

**Village of Colfax
Village Board
Regular Meeting Agenda
Monday, January 9, 2017
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, December 27, 2016
 - b. Training Requests – none
 - c. Facility Rental - none
 - d. Licenses - none
5. Communications – Village President
6. Consideration Items
 - a. Consideration of the Public Works Committee recommendations
 - i. Implementation Plan
 - ii. Possible Purchase water meter reading system
 - iii. Financing options
7. Review/Approval – Bills – December 26, 2016 – January 8, 2017
8. Committee/Department Reports – (NO ACTION)
 - a. Library Minutes – November 16, 2016
 - b. Library Minutes – December 7, 2016
 - c. Building Permits Issued – December 2016
 - d. Administrator-Clerk-Treasurer Update
9. 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 – December 27, 2016

On December 27, 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, Burcham and President Gunnufson. Excused: Trustee Rihn. Others present included Director of Public Works Bates, LeAnn Ralph with the Messenger and Administrator-Clerk-Treasurer Niggemann.

Public Appearances –none.

Minutes- Regular Board Meeting December 12, 2016 - A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the Regular Board meeting minutes from December 12, 2016. Voting For: Trustees Burcham, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Training Requests – William Anderson – January 17-19, 2017 – Law Enforcement Management Conference – A motion was made by Trustee Wolff and seconded by Trustee Halpin to approve the Law Enforcement Management Conference for Chief Anderson, January 17-19, 2017. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Burcham and Gunnufson. Voting Against: none. Motion carried.

Licenses –

2017 Mobile Home Park Licenses – Donald & Marcia Henderson – A motion was made by Trustee Halpin and seconded by Trustee Davis to approve the 2017 Mobile Home Park Licenses for Donald & Marcia Henderson. Voting For: Trustees Burcham, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

2017 Secondhand Jewelry Dealers License- Nancy Odom Mouledoux DBA Twice Blessed Treasurers – A motion was made by Trustee Davis and seconded by Trustee Schieber to approve the 2017 Secondhand Jewelry Dealers License. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Burcham and Gunnufson. Voting Against: none. Motion carried.

Operator's Licenses – December 27, 2016 to June 30, 2017 – Abigail A. Bachim – Buck Snort – A motion was made by Trustee Halpin and seconded by Trustee Davis to approve the licenses for Abigail Bachim after confirmation from the Police Chief. Voting For: Trustees Burcham, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Communications - Village President – none.

Consideration of the Plan Commission to get RFP's for railroad spur engineering – A motion was made by Trustee Halpin and seconded by Trustee Schieber to approve the recommendation of the Plan Commission to get an RFP for railroad spur engineering and grant writing assistance. Voting For: Trustees Burcham, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

2017 fee schedules –

Village Fees - A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the Village Fees with an addition for camping with electricity to \$10 per night, all other fees as presented. Voting For: Trustees Burcham, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Sewer rates – A motion was made by Trustee Schieber and seconded by Trustee Wolff to increase the sewer volume rate by 5%. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Burcham and Gunnufson. Voting Against: none. Motion carried.

Rescue rates – A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the 2017 Rescue rates. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Burcham and Gunnufson. Voting Against: none. Motion carried.

Marshfield Clinic discussion – A motion was made by Trustee Wolff and seconded by Trustee Halpin to approve a \$7,000 (approximately 10%) contribution to Marshfield Clinic to assist with initial capital start-up costs if the Clinic agrees to open a facility in our community. The funds would come from the undesignated fund balance. Voting For: Trustees Burcham, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Review/Approval – Bills –December 12, 2016 to December 25, 2016– A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the December 12 to December 25, 2016 bills for payment. Voting For: Trustees Burcham, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Adjourn: A motion was made by Trustee Wolff and seconded by Trustee Halpin to adjourn Village Board meeting at 8:23 p.m. A voice vote was taken with all members voting yes. Motion carried.

Scott Gunnufson, Village President

Attest: Lynn Niggemann
Administrator-Clerk-Treasurer



QUOTATION

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

Chet Bente
 Territory Manager
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
colfaxdpw@colfaxdpw.com

QTY	DESCRIPTION	PRICE	TOTAL
1	<u>Kamstrup READy Suite Starter Kit Offer</u> (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 \$29,658.47 5 year financing at 3.262% for \$82,000 = annual payment of \$18,362.90 * 7 year financing at 3.263% for \$82,000 = annual payment of \$13,530.83 * 9 year financing at 3.505% for \$82,000 = annual payment of \$10,974.36 <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
Total			\$ 82,075.00

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
Software and Support**

clerktreasurer@villageofcolfaxwi.org
colfaxdpw@colfaxdpw.com

ITEM	QUANTITY	DESCRIPTION	PRICE	U/M
A	1	READY Manager Software <ul style="list-style-type: none"> • Increase from (100 mp) software Tier One to larger tiers • Software rate increase after more than 100 meters installed • Tier Two (101 - 250) • Software rate increase after more than 250 meters installed • Tier Three (251 - 800) • <u>One time fee moving from one tier to another tier</u> 	\$ 435.43 \$ 401.63	once once
B	1	READY Yearly Software License <ul style="list-style-type: none"> • Includes updates to READY Manager, READY App, and READY Converter firmware • <u>No Charge for less than 800 meter points</u> 	no charge	
C	1	READY Hosting and Support Agreement - <u>Annual Fee</u> <ul style="list-style-type: none"> • 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 • Tier One (1 - 100) • Tier Two (101 - 250) • Tier Three (251 - 800) 	\$ 461.43 \$ 736.98 \$ 922.85	annual annual annual
D	1	Billing Software Interface with READY Software <ul style="list-style-type: none"> • Charge from Billing Vendor to interface with Kamstrup • Kamstrup can provide service if Billing Vendor allows • <u>One time set up fee/charge</u> (ex.-Workhorse Billing Software) 	\$ 1,200.00 0.00	estimate

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

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



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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
colfaxdpw@colfaxdpw.com

ITEM	QUANTITY	DESCRIPTION	PRICE	U/M
A	1	<u>Kamstrup READY Suite Starter Kit Offer</u> (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

Colfax Clerk Treasurer

From: CBente@dsginc.biz
Sent: Friday, October 21, 2016 4:13 PM
To: clerktreasurer@villageofcolfaxwi.org; colfaxdpw@colfaxdpw.com
Cc: JBradley@dsginc.biz
Subject: DSG Kamstrup data usage request reply and availability for next Village Board meeting
Attachments: READY Suite Software Datasheet.pdf; Kamstrup READY Suite Remote Reading via Smartphone_2016.pdf

Importance: High

Good day Lynn and Randy,

Hope this finds you very well. I just wanted to get back to you before the weekend regarding your request for more information on Kamstrup's READY Suite, including 'how much data would be needed to perform your meter readings each month', in regards to your cell phone carrier's data plan. Please find attached 2 documents with good information on READY Suite which may help answer some of your questions. My manager Jon Bradley forwarded me these documents prior to boarding a flight for Florida this morning.

I called Amy Wayne in Elmwood this morning and asked her about her cell phone data usage for meter reading. Amy wasn't sure since she has an unlimited data plan but stated she would check her phone's usage summary/history at her earliest availability, attempt to determine how much data their approximate ½ hour read time for 340 total water meters on the 1st of each month consumes, and call me back.

I also called Hank Zwart in Prescott this morning and asked him the same. Hank wasn't sure since he also has an unlimited data plan but stated he would put in a call to Kamstrup's IT specialist Warren Alt on our behalf at his earliest availability, attempt to discover how much actual data read times consume, and call me back. Hank stated that his 1894 total water meters' read time went from 7 days with manual touchreads down to 2½ hours with READY Suite. You can view more information on Kamstrup's Ultrasonic Smart Water Meters and READY Suite at www.kamstrup.com.

As of this letter, I haven't heard back from either yet but will relay their findings immediately upon receipt. Also, I believe your next full Village Board meeting is this coming Monday October 24th. I will be available if you would like me to come in again and further discuss any questions you may have. Please let me know at your convenience if you would like me to attend. If I can be of any help, please feel free to contact me anytime.

Thank you for your time and consideration.

Have a great weekend.

Chet

Chet Bente | Territory Manager - Wisconsin/Iowa
Email: cbente@dsginc.biz | Mobile: 608-509-5013
DSG Metering Technology | Burnsville, MN
Company: 952-890-3811 | Toll Free: 800-325-0514



dakotasupplygroup.com

READy Suite

Remote reading via smartphone and tablet



App for reading water meters

Your smartphone gets the job done

READy offers automatic meter reading at your fingertips

- ✓ Easy-to-use app eliminates the need to prepare your route beforehand
- ✓ Reduces administration time for registering meter readings and preparing customer invoices

Three simple steps to remote reading

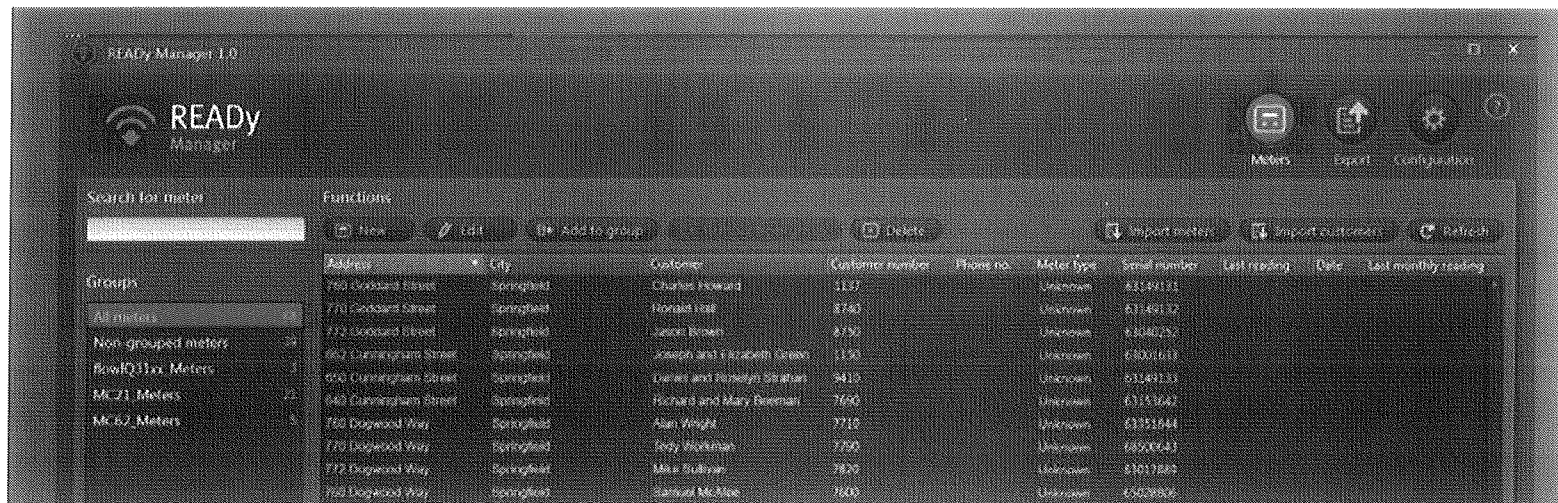
Let your smartphone do the work

- ✓ Install the app on your smartphone or tablet
- ✓ Synchronize it with your PC-based billing program
- ✓ Bring your smartphone along for your meter reading route

15,000 readings or 6-7 holiday photos

READy requires no adaptations to your smartphone

- ✓ READy app reads consumption data remotely, even while you make calls or receive texts
- ✓ A complete customer database with up to 15,000 readings takes up as much memory as a few holiday photos



READY Suite – because your work day holds more important tasks

Easy reading

To date, READY Suite is the easiest remote reading system. With an Android smartphone, a small converter unit for the car and software for PC, you can read water meters directly from the car.

The reading is automatic. You do not have to follow a fixed route or keep track of the order. By means of Google Maps, the installations of your customers are automatically plotted on a road map on your smartphone, and when you drive through a residential area, your smartphone automatically shows nearby meters, meters being read, and meters to be read. It does not get easier than this.

Fast and secure data transfer

READY Suite is dedicated to electronic water meters and can be used for all types and sizes of water meters in the Kamstrup product range.

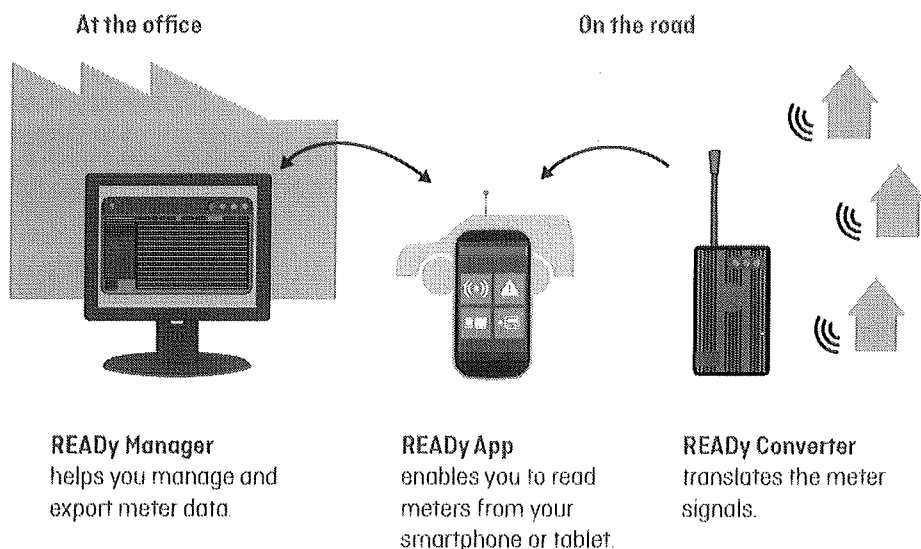
Communication between the meter and the smartphone takes place via wireless radio technology which is default in flowIQ® water meters.

The data package being read is short and quickly transferred. In fact, the transfer is so quick that you can drive with normal speed in urban areas and still collect all readings.

You will only read the installations present in your customer database. This is guaranteed by the electronic safety lock which is default in all Kamstrup water meters. The safety lock protects the meter's data against unwanted access. Only the right electronic key can unlock the meter for remote reading. Lock and key are unique for each meter and must correspond. This ensures that you – and only you – will read the correct meters.

Reliable billing

Via the export feature in the PC software, all read consumption data can be transferred directly and without any additional entries to your existing billing program. READY Suite supports all relevant data formats and billing programs.



Reading logger data

With the Bluetooth optical head, logged data in the meter can be read and analyzed.

This gives a great overview of the consumption, and together with the READy app on a tablet or a smartphone, the data can be visualized as columns. This information is a great tool to settle disputes and analyze any unexpected consumption.



The following data is read from the meter:

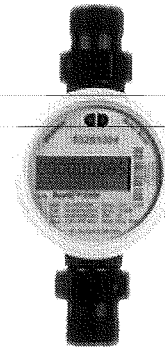
- Info codes – 50 last events
- Monthly logger – 36 months
- Weekly logger – 65 weeks
- Daily logger – 460 days

Remote reading data

Whether you have a single meter or a complete residential area, with READy Suite, you can always read the necessary data on the move.

Meter

flowIQ®



Current data

Consumption/meter reading



Current flow (l/h)

Info code



Number of operating hours



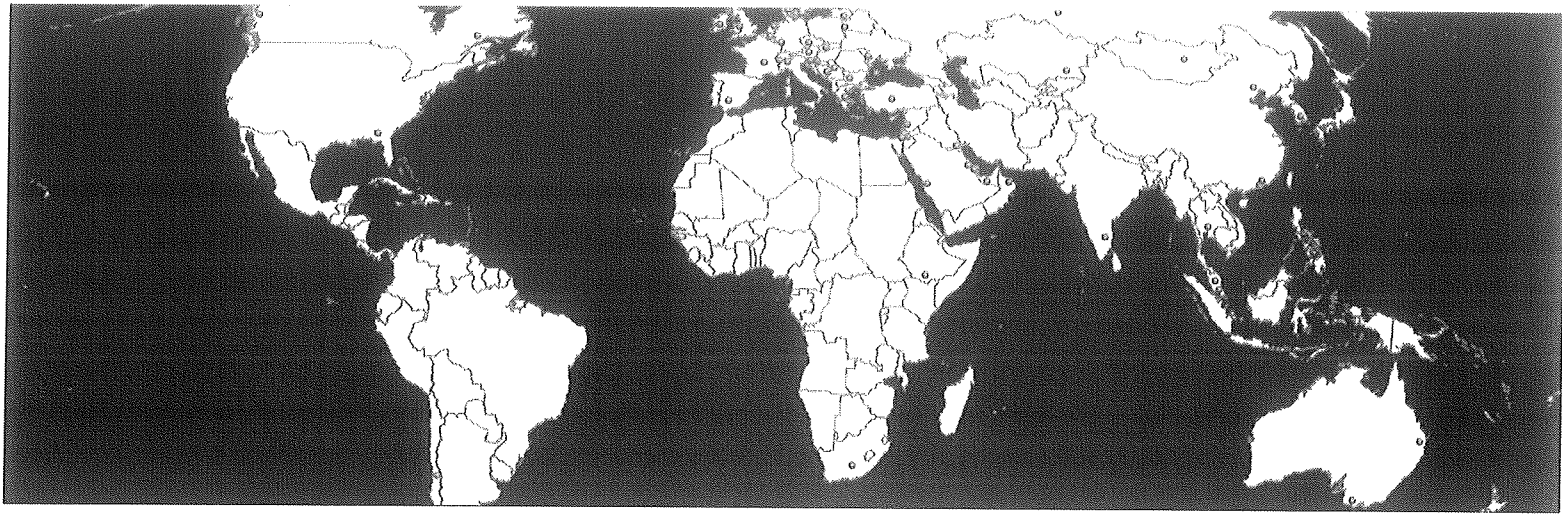
Date stamp



Monthly data

Consumption on monthly target date





Our ultrasonic metering solution – your ultra strong partner

Kamstrup is the world's leading producer of system solutions for energy and water metering.

Our core areas are measurement of heat, cooling, water, electricity and gas. Furthermore, in cooperation with you we develop AMR and service solutions that are customized for your company.

We are represented in more than 60 countries worldwide by Kamstrup sales and subsidiary offices or by our distributors.

All employees work hard to offer your company the very best service and to respond to global market information on water and energy measurement provided by our trusted partners.

In this way we maintain a strong, mutual cooperation.

The Kamstrup brand

– when you demand quality, reliability, innovation and partnership.

Kamstrup Water Metering L.L.C.
1040 Crown Pointe Pkwy
Atlanta, GA 30338
T: +1 (404) 835-6716
F: +1 (687) 904-9714
info-us@kamstrup.com
kamstrup.com

Think forward

1/06/2017 8:42 AM

Reprint Check Register - Quick Report - ALL

Page: 1
ACCT

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 12/26/2016 From Account:
Thru: 1/08/2017 Thru Account:

Check Nbr	Check Date	Payee	Amount
XCEL	1/03/2017	XCEL ENERGY	3,805.41
73521	12/30/2016	24-7 TELCOM	24.95
73522	12/30/2016	ANDYS CUSTOM CONCRETE	1,598.80
73523	12/30/2016	ARAMARK UNIFORM SERVICE, INC	178.32
73524	12/30/2016	AUDIO EDITIONS	8.00
73525	12/30/2016	BREMER BANK	15.00
73526	12/30/2016	CENTURY LINK	45.16
73527	12/30/2016	CITY OF EAU CLAIRE	841.84
73528	12/30/2016	DUNN COUNTY RECYCLING	1,362.40
73529	12/30/2016	E.O. JOHNSON	129.00
73530	12/30/2016	GALLS, LLC	64.94
73531	12/30/2016	HENRY SCHEIN	725.51
73532	12/30/2016	HYDROCORP	562.00
73533	12/30/2016	IMAGE TREND	480.00
73534	12/30/2016	KELLY HEATING & ELECTRIC	1,320.00
73535	12/30/2016	LORENZEN HEATING & COOLING LLC	140.00
73536	12/30/2016	MEDPRO MIDWEST GROUP	20.00
73537	12/30/2016	MISSISSIPPI WELDERS SUPPLY CO.	151.50
73538	12/30/2016	RANDY BATES	44.89
73539	12/30/2016	SHEILA RIEMER	127.45
73540	12/30/2016	SHORT ELLIOT HENDRICKSON	1,800.00
73541	12/30/2016	TAINTER MACHINE	225.00
73542	12/30/2016	UHS PREMIUM BILLING	977.72
73543	12/30/2016	WAL MART COMMUNITY/GEGRB	34.68
73544	12/30/2016	WEA INSURANCE	7,514.24
73545	12/30/2016	WI SCTF	63.62
73546	12/30/2016	BOBCAT PLUS, CHIPPEWA FALLS, WI	5,600.00
73547	12/30/2016	COLFAX SCHOOLS	5,345.69
73548	12/30/2016	COLFAX YOUTH BALL	149.88
73549	12/30/2016	EAU CLAIRE PARKS & REC	17.64
73550	12/30/2016	FRIENDS OF MENOMONIE RECREATION FOUNDATION	47.40
73551	12/30/2016	VILLAGE OF ELK MOUND	16.52
AFLAC	12/28/2016	AFLAC	447.57

1/06/2017 8:42 AM

Reprint Check Register - Quick Report - ALL

Page: 2
ACCT

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 12/26/2016 From Account:
Thru: 1/08/2017 Thru Account:

Check Nbr	Check Date	Payee	Amount
EFTPS	12/29/2016	EFTPS-FEDERAL-SS-MEDICARE	5,323.67
WIDOR	12/29/2016	WI DEPARTMENT OF REVENUE	841.34
WIETF	1/04/2017	WI DEPT OF EMPLOYEE TRUST FUNDS	7,101.99
CHARTER	12/28/2016	CHARTER COMMUNICATIONS	513.43
WIDCOMP	12/29/2016	WISCONSIN DEFERRED COMPENSATION	155.00
Grand Total			47,820.56

**Regular Meeting of
The Colfax Public Library Board
November 16, 2016**

Board President Julia Hydukovich called the meeting to order at 5:32 p.m.

Attendance

- Members present: Julia Hydukovich, Lori Halpin, Mark Halpin, Nancy Baumgartner, Sarah Teele, and Library Director Lisa Bragg-Hurlburt
- Members not present: Gary Stene
- Non-members present: LeAnn Ralph, The Colfax Messenger

Quorum: A quorum has been established.

Open meeting law: We are in compliance with the open meeting law.

Approval of Agenda

- Mark Halpin moved to accept the agenda. Sarah Teele seconded the motion. Unanimously approved by the Board.

Public forum: N/A

Approval of Minutes

-
- Mark Halpin made a motion to approve the minutes of October 5, 2016. Lori Halpin seconded the motion. Unanimously approved by the Board.

Approval of October Bills

- Lori Halpin made a motion to approve the October bills. Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

Director's Report

- The 100-year celebration was a success, with about 45 attendees. Lisa gave a talk on the past, present, and future of the library.
- Over \$1000 worth of cookbooks have been sold to-date. These monies have been given to the Village to be kept in a separate account. People from the community have volunteered to sell cookbooks for the library in the future.
- The Village Administrator confirmed that any balances remaining from unused budget money in the past, approximately \$70,000, is retained by the library and may be used for future expansion.
- Lisa has been working with Lynn Niggeman on bookkeeping and budgeting. The Director's intention is to keep the funding request lean and reasonable.

- Employee updates - Jolene and Rachel have taken training on young adult programming. We have added another volunteer.
- Krista Ottinger, a library patron, is interested in joining the Library Board. Wednesdays are not a good day for her to meet, so we may need to reschedule our regular meetings. The Board is very positive about her joining and will look into possibly rescheduling monthly meetings to accommodate everyone.
- Mark Halpin made a motion to move \$1,000 from the 301 Computer Software/Hardware account to the 304 Books/Periodicals/Movies account. Lori Halpin seconded the motion. Unanimously approved by the Board.
- Wisconsin's Public Library System Redesign Project - The DPI is researching processes to improve public library services across the state.
- The Village Administrator talked to an architectural engineer about the placement of a future elevator.
- There was a nice turnout for the In Capable Hands program earlier this month.

Current Business

2017 Annual Budget

- The Director explained the budget numbers for 2017.
- After a lengthy discussion, Mark Halpin made a motion to approve the budget for 2017, as presented, with the possibility of moving \$1,600 from one account to another to correct the accounting for employee insurance. Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

Monthly Reports

- Mark Halpin, Village Board representative: The Village has gone through their budget process. The contractor working on the Municipal Building will need to fix the lawn in the spring. Mark made a suggestion that the next Public Property Committee meeting be shared with the Library Board.
- Gary Stene, County Board representative: N/A
- Lori Halpin, school representative: The school referendum passed in the recent election.
- Personnel Committee: N/A

The next meeting will be held on December 7, 2016 at 5:30 p.m.

Meeting was adjourned at 6:44 p.m.

Lori Halpin, Secretary

**Regular Meeting of
The Colfax Public Library Board
December 7, 2016**

Board President Julia Hydukovich called the meeting to order at 5:35 p.m.

Attendance

- Members present: Julia Hydukovich, Lori Halpin, Mark Halpin, Nancy Baumgartner, Gary Stene, and Library Director Lisa Bragg-Hurlburt
- Members not present: Sarah Teele
- Non-members present: N/A

Quorum: A quorum has been established.

Open meeting law: We are in compliance with the open meeting law.

Approval of Agenda

- Gary Stene moved to accept the agenda. Mark Halpin seconded the motion. Unanimously approved by the Board.

Public forum: N/A

Approval of Minutes

- Mark Halpin made a motion to approve the minutes of November 16, 2016. Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

Approval of November Bills

- Gary Stene made a motion to approve the November bills. Lori Halpin seconded the motion. Unanimously approved by the Board.

Director's Report

- They are getting ready for the holidays, including decorations and preparations for children's programs.
- Lisa will be finishing her current class. She has learned a lot about the library system and is planning training for the staff. Customer service was emphasized in the class, as well as a need to review our library policies.

Monthly Reports

- Mark Halpin, Village Board representative: The Village budget has been approved.

- Gary Stene, County Board representative: Next year's County budget will be challenging in the coming year. This may not impact the library's funding by the County.
- Lori Halpin, school representative: No report.
- Personnel Committee: N/A

Current Business

Reducing fines for late movies?

- We should reduce our late fines to be more in line with other area libraries. Lori Halpin made a motion to reduce late movie fines to \$0.50 per day with a maximum fine of \$5.00. Gary Stene seconded the motion. Unanimously approved by the Board.

Changing meeting schedule

- Because of tight schedules, we will not be able to change the timing of the Board meetings to accommodate Krista Ottinger, a Village resident who wishes to become a Board member. Lisa Bragg-Hurlburt will contact Krista about her flexibility and if she is still interested.

The next meeting will be held on January 4, 2017 at 5:30 p.m.

Meeting was adjourned at 6:10 p.m.

Lori Halpin, Secretary

Wisconsin Division of Safety and Buildings Wisconsin Stats. 101.63, 101.73		VILLAGE OF COLFAX UNIFORM BUILDING PERMIT APPLICATION			Application No. <div style="font-size: 1.5em; font-family: cursive;">2016-14</div>																							
					Parcel No.																							
PERMIT REQUESTED		<input type="checkbox"/> Constr. <input type="checkbox"/> HVAC <input type="checkbox"/> Electric <input type="checkbox"/> Plumbing <input type="checkbox"/> Erosion Control <input type="checkbox"/> Other:																										
Owner's Name <u>Tyler Spilman</u>		Mailing Address <u>913 University Ave</u>			Tel. <u>715/415.4967</u>																							
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg <u>Pella Northland</u> <u>15300 25th Ave N. Ste 100</u>		Mailing Address			Tel.																							
Contractor's Name: <u>Plymouth, MN 55447</u> <u>Lic # BC645090 Ph. 763/745-1400</u>		Mailing Address <u>License # 1208259</u>			Tel. <u>952/345.6047</u> FAX# <u>Jodi</u>																							
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg Lic/Cert#		Mailing Address <u>email: jodiswelderjones.com</u>			Tel. FAX#																							
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg Lic/Cert#		Mailing Address			Tel. FAX#																							
PROJECT LOCATION		Lot area _____ Sq. ft. _____ 1/4, _____ 1/4, of Section _____, T _____ N, R _____ E (or) W																										
Building Address <u>913 University Ave</u>		Subdivision Name			Lot No. _____ Block No. _____																							
Zoning District(s)		Zoning Permit No.		Setbacks:	Front _____ ft.	Rear _____ ft.																						
				Left _____ ft.	Right _____ ft.																							
1. PROJECT <input type="checkbox"/> New <input checked="" type="checkbox"/> Repair <input type="checkbox"/> Alteration <input type="checkbox"/> Raze <input type="checkbox"/> Addition <input type="checkbox"/> Move <input type="checkbox"/> Other:		3. OCCUPANCY <input checked="" type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Garage <input type="checkbox"/> Other:		6. ELECTRICAL Entrance Panel Amps: _____ <input type="checkbox"/> Underground <input type="checkbox"/> Overhead		9. HVAC EQUIPMENT <input type="checkbox"/> Forced Air Furnace <input type="checkbox"/> Radiant Basebd/ Panel <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central Air Cond. <input type="checkbox"/> Other:																						
2. AREA INVOLVED Unfin. _____ Sq Ft Bsmt _____ Sq Ft Living Area _____ Sq Ft Garage _____ Sq Ft Deck _____ Sq Ft		4. CONST. TYPE <input type="checkbox"/> Site-Built <input type="checkbox"/> Mid: <input type="checkbox"/> WI UDC <input type="checkbox"/> U.S. HUD		7. FOUNDATION <input type="checkbox"/> Concrete <input type="checkbox"/> Masonry <input type="checkbox"/> Treated Wood <input type="checkbox"/> Other:		12. ENERGY SOURCE <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Fuel</td> <td>Nat Gas</td> <td>L.P.</td> <td>Oil</td> <td>Elec</td> <td>Solid</td> <td>Solar</td> </tr> <tr> <td>Space Htg</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Water Htg</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <input type="checkbox"/> Dwelling unit has 3 kilowatt or more in electric space heating equipment capacity.		Fuel	Nat Gas	L.P.	Oil	Elec	Solid	Solar	Space Htg							Water Htg						
Fuel	Nat Gas	L.P.	Oil	Elec	Solid	Solar																						
Space Htg																												
Water Htg																												
		5. STORIES <input type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Other: <input type="checkbox"/> Plus Basement		8. USE <input type="checkbox"/> Seasonal <input type="checkbox"/> Permanent <input type="checkbox"/> Other:		10. SEWER <input type="checkbox"/> Municipal <input type="checkbox"/> Sanitary Permit No.:																						
				11. WATER <input type="checkbox"/> Municipal Utility <input type="checkbox"/> Private On-Site Well		13. HEAT LOSS _____ BTU/HR Total Calculated Envelope and Infiltration Losses ("Maximum Allowable Heating Equipment Output" on Energy Worksheet; "Total Building Heating Load" on WIScheck report)																						
				14. EST. BUILDING COST \$ <u>20,480</u>																								
I agree to comply with all applicable codes, statutes, and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If I am an owner applying for an erosion control or construction permit, I have read the cautionary statement regarding contractor financial responsibility on the reverse side of the last ply. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.																												
APPLICANT'S SIGNATURE <u>[Signature]</u>				DATE SIGNED <u>10/10/16</u>																								
APPROVAL CONDITIONS																												
This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. <input type="checkbox"/> See attached for conditions of approval.																												
<div style="font-size: 1.5em; font-family: cursive;">18 window replacements in existing openings</div>																												
				Municipality Number of Dwelling Location <u>1 7 1 1 1</u>																								
FEES:		PERMIT(S) ISSUED		PERMIT ISSUED BY:																								
Plan Review \$ _____ Inspection \$ _____ Wis. Permit Seal \$ _____ Other \$ _____ Total \$ <u>20.00</u>		<input type="checkbox"/> Construction <input type="checkbox"/> HVAC <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Erosion Control		Name <u>George Enteminger</u> Date <u>10-31-16</u> Tel. <u>715-962-4402</u> Cert No. _____																								



2921 Ingalls Road
Menomonie, WI 54751

Mobile: 715-556-0066
FAX: 715-231-2447
www.weberinspections.com
inspector@weberinspections.com

Activity Report

Village of Colfax

December

Date	Customer	Service	Pass/Fail	Project
12/28/2016	Nelson	Rough Electrical	Passed	
12/28/2016	Nelson	Rough Construction	Passed	

Administrator-Clerk-Treasurer Report

January 6, 2017

Marshfield Clinic Update – Scott Polenz from Marshfield Clinic has indicated that their Board has January meetings in which Scott and other staff will present their sales package for any locations in which they have been trying to get a facility opened or built. By the end of January he hopes that the Board will have made a decision.

Scott was very thankful for the \$7,000 financial commitment from the Village and said that would definitely help show the community support.

I also asked how he felt about the Village reaching out to residents in regards to additional financial donations. He indicated that he would need to reach out to another department in regards to this concept. He was a little hesitant due to the message it might deliver to the community.

Village Clerk's Office –

- * The huge public record request for November election data has been WITHDRAWN! That is good for me. A lot more time would have been needed to make all the copies of the information that had been requested.
- * Carpet installation is tentatively scheduled for the first week of March.
- * Year-end tasks are underway.

Audit dates - April 22 through 24, 2017

Rail spur RFP – Scott has a draft RFP put together. We have reviewed it and plan to get more input on in mid-January.

Attorney RFP – Sent out a few emails looking for a template RFP for Village attorney.

Public Works Laborer – Twenty-one applications received. I will be calling to set up possible interview next week.

Police Patrol Officer position - application deadline - January 20, 2017.

2017 Elections

February 21, 2017 is the Spring Primary

April 4, 2017 is the Spring Election which includes our local offices

November 2016 Recount – Officially done.