

### **Regular Meeting – July 8, 2013**

The July 8, 2013, Village of Colfax Board regular meeting was held at 7:00 p.m. at the Colfax Village Hall. Members present: Trustees Halpin, Johnson, Schauer, Olson, Buchner, and Gunnufson. Also present: Lisa Fleming, Ayres Associates, Russ Kiviniemi, Cedar Corporation, Marlys Kruger, Public Works Director Bates, and Administrator-Clerk-Treasurer Ponto. Trustee Schieber arrived at 7:38 p.m.

**Public Appearances** – none.

**Minutes** – A motion was made by Trustee Halpin and seconded by Trustee Olson to approve the minutes of the June 24, 2013 regular Meeting. The date on the agenda was clarified as June 24<sup>th</sup> instead of June 26<sup>th</sup>, 2013.

Voting For: Trustees Buchner, Olson, Schauer, Johnson, Halpin, and Gunnufson.

Voting Against: none.

Motion carried.

**Licenses** – A motion was made by Trustee Halpin and seconded by Trustee Schauer to approve operator license applications to Jami Kuesel and Leslie Moen for July 1, 2013 – June 30, 2014.

Voting For: Trustees Halpin, Johnson, Schauer, Olson, Buchner and Gunnufson.

Voting Against: none.

Motion carried.

A motion was made by Trustee Halpin and seconded by Trustee Buchner to approve the domesticated chicken license application to Yvette Edwards at 810 Oliver Lane for July 1, 2013 – June 30, 2014.

Voting For: Trustees Buchner, Olson, Schauer, Johnson, Halpin and Gunnufson.

Voting Against: none.

Motion carried.

**Communications – Village President** – President Gunnufson commended Rescue Squad Director Knutson for the flag pole dedication ceremony on July 3, 2013.

**Commercial/Industrial Site Plan Review Recommendation/Approval** – Russ Kiviniemi, Cedar Corporation, went over the comments from the *Timber Technologies* site plan. There were three comments made, that the site plan meets the Village setbacks for zoning, the grass swale shall be constructed prior to the proposed gravel yard area, or the silt fence shall be extended to the southeast property corner, and that the site is close to the 1.0 acres threshold so it will not require a DNR permit. Cedar Corporation recommends that if future development occurs they be considered within the same plan of development requiring stormwater management. A motion was made by Trustee Schauer and seconded by Trustee Buchner to approve the recommendation of the planning commission for the approval of the Timber Technologies site plan.

Voting For: Trustees Halpin, Johnson, Schauer, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

**Cedar Country Cooperative** – Russ Kiviniemi, Cedar Corporation, went over the comments from the *Cedar Country Cooperative* site plan. There were several comments that were addressed that included no green space being added, the paving will be concrete and will follow existing contours. A handicapped parking stall will be accessible from the front door, and the downspouts on the building will slope away from the front door to prevent ice buildup. The angle parking along Highway 40 was not recommended because of safety, and will be taken out of the existing plans. A motion was made by Trustee Schauer and seconded by Trustee Halpin to approve the site plan review recommendation from the planning commission for Cedar Country Cooperative.

Voting For: Trustees Buchner, Olson, Schauer, Johnson, Halpin, and Gunnufson.

Voting Against: none.

Motion carried.

**Anderson Bridges** – Ashley Anderson stopped in and will be meeting with Cedar Corporation tomorrow 7/9/13 to look at the site for review. The Plan Commission recommends that the plan be approved with recommendations from Cedar Corporation after the review. A motion was made by Trustee Schauer and seconded by Trustee Buchner to approve the site plan from Anderson Bridges with any recommendations from Cedar Corporation's review.

Voting For: Trustees Halpin, Johnson, Schauer, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

**2013 Street Repair Bid** – A motion was made by Trustee Johnson and seconded by Trustee Olson to accept the bid from Oium Asphalt for the 2013 Street Repair for \$57,566 for areas 1 through 6. During discussion it was clarified that the approved price did not include any base course if needed and wasn't planned or approved.

Voting For: Trustees Buchner, Olson, Schauer, Johnson, Halpin, and Gunnufson.

Voting Against: none.

Motion carried.

Trustee Schieber arrived at 7:38 p.m.

**Toddler Swings at Playgrounds** – A motion was made by Trustee Johnson and seconded by Trustee Olson to replace a regular swing seat with a toddler swing seat at the park located in the fairgrounds. Administrator-Clerk-Treasurer Ponto will look into and purchase a toddler swing seat.

Voting For: Trustees Buchner, Olson, Schieber, Schauer, Johnson, Halpin, and Gunnufson.

Voting Against: none.

Motion carried.

**Municipal Basement Cleaning Update** – Administrator-Clerk-Treasurer Ponto updated the Board that ServPro had come to look at the basement to give a quote on cleaning. ServPro recommended removing the sheetrock from the walls and the ceiling, removing the carpet, and then spraying everything in the kitchen and side room to try and contain the mold. ServPro would also be willing to give an informational meeting about mold and the removal process. Service Master has not been able to come and look at the basement yet, but will be contacting the Village office. A motion was made by Trustee Olson and seconded by Trustee Halpin to postpone this item until bids can be obtained. Administrator-Clerk-Treasurer Ponto will look into getting quotes for a local contractor to remove the wood flooring from the basement.

Voting For: Trustees Halpin, Johnson, Schauer, Schieber, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

**Municipal Clerk's Office Project** – During the public property meeting a wall for the Administrator-Clerk-Treasurer was discussed. No bids have been received as of today. A motion was made by Trustee Johnson and seconded by Trustee Buchner to obtain bids to continue working on the project.

Voting For: Trustees Halpin, Johnson, Schauer, Schieber, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

**Park Street Updates** - Lisa Fleming, Ayres and Associates updated the Board that the project is close to completion. Trustee Johnson mentioned there may be drainage issue coming down the street instead of into the pond. Fleming will look at to see if more curb would possibly contain the water better or if there is a better solution. Also the South Burham wall is eroding and all of the sand is going into the storm sewer and it was also mentioned that there was discussion of a cul-de-sac at the end of the road for plowing. Administrator-Clerk-Treasurer Ponto and Fleming will check into the issues that were brought up for the next meeting. No formal action taken on this item.

**Park Street Pay Application #2** – A motion was made by Trustee Halpin and seconded by Trustee Schieber to approve the 2<sup>nd</sup> pay application to A-1 Excavating for \$40,399.32 on the Park Drive project.

Voting For: Trustees Buchner, Olson, Schieber, Schauer, Johnson, Halpin, and Gunnufson.

Voting Against: none.

Motion carried.

#### **Water Tower Painting Updates -**

Fleming also updated the Board on the water tower painting. Ayres has subcontracted Dixon Engineering to do the confined space work as that is not something Ayres handles. The wet interior has been wet blasted and the prime coat has been completed, but will need two more coats. The estimated time frame is 10 – 12 days before working on the outside when weather permits. No formal action was taken on this item.

#### **Country Jam Mutual Aid Request -**

A motion was made by Trustee Halpin and seconded by Trustee Buchner to approve the mutual aid request for Country Jam. Chief Gehring was called and placed on speaker phone. Gehring assured the Board that there would be no affect in coverage and officers would be using their personal time during the mutual aid request. The municipal office will calculate the time and benefits, etc. and submit a bill. That money will then be reimbursed to the Village.

Voting For: Trustees Halpin, Schauer, Schieber, Olson, Buchner, and Gunnufson.

Voting Against: Trustee Johnson

Motion carried.

**Pool Ordinance Update Discussion** – Administrator-Clerk-Treasurer Ponto updated the Board that the Village’s pool ordinance does not allow pools over 15 inches in height without a fence. A motion was made by Trustee Olson and seconded by Trustee Schieber to allow Administrator-Clerk-Treasurer to check with other municipalities for samples of pool ordinances.

Voting For: Trustees Halpin, Johnson, Schauer, Schieber, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

**Sesquicentennial Celebration Donation** – A motion was made by Trustee Olson and seconded by Trustee Halpin to postpone a donation for the Sesquicentennial celebration until the next meeting.

Voting For: Trustees Halpin, Johnson, Schauer, Schieber, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

**Committee/Department Reports** (items not for discussion or action)

- a. *June 24, 2013 Street Committee Minutes*
- b. *July 1, 2013 Parks Committee Minutes*
- c. *July 1, 2013 Public Property Committee Minutes*
- d. *June 2013 Police Department Report*

**Review/Approval – Bills** – A motion was made by Trustee Halpin and seconded by Trustee Buchner to approve the payment of bills from June 15<sup>th</sup> – 30<sup>th</sup>, 2013.

Voting For: Trustees Halpin, Johnson, Schauer, Schieber, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

**Closed Session** – A motion was made by Trustee Olson and seconded by Trustee Buchner at 8:53 p.m. 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.

a. Administrator-Clerk-Treasurer Yearly Performance Evaluation

Voting For: Trustees Halpin, Johnson, Schauer, Schieber, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

**Open Session** – A motion was made by Trustee Olson and seconded by Trustee Halpin to convene into open session to take any action resulting from the closed session. No press or public in attendance.

a. Administrator-Clerk-Treasurer Yearly Performance Evaluation

Voting For: Trustees Halpin, Johnson, Schauer, Schieber, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

**Adjourn** – A motion was made by Trustee Olson and seconded by Trustee Buchner to adjourn the July 8, 2013 regular meeting at 9:13 p.m.

Voting For: Trustees Halpin, Johnson, Schauer, Schieber, Olson, Buchner, and Gunnufson.

Voting Against: none.

Motion carried.

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Scott A. Gunnufson, President

Attest: Jackie L. Ponto  
Administrator-Clerk-Treasurer