

## **Village of Dorchester Board of Trustees Minutes December 9, 2024**

The regular meeting of the Village of Dorchester Board of Trustees was held Monday, December 9, 2024, at the Farmers Cooperative Meeting Room, and was called to order at 6:30 p.m. Chairperson Miller advised those present of the Open Meetings Act. Answering Roll Call were board members, Matt Shaw, Tammie Lang, Nate Hitchins, and Chairperson Roger Miller. Nancy Tellez 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. 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 Miller, seconded by Hitchins, to approve Consent Agenda Items #1-#4. Motion carried (4-0-1). Fire report given by B. Kasl. A few members attended a grain entrapment training. They are beginning to search for a new (used) pumper. Clerk Kasl will reach out to our agent with LARM for potential contacts from larger cities who might be selling one. Discussion was held on the pay app from MTZ. Motion by Lang, seconded by Shaw to approve the pay app and use sales tax funds to make up the difference if need be. Brad Slaughter joined the meeting via phone to discuss street bonding options. Once the report from Olsson is received, the board can determine price per linear foot for additional streets to be potentially assessed and can develop the district creation to go before public hearing. Kasl will add to the January agenda for additional discussion. Deputy Vogel arrived and gave the sheriff's report. Additional stop signs have been installed so it was requested that they occasionally monitor those areas.

Meeting was adjourned sine die.

### **Reorganization Meeting**

Clerk Kasl called the meeting to order. The Oath of Office was recited by all present board members. Answering roll call were Miller, Shaw, Lang, and Hitchins. Tellez was excused. Nominations were opened to the clerk for Board Chairperson. Motion by Lang, seconded by Shaw to name Roger Miller as Chairperson. Miller accepted. Nominations for Chairperson were closed. Unanimous vote by secret ballot to name Miller as Chairperson. (4-0-1) Shaw nominated Tammie Lang to be named as Chairperson Pro-Tem, seconded by Miller. Lang accepted. Nominations for Chairperson Pro-Tem were closed. Vote by secret ballot to elect Lang as Chairperson Pro-Tem (4-0-1). The meeting was turned back over to Chairperson Miller.

Chairperson Miller appointed officers as follows: Parks – Nate Hitchins; Streets - Roger Miller; Sewer – Matt Shaw; Cemetery – Tammie Lang; Water – Nate Hitchins; Electricity – Matt Shaw; Buildings – Tammie Lange; Safety – Roger Miller; Seward/Saline Waste Management board member – Matt Shaw.


Motion made by Miller, seconded by Lang to retain Trent Roesler named as Utility Superintendent. Motion carried (4-0-1). Motion made by Miller, seconded by Shaw to retain Jennifer M. Kasl named as Clerk-Treasurer. Motion carried (4-0-1).

Motion made by Miller, seconded by Hitchins to retain Kelly R. Hoffschneider, Hoffschneider Law, PC, LLO, as Village Attorney. Motion carried (4-0-1). Motion made by Miller, seconded by Lang that Olsson be named as Village Engineer. Motion carried (4-0-1). Motion made by Miller, seconded by Shaw that Justin Stark, PE, Olsson be named as Street Superintendent. Motion carried (4-0-1). Motion made by

Miller, seconded by Hitchins that First State Bank, NE – Dorchester Branch be named as Bank Depository. Motion carried (4-0-1). Motion by Miller, seconded by Hitchins to re-open the regular meeting. Motion carried (4-0-1).

**New business:** Consideration and discussion of Olsson Master Agreement Work Order #13 for General Engineering Consulting Services. Motion by Shaw, seconded by Hitchins to approve the Work Order. Motion carried (4-0-1). Consideration and discussion of Olsson Master Agreement Work Order #14 for Street Superintendent Services. Motion by Shaw, seconded by Lang to approve the Work Order. Motion carried (4-0-1). Discussion was held on the Code Compliance Officer contract. Miller has a candidate who may be interested. Atty. Madsen advised that it does not need to be advertised since it is a contracted position. Clerk Kasl will provide information to the candidate and discussion will be held at the January meeting to determine if candidate will be hired. A new laptop will be purchased and it will be added to the contract that termination notice must be given in writing. Motion by Lang, seconded by Hitchins to advise Atty. Madsen to draft a release for Bontrager's termination of contract. Motion carried (4-0-1). Discussion held on the village rental agreements for Donna's Hair Creations and the archery property. Motion by Shaw, seconded by Hitchins to approve the agreement for Donna's as is. Motion carried. (4-0-1). Motion by Miller, seconded by Lang to approve the Landscaping contract as is. Motion carried. (4-0-1). Per an audit of First State Bank, all Fire Department bank accounts should have the Village of Dorchester also named as an account owner, since the DVFD uses the village's federal tax ID. Motion by Miller, seconded by Shaw to approve adding the village to all DVFD bank accounts. Motion carried (4-0-1). Discussion held on changing the HSA direct deposit date to the 5<sup>th</sup> of each month instead of the first pay day of each month. Atty. Madsen will draft an ordinance for the January meeting reflecting the date change beginning effective February 5<sup>th</sup>. Motion carried (4-0-1). Employee Christmas was discussed. Shaw will get hams from Farmland for the six employees and five board members and submit his receipt for reimbursement.

Motion by Hitchins, seconded by Lang, to adjourn the meeting. Motion carried (4-0-1). Meeting adjourned at 8:07 p.m. Next regular meeting will be **Monday, January 13, 2025 at 6:30 pm at the Farmers Cooperative Meeting Room.**

Signed Chairman:   
Clerk - Treasurer: 