

Regular Meeting – April 25, 2011

The April 25, 2011 Village of Colfax Board 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 Clerk-Treasurer Morse. Excused: Trustee Laska. Absent: none. President Stene called the meeting to order.

Public Appearances – none

Minutes – Motion by Trustee Halpin; seconded by Trustee C. Olson to approve the April 11, 2011 Regular meeting minutes.

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

Motion by Trustee C. Olson; seconded by Trustee S. Olson to approve the April 19, 2011 Organizational meeting minutes.

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

Facility Rentals – Motion by Trustee C. Olson; seconded by Trustee Halpin to approve Kevin Wollhouse's May 25-28, 2011 thrift sale and Hainstock Family's June 25-26, 2011 Family Picnic/Reunion fair ground facility use applications.

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

Communications-Village President – President Stene requested a Personnel Committee meeting on May 9 to discuss the Deputy Clerk-Treasurer job description.

May 7, 2011 Village Hall Open House – Troy Knutson, Restoration Committee, requested permission to hold a Village Hall open house on May 7th.

Motion by Trustee S. Olson; seconded Trustee C. Olson to approve the May 7, 2011 Village Hall Open House, including using the stage for the entertainment.

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

Village Prosecutor Position Creation Per March 14, 2011 Motion – Judge Olson presented a proposal for a Village Prosecutor.

Motion by Trustee Stene; seconded by Trustee Schauer to postpone Board action on the Village Prosecutor request pending additional research of communities of like size.

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

Colfax Community Fire Department Proposed Building Project – Mark Warner, Fire District representative, presented the proposal building project, including estimated costs and addressed Trustees' questions. The Trustees directed the Village Attorney draft a developer's agreement for this project, including the installation of a 6-inch water line paid by the Fire District, with the Village paying the additional expenses for an upgrade to an 8-inch line.

Motion by Trustee Schauer; seconded by Trustee C. Olson to adopt Resolution 2011-01, Authorization to Sell Real Property; Resolution 2011-02, Authorization to Purchase Real Property; Resolution 2011-03, Authorization to Construct Fire Station and Resolution 2011-04, Authorization to Borrow Funds.

Voting for: Trustees Schauer, S. Olson, C. Olson, Halpin & Stene
Voting against: Trustee Johnson
Motion carried.

Motion by Trustee C. Olson; seconded by Trustee S. Olson to direct the Village Engineer to prepare specifications and cost estimates for a 6-inch water line and 8-inch water line to serve the Fire District's proposed building project and present same to the Village Board.

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

Voting against: none

Motion carried.

Warranty Deed Based on November 8, 2010 Board Motion - Motion by J. Olson, second by C. Olson, to take the action necessary to add the names of the Town of Colfax, the Town of Grant and the Town of Otter Creek on the 1967 deed for Lot 1, Block 1 of the J.D. Simons Addition to the Village of Colfax, the property under the existing fire hall. Aye: Halpin, Johnson, Laska, C. Olson, J. Olson, Schauer. Absent: S. Olson. Carried. – No Board action taken.

Possible Town Hall Meeting – No Board action taken.

Vice President Appointment – Motion by Trustee S. Olson; seconded by Trustee C. Olson to confirm the President's appointment of Trustee Halpin as Vice President.

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

Voting against: none

Motion carried.

Colfax Rescue Squad Parking Lot – Motion by Trustee C. Olson; seconded by Trustee Halpin to postpone Board action on the Colfax Rescue Squad Parking Lot.

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

Voting against: none

Motion carried.

Authorized Agents for Bremer Bank Accounts-Stene, Schauer & Morse – Motion by Trustee C. Olson; seconded by Trustee S. Olson to appoint Gary Stene, Kathleen V. Morse and Beverly Schauer as authorized Village agents for all Bremer Bank accounts.

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

Voting against: none

Motion carried.

Resolution 2011-05, Resolution Appointing Agents for Dairy State Bank Accounts-Stene, Schauer & Morse – Motion by Trustee S. Olson; seconded by Trustee C. Olson to adopt Resolution 2011-05, Resolution Appointing Agents for Dairy State Bank Accounts-Stene, Schauer & Morse.

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

Voting against: none

Motion carried.

Amended May 19, 2011 Referendum Ballot Question – Interim Clerk-Treasurer Morse presented an amended May 19 referendum ballot question based on the consensus of the Village Attorney, Interim Clerk-Treasurer, GAB, Command Central (equipment vendor) and League of WI Municipalities.

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

Voting against: none

Motion carried.

Water & Sewer Rate Proposed Increases Recommended by Auditors – Interim Clerk-Treasurer Morse presented the auditor's recommendations for water/sewer rate increases and samplings for rate increase impacts on a number of accounts.

Motion by Trustee S. Olson; seconded by Trustee Halpin to direct Bauman Associates to submit a PSC application for a 53% water rate increase and approve a 24% sewer rate increase effective July 1, 2011, as recommended by the auditors.

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

Voting against: none

Motion carried.

WisDOR Tax Intercept Refund Program-Uncollectible Rescue Squad Services Invoices – Interim Clerk-Treasurer Morse presented the TRIP program for collection efforts on the Village's accounts receivable.

Motion by Trustee Stene; seconded by Trustee C. Olson to postpone utilizing the WisDOR Tax Intercept Refund Program, pending the Board's receipt of the Rescue Director's report on aging receivables.

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

Voting against: none

Motion carried.

Building Inspection Services Due to Building Inspector's Recent Resignation – The Board discussed the Building Inspector's responsibilities which do not include project plan review or on-site project inspections. Cedar Corp. manages new 1 and 2-family dwelling construction.

Motion by Trustee C. Olson; seconded by Trustee Halpin to advertise for a Village Building Inspector, as the current compensation rate.

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

Voting against: none

Motion carried.

Emergency Community Storm Shelter – Trustee C. Olson explained a request for a designated community storm shelter. No Board action taken.

January 1–December 31, 2011 Tom Prince Memorial Park Lease/Use Agreement with Colfax Softball Association – Trustee C. Olson updated the Board regarding the proposed lease/use agreement. No Board action taken.

Evergreen Cemetery Fence Project – Trustee C. Olson stated the fence installation project with the Colfax School District has been postponed until this Autumn. No Board action taken.

Summer Mowing Schedule – Trustee C. Olson stated Tony Broten will do the 2011 summer mowing of various Village properties. No Board action taken.

October 2010 Park Light Pole Insurance Claim – Trustee C. Olson updated the Board on the October 2010 insurance claim. No Board action taken.

Fair Grounds Electrical/Utility Building Floor – Trustee C. Olson stated the electrical/utility building floor needs repairs. No Board action taken.

Audit of 2011 1st Quarter Financial Records – Motion by Trustee C. Olson; seconded by Trustee Halpin to authorize Bauman Associates to complete a mini audit of January-April 2011, as explained by Interim Clerk-Treasurer Morse.

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

Voting against: none

Motion carried.

Committee/Department Reports - none

Review/Approval–Bills – Motion by Trustee Schauer; seconded by Trustee C. Olson to approve the invoices, as presented.

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

Voting against: none

Motion carried.

Name	Item Description	Amount	Name	Item Description	Amount
24-7 Telcom	domain hosting	\$34.58	Haycreek Enterprises	library sign	\$844.00
	domain registration	\$19.95		tax exempt	-\$44.00
	create & design website-7 page	\$550.00	Karl's Chevrolet, Inc	Tahoe oil, filter, rotate tire	\$39.55
ABDO-Spotlight-Magic Wagon	circulation items	\$826.50	MidAmerica Books	books	\$92.18
Amazon Credit Plan	ink	\$19.71	Kathleen V. Morse	April 10 - 23 mileage	\$468.18
	circulation items	\$9.34	Showcases	circulation item	\$26.46
	circulation items	\$73.12	United States Treasury	4.14.11 payroll - fed withhold	\$1,459.68
Anthem Blue Cross Blue Shield	dental-Boyd	\$158.15		4.14.11 payroll - fed withhold	\$168.06
	dental-Faymoville	\$158.15		4.14.11 payroll - fed withhold	\$203.11
	dental-Gehring	\$158.15		4.14.11 payroll - ss withholdi	\$1,203.79
	dental-Knutson	\$158.15		4.14.11 payroll - ss withholdi	\$586.16
	dental-Logstlett	\$158.15		4.14.11 payroll - ss withholdi	\$177.76
	dental-Ludwig	\$158.15		4.14.11 payroll - medicare wit	\$335.70
	outstanding balance-ambulance	\$185.00		4.14.11 payroll - medicare wit	\$163.48
Anthem Blue Cross Blue Shield	life-Boyd	\$44.45		4.14.11 payroll - medicare wit	\$49.56
	life-Faymoville	\$5.90		4.15.11 rescue payroll fix-fed	\$5.67
	life-Gehring	\$30.05		4.15.11 rescue payroll fix-ss	\$75.21
	life-Knutson	\$8.45		4.15.11 rescue payroll fix-med	\$20.94
	life-Logstlett	\$13.40	WI Dept of Revenue	MARCH 26 STATE W/H	\$567.10
	credit balance	-\$29.58		MARCH STATE W/H W/S	\$91.43
Aramark Uniform Service Inc.	uniforms-DL	\$11.32		MARCH STATE W/H CRS	\$160.69
	uniforms-MB	\$11.08		3.17.11 payroll	\$786.24
	uniforms-DL	\$9.40		3.17.11 payroll-rescue in resc	\$51.56
	uniforms-MB	\$12.35		annual TID processing fee	\$300.00
	shop towels-streets	\$10.20	WI Dept of Workforce Dev.	unemployment-Dohms	\$14.65
	shop towels-w/s	\$10.20		unemployment-McCoy	\$27.76
Baker & Taylor Entertainment	circulation items	\$270.43		unemployment-Rice	\$177.68
	circulation items	\$91.12		unemployment-Stearns	\$45.38
Better Containers Mfg.Co.Inc.	500 bags	\$207.13	Xcel Energy	sewer plant	\$221.53
Cardmember Service	circulation item	\$148.50		police cold storage	\$39.32
Cedar Corporation	EE CDBG grant admin	\$1,236.75		well #3	\$400.98
Charter Communications	communications-administration	\$90.82		street lights	\$188.65
	communications-police	\$107.18		village hall-admin	\$103.91
	communications-library	\$71.05		village hall-library	\$103.91
	communications-w/s	\$94.63		village hall-police	\$103.91
	prior service sales taxes/etc.	-\$23.01		street lights	\$78.03
	prior service sales taxes/etc.	-\$23.00		street lights	\$141.32
	prior service sales taxes/etc.	-\$23.00		streets	\$15.55
	prior services sales taxes/etc	-\$23.00		water tower	\$365.97
Colfax Community Fire Dept.	May 2011 budget levy pymt	\$5,658.00		ball field/warming house	\$30.90
Continental Research Corporati	wash-n-wax 6 gallons	\$272.59		pump 2	\$337.86
County Concrete	cover, seal, ring, bottom, etc	\$822.33		fair grounds	\$57.18
Don's Sweeping Service	Main Street	\$392.00		well #1	\$327.46
	South side 3rd 4th Park	\$588.00		street lights	\$93.16
	North side all streets	\$686.00		DPW-streets	\$244.22
	West & East side with 5th, Cedar,	\$784.00		DPW-w/s	\$244.23
	Willow, Bremer, Elm & Dunn			street lights	\$1,110.30
Down River Press	Frozen Assets book	\$12.00	WE Energies	village hall	\$98.42
Dunn Co Development	2011 fiscal commitment	\$1,876.00		police office	\$98.41
E. O. Johnson Office Technolog	1st quarter copies charges (ov	\$31.78		library	\$98.42
	maintenance contract	\$47.00		police cold storage	\$122.82
Firelight Books	circulation items	\$430.28		streets	\$136.74
GALE	circulation items	\$93.58		water/sewer	\$136.74
Greener Grass Systems,Inc.	irrigation startup, mid check	\$317.12		General Fund	\$29,983.02
	credit balance applied to invo	-\$55.50			

Batteries Plus	batteries	\$51.17	H & H Plumbing, LLC	water main repair	\$520.00
Emergency Appratus Maintenance	air ride suspension assembly,	\$8,055.00	Hawkins, Inc.	caustic soda	\$766.50
Emergency Medical Products	bandages, IV sets, syringes, o	\$742.94	Dean Rubenzer	water main break repair-Viking	\$770.00
Farm Plan	LP	\$374.00	Village of Colfax	STATE W/H TAX MARCH 12-water	\$45.72
	misc operating supplies, hardw	\$312.19		STATE W/H TAX MARCH 12-sewer	\$45.71
Medical Arts Press	envelopes	\$46.39		STATE W/H TAX 03/26/11-water	\$45.71
Village Of Colfax	4.14.11 payroll-Henrichs	\$735.00		STATE W/H TAX 03/26/11-sewer	\$45.72
	4.14.11 payroll-ss/med-Henrich	\$56.23		4.14.11 payroll-Boyd	\$1,592.00
	4.14.11 payroll-Knutson	\$1,009.07		4.14.11 payroll-OT-Boyd	\$129.35
	4.14.11 payroll ss/med-Knutson	\$93.91		4.14.11 payroll-ss/med-Boyd	\$130.75
	4.14.11 payroll-ins-Knutson	-\$105.62		4.14.11 payroll-wells-Boyd	\$75.00
	4.14.11 payroll-Rice	\$735.00		4.14.11 payroll-wells-Logstlett	\$25.00
	4.14.11 payroll-ss/med-Rice	\$56.23		4.14.11 payroll-meter reading-	\$210.73
	4.14.11 payroll-ss/med-casual	\$368.87		4.14.11 payroll-ins-Boyd	-\$87.18
	4.14.11 payroll-fed-casual	\$67.51		4.14.11 payroll-fed-Boyd	\$203.11
	4.14.11 payroll-state-casual	\$45.20		4.14.11 payroll-state-Boyd	\$102.48
	4.14.11 payroll fix-federal	\$5.67		4.14.11 payroll-union dues-Boy	\$17.42
	4.14.11 payroll fix-ss	\$75.21		electric-sewer plant	\$221.53
	4.14.11 payroll fix-medicare	\$20.94		electric-well #3	\$400.98
	unemployment-Dohms	\$14.65		electric-water tower	\$365.97
	unemployment-McCoy	\$27.76		electric-well #2	\$337.86
	unemployment-Rice	\$177.68		electric-well #1	\$327.46
	1 roll stamps	\$44.00		electric-DPW-w/s	\$244.23
	life-Knutson	\$8.45		uniforms-MB	\$11.08
	dental-Knutson	\$158.15		uniforms-MB	\$12.35
	insurance outstanding balance	\$185.00		shop towels-w/s	\$10.20
WI Dept of Workforce Developme	unemployment-Dohms	\$14.65		life-Boyd	\$44.45
	unemployment-Henrichs V	\$32.79		dental-Boyd	\$158.15
	unemployment-McCoy	\$27.76		heat-DWP-w/s	\$136.74
	unemployment-Rice	\$88.84	Water Care Services	softner rental (Apr/May/Jun)	\$91.50
	Rescue	\$13,524.64		Water/Sewer	\$7,000.52

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 for the April 25, 2011-April 24, 2014 Police Chief Employment Agreement.

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

Voting against: none

Motion carried.

a. April 25, 2011-April 24, 2014 Police Chief Employment Agreement

Motion by Trustee S. Olson; seconded 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.

April 25, 2011-April 24, 2014 Police Chief Employment Agreement – No press or public in attendance. Motion by Trustee C. Olson; seconded by Trustee Halpin to postpone Board action on the April 25, 2011-April 24, 2014 Police Chief Employment Agreement, pending additional Board review.

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

Voting against: Trustees S. Olson & Stene

Motion carried.

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 Clerk-Treasurer