**Regular Meeting – August 12, 2013**

The August 12, 2013, Village of Colfax Board regular meeting was held at 7:00 p.m. at the Colfax Village Hall. Members present: President Gunnufson, Trustees Halpin, Johnson, Schauer, Schieber, Olson, and Buchner. Also present: Mark Johnson, Jane Dobbs, Leona Ubbelohde, Building Inspector, George Entzminger, Marlys Kruger, Officer Michael Madrid, Public Works Director Bates, and Administrator-Clerk-Treasurer Ponto.

**Public Appearances** – none.

**Public Hearing** – A public hearing was held for a variance request by Jane Dobbs to build a deck on the north side of her house. There is a 10 foot setback requirement for residential zoning and if approved, the deck would be approximately 2-3 feet from the lot line. Dobbs was present to speak for the variance and a letter was received from the adjoining property owner, Ken Tape, notifying the board that he has no objections. There were no residents present to speak against the variance. A motion was made by Trustee Olson and seconded by Trustee Johnson to approve the variance for a 10 x 14 deck on the north side of 510 Maple Street.

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

Voting Against: none.

Motion carried.

**Minutes –** A motion was made by Trustee Halpin and seconded by Trustee Schauer to approve the minutes of the July 22, 2013 regular Meeting.

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

Voting Against: none.

Motion carried.

**Training Requests** – A motion was made by Trustee Halpin and seconded by Trustee Schieber to approve the training request by Rand Bates and Donald Logslett for the WRWA Outdoor Expo on August 22, 2013 in Plover, Wisconsin.

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

Voting Against: none.

Motion carried.

A motion was made by Trustee Halpin and seconded by Trustee Schauer to approve the training request by Donald Knutson on Skills for Managers and Supervisors on September 26, 2013 in Eau Claire, Wisconsin.

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

Voting Against: Trustees Johnson and Olson.

Motion carried.

A motion was made by Trustee Halpin and seconded by Trustee Schieber to approve the training request by Jackie Ponto and Sheila Riemer to attend the Wisconsin Municipal Treasurer Association Conference on September 26, 2013 in Eau Claire, Wisconsin.

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

Voting Against: none.

Motion carried.

**Facility Rentals** – A motion was made by Trustee Johnson and seconded by Trustee Olson to approve the rental of the auditorium and waiver of the fee to the Colfax Commercial Club on August 6, 2013.

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

Voting Against: none.

Motion carried.

A motion was made by Trustee Olson and seconded by Trustee Halpin to approve the rental of the Colfax Fairgrounds to the Colfax Firefighters and waive the rental fee for the Firefighter Ball on September 7 – 8, 2013.

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

Voting Against: none.

Abstained: Trustee Buchner.

Motion carried.

**Licenses –** A motion was made by Trustee Schauer and seconded by Trustee Halpin to approve an operator’s license to Andrea Wendt for the time period of August 12, 2013 – June 30, 2014.

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

Voting Against: none.

Motion carried.

A motion was made by Trustee Halpin and seconded by Trustee Schauer to approve the kennel license to JoAnn Mayfield at 204 Viking Drive for time period of August 12, 2013 – June 30, 2014.

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

Voting Against: Trustee Olson.

Motion carried.

A motion was made by Trustee Schauer and seconded by Trustee Schieber to approve the Class “B” Fermented Malt Beverages license to the Colfax Firefighters for the Firefighter Ball on September 7-8, 2013.

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

Voting Against: none.

Abstained: Trustee Buchner.

Motion carried.

**Communications – Village President** – President Gunnufson read aloud the article he wrote for the Messenger about the message he wanted to convey to the community about growth in the Village and what the Village has accomplished over the past year.

**Street Privilege Permit** – A motion was made by Trustee Schauer and seconded by Trustee Halpin to approve a street closing request by Leonna Ubbelohde on September 14, 2013.

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

Voting Against: none.

Motion carried.

**Main Street Banner Purchase** – Pat Eggert was present from the Ladies Club to present a quote for new banners for the streets lights. The Ladies Club is wondering if the Village would like sesquicentennial banners for the celebration, and what fabric, etc., but they cannot afford the whole amount. The Board would like Eggert to find out more regarding type and amount and bring it back to the first September 2013 meeting.

**Anderson Bridges Erosion Control Plan** – After reviewing the site plan for the Anderson Bridges expansion, Cedar Corporation recommended to the planning commission to put an erosion control plan in place by providing inlet protection. A silt fence to be placed along the North West corner of the lot, and install erosion matting within the channel area of runoff. Once grass is established again the silt fence and inlet protection can be removed. The Planning Commission is recommending the same to the Board. At the moment the yard has steel in this area; if the steel is removed and the plan does not work, other recommendations will need to be provided. A motion was made by Trustee Schauer and seconded by Trustee Schieber to approve the recommendation for Anderson Bridges for erosion control.

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

Voting Against: none.

Motion carried.

**Cross Connection Control Purchase** – The Public Works Committee met and recommended that the Village would supply the first backflow preventer needed per household to comply with the DNR Cross Connection Control law. The Department of Public Works will have extra preventers on hand for purchase, which will be added to the utility bill. Many homes in the Village may need more than one. A motion was made by Trustee Schauer and seconded by Trustee Olson to approve the recommendation from the Public Works Committee to supply one backflow preventer to each household during the Cross Connection Control Purchase.

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

Voting Against: none.

Motion carried.

**Repairs to Pump Houses** – After the Village’s DNR inspection there were required updates noted for the well houses. A bid was received by Riemer Construction for those repairs. The Public Works Committee recommends the following repairs: replace the double doors on the south pump house for $1,695, replace 2 windows in the south pump house for $1,276, remove shingles and install steel roofing on north pump house for $2,100, repair the sheetrock and install glass bead panels behind the treatment pump in the north pump house for $409, and replace 4 windows in the north pump house for $2,350. A motion was made Trustee Johnson and seconded by Trustee Olson to accept the bid from Riemer Construction for the repairs on the pump houses at a cost of $7,830.

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

Voting Against: none.

Motion carried.

**Municipal Clerk’s Office Project** – Administrator-Clerk-Treasurer Ponto requested that this item be postponed until further information could be obtained. A motion was made by Trustee Halpin and seconded by Trustee Schauer to postpone the municipal clerk’s office project until further investigation.

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

Voting Against: none.

Motion carried.

**Application for Payment-Lane Tank** – A motion was made by Trustee Johnson and seconded by Trustee Halpin to approve the application for payment to Lane Tank once the application is signed by an engineer.

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

Voting Against: none.

Motion carried.

**Municipal Cemetery Software Updates/Additions** – A motion was made by Trustee Johnson and seconded by Trustee Buchner to postpone the cemetery software update/addition until further progress is made on the addition to the cemetery.

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

Voting Against: none.

Motion carried.

**Sesquicentennial Celebration Appointment to Colfax Commercial Club** – A motion was made by Trustee Olson and seconded by Trustee Buchner to appoint the Colfax Commercial Club to officially plan the Village’s Sesquicentennial Celebration in 2014.

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

Voting Against: none.

Motion carried.

**Sesquicentennial Celebration Update** – Mark Johnson reported that the Commercial Club Town Hall Meeting went good, but attendance was low. The Club will continue to work on fund raising and will be approving the logo for the celebration at its next meeting. The next meeting is set for August 22, 2013 at 6:00 p.m. at the Bucksnort Bar & Grill.

**Sesquicentennial Celebration Donation** – no formal action was taken on this matter.

**Pool Ordinance Update/Action** – The Board discussed this item and felt that the ordinance should be enforced. Administrator-Clerk-Treasurer Ponto will contact Building Inspector, George Entzminger, to come up with a plan of action for enforcement.

**Municipal Basement Update/Action** – A motion was made by Trustee Halpin and seconded by Trustee Olson to hire Chuck Daul, Air MD, to clean and remediate the mold in the municipal hall basement per the proposal.

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

Voting Against: Trustee Schauer.

Motion carried.

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

* 1. *Colfax Police Department Monthly Incident Report*

**Review/Approval – Bills** – A motion was made by Trustee Schauer and seconded by Trustee Olson to approve the bills from July 16th – 31st, 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 Halpin and seconded by Trustee 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.

* 1. Deputy-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 Schauer and seconded by Trustee Olson to convene into to open session. No public or press in attendance.

1. Deputy-Clerk-Treasurer Yearly Performance Evaluation

A motion was made by Trustee Olson and seconded by Trustee Schieber to approve the evaluation for Deputy Clerk Sheila Riemer and increase the hourly wage from $12.00 to $12.75.

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 Halpin to adjourn the August 12, 2013 regular meeting.

Voting For: Trustees

Voting Against: none.

Motion carried.

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Scott Gunnufson, Village President

Attest: Jackie L. Ponto

Administrator-Clerk-Treasurer