

Regular Minutes – April 9, 2012

The April 9, 2012 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. Also Present: Interim Administrator-Clerk-Treasurer Morse. Absent: none. President Stene called the meeting to order.

Public Appearances – President Stene introduced Randy Bates, Working Public Works Director.

Minutes–March 26, 2012 Regular Board – Motion by Trustee Halpin; seconded by Trustee C. Olson to approve the minutes, as submitted.

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

Voting against: none

Motion carried.

Training Requests-April 19-20, 2012 LWMMI Policy Holders Conference-Gary Stene and June 7, 2012

League of Wisconsin Municipalities Regional Dinner–Richard Johnson – Motion by Trustee C. Olson; seconded by Trustee S. Olson to approve the following training requests: April 19-20, 2012 LWMMI Policy Holders Conference-Gary Stene and June 7, 2012 League of Wisconsin Municipalities Regional Dinner–Richard Johnson.

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

Voting against: none

Motion carried.

Facility Rental-May 6, 2012 Fairgrounds-Confirmation Party-Tammy Dalhoe – Motion by Trustee S. Olson;

seconded by Trustee C. Olson to approve the May 6, 2012 fairgrounds rental for Tammy Dalhoe.

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

Voting against: none

Motion carried.

Licenses-April 10-June 30, 2012 Operator-Theresa Michels & Jayme Earsom – Motion by Trustee Halpin; seconded by Trustee C. Olson to approve the following licenses: April 10-June 30, 2012 Operator-Theresa Michels & Jayme Earsom.

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

Voting against: none

Abstaining: Trustee S. Olson

Motion carried.

Communications - none

Donation Acceptance from Colfax EMS Association – Association members presented the Village Board with an \$8,350 check to be used towards two Life Stat CPR System. On March 12, 2012, the Village Board authorized contributing 50% of the cost of one Life Stat CPR System using 2012 WisDOR TRIP revenue received from delinquent Rescue accounts receivable and revisit cost sharing of the 2nd system during the 2013 budget process.

Motion by Trustee C. Olson; seconded by Trustee S. Olson to accept the Colfax EMS Association's \$8,350 donation for Life Stat CPR Systems.

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

Voting against: none

Motion carried.

407 High Street Tree-Arborist's Report – Interim Administrator-Clerk-Treasurer Morse presented the Expert Tree Service & Science's report regarding the 407 High Street silver maple tree.

Motion by Trustee S. Olson; seconded by Trustee Schauer to obtain the 407 High Street tree health and safety analysis inspection date from Chris Ruch, Expert Tree Service & Science, order the property owner to remove the silver maple tree to ground level by Tuesday, May 15, 2012 and direct a letter be sent to the property owner giving notice of the removal order.

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

Voting against: President Stene

Motion carried.

Bethany Lutheran Church ADA & No Parking on University Avenue – Pastor Schwitzer requested a 30-foot No

Parking area in front of the Church entrance and a 22-foot ADA parking stall east of the No Parking area.

Motion by Trustee S. Olson; seconded by Trustee Schauer to direct staff to install a 30-foot No Parking area in front of the Bethany Lutheran Church, University Avenue and a 22-foot ADA parking stall east of the No Parking area at Village expense.

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

Voting against: none

Motion carried.

Credit Card Payment Program – Rescue Director Knutson requested the Village offer a credit card payment option for its clients and Interim Administrator-Clerk-Treasurer Morse explained the Official Payments program for government transactions.

Motion by Trustee C. Olson; seconded by Trustee Halpin to direct Interim Administrator-Clerk-Treasurer Morse set up a credit card payment program for the Village.

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

Voting against: Trustee S. Olson

Motion carried.

Bid Award-1st Avenue Reconstruction Project – Casey Werner, Ayers Associates, presented the bids received for the 1st Avenue reconstruction project.

Motion by Trustee C. Olson; seconded by Trustee Schauer to award the 1st Avenue Reconstruction Project bid to Northwest Dirt Works for \$107,016.47 and authorize the Village President and Interim Administrator-Clerk-Treasurer to sign related documents.

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

Voting against: none

Motion carried.

FEMA Map Revision – Casey Werner, Ayers Associates, presented a proposal to assist the Village with Federal Emergency Management Agency (FEMA) Flood Insurance Study/Rate Maps for Eighteen Mile Creek Letter of Map Revision (LOMR), including scope of services, time schedule and fee. The Village Board will hold a public informational meeting in May 2012 to offer the public the opportunity to hear the proposal. No Board action taken.

Smart Growth Plan Revision Proposal – Patrick Beilfuss, Cedar Corp., presented a proposal to update the Village's Comprehensive Plan, including scope of services and fee. The Village will attempt to obtain the original Comp Plan's document and maps in electronic format. No Board action taken.

Village Hall EECDBG Project Change Order #4 – Travis Schroeder, Cedar Corp., provided Change Order #4 for \$91.00 and explained the status of the project.

Motion by President Stene; seconded by Trustee C. Olson to approve Change Order #4 for the Village Hall project for \$91.00.

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

Voting against: Trustee Schauer

Motion carried.

Village Hall History Room Renovation by Restoration Group – Interim Administrator-Clerk-Treasurer Morse presented the Restoration Group's request to renovate the 2nd floor ticket room aka History Room at the Group's expense.

Motion by Trustee C. Olson; seconded by Trustee Halpin to authorize the Municipal Building Restoration Group to renovate the 2nd floor ticket room aka History Room at the Group's expense of approximately \$1,000.

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

Voting against: none

Motion carried.

Village Hall Cleaning Quote – Trustee Johnson distributed a quote for one-time cleaning of the Village Hall.

Motion by Trustee Halpin; seconded by Trustee Schauer to accept the \$300 one-time Village Hall cleaning quote

from Cleaning Angels, as presented.

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

Voting against: none

Motion carried.

2012 Street Sweeping Bids/Sweeping Options – No street sweeping bids were received by the bid opening date, but a quote was received after the date.

Motion by President Stene; seconded by Trustee C. Olson to direct staff to obtain per-hour quotes for the 2012 street sweeping and present quotes at the April 23rd Board meeting.

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

Voting against: none

Motion carried.

April 17, 2012 Organizational Meeting – Interim Administrator-Clerk-Treasurer Morse reminded the Board of the April 17th meeting required by Statutes. No Board action taken.

Employment Agreement-Full-Time Police Officer-Ciara Branshaw – Interim Administrator-Clerk-Treasurer Morse presented the proposed employment agreement for Ciara Branshaw.

Motion by Trustee S. Olson; seconded by Trustee Halpin to approve the Employment Agreement with Ciara Branshaw, full-time Police Office, as submitted.

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

Voting against: Trustee Johnson

Motion carried.

Main Street Fire Station Backflow Valve-Sale of Village Share to Colfax Community Fire Department – The Board reviewed information presented on the backflow valve.

Motion by Trustee C. Olson; seconded by Trustee Halpin to sell the Village's share of the Main Street Fire State backflow valve to the Colfax Community Fire Department for \$2,050.

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

Voting against: none

Motion carried.

Committee/Department Reports – The March 2012 Police Department operational report and March 2012 revenue/expense reports were distributed.

Review/Approval-Bills – Motion by Trustee C. Olson; seconded by Trustee S. Olson to approve the bills, as submitted.

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

Voting against: none

Motion carried.

Name	Item Description	Amount			
AFLAC	Apr12 ins-rescue	\$59.94	Colfax Rescue Squad	2.3.12 TRIP	\$2,821.68
Amazon Credit Plan	computer supplies-library	\$29.45		2.9.12 TRIP	\$656.79
	circulation items-library	\$306.67		2.17.12 TRIP	\$1,525.15
Anderson Bridges	outside stair-rescue	\$4,000.00		2.2.12 TRIP	\$861.00
Anthem Blue Cross Blue Shield	Apr12 life-admin	\$8.45		3.1.12 TRIP	\$543.40
	Apr12 life-police	\$44.45		3.14.12 TRIP-rescue	\$3,816.31
	Apr12 life-streets	\$20.00		refund 1.12.12 WRS pymt to Gen	\$179.16
	Apr12 life-library	\$18.20		refund 3.9.12 WRS pymt to Gene	\$354.89
	Apr12 life-rescue	\$8.45		3.22.12 TRIP-rescue	\$331.78
	Mar12 life-admin-credit double	-\$50.15		3.29.12 payroll-snow removal -	\$178.43
	Mar12 life-police-credit doubl	-\$44.45		3.29.12 payroll-snow removal-H	\$85.75
	Mar12 life-streets-credit doub	-\$20.00		3.28.12 TRIP-rescue	\$347.00
	Mar12 life-library-credit doub	-\$236.60		2.13.12 TRIP-rescue	\$892.93
	Mar12 life-rescue-credit doub	-\$8.45		2.13.12 TRIP-rescue	\$586.91
Aramark Uniform Service Inc.	Mar12 life-w/s-reverse double	\$88.90	Colfax Water & Sewer	Mar12 life ins credit-water	\$44.45
	uniforms/towels-streets	\$22.40		Mar12 life ins credit-sewer	\$44.45
	uniforms/towels-streets	\$17.58		Jan-Mar12 w/s-street dept	\$37.32
	towels-w/s	\$17.58		Jan-Mar12 w/s-fairgrounds	\$51.11
	uniforms-streets	\$22.40		Jan-Mar12 w/s-cemetery	\$20.24
	towels-w/s	\$13.08		Jan-Mar12 w/s-admin	\$36.56
	uniforms/towels-streets	\$22.08		Jan-Mar12 w/s-police	\$36.56
Ayres Associates	1st Ave engineer services	\$1,533.85		Jan-Mar12 w/s-library	\$36.55
Baker & Taylor Entertainment	circulation items-library	\$11.96	Dunn Energy Cooperative	electric-cemetery	\$51.00
Leah Langby	April 12 program-library	\$100.00	E. O. Johnson Office Technolog	copier-admin	\$81.00
Joyce Bates	Apr12 election	\$108.75	Eau Claire Press Company	street sweeping bid ad-streets	\$50.78
Barbara J. Black	Apr12 election	\$134.13	Brad Erickson	Mar12 municipal judge services	\$300.00
Bremer Bank NA & TK Cogswell (3.29.12 HSA-admin	\$553.85		Apr12 municipal judge services	\$300.00
Cedar Corporation	CDBG revolving loan administr	\$144.00	Expert Tree Service & Science	Tower Park tree project	\$450.00
	VH EECBG project admin	\$385.00	Derrick Fjelstad	Apr12 election	\$21.75
Cedar Country Co-op	fuel-streets	\$117.01	David Frogner	Apr12 election	\$134.13
	fuel-police	\$139.00	Ethel B. Frogner	Apr12 election	\$148.63
	fuel-w/s	\$42.01	Pete Gehring	police office renovation suppl	\$334.38
	supplies-rescue	\$5.26		3.10.12 Menards-bldg maint-pol	\$46.88
	supplies-rescue	\$18.66	Great-West	Jan-Mar12 def comp-D Knutson	\$140.00
	supplies-streets	\$39.58		Jan-Mar12 def comp-D Logislett	\$70.00
	supplies-w/s	\$9.06	Herrick Construction	fire escape project-rescue	\$2,200.00
	front brake service-rescue	\$346.02		fairground bldg flooring-parks	\$650.00
Charis Collins	Mar 15/16 mileage-library	\$88.00		VH floor supports-library area	\$1,200.00
Charter Communications	2.4.12 communications-police	\$116.88	Indianhead Truck Equipment	steel over steps-rescue	\$300.00
	2.4.12 communications-library	\$76.32		repair power supply-endloader	\$266.00
	2.4.12 communications-admin	\$163.43		strobe-1-ton	\$79.95
	2.4.12 communications-w/s	\$96.32	Meredith Ingram	Apr12 election	\$134.13
	3.4.12 communications-police	\$116.42	John Deere Financial	shop supplies-streets	\$60.80
	3.4.12 communications-library	\$164.91		fuel-streets	\$122.77
	3.4.12 communications-admin	\$163.23		supplies-w/s	\$10.99
	3.4.12 communications-w/s	\$96.32		fuel-w/s	\$53.90
	communications-rescue	\$140.46		fuel-police	\$170.60
	communications-admin	\$169.88		supplies-Village Hall	\$36.48
	communications-police	\$116.55		vehicle maint-police	\$396.80
	communications-library	\$126.31		need detail from previous invo	\$269.71
Chippewa Valley Newspaper	communications-w/s	\$98.10	Don Knutson	vacuum-Village Hall	\$210.98
Citgo Petroleum Corporation	sweeping ads-streets	\$61.04	LEAGUE OF WI MUNICIPALITIE	6.7.12 LWM regional dinner-Joh	\$20.00
	fuel-streets	\$172.84	Medtox Laboratories Inc	testing services-police	\$30.14
	fuel-police	\$224.41	Midwest Radar & Equipment	radar services-police	\$40.00
	fuel-rescue	\$297.07	Monarch Tree Publishing, Inc.	circulation items-library	\$9.99
	fees-admin	\$137.10	Kathleen V. Morse	3.28.12-4.7.12 mileage-admin	\$396.27
Colfax Messenger	absentee voting notice-electio	\$76.00	Hazel Obermueller	Apr12 election	\$32.63
	2.13 minutes	\$363.58	Postmaster of Colfax	stamps-w/s	\$240.00
	street project ads	\$153.00		stamps-rescue	\$48.00
	deputy clerk ad	\$44.00		stamps-admin	\$48.00
	2.27 minutes	\$262.89	Prompt Action Pest Control	bee/wasp treatment-VH	\$185.00
	3.5 minutes	\$39.15	Tosha Reetz	3.7.12 training reimbursement-	\$52.24
	notice of election	\$304.00	Schofield, Higley & Mayer SC	legal service-muni court	\$828.70
	polling location/hours	\$22.50		legal service-Board	\$152.00
	street sweeping ad	\$27.00	Tainter Machine	end loader repair-streets	\$250.00
	voting equipment test	\$18.00	Dept. of the Treasury	3.29.12 fed with	\$1,627.28
	2.13 special minutes	\$54.82		3.29.12 ss	\$1,920.68
	display ad-library	\$52.00		3.29.12 medi	\$535.56
			Verizon Business	cell-PD	\$69.46
				cell-streets	\$8.50
				cell-rescue	\$53.68
				cell-w/s	\$2.31
				communications-admin	\$50.47
				3.26.12 communications-police	\$49.48
				3.26.12 communication-streets	\$4.56
				3.26.12 communications-w/s	\$4.75
				3.26.12 communications-rescue	\$53.79
Video Bread	circulation items-library	\$164.00	Bound Tree Medical, LLC	electrodes, batteries-rescue	\$194.30
WE Energies	heat-admin	\$59.76	Cardmember Service	EZ claim services-rescue	\$39.00
	heat-library	\$59.76	City of Eau Claire Fire Rescue	intercept 50/50 split-rescue	\$218.58
	heat-police	\$59.75	LBR Electric-Chris Fogarty	TED meter-rescue	\$350.00
	2nd floor-VH	\$179.28	Medical Arts Press	labels	\$34.47
	heat-streets	\$146.16		comply/background ck-rescue	\$39.99
	heat-w/s	\$146.16		paper, stamps, labels, toner,	\$465.78
WI Dept of Justice	background check services-poli	\$21.00	Menards - Eau Claire	floor stripper, finish, sealer	\$115.31
WI Dept of Revenue	3.29.12 state with	\$865.20	Michigan Instruments	2 Life Stat units-rescue	\$13,350.00
WI Dept of Employee Trust Fund	Feb12 WRS-admin	\$1,113.52	Village Of Colfax	Feb12 cell-rescue	\$53.68
	Feb12 WRS-police	\$661.74		Jan12 cell-rescue	\$55.38
	Feb12 WRS-rescue	\$712.69		Feb12 WRS-rescue	\$712.69
	Feb12 WRS-streets	\$469.44		3.1.12 fed withholding-rescue	\$170.85
	Feb12 WRS-library	\$402.09		3.1.12 state withholding-rescu	\$128.21
	Mar12 WRS-admin	\$1,857.55		3.1.12 ss-rescue	\$602.16
	Mar12 WRS-police	\$718.80		3.1.12 med-rescue	\$167.92
	Mar12 WRS-rescue	\$897.97		3.1.12 def comp-rescue	\$20.00
	Mar12 WRS-streets	\$596.09		Apr12 health ins-rescue	\$2,041.80
	Mar12 WRS-library	\$613.55		Apr12 ins-rescue	\$59.94
	May12 health ins-rescue	\$2,041.80		Mar12 life ins-rescue	\$8.45
	Jan12 credit-rescue	-\$393.80		3.15.12 fed with-rescue	\$168.66
	2011 adjustment	\$0.10		3.15.12 state with-rescue	\$113.30
Wiersgalla Co.	furnance maint/filters-VH	\$180.00		3.15.12 ss with-rescue	\$467.88
Xcel Energy	electric-sewer plant	\$234.34		3.15.12 med with-rescue	\$130.52
	electric-police cold storage	\$47.78		3.15.12 def comp-rescue	\$20.00
	electric-well 3	\$371.36		electric-resuce	\$153.75
	electric-street lights	\$242.32		Mar12 dental ins-rescue	\$167.64
	electric-admin	\$72.78		Apr12 dental ins-rescue	\$167.64
	electric-library	\$72.78		fuel-rescue	\$382.07
	electric-police	\$72.78		3.29.12 fed with-rescue	\$192.61
	electric-street lights	\$99.30		3.29.12 state with-rescue	\$120.01
	electric-street lights	\$176.04		3.29.12 ss-rescue	\$457.79
	electric-street garage	\$16.93		3.29.12 medi-rescue	\$127.66
	electric-water tower	\$400.61		3.29.12 def comp-rescue	\$20.00
	electric-ball field/warming ho	\$58.43		3.29.12 union dues-rescue	-\$17.42
	electric-well 2	\$344.18		Mar12 WRS-rescue	\$897.97
	electric-fairgrounds	\$55.19		3.26.12 cell-rescue	\$53.79
	electric-well 1	\$290.56		Apr12 life ins-rescue	\$8.45
	electric-street lights	\$113.83		Mar12 life-rescue - credit dou	-\$8.45
	electric-rescue	\$153.75		1 roll stamps	\$48.00
	electric-streets	\$153.74		May12 health ins-rescue	\$2,041.80
	electric-water	\$76.87		Jan12 credit-rescue	-\$393.80
	electric-sewer	\$76.87		2011 adjustment-rescue	\$0.10
	electric-street lights	\$81.05		communications-rescue	\$140.46
	electric-street lights	\$1,057.34		fuel-rescue	\$297.07
Zempel Appraisal Service	Apr12 assessing	\$750.00		supplies-rescue	\$5.26
	Total-General	\$57,176.66		brake service-rescue	\$346.02

Motion by Trustee C. Olson; seconded by Trustee Halpin 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 and 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for Rescue Services Account Receivable-Letter from Client, Casual Part-Time EMT Appointments, Nursing Home Developer's Agreement/Proposal and Temporary Deputy Clerk-Treasurer Application Review/Interview Process.

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

Voting against: none

Motion carried.

- a. Rescue Services Account Receivable-Letter from Client
- b. Casual Part-Time EMT Appointments
- c. Nursing Home Developer's Agreement/Proposal – Trustee S. Olson left at this time.
- d. Temporary Deputy Clerk-Treasurer Application Review/Interview Process

Motion by Trustee C. Olson; seconded by Trustee Halpin to convene into open session to take any action resulting from the closed session.

Voting for: all

Voting against: none

Motion carried.

No press or public in attendance at this time.

Rescue Services Account Receivable-Letter from Client – Motion by Trustee C. Olson; seconded by Trustee Halpin to deny the Rescue client's request for a refund of WisDOR TRIP moneys applied to a delinquent account receivable invoice.

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

Voting against: none

Motion carried.

Casual Part-Time EMT Appointments - Motion by Trustee C. Olson; seconded by Trustee Halpin to appoint Michele Pederson and Peter Lewis as Casual Part-Time EMTs; contingent upon successful completion of the functional physical capacity test, background check and drugs/alcohol testing.

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

Voting against: none

Motion carried.

Nursing Home Developer's Agreement/Proposal – No Board action taken.

Temporary Deputy Clerk-Treasurer Application Review/Interview Process – The Board will interview and test candidates on April 21, 2012 for the position.

Motion by Trustee C. Olson; seconded by Trustee Halpin to adjourn.

Voting for: all

Voting against: none

Motion carried.

Gary Stene, President

Attest: Kathleen V. Morse, MMC/CMTW/WCPC
Interim Administrator-Clerk-Treasurer