

Regular Meeting – August 22, 2011

The August 22, 2011 Village of Colfax Board meeting was held at 7:00 p.m. in the Village Hall. Members Present: President Stene, Trustees Johnson, Schauer, S. Olson, C. Olson, Laska & Halpin. Also Present: Interim Clerk-Treasurer Morse. Absent: none. President Stene called the meeting to order.

Public Appearances – Brian Longdo presented information to the Board regarding his semi trailer storage unit including an estimated October 1, 2011 project completion date. Trustee Halpin recognized the Music in the Park program, thanked the Women's Club, Village Hall Restoration Group, musicians and others that helped make the program successful.

Consent Agenda - Motion by Trustee C. Olson; seconded by Trustee Laska to approve the following:

- Minutes-August 8, 2011
- Training Request-26, 2011 Wisconsin Municipal Clerks Association Annual Conference–Jessica Eastman
- Training Request-August 30-31, 2011 WPELRA Implementing Act 10/Personnel Seminar–Jessica Eastman
- Facility Rental-August 29-30, 2011 River Inspection & Natural Area Visit-WisDNR
- Facility Rental-September 14, 2011 Annual Hazardous Waste Collection Event-Dunn County Solid Waste Division (no bldgs)
- Facility Rental-September 14-18, 2011 Thrift Sale-Kevin Woolhouse
Voting for: Trustees Halpin, Laska, C. Olson, S. Olson, Schauer, Johnson & Stene
Voting against: none
Motion carried.

Motion by Trustee C. Olson; seconded by Trustee Halpin to approve Facility Rental-August 27, 2011 Graduation Party–Theresa & Karen Schoer and License-August 23, 2011-June 30, 2012 Operator–Mike Buchner.

Voting for: Trustees Johnson, Schauer, C. Olson, Laska, Halpin & Stene
Voting against: none
Abstaining: Trustee S. Olson
Motion carried.

Communications – President Stene updated the Board on the Colfax Community Fire Department's building project estimated at \$747,000.

Plan Commission Appointments – Motion by President Stene; seconded by Trustee C. Olson to appoint Mark Mosey, Rick Johnson, Don Berg and Gary Stene to the Plan Commission through April 2012.

Voting for: Trustees Schauer, S. Olson, C. Olson, Laska & Halpin
Voting against: none
Motion carried.

Cemetery-Dog Issues – Trustee C. Olson stated the cemetery has seen a growing number of dogs off leash in the cemetery and owners not picking up after the animals. Village Ordinance requires leashed animals on Village property with owners required to pick up after them. The Police Department may issue citations for Ordinance violations.

2012 Budget-Public Properties – Trustee Laska stated the Public Properties Committees will budget for Village Hall items and the remaining Village properties should be included in the appropriate departments' budgets. No Board action taken.

Water Tower Renovation Project – Trustee Schauer presented an update on the wastewater lagoon riverbank restoration project and Trustee C. Olson presented the KLM water tower inspection report.

Motion by Trustee C. Olson; seconded by Trustee Schauer to proceed with an RFP process for the water tower renovation project engineering services to be bid in 2011 with renovation work completed by 3rd quarter 2012.

Voting for: Trustees Halpin, Laska, C. Olson, S. Olson, Schauer, Johnson & Stene
Voting against: none
Motion carried.

Committee/Department Reports – Interim Clerk-Treasurer Morse presented the Henderson Annexation petition, which will be on a future agenda and updated the Board regarding the nuisance trees. Trustee C. Olson, Parks Committee, stated he will have a Memorial Tree/Planting Policy for a future Board meeting. Interim Clerk-Treasurer

Morse distributed the August 15, 2011 WisDOR equalization report indicating a reduction of \$7,428,600 in the Village's value over 2010.

Review/Approve Bills - Motion by Trustee C. Olson; seconded by Trustee Schauer to approve the bills, as presented.

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

Voting against: none

Motion carried.

Name	Item Description	Amount	Name	Item Description	Amount
24-7 Telcom	domain hosting-Aug-Dec11	\$99.75	Dept. of the Treasury	8.4.11 payroll-fed withholding	\$1,946.50
Anthem Blue Cross Blue Shield	Aug11 life ins-police	\$35.95		8.4.11 payroll-ss	\$2,173.51
	Aug11 life ins-streets	\$13.40		8.4.11 payroll-medicare	\$606.14
	Aug11 life ins-w/s	\$44.45			\$4,726.15
	Aug11 life ins-rescue	\$8.45	Value Implement	blade, nut, knife, screw manifold, stud, gasket	\$252.10
		\$102.25			\$99.72
Aramark Uniform Service Inc.	uniforms-streets	\$11.04			\$351.82
	uniforms-w/s	\$11.36	WI Dept of Workforce Dev.	unemployment-dohms	\$29.30
	uniforms/towels-streets	\$17.57		unemployment-jenatscheck	\$228.67
	uniforms/towels-w/s	\$24.43			\$257.97
		\$64.40	WI Unemployment Insurance	special assessment-admin	\$48.88
Bremer Bank & Pete Gehring	HSA-police	\$151.57		special assessment-police	\$86.13
Bremer Bank & Kathy Faymoville	HSA-police	\$173.68		special assessment-library	\$41.19
Cardmember Service	supplies	\$38.99		special assessment-streets	\$41.19
	WI Library Assoc	\$189.00		special assessment-cemtery	\$7.49
		\$227.99		special assessment-parks	\$3.74
Catering By Design Books	circulation items	\$50.45		special assessment-rescue	\$89.88
Charter Communications	communications-police	\$115.87		special assessment-w/s	\$56.17
	communications-library	\$75.70	Xcel Energy	electric-ballfield/warming hou	\$374.47
	communications-admin	\$99.40		electrical-sewer	\$278.69
	communications-w/s	\$95.70		electrical-police cold storage	\$131.19
	communications-rescue	\$102.94		electrical-police well 3	\$26.67
		\$489.61		electrical-well 3	\$306.54
Citgo Petroleum Corporation	fuel-rescue	\$272.81		electrical-street lights	\$165.00
	fuel-w/s	\$168.98		electrical-admin	\$96.35
	fuel-police	\$410.23		electrical-library	\$96.35
	fuel-parks	\$8.90		electrical-police	\$96.34
		\$860.92		electrical-street lights	\$69.37
Colfax Water & Sewer	record 12.31.10 AJE29 as payab	\$95,609.00		electrical-street lights	\$117.80
	record 12.31.10 AJE33 as payab	-\$1,589.00		electrical-streets	\$14.19
		\$94,020.00		electrical-tower	\$16.59
Continental Research Corporati	supplies-parks	\$95.63		electrical-ballfield/warming h	\$196.87
Brad Erickson	Jul11 muni judge services	\$300.00		electrical-well 2	\$236.19
GALE	circulation items	\$116.98		electrical-fair grounds	\$80.35
Gettysburg Flag Works, Inc.	street flag poles	\$265.75		electrical-well 1	\$219.40
	street flags	\$1,100.00		electrical-street lights	\$72.35
		\$1,365.75		electrical-streets	\$159.77
Interstate Sign Products, Inc.	fire lane, handicap, patient p	\$71.30		electrical-rescue	\$159.77
Lisa Ludwig	7.8.11-8.9.11 mileage	\$139.74		electrical-water	\$79.89
Luther Midelfort-Special Billi	lab services-police	\$68.00		electrical-sewer	\$79.89
Kathleen V. Morse	mileage	\$396.27		electrical-street lights	\$79.65
Reliable Office Supply	letter envelopes, push pins, c	\$102.10		electrical-street lights	\$1,039.26
Showcases	DVD sleeves-library	\$101.52			\$3,218.47
Team Laboratory Chemical Corp	traffic paint-4 Sgal pails	\$618.00		Total-General	\$109,144.79
AFLAC	insurance-rescue	\$39.96	Village of Colfax (cont)	unemployment special assessmen	\$89.88
Quill Corporation	black toner	\$98.99		Aug11 life ins-rescue	\$8.45
Two Way Communications	reprogram radios	\$70.00		electrical-rescue	\$159.77
Village Of Colfax	cell-rescue	\$53.78		fuel-rescue	\$272.81
	unemployment-dohms	\$14.65		8.18.11 fed withholdings	\$191.23
	health ins-rescue	\$2,098.70		8.18.11 ss	\$609.61
	8.4.11 fed withholdings	\$222.61		8.18.11 medicare	\$170.02
	8.4.11 ss/medicare	\$732.23		8.18.11 state withholdings	\$154.39
	8.4.11 state withholdings	\$157.70		8.18.11 def comp	\$20.00
	8.4.11 def comp	\$20.00		unemployment-dohms	\$29.30
	8.4.11 wells	-\$25.00		communications-rescue	\$102.94
	8.4.11 parks	-\$32.74			\$12,971.25
	unemployment-dohms	\$12.32		Total-Rescue	\$14,988.60
	facility loan-principal	\$5,697.00			
	facility loan-interest	\$4,020.00			
Commercial Testing Laboratory,	May11 testing-water	\$36.00	Village of Colfax (cont)	shop towels-water	\$6.23
	Jun11 testing-water	\$36.00		shop towels-sewer	\$6.23
	Jul11 testing-water	\$36.00		PILOT-water (see 12.31.10 AJE	\$41,822.00
	May11 testing-sewer	\$76.75		PILOT-sewer (see 12.31.10 AJE	\$546.00
	Jun11 testing-sewer	\$56.65		record AP for CY per audited W	-\$2,782.00
	Jul11 testing-sewer	\$213.60		record pymt to Dunn Co Solid W	-\$13,196.00
		\$455.00		record GF receivable for sewer	-\$2,000.00
Hawkins, Inc.	caustic soda	\$549.00		adjust 2008 AJE	-\$0.32
Short Elliot Hendrickson	WWTP streambank erosion	\$1,803.63		auditor's adjustment (see 12.3	\$36.00
Village of Colfax	fix 4.14.11 payroll (fed, stat	-\$323.01		auditor's adjustment (see 12.3	\$3,721.00
	fix Mar11 payroll (state withh	-\$182.86		auditor's adjustment (see 12.3	\$7,327.00
	fix 5.12.11 payroll (red, unio	-\$376.64		adjust acct to zero	\$0.12
	to record 12.31.11 due to Vill	\$48,841.80		communications-water	\$47.85
	record AJE6 & AJE22 as payable	\$31.00		communications-sewer	\$47.85
	record AJE41 as payable (origi	\$14,753.00		unemployment special assessmen	\$26.21
	8.4.11 payroll-greivance - wat	\$242.49		unemployment special assessmen	\$29.96
	8.4.11 payroll-greivance-sewer	\$242.49		8.18.11 payroll-water	\$803.60
	8.4.11 payroll-greivance-ss/me	\$18.55		8.18.11 payroll-sewer	\$803.60
	8.4.11 payroll-greivance-ss/me	\$18.55		8.18.11 payroll-wells	\$100.00
	cell-water	\$5.49		8.18.11 payroll-ss/med-water	\$60.06
	cell-sewer	\$5.49		8.18.11 payroll-ss/med-sewer	\$60.05
	heat-water	\$2.48		8.18.11 insurance-water	-\$43.59
	heat-sewer	\$2.48		8.18.11 insurance-sewer	-\$43.59
	health ins-water	\$1,049.35		Aug11 life ins-water	\$22.23
	health ins-sewer	\$1,049.35		Aug11 life ins-sewer	\$22.22
	8.4.11 wages-wells	\$100.00		electrial-water	\$858.61
	8.4.11 wages-water	\$1,046.09		electrical-sewer	\$211.08
	8.4.11 wages-sewer	\$1,046.09		fuel-water	\$84.49
	8.4.11 ss/med-water	\$56.64		fuel-sewer	\$84.49
	8.4.11 ss/med-sewer	\$56.64		uniforms/towels-water	\$17.90
	8.4.11 insurance-water	-\$43.59		uniforms/towels-sewer	\$17.89
	8.4.11 insurance-sewer	-\$43.59			\$55,494.16
	R&R Village sewer	\$13.69	Water Care Services	Aug/Sep/Oct11 rental/softner	\$91.50
	uniforms-water	\$3.91	Weid, Riley, Prens & Ricci	grievance-Boyd-water	\$17.00
	uniforms-sewer	\$3.91		grievance-Boyd-sewer	\$17.00
	shop towels-water	\$1.33			\$34.00
	shop towels-sewer	\$1.33	Woods Run Forest Products	screws/bits	\$15.70
	uniforms-water	\$3.92		Total-Water/Sewer	\$109,276.28
	uniforms-sewer	\$3.91			

Motion by Trustee S. Olson; seconded by Trustee 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 for Employment Agreement–Deputy Clerk-Treasurer and Employment Agreement–Administrator/Clerk/Treasurer.

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

Voting against: none

Motion carried.

- a. Employment Agreement–Deputy Clerk-Treasurer
- b. Employment Agreement–Administrator/Clerk/Treasurer

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

Voting for: all

Voting against: none

Motion carried.

Employment Agreement–Deputy Clerk-Treasurer – No press or public in attendance. Motion by Trustee C. Olson; seconded by Trustee Laska to approve the August 9, 2011 Deputy Clerk-Treasurer employment agreement with Jessica Eastman, contingent upon successful completion of drug/alcohol testing and a functional physical capacity test.

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

Voting against: none

Motion carried.

Employment Agreement–Administrator/Clerk/Treasurer – Motion by Trustee S. Olson; seconded by Trustee Laska to approve the August 22, 2011 Administrator-Clerk-Treasurer employment agreement with Thomas Cogswell, contingent upon successful completion of drug/alcohol testing and a functional physical capacity test.

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

Voting against: none

Motion carried.

Motion by Trustee S. 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 Clerk-Treasurer