

**Village of Dorchester Board of Trustees Minutes  
February 6, 2023**

The regular meeting of the Village of Dorchester Board of Trustees was held Monday, February 6, 2023, at the Dorchester Community Hall and was called to order at 7:06 p.m., Chairperson Pracheil advised those present of the Open Meetings Act. Answering Roll Call were board members Andrea Pracheil, Roger Miller, Sarah Wenz, and Matt Shaw. Eric Bird was excused. Also in attendance were Jen Kasl, Clerk-Treasurer; Dawn Zoubek, Deputy Clerk; Marvin Kasl, Utilities Superintendent; Brant Pracheil, Fire Chief, DVFD; Justin Stark, Olsson; Brad Slaughter, Piper Sandler; and Kelly Hoffschneider, 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 Shaw, to approve Consent Agenda Items #1-#4. Motion carried (4-0-1). Chief Pracheil gave the fire report. Recognition banquet will be February 25<sup>th</sup> instead of March 4<sup>th</sup>. Code compliance report in packet. Sheriff's report given.

Unfinished Business: Discussion was held on the Code Compliance Officer contract. Motion by Miller, seconded by Shaw to approve the adjusted contract of \$6,000 per year, to be split into 12 equal payments of \$500 per month. Motion carried. (4-0-1) Discussion held on future infrastructure projects for streets. Street projects were narrowed down and prioritized. Justin Stark will get figures together for a few different options, and the board will hold a special meeting to determine the best option for funding. Supplemental bids for the fire building were discussed. Motion by Shaw, seconded by Miller to approve Stutzman's bid for the water and sewer and Milford's bid for the heat, and to hold off on the concrete for now. Motion carried (4-0-1). There was an error on the Master Agreement Work Order from Olsson, so motion made by Miller, seconded by Shaw to eliminate the Work Order portion and approve the rest of the contract. Motion carried (4-0-1). Master Agreement Work Order will be presented again next month. Discussion was held on the upcoming conferences. Motion by Pracheil, seconded by Shaw to allow any board member to attend the Midwinter Conference, and to let Clerk Kasl know by February 9<sup>th</sup>. Motion carried (4-0-1). Motion by Pracheil, seconded by Shaw to let Kasl and Zoubek register and attend Clerk's Institute in March. Motion carried (4-0-1). Motion by Miller, seconded by Shaw to approve Roesler to attend the Rural Water Conference. Motion carried (4-0-1). Discussion was held on the upcoming vacancy for the utilities department. Tabled until May.

New Business: Consideration of Pay Application – Down Payment for BC Builders. Motion by Miller, seconded by Wenz to approve the Pay App. Motion carried (4-0-1). Consideration of the LARM invoice for the new Village/VFD insurance policies. Motion by Miller, seconded by Shaw to approve the invoice. Motion carried (4-0-1). Discussion was held on the invoice from Vyhnalek Insurance Agency for the village life insurance. Motion by Shaw, seconded by Miller to approve the invoice. Motion carried (4-0-1). Discussion was held on possible dates for the Spring Community Clean-Up. Motion by Pracheil, seconded by Shaw to hold clean-up April 15-April 22<sup>nd</sup>, starting with two dumpsters and allowing up to five. Motion carried (4-0-1). Discussion was held on a possible increase to late fees for monthly utility bills. It was decided to raise the late fees to \$35 per month. Attorney Hoffschneider will draft a resolution to the fee schedule for approval next month.

Motion by Wenz, seconded by Shaw, to adjourn the meeting. Motion carried. (4-0-1). Meeting adjourned at 9:08 p.m. Next regular meeting date is Monday, March 6<sup>th</sup> at 7 p.m. at the Dorchester Community Hall.

Signed Chairman: Andrea Pracheil

Clerk - Treasurer: Jennifer M. Kasl

*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 February 6, 2023. The minutes are available at Village Hall and the shortened version was published in The Crete News.*

Clerk - Treasurer: Jennifer M. Kasl