water - Eric Bird; Electricity - Roger Miller; Buildings - Kelly Vyhnaelek; Safety - Sarah Wenz; Seward/Saline Waste Management board member - Roger Miller.

Motion made by Miller, seconded by Vyhnaelek to retain Marvin Kasl named as Utility Superintendent. Motion carried. Motion made by Miller, seconded by Wenz to retain Jennifer M. Kasl named as Clerk-Treasurer. Motion carried.

Motion made by Wenz, seconded by Vyhnaelek to retain Kelly R. Hoffschneider, Hoffschneider Law, PC, LLO, as Village Attorney. Motion carried. Motion made by Miller, seconded by Vyhnaelek that Olsson be named as Village Engineer. Motion carried (4-1. Voting no was Wenz). Motion made by Vyhnaelek, seconded by Miller that Justin Stark, PE, Olsson be named as Street Commissioner. Motion carried (4-1. Voting no was Wenz). Motion made by Miller, seconded by Vyhnaelek that First State Bank, NE - Dorchester Branch be named as Bank Depository. Motion carried. Per recommendation by Atty. Kubert, board will discuss engineer options in or around August to determine if changes for the following year are necessary.

New Business: Consideration and discussion of zoning permit #21-675. A variance will need to be filed and presented to the planning commission before any board action can be taken. Tabled until January meeting.

Consideration and discussion of Year-End Certification of City Street Superintendent. This documentation is required for highway allocation fund. Motion made by Vyhnaelek, seconded by Miller, to approve Resolution #2021-11. Motion carried. Motion made by Miller, seconded by Bird to approve the Year-End Certification of City Street Superintendent. Motion carried.

Electrical at Farmers Cooperative has been completed. New invoices have not been received yet. Justin Stark will be here on Thursday morning to re-evaluate the needs for the lift-station bids. Olsson will put together a new request for bids and should have bids to present for approval at the February meeting.

Consideration and discussion of IES Pay Application #3 – 5kV Coop Feeder Upgrade. Payment for Coop's half has already been received. Motion made by Miller, seconded by Bird, to approve IES Pay App #3. Motion carried.

Consideration of Code Compliance Contract. Motion made by Miller, seconded by Wenz, to present the contract as is to Craig Bontrager for renewal. Motion carried.

Consideration and discussion of Village Rental Agreements. Motion made by Vyhnaelek, seconded by Wenz, to present the agreements for Donna's Hair Creations and the Landscaping Contract to David and Donna Parks for their acceptance. Motion carried.

Discussion was held on returning deposits to homeowners. Board directs Atty. Kubert to create an ordinance that would allow the return of deposits after 24 consecutive months in good standing. Tabled until January meeting.

Craig Vyhnaelek presented renewal policy information for the village and volunteer fire department. Motion made by Vyhnaelek, seconded by Bird, to approve the invoices from Vyhnaelek Insurance for Village and VFD Insurance renewals. Motion carried.

Motion made by Miller, seconded by Wenz, to enter closed session for evaluation of employee benefits and to allow the Board to attend, along with Atty. Kubert, for a period not to exceed 10 minutes. Motion carried. Entered Closed Session at 8:22 p.m. Clerk Kasl was called in at 8:32 p.m. Meeting re-opened at 8:39 p.m. No formal action taken during closed session. Motion made by Pracheil, seconded by Vyhnaelek, to approve the remaining balance be deposited into Deputy Clerk Zoubek's HSA account. Motion carried (4-1. Wenz abstained). Discussion was held on HSA policy for next year. Clerk Kasl will check with our bank representative and get back to the board. Motion made by Pracheil, seconded by Miller, to direct Clerk Kasl not to drop 2022 HSA payments in on January 1, and delay until new HSA policy has been approved. Motion carried.

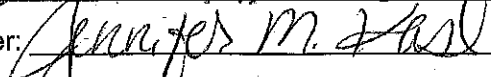
Consideration and Discussion of Employee Christmas. Motion made by Miller, seconded by Bird, to give a ham to each of the full-time employees and the dump attendant. Motion carried.

Motion made by Bird, seconded by Vyhnaelek, to adjourn the meeting. Motion carried. Meeting adjourned at 8:55 p.m. Next regular meeting will be held on January 3, 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 December 7, 2021. The minutes are available at Village Hall and the shortened version was published in The Crete News.

Clerk - Treasurer:

