

**Village of Colfax  
Village Board  
Regular Meeting Agenda  
Monday, November 28, 2016  
Village Hall, 613 Main Street  
7:00 p.m.**

1. Call to Order
2. Roll Call
3. Public Appearances
4. Consent Agenda
  - a. Minutes
    - i. Regular Board Meeting Minutes, November 14, 2016
  - b. Training Requests
    - i. Dunn County Economic Development Corporation Annual Meeting, January 17, 2017
      - a. Scott Gunnufson
      - b. Lynn Niggemann
  - c. Facility Rental - none
  - d. Licenses – none
5. Communications – Village President
6. Consideration Items
  - a. Dakota Supply Group (DSG) revised quotation – water meters and reading system
  - b. Preliminary Budget Review
  - c. Preliminary Tax Rate Review
  - d. Change Monday, December 26<sup>th</sup> meeting to Tuesday, December 27<sup>th</sup>, 2016
7. Review/Approval – Bills – November 14, 2016 – November 27, 2016
8. Committee/Department Reports – (NO ACTION)
  - a. *Administrator-Clerk-Treasurers Report*
9. Closed Session - Motion 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. Full-time Patrol Officer vacancy discussion
  - b. FLSA December 1, 2016 ruling put on hold
10. Open Session – Motion to convene into open session to take any action resulting from the closed session.
  - a. Full-time Patrol Officer vacancy discussion
  - b. FLSA December 1, 2016 ruling put on hold
11. Adjourn

Any person who has a qualifying disability as defined by the American With Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact: Lynn Niggemann, Administrator-Clerk-Treasurer, 613 Main Street, Colfax, WI (715) 962-3311 by 2:00 p.m. the Friday prior to the meeting so that any necessary arrangements can be made to accommodate each request.

It is possible that members of and possibly a quorum of members of the governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

## **Village Board Meeting – November 14, 2016**

On November 14, 2016, the Village Board meeting was held at 7:00 p.m. at the Village Hall, 613 Main Street, Colfax, WI. Members present: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and President Gunnufson. Others present included Tammy Briggs, LeAnn Ralph with the Messenger and Administrator-Clerk-Treasurer Niggemann.

**Public Appearances** –none.

**Minutes- Regular Board Meeting October 24, 2016** - A motion was made by Trustee Halpin and seconded by Trustee Rihn to approve the Regular Board meeting minutes from October 24, 2016. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

**Communications - Village President** – Gunnufson thanked all that helped with the elections. It was a long day and everything went very well. He also mentioned to the Board members that it is important that the Village consider grants to assist with funding of some the projects. The funding will assist in getting projects completed sooner.

**Sidewalk Repairs – Request for 40% cost share** - A motion was made by Trustee Halpin and seconded by Trustee Rihn to approve the request for 40% of the Village sidewalk cost share, \$1,598.80 to Andy's Custom Concrete, Inc. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn and Gunnufson. Abstained: Trustee Burcham. Voting Against: none. Motion carried.

**Weber Inspections contract for 2017** - A motion was made by Trustee Davis and seconded by Trustee Wolff to approve the 2017 contract with Weber Inspections. Voting For: Burcham, Rihn, Wolff, Davis, Halpin and Gunnufson. Abstained: Trustee Schieber. Voting Against: none. Motion carried.

**Oium Asphalt Paving Inc. – Payment Request for Maple and Pine Street - Pay Request** - A motion was made by Trustee Rihn and seconded by Trustee Schieber to approve the pay request for Oium Asphalt Inc. for Maple and Pine Street in the amount of \$50,411 which was part of the 2016 financed funds. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

**Oium Asphalt Paving Inc. – Payment Request for Railroad Ave., Dunn and Riverview St.- Pay Request** - A motion was made by Trustee Halpin and seconded by Rihn to approve the pay request for Oium Asphalt Inc. for Railroad Ave., Dunn and Riverview St. in the amount of \$11,491. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

**Quote – Bobcat T590 T4 Compact Track Loader Trade-in** – A motion was made by Trustee Schieber and seconded by Trustee Wolff to approve the trade-in of the Bobcat T590 T4 Compact Track Loader with the two speed option and an add-on 84" snow blade; cost to Village is \$5,500. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

**Public Hearing Notice – Budget – Thursday, December 1, 2016 at 7 p.m.** – This was a reminder that there will be a Special Budget Hearing on Thursday, December 1, 2016. No action.

**Review/Approval – Bills – October 24, 2016 to November 13, 2016–** A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve October 24 to November 13, 2016 bills for payment. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

**Adjourn:** A motion was made by Trustee Halpin and seconded by Trustee Wolff to adjourn Village Board meeting at 7:48 p.m. A voice vote was taken with all members voting yes. Motion carried.

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Scott Gunnufson, Village President

Attest: Lynn Niggemann  
Administrator-Clerk-Treasurer

## Meeting / Continuing Education Travel / Meeting Request Form

Name Scott Gunnufson  
Date 11/18/2016

Position Village President  
Department Board  
Estimated Costs \$40  
Employee is / (not) required to attend (circle one)

Date(s) of meeting 1/17/2017

Name of Requested meeting Dunn County Economic Development Annual Meeting

How will this improve your ability to perform your job? This is the annual meeting which brings together many municipalities, businesses and the Dunn County Economic Development Corporation (DCEDC). The DCEDC's goal is to promote economic growth and development by providing means of communication regarding design, development, locations, financing assistance, etc.

What alternatives are there to attending this meeting? (In- house resources, literature review, participation in meetings closer to Eau Claire, etc.) No additional meetings at the County level.

How will you share what you have learned with others? Continue to partner with Dunn County Economic Corp. when opportunities may be available.

Please include any additional comments on the back of this form

Expense Estimate:	\$40	11/18/16	Requested	Approved
Tuition / Registration	----	*Are others attending this meeting		<u>YES</u> / NO
Mileage / Airfare	----	Lynn Niggemann (If yes, list names)		
Lodging	----			
*Would like the Registration Fee Miscellaneous pre paid and mailed with your registration				
<u>YES</u> / NO				
Total	\$40			
Time Request:	---	Requested		Approved
Number of days absent:	---			
From Work Setting	---			
Vacation	---			
Paid Conference Time	---			
Absent Without Pay (own time)	----			
Other	----			

**A COPY OF THE MEETING DESCRIPTION AND AGENDA  
MUST BE ATTACHED TO THIS REQUEST**

Supervisor \_\_\_\_\_

Date \_\_\_\_\_

## Meeting / Continuing Education Travel / Meeting Request Form

Name Lynn Niggemann  
Date 11/18/2016

Position Administrator-Clerk-Treasurer  
Department Administration  
Estimated Costs \$40  
Employee is / (not) required to attend (circle one)

Date(s) of meeting 1/17/2017

Name of Requested meeting Dunn County Economic Development Annual Meeting

How will this improve your ability to perform your job? This is the annual meeting which brings together many municipalities, businesses and the Dunn County Economic Development Corporation (DCEDC). The DCEDC's goal is to promote economic growth and development by providing means of communication regarding design, development, locations, financing assistance, etc.

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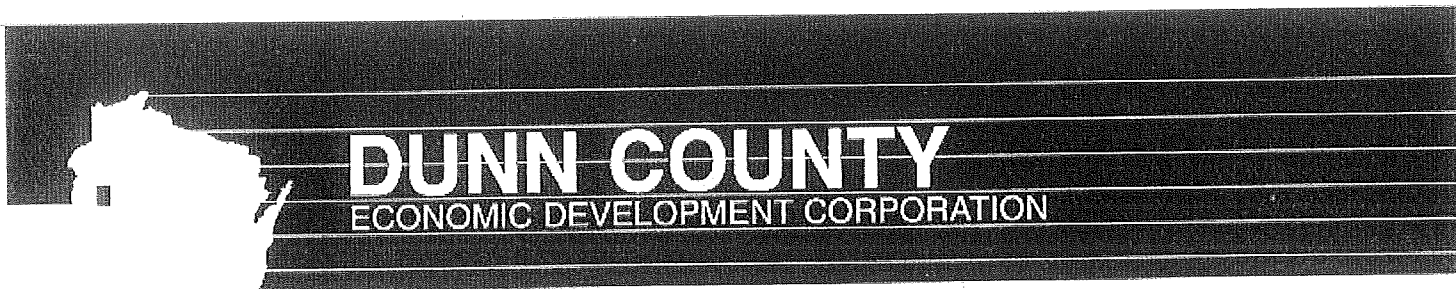
Please include any additional comments on the back of this form

Expense Estimate:	\$40	11/18/16	Requested	Approved
Tuition / Registration	-----	*Are others attending this meeting		<u>YES</u> / NO
Mileage / Airfare	----	Lynn Niggemann (If yes, list names)		
Lodging	-----			
*Would like the Registration Fee Miscellaneous pre paid and mailed with your registration				
<u>YES</u> / NO				
Total	\$40			
Time Request:		Requested	Approved	
Number of days absent:	3 hours			
From Work Setting	3 hours			
Vacation	na			
Paid Conference Time	3 hours			
Absent Without Pay (own time)	na-			
Other	na			

**A COPY OF THE MEETING DESCRIPTION AND AGENDA  
MUST BE ATTACHED TO THIS REQUEST**

Supervisor \_\_\_\_\_

Date \_\_\_\_\_



## Dunn County Economic Development Corporation Annual Meeting

### When

Tuesday January 17, 2017 from  
11:30 AM to 1:30 PM CST  
[Add to Calendar](#)

### Where

UW-Stout Memorial Student  
Center  
302 10th Street  
Menomonie, WI 54751

### [Driving Directions](#)

### SPONSORS:



### Greetings!

You are invited to attend our Annual Meeting entitled "Honor Yesterday-Appreciate Today-Celebrate Tomorrow!" As we Design FROM the Future! with Guest Speaker: Jim Bensen, President Emeritus Bemidji State University.



Click on one of the links below to either find out more about our program. **REGISTER TODAY!!!!**

If you are not able to make it please let us know. Thanks

[Jim's Bio](#)

[Register Now!](#)

[I can't make it](#)

If you have any troubles with registering or questions please contact Cherie Haglund at 715-232-4009 or [cherie.haglund@dunnedc.com](mailto:cherie.haglund@dunnedc.com)

Thank you for taking the time to response to my request. We look forward to seeing you at the Annual Meeting on Tuesday, January 17, 2017.

Sincerely,

Cherie Haglund  
Dunn County Economic Development Corp  
[cherie.haglund@dunnedc.com](mailto:cherie.haglund@dunnedc.com)  
715-232-4009



## Colfax Clerk Treasurer

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**From:** CBente@dsginc.biz  
**Sent:** Monday, November 21, 2016 5:36 PM  
**To:** clerktreasurer@villageofcolfaxwi.org; colfaxdpw@colfaxdpw.com  
**Cc:** JBradley@dsginc.biz  
**Subject:** Revised DSG Kamstrup Meter Quote EXTENDED with original AMR and Software quotes for Colfax, WI 11.21.16 (3 attachments) - Attn: Lynn Niggemann and Randy Bates  
**Attachments:** DSG Kamstrup Meter Quote EXTENDED\_Colfax, WI\_Revised 11-21-16.pdf; DSG Kamstrup Software Quote\_Colfax, WI\_11-21-16.pdf; DSG Kamstrup AMR Quote\_Colfax, WI\_11-21-16.pdf

Good day Lynn and Randy,

Hope this finds you very well. Per our conversation this past Friday November 18<sup>th</sup> Randy, please find attached the revised DSG Kamstrup Meter Quote EXTENDED, along with the original Software and AMR quotes. Per your request, I listed the Starter Kit, which includes 10 5/8" RF meters, 410 5/8" RF meters, and the most current 3/5/7/9 year amortization schedule which we acquired from lender Government Capital Corporation this afternoon. Please let me know if this is exactly what you want. We will set this up however you wish.

As with all DSG products, the new Kamstrup Starter Kit, Ultrasonic Smart Meters, and READy Suite AMR are guaranteed 100%. Please give this a look, see what works best for you, and get back to me at your convenience when you wish to discuss this further. If I can be of any help, please feel free to contact me anytime.

Thank you for your time and consideration.

Have a very Happy Thanksgiving.

Chet

**Chet Bente** | Territory Manager - Wisconsin/Iowa

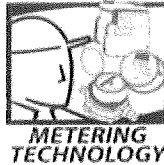
Email: [cbente@dsginc.biz](mailto:cbente@dsginc.biz) | Mobile: 608-509-5013

**DSG Metering Technology** | Burnsville, MN

Company: 952-890-3811 | Toll Free: 800-325-0514



[dakotasupplygroup.com](http://dakotasupplygroup.com)



# QUOTATION

**Dakota Supply Group (DSG)**  
 12205 Nicollet Ave. So.  
 Burnsville, MN 55337  
 Company: (952) 890-3811

Chet Bente  
 Territory Manager  
[cbente@dsginc.biz](mailto:cbente@dsginc.biz)  
 Mobile: (608) 509-5013

DATE: November 21, 2016

**DSG is your licensed KAMSTRUP Distributor**

TO:  
 Lynn Niggemann and Randy Bates  
 Village of Colfax  
 613 Main Street  
 Colfax, WI 54730

REFERENCE:  
**Kamstrup READy Ultrasonic  
 AMR Radio Read Meters EXTENDED**  
[clerktreasurer@villageofcolfaxwi.org](mailto:clerktreasurer@villageofcolfaxwi.org)  
[colfaxdpw@colfaxdpw.com](mailto:colfaxdpw@colfaxdpw.com)

QTY	DESCRIPTION	PRICE	TOTAL
1	<b><u>Kamstrup READy Suite Starter Kit Offer</u></b> (10) flowIQ 2100 25 GPM 5/8" x 3/4" x 7 1/2" Composite Meters (wireless Internal RF) (10) External Antenna for Pit Mount 6.5' (1) READy Manager for Water Drive-By (Max. 100 meter points) (1) READy Converter Basic (1) Magnetic Car Rooftop Antenna (1) READy Bluetooth Optical Head (1) Hosting Agreement for Max. 100 meter points (First year included)	\$ 4,995.00	\$ 4,995.00
410	flowIQ 2100 25 GPM 5/8" x 3/4" x 7 1/2" Composite Meter with wireless Internal RF Radio Transmitter  3 year financing at 3.262% for \$82,000 = annual payment of <b>\$29,658.47</b> 5 year financing at 3.262% for \$82,000 = annual payment of <b>\$18,362.90</b> 7 year financing at 3.263% for \$82,000 = annual payment of <b>\$13,530.83</b> 9 year financing at 3.505% for \$82,000 = annual payment of <b>\$10,974.36</b>  <u>Please Note:</u> Payments begin One Year from Signing and Annually Thereafter. All terms subject to change if funding occurs more than 14 days from proposal date.	\$ 188.00	\$ 77,080.00
<b>Total</b>			<b>\$ 82,075.00</b>

BY: Chet Bente

This quotation is good until

December 31, 2016



# QUOTATION

12205 Nicollet Ave. So.  
Burnsville, MN 55337

(952) 890-3811  
(800) 325-0514  
FAX (952) 890-8418

DATE: November 21, 2016

**DSG is your licensed KAMSTRUP Distributor**

TO:  
Lynn Niggemann and Randy Bates  
Village of Colfax  
613 Main Street  
Colfax, WI 54730

REFERENCE:  
**Kamstrup READY Suite AMR  
Ultrasonic RF Meters**  
  
[clerktreasurer@villageofcolfaxwi.org](mailto:clerktreasurer@villageofcolfaxwi.org)  
[colfaxdpw@colfaxdpw.com](mailto:colfaxdpw@colfaxdpw.com)

ITEM	QUANTITY	DESCRIPTION	PRICE	U/M
A	1	<b><u>Kamstrup READY Suite Starter Kit Offer</u></b> (10) flowIQ 2100 25 GPM 5/8" x 3/4" x 7 1/2" meters (10) External Antenna for Pit Mount 6.5' (1) READY Manager for Water Drive-By (Max 100 meter pts.) (1) READY Converter Basic (1) Magnetic Car Rooftop Antenna (1) READY Bluetooth Optical Head (1) Hosting Agreement for Max 100 mp (first year included)	\$ 4,995.00	each
B	Any	flowIQ 2100 25 GPM 5/8" x 3/4" x 7 1/2" Composite Meter with wireless Internal RF Radio Transmitter	\$ 188.00	each
C	Any	flowIQ 2100 32 GPM 3/4" x 7 1/2" x 9" Composite Meter with wireless Internal RF Radio Transmitter	\$ 194.00	each
D	Any	flowIQ 3101 55 GPM 1" x 10 3/4" Stainless Steel Meter with wireless Internal RF Radio Transmitter	\$ 292.00	each
E	Any	flowIQ 3101 120 GPM 1 1/2" x 13" Stainless Steel Meter with wireless Internal RF Radio Transmitter	\$ 545.00	each
F	Any	flowIQ 3101 160 GPM 2" x 17" Stainless Steel Meter with wireless Internal RF Radio Transmitter	\$ 795.00	each
G	Any	MAG8000 Magnetic Flow Meter 3" with grounding rings with External RF Radio Transmitter, Battery or VAC options	\$ 3,425.00	each
H	Any	MAG8000 Magnetic Flow Meter 4" with grounding rings with External RF Radio Transmitter, Battery or VAC options	\$ 3,790.00	each

FOB: Burnsville, MN      TERMS: net 30      DELIVERY: 4-5 Weeks ARO

BY: Chet Bente      COMMENT: This quotation is good until December 31, 2016



# QUOTATION

12205 Nicollet Ave. So.  
Burnsville, MN 55337

(952) 890-3811  
(800) 325-0514  
FAX (952) 890-8418

DATE: November 21, 2016

**DSG is your licensed KAMSTRUP Distributor**

TO:  
Lynn Niggemann and Randy Bates  
Village of Colfax  
613 Main Street  
Colfax, WI 54730

REFERENCE:  
**Kamstrup READy Suite AMR  
Software and Support**  
  
[clerktreasurer@villageofcolfaxwi.org](mailto:clerktreasurer@villageofcolfaxwi.org)  
[colfaxdpw@colfaxdpw.com](mailto:colfaxdpw@colfaxdpw.com)

ITEM	QUANTITY	DESCRIPTION	PRICE	U/M
A	1	READY Manager Software <ul style="list-style-type: none"><li>• Increase from (100 mp) software Tier One to larger tiers</li><li>• Software rate increase after more than 100 meters installed</li><li>• Tier Two (101 - 250)</li><li>• Software rate increase after more than 250 meters installed</li><li>• Tier Three (251 - 800)</li><li>• <u>One time fee moving from one tier to another tier</u></li></ul>	\$ 435.43 \$ 401.63	<u>once</u> once
B	1	READY Yearly Software License <ul style="list-style-type: none"><li>• Includes updates to READY Manager, READY App, and READY Converter firmware</li><li>• <u>No Charge for less than 800 meter points</u></li></ul>	no charge	
C	1	READY Hosting and Support Agreement - <u>Annual Fee</u> <ul style="list-style-type: none"><li>• Includes: Kamstrup hosting center, hardware and software for server and unlimited SQL, data backup, security and virus protection, 24/7/365 surveillance and monitoring, system support with 2 users considered standard</li><li>• Tier One (1 - 100)</li><li>• Tier Two (101 - 250)</li><li>• Tier Three (251 - 800)</li></ul>	\$ 461.43 \$ 736.98 \$ 922.85	<u>annual</u> annual annual
D	1	Billing Software Interface with READY Software <ul style="list-style-type: none"><li>• Charge from Billing Vendor to interface with Kamstrup</li><li>• Kamstrup can provide service if Billing Vendor allows</li><li>• <u>One time set up fee/charge</u> (ex.-Workhorse Billing Software)</li></ul>	\$ 1,200.00	<u>estimate</u>
FOB: Burnsville, MN		TERMS: net 30	DELIVERY: 4-5 Weeks ARO	
BY: <u>Chet Bente</u>		COMMENT: <u>This quotation is good until December 31, 2016</u>		

Administrator-Clerk-Treasurer Report  
November 28, 2016

**Maple Street** – Oium will back hopefully this fall, but possibly early Spring to fix a section of Maple Street that is not draining.

**Budget Hearing** – Budget Hearing scheduled for December 1<sup>st</sup>, 2016 at 7 p.m. This is considered a Special Board meeting and you are required to attend unless you have an excused absence.

## POOLED CHECKING ACCOUNT

## Accounting Checks

Posted From: 11/14/2016 From Account:  
Thru: 11/27/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
73405	11/15/2016	ARAMARK UNIFORM SERVICE, INC	348.95
73406	11/15/2016	ASPEN MILLS	23.60
73407	11/15/2016	CEDAR COUNTRY CO-OP	728.09
73408	11/15/2016	CHARTER COMMUNICATIONS	190.20
73409	11/15/2016	CHIPPEWA VALLEY LOCK & KEY LLC	23.95
73410	11/15/2016	CITY OF EAU CLAIRE	317.38
73411	11/15/2016	COLFAX MESSENGER	616.17
73412	11/15/2016	COMMAND CENTRAL	570.00
73413	11/15/2016	COMMERCIAL TESTING LAB	467.50
73414	11/15/2016	DIANE HODGSON	172.00
73415	11/15/2016	DIGGERS HOTLINE	40.00
73416	11/15/2016	DONS SWEEPER SERVICE/DON LOGSLETT	2,090.00
73417	11/15/2016	DUNN ENERGY COOPERATIVE	96.00
73418	11/15/2016	DYNAMITETECH	20.00
73419	11/15/2016	EBSCO INFORMATION SERVICES	1,562.16
73420	11/15/2016	EXPRESS MART	415.52
73421	11/15/2016	FIRST SUPPLY LLC-EAU CLAIRE	286.00
73422	11/15/2016	GENERAL COMMUNICATIONS	270.00
73423	11/15/2016	GEORGE ENTZMINGER	100.00
73424	11/15/2016	GRAINGER	210.88
73425	11/15/2016	HAWKINS, INC.	3,025.60
73426	11/15/2016	HENRY SCHEIN	136.24
73427	11/15/2016	J & B MEDICAL SUPPLY	632.49
73428	11/15/2016	JOYCE BATES	160.75
73429	11/15/2016	KATHERINE RIEDER	160.00
73430	11/15/2016	KATHLEEN MITCHELL	172.00
73431	11/15/2016	LORETTA LOGSLETT	160.00
73432	11/15/2016	MARSHFIELD LABS	22.00
73433	11/15/2016	MCMT	189.54
73434	11/15/2016	OIUM ASPHALT PAVING CO	61,902.00
73435	11/15/2016	QUILL CORP.	325.05
73436	11/15/2016	RUTH HILL	160.00
73437	11/15/2016	SENN BLACKTOP, INC	159.64

11/23/2016 10:09 AM

Reprint Check Register - Quick Report - ALL

Page: 2  
ACCT

## POOLED CHECKING ACCOUNT

## Accounting Checks

Posted From: 11/14/2016 From Account:

Thru: 11/27/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
73438	11/15/2016	STREICHER'S INC	120.00
73439	11/15/2016	VERMED	333.81
73440	11/15/2016	VIKING DISPOSAL	120.00
73441	11/15/2016	WATER CARE SERVICES	31.50
73442	11/17/2016	WI SCTF	52.72
73443	11/23/2016	DUNN COUNTY CLERK	90.00
73444	11/23/2016	HAAS SONS INC	161,005.67
EFTPS	11/17/2016	EFTPS-FEDERAL-SS-MEDICARE	4,867.66
WIDOR	11/17/2016	WI DEPARTMENT OF REVENUE	756.67
AMAZON	11/21/2016	AMAZON.COM	715.99
WIDCOMP	11/17/2016	WISCONSIN DEFERRED COMPENSATION	155.00
VERIWIRE	11/16/2016	VERIZON WIRELESS	335.17
Grand Total			244,337.90