

## Regular Meeting – November 28, 2011

The November 28, 2011 Village of Colfax regular meeting was held at 7:00 p.m. in the Village Hall. Members Present: President Stene, Trustees Halpin, C. Olson, S. Olson, Schauer & Johnson. Members Absent: none. Also Present: Administrator/Clerk/Treasurer Cogswell, Deputy Clerk/Treasurer Eastman and Kathy Morse. President Stene called the meeting to order.

**Public Appearances** – Travis Schroeder, Cedar Corporation, gave an update on the Municipal Building Renovation project.

**Public Hearings** – Determination & Order, if any, by Village Board Regarding Village Forester's Order for Abatement of a Public Nuisance (removal of Ash Tree) located at 705 Amble Street. This Hearing was cancelled due to issues of notification. The Administrator/Clerk/Treasurer will consult with Village Attorney to clarify on how to proceed.

### Consent Agenda -

- **Minutes** – November 14, 2011 Regular & November 17, 2011 Special
- **Training Requests** – none
- **Facility Rentals** - none
- **Licenses** – November 29, 2011- June 30, 2012 Operator – Lori Ann Williams

Motion by Trustee C. Olson, second by Trustee S. Olson to approve the consent agenda.

Voting for: Trustees Halpin, C. Olson, S. Olson, Schauer, Johnson & Stene.

Voting against: none

Motion carried.

**Communications** – President Stene informed the Board on receipt of the LERP award for the 2012 Village road work and distributed a copy of a letter of support for the West Central Planning Commission.

**2012-2013 Assessing Services Contract** – Assessor Barb Zempel and Kathy Morse spoke to the Village Board about the current status of the assessment rolls and options to meet possible state requirements.

Motion by Trustee C. Olson, second by Trustee S. Olson to approve the Assessing Service Contract for 2012 and 2013 for \$9,000.00 plus Office Supplies as presented.

Voting for: Trustees Halpin, C. Olson, S. Olson, Schauer, Johnson & Stene.

Voting against: none

Motion carried.

**Colfax Municipal Building Restoration Group Request for Free Copies** – The Colfax Municipal Building Restoration Group requested to use the Village Hall copier at no charge.

Motion by Trustee Halpin; seconded by Trustee C. Olson to allow the Colfax Municipal Building Restoration Group to copy their Quarterly Newsletter at no charge, they need to coordinate with office staff on available times to use the copy machine, use their own paper and the Village Board will revisit this issue on an annual basis every December .

Voting for: Trustees Halpin, C. Olson, Schauer, Johnson & Stene.

Voting against: Trustee S. Olson

Motion carried.

**Ordinance 2011-08, Secondhand Jewelry** – Ordinance 2011-08 an ordinance regarding the licensing and regulation of pawnbrokers, secondhand article dealers and secondhand jewelry dealers was presented for review by the Village Board.

Motion by Trustee C. Olson; seconded by Trustee Halpin to approve Ordinance 2011-08, an ordinance regarding the licensing and regulation of pawnbrokers, secondhand article dealers and secondhand jewelry dealers, as presented.

Voting for: Trustees Halpin, C. Olson, S. Olson, Schauer, Johnson, & Stene.

Voting against: none

Motion carried.

**Library Floor Supports Quote** – The Village Board was presented with a Proposal from Jim Herrick Construction for \$1,200.00 to install supports in the Village Hall Basement to support the Village Library floor.

Motion by Trustee Halpin; seconded by Trustee C. Olson to approve the Jim Herrick Construction floor support proposal for \$1,200.00 as presented.

Voting for: Trustees S. Olson, Schauer, Johnson, Halpin, C. Olson & Stene.

Voting against: none

Motion carried.

**Rescue Facility Doors Quote** – The Village Board discussed whether or not the CRS doors were still under warranty and requested the Administrator/Clerk/Treasurer to clarify the cold storage portion of the quote.

Motion by Trustee S. Olson; seconded by Trustee C. Olson to table the vendor quote for \$977.00 until the questions are resolved.

Voting for: Trustees S. Olson, Schauer, Johnson, Halpin, C. Olson & Stene.

Voting against: none

Motion carried.

**Wastewater Plant Siding Quote** – The Village Board was presented with a Proposal from Plank Construction to install steel siding and ½ inch foam insulation on the Wastewater Plant Building.

Motion by Trustee C. Olson; seconded by Trustee Schauer to approve bid from Plank Construction to install steel siding on the Wastewater Plant Building with the 3' wide polished steel siding with ½" foam on walls at a cost of \$4,900.00.

Voting for: Trustees S. Olson, Schauer, Johnson, Halpin, C. Olson & Stene.

Voting against: none

Motion carried.

**Tree Removal Quote** – Trustee Johnson presented a Quote from Shackleton Tree Service to remove two of the trees from the tree abatement hearings.

Motion by Trustee C. Olson; seconded by Trustee S. Olson to approve the tree removal quote from Shackleton Tree Service at the cost of \$500.00 with the removal of the tree on the north side (705 Amble) from the quote.

Voting for: Trustees S. Olson, Schauer, Halpin, C. Olson, Johnson & Stene.

Voting against: none

Motion carried.

**Village Hall Heating Allocations** – The Village Board discussed the options of how to control the heat and energy use in the unoccupied second floor of the Municipal Building.

Motion by Trustee C. Olson; seconded by Trustee S. Olson keep the temperature setting around 50 to 55 degrees when the space is not in use, purchase lock boxes for the controls and label the controls.

Voting for: Trustees S. Olson, Halpin, C. Olson, Johnson & Stene.

Voting against: Trustee Schauer

Motion carried.

**Village President Compensation for Fire Hall Construction Meeting** – This item was tabled for more information.

**2010 General Fund Designated Funds Balances Review** – The information was for general review and no Village Board action was taken.

**Draft 2012 Budget Review** – Administrator/Clerk/Treasurer Cogswell gave a review of the 2012 budget as amended by the Village Board at the November 17<sup>th</sup>, 2011 meeting. The Village Board was also reminded of the December 8<sup>th</sup> Village Budget Public Hearing meeting.

**Committee/Department Reports – Parks** – No Report. **Personnel** – No Report. **Water/Sewer** – No Report. **Streets** – No Report. **Public Safety** – No Report. **Personal Property** – No Report.

**Review/ Approval – Bills** - Motion by C. Olson; seconded by S. Olson to approve the bills presented.  
Voting for: Trustees S. Olson, Schauer, Johnson, Halpin, C. Olson & Stene.  
Voting against: none  
Motion carried.

**Closed Session** - Motion by S. Olson; seconded by C. Olson to convene into closed session pursuant to WI Statutes 19.85(1)(c) considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Performance Review – Administrator/Clerk/Treasurer.  
Voting for: Trustees S. Olson, Schauer, Johnson, Halpin, C. Olson & Stene.  
Voting Against: none  
Motion carried

a. Performance Review-Administrator-Clerk-Treasurer

**Open Session** - Motion by S. Olson; seconded by C. Olson to convene into open session to take any action resulting from the closed session Performance Review – Administrator/Clerk/Treasurer.  
Voting for: Trustees S. Olson, Schauer, Johnson, Halpin, C. Olson & Stene.  
Voting Against: none  
Motion carried

a. Performance Review-Administrator-Clerk-Treasurer - No action was taken after the closed session.

Motion by C. Olson; seconded by S. Olson to adjourn.  
Voting for: all  
Voting against: none  
Motion carried.

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Gary Stene, President

Attest: Thomas K. Cogswell  
Administrator - Clerk-Treasurer