

Village of Dorchester Board of Trustees Minutes November 10, 2025

The regular meeting of the Village of Dorchester Board of Trustees was held Monday, November 10, 2025, 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, Nancy Tellez, and Nate Hitchins and Chairperson Roger Miller. Also in attendance were Jen Kasl, Clerk-Treasurer; Dawn Zoubek, Deputy Clerk; Brent Kasl, Assistant Utilities Superintendent; Brant Pracheil, DVFD; Shayne Huxoll, Olsson; and Atty. Kelly Hoffschneider, Hoffschneider Law. Advance Notice of the meeting was posted at the Dorchester Post Office; First State Bank, NE; Village of Dorchester office and in *The Crete News*.

One-and-Six Year Plan Public Hearing

Motion made by Shaw, seconded by Miller to open the hearing. Motion carried. Consideration and discussion held on the One-and-Six Year Street Improvement Plan, 2026-2031. Proposed changes include moving the following streets to the One Year Plan: Wagner Ave; 11th Street from Colfax Ave to West Line; Stephens Ave from 8th to 9th St; Lincoln Ave from 6th to 7th St; 10th St from Franklin Ave to Colfax Ave. Motion by Miller, seconded by Lang to close the hearing. Motion carried. Motion by Hitchins, seconded by Shaw to approve Resolution 2025-08 for the One-and-Six Year Street Improvement Plan as amended. Motion carried.

RESOLUTION 2025-08

WHEREAS, The Village of Dorchester, Nebraska, has conducted a public hearing in Accordance with the requirements of the Board of Public Roads Classification and Standards, NOW, THEREFORE, be it resolved by the Chairperson and Village Board that the One and Six Year Plan for streets as presented at said public hearing has been accepted and approved.

Motion by Miller, seconded by Hitchins, to approve Consent Agenda Items #1-#4. Motion carried. Sheriff's report given. Pracheil gave the fire report. Elections will be November 17th. A board member needs to attend. Seven members are taking Firefighter I class and will be done in April. Tom & Jerry's will be December 28th, along with a breakfast fundraiser. Francis gave the code compliance report. One certified letter came back, and Hoffschneider sent out one letter. Shaw gave the SSCSWMA report.

Unfinished Business: Discussion of Street Improvement Projects. Motion by Miller, seconded by Lang to approve Pay Application #2 for MTZ. Motion carried. Motion by Miller, seconded by Shaw to approve Olsson Change Order No. 1 for MTZ. Motion carried. Discussion was held on whether to concrete or asphalt the intersection of 6th & Lincoln and 6th Street from Washington to Lincoln.

Ordinance 2025-05 was presented:

ORDINANCE NO. 2025-05

AN ORDINANCE TO AMEND Section §6-305: fowls; running at large; TO REPEAL THE ORIGINAL §6-305 OF THE MUNICIPAL CODE OF DORCHESTER, NEBRASKA; AND TO PROVIDE FOR THE EFFECTIVE DATE hereof AND ORDERING THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM.

Motion by Shaw, seconded by Miller to waive the three-reading rule. Motion carried. Motion by Shaw, seconded by Miller to approve the ordinance with text edit effective 90 days from date of vote. Motion failed (2-2-1. Voting no were Hitchins and Lang. Tellez abstained). Discussion was held on the quote for office improvements for flooring. Motion by Lang, seconded by Hitchins to approve the quote from Brandt Carpet. Motion carried.

New business: Discussion was held on code compliance issues on Whitmar Ave (NB #8), including culverts, fences, and feral cats. Culverts will be examined to see if they need replacing.

Consideration and discussion of Resolution 2025-09 for Signing of the Year-End Certification of City Street Superintendent:

Resolution 2025-09

Whereas: State of Nebraska Statutes, sections 39-2302, and 39-2511 through 39-2515 details the requirements that must be met in order for a municipality to qualify for an annual Incentive Payment; and

Whereas: The State of Nebraska Department of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment(s) of the City Street Superintendent(s) to the NDOT using the Year-End Certification of the City Street Superintendent form; and

Whereas: The NDOT requires that each certification shall also include a copy of the documentation of the city street superintendent's appointment, i.e., meeting minutes; showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), and Class of License (if applicable), and type of appointment, i.e., employed, contract (consultant, or interlocal agreement with another incorporated municipality and/or county), and the beginning date of the appointment; and

Whereas: The NDOT also requires that such Year-End Certification of Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

Be it resolved that the Village Board Chairperson of Dorchester is hereby authorized to sign the attached Year-End Certification of City Street Superintendent Completed form(s).

Adopted this 10th day of November, 2025 at Dorchester, Nebraska.

City Council/Village Board Members:

Roger Miller
Nancy Tellez

Nate Hitchins
Tammie Lang

Matt Shaw

Consideration and discussion on the documentation of Street Superintendent appointment for 2025. Motion by Miller, seconded by Shaw to approve the documents. Motion carried.

New Business: Consideration of Olsson Master Agreement Work Order No. 15 for General Engineering Services. Motion by Shaw, seconded by Lang to approve Work Order No. 15. Motion carried. Consideration of Olsson Master Agreement Work Order No. 16 for Street Superintendent Services. Motion by Shaw, seconded

by Hitchins to approve Work Order No. 16. Motion carried. Discussion was held on appointment of new Street Superintendent for 2026. Motion by Shaw, seconded by Tellez to table until December, pending the correct letter from Olsson. Motion carried. Resolution 2025-10 for Surplus Property Declaration was introduced:

**RESOLUTION NO. 2025-10
Surplus Property Declaration**

WHEREAS, the Village of Dorchester has authority under Nebraska Revised Statute 17-503.02 and Section 8-104.01 of the Municipal Code of the Village of Dorchester, to order the sale of Village owned personal property through the adoption of a resolution by the Village Board directing the sale and the manner and terms of the sale, and

WHEREAS, the Village of Dorchester has personal property with a fair market value of less than \$30,000.00, described as set forth below, that is hereby declared to be surplus property and the same is hereby directed to be sold at the direction of the Fire Chief using the online services of his choosing:

Fire Truck 1990 GMC 1000 GPM Pumper

WHEREAS, the Village of Dorchester will sell said personal property after a notice of sale has been posted in three prominent places within the Village and published once in a legal newspaper in or of general circulation in the Village of Dorchester for a period of not less than seven (7) business days prior to the sale of such property.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Governing Body of the Village of Dorchester that the above described surplus personal property be sold after notice of such sale has been posted in three prominent places within the Village for a period of not less than seven (7) business days prior to the sale of such property. Said notice shall give general description of the surplus property offered for sale and state the terms and conditions of such sale.

PASSED AND APPROVED this 10TH day of November, 2025.

Roger Miller, Village Board of Trustees Chairperson

ATTEST:

Jennifer M. Kasl, Village Clerk

Motion by Lang, seconded by Hitchins to approve Resolution 2025-10. Motion carried. Discussion was held on the purchase of a new (used) pumper truck. Motion by Shaw, seconded by Tellez to purchase the truck from the Waterloo Fire District for \$125,000. Motion carried. Discussion was held on an irrigation motor to be replaced within the one-mile ETJ. Motion by Miller, seconded by Shaw to approve. Motion carried. Discussion was held on the need to move water and sewer services on West Depot. Clerk Kasl will get an application for an administrative plat from Atty. Hoffschneider. Motion by Miller, seconded by Hitchins to adjourn. Motion carried. Meeting adjourned at 8:03 p.m. Next regular meeting will be **Monday, December 8, 2025, at 6:30 pm at the Farmers Cooperative Meeting Room.**

Signed Chairman:



Clerk - Treasurer:



