

## **Village of Dorchester Board of Trustees Minutes December 11, 2023**

The regular meeting of the Village of Dorchester Board of Trustees was held Monday, December 11, 2023, at the Dorchester Community Hall, and was called to order at 6:58 p.m. Chairperson Miller advised those present of the Open Meetings Act. Answering Roll Call were board members Matt Shaw, Nancy Tellez, Tammie Lang, and Chairperson Roger Miller. Sarah Wenz was excused. Also in attendance were Jen Kasl, Clerk-Treasurer; Dawn Zoubek, Deputy Clerk; Trent Roesler, Assistant Utilities Superintendent; Brent Kasl, Assistant Utilities Superintendent; and Connor Madsen, Hoffschneider Law, PC. 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 by Lang, seconded by Tellez, to approve Consent Agenda Items #1-#4. Motion carried (4-0-1). No sheriff's report. Brent Kasl gave the Fire report. Remodel is coming along. No code compliance report.

**Unfinished business:** Discussion was held on the vehicle storage building updates. There was damage to one of the doors from pouring concrete, so that will be repaired. Workers will be back once the overhead doors are installed to finish up. Electric is out 2 weeks and sprinklers are 2-3 weeks out. Clerk Kasl will check on Black Hills and the timeline with Crete for the pole. BZ Construction will be finishing off the walls for the rooms with some of the extra tin. Consideration of BC Builders Pay App #5. Motion by Tellez, seconded by Shaw to approve the pay app. Motion carried (4-0-1). Consideration of the LARM Invoice to add the building to our existing coverage. Motion by Shaw, seconded by Lang to approve the invoice. Motion carried (4-0-1). Consideration of bollard sleeves for the posts in front of the building. Motion by Miller, seconded by Shaw to order 6 of the bollard sleeves. Motion carried (4-0-1).

**New business:** Consideration and discussion of CD/Investment options. Motion by Shaw, seconded by Lang to put the highway allocation bonds into four 6-month CDs at \$300,000 each, look at 6-month CDs for all current CDs, and to put \$200,000 of the city sales tax into a 6-month CD. Motion carried (4-0-1). Discussion was held on employee code of conduct. Clerk Kasl will check with the clerk's group to see what other municipalities are doing. The handbook review will be put on the January Agenda. Consideration and discussion of proposed updates to fee schedule. Motion by Shaw, seconded by Miller to increase the Open/Close Grave fee to \$600 weekdays/\$700 weekends, decrease the Community Hall Rental Fee to \$100 rent/\$100 deposit, and eliminate the Lot Space rental fee. Motion carried (4-0-1). Deputy arrived and gave the Sheriff's report. No issues to discuss. Miller would like to go back to unfinished business to discuss floor sealant for the new building. Motion by Tellez, seconded by Shaw to have Trent & Brent do it with the understanding there may be overtime and to purchase materials from Crete Lumber or Ace Hardware. Motion carried (4-0-1). Discussion of community hall updates. Miller has a microwave he will donate. A bigger dumpster will be secured for legion/shop use. Discussion of downtown business window decorating. Students can check with each business. Discussion of regular board meeting time/location change. Motion by Shaw, seconded by Lang to move the time up to 6:30 pm, and location to the meeting room at Farmers Cooperative for all regularly scheduled meetings. Motion carried (4-0-1). Motion by Miller, seconded by Lang to enter closed session for a period of no more than 15 minutes for the evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting.

Motion carried at 7:57 p.m. (4-0-1). Motion by Miller, seconded by Shaw to resume open session at 8:01 p.m. (4-0-1). Motion carried. No formal action was taken during closed session.

Motion by Lang, seconded by Shaw, to adjourn the meeting. Motion carried (4-0-1). Meeting adjourned at 8:02 p.m. Next regular meeting will be **Monday, January 8, 2024 at 6:30 pm in the meeting room at Dorchester Farmers Cooperative.**

Signed Chairman: Rock Miller  
Clerk - Treasurer: Janice M. Kase