

## **Regular Village Board Meeting – January 23, 2017**

On January 23, 2017, the Village Board/Personnel Committee 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 Mark Johnson, Rescue Squad Director Knutson, Public Works Director Bates, Police Chief Anderson, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

**Public Appearances** –none.

**Minutes- Regular Board Meeting Minutes, January 9, 2017** - A motion was made by Trustee Halpin and seconded by Trustee Rihn to approve the January 9, 2017 minutes. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

### **Training Requests-**

**Chief Anderson – 2017 WI Police Chief Leadership Conference – February 12, 2017 to February 15, 2017** – A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve Chief Anderson’s request to attend the 2017 WI Police Chief Leadership Conference. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

**Rand Bates & Tim Rundle – 2017 Utility conference – February 17, 2017** – A motion was made by Trustee Davis and seconded by Trustee Rihn to approve the 2017 Utility conference for Bates and Rundle. Voting For: Trustee Rihn, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: Trustee Burcham. Motion carried.

**Licenses- Temporary Class “B”/”Class B” Retailer’s License – Colfax Women’s Club – January 28, 2017 – Wine Craft Beer Tasting** – A motion was made by Trustee Schieber and seconded by Trustee Halpin to approve the license for the Wine and Craft Beer Tasting for January 28, 2017. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

**Communications – Village President** – Scott Gunnufson welcomed Tim Rundle to the Village of Colfax and the Public Works Department. Effective February 1, 2017 Tim will begin full-time employment.

**Sidewalk Repairs – 510 E River St. – Request for 40% reimbursement** - A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the reimbursement of \$120 to Dave Hovre for the Village portion of sidewalk assessment request at 510 E. River St. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Gunnufson. Against: none. Motion carried.

**Anytime Fitness agreement – February 1, 2017 to January 31, 2018** – A motion was made by Trustee Rihn and seconded by Trustee Halpin to approve the Anytime Fitness agreement for

2017-2018. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

**Rescue Squad Computer Purchase Request – 24/7 Telcom** – Knutson explained that he rotates his computer out approximately every three years. His computer will be transferred to the other staff computers allowing the oldest computer to be discarded. In 2016, the computer budget was used to purchase a tough book so that means each of the computers will be an additional year older when being replaced. 24/7 Telcom has provided an estimate for a new computer, screen and set up with data transfer at approximately \$1,444.99 with one hour billed for setup and data transfer. The setup is a variable price of \$75 per hour.

A motion was made by Trustee Davis and seconded by Trustee Rihn to approve the computer purchase through 24/7 Telcom. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

**Rescue Squad Purchase Request – Ambulance Tires** – Knutson provided a quote from All Season Tire Pros for \$1,274.40 and one from Bauer Built for \$1,321.76. A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the purchase of the ambulance tires for Medic 7 through All Season Tire Pros in the amount of \$1,274.40. Voting For: Trustee Halpin, Davis Wolff, Schieber, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

**Respirator Fit Tester Purchase Request-** The Dunn County Fire Chiefs Association has received a Dunn Energy Grant to purchase a Respirator Fit Tester. The Fire and EMS departments have been given the option to buy-into a shared program with Dunn County Fire Chiefs Association for a one time cost of approximately \$876.30. This cost may go down if some of the other departments get approval to participate. The cost of the TSI Porta Count Pro 8038, 5 year warranty, three types of adapters and three types of ISI Fit Test Masks totals \$19,277.60. The Dunn Energy Grant amount is \$9,638.30 which brings the total cost to \$9,639.30.

A motion was made by Trustee Halpin and seconded by Trustee Rihn to approve the buy-in for the Respiration Fit Tester with the estimated cost to be a one-time cost of \$876.30 which will be purchased out of the small equipment budget. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

**Review Parking Ordinances – Sec. 10-1-20 Traffic and Parking** – Originally Sec. 10-1-27 (d) stated that “Throughout the year and the hours of 3:00 a.m. and 6:00 a.m., no parking shall be allowed on River Street between Pine street and Cedar Street. **In 2011**, the ordinance for this section was rewritten so that (a) included restriction for the time period between November 1 and May 1 and (b) stated Throughout the year, there shall be no parking on (i.) Main Street between 2:30 a.m. and 6:00 a.m. and (ii.) River Street from Pine Street to Cedar Street between 12:00 a.m. and 6:00 a.m. **In 2016, Sec. 10-1-29** (a) Parking Limits (2) was added stating that there would be a Two (2) hour parking limit on the south side of River Street between Highway 40/Main Street and the alley to the east of property at 310 rivers Street between the hours of 8 a.m. and 6:00 p.m.

The Street Maintenance ordinance was necessary due to snow removal issues and concerns. To avoid similar problems in the future the following modifications will be made.

**Repeal and recreate as follows for Sec. 10-1-27 – Street Maintenance Parking Restrictions to:**

(a) Between November 1 and May 1:

I. parking shall be allowed on even house numbered side of streets on even calendar numbered days and on odd house numbered side of streets on odd calendar numbered days.

II. even and odd parking shall be determined by the date starting at 12:00 a.m. that a parking ticket would be issued.

III. River Street from Pine Street to Cedar Street between 12:00 a.m. and 6:00 a.m.

(b) Throughout the year, there shall be no parking on

I. Main Street between 2:30 a.m. and 6:00 a.m.

A motion was made by Trustee Rihn and seconded by Trustee Halpin to recreate Ordinance Section. 10-1-27- Street Maintenance Parking Restrictions as indicated. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

Directly related to the parking ordinance is the permit to park on River Street from Pine Street to Cedar Street. In the past, the Village worked with the landlord at 601 Main Street regarding their tenant parking. The parking was granted by the Police Department through an application process with the tenant(s). The Police Department will update the application to include the changes to the ordinance as well as request personal data that would allow the Village to contact permit holders in the case of an emergency. The Board members gave suggested changes for the application.

A motion was made by Trustee Rihn and seconded by Trustee Wolff to update the permit application and parking permits. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

**Donation for the Evergreen Cemetery from Muriel Larson – Possible motion to accept –** The Board members discussed the use of the \$1,000 donation from Muriel Larson at the Evergreen Cemetery. A motion was made by President Gunnufson and seconded by Trustee Halpin to use the \$1,000 donation as part of the spreading garden funds and to have a plaque made to recognize her contributions. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

**Update on the financing information for the Kamstrup meters –** DSG has updated their finance option for the \$82,075 to include the most recent interest rate of 3.358%. Other interest rates received from Bremer Bank and Dairy State Bank are 3.94% and 2.45% respectively.

DSG would give a discount if the invoice was paid in full net 10 days of 2%. The savings would be \$1,641.50. An ideal plan would be to pay the amount that was budgeted for 2016 for the

meters, pay the invoice in net 10 to get the discount and then finance the balance or borrow funds from the General Fund. These items will be discussed further once the Village receives PSC approval to move forward with the meter change out.

**Review/Approval – Bills – January 9, 2017 – January 22, 2017** – A motion was made by Trustee Halpin and seconded by Trustee Rihn to approve the bills for January 9 to 22, 2017. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

A motion was made by Trustee Schieber and seconded by Trustee Wolff to postpone the Closed Session topics and move the employee performances to a Joint Board/Personnel Committee meeting on January 30, 2017 at 6:00 p.m. At the meeting, the hiring section of the Employee Handbook will be discussed. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Halpin and Gunnufson. Abstained: Trustee Davis. Voting Against: none. Motion carried.

**Adjourn:** A motion was made by Trustee Halpin and seconded by Trustee Rihn to adjourn the Village Board meeting at 8:50 p.m. A voice vote was taken with all members voting yes. Motion carried.

---

Scott Gunnufson, Village President

Attest: Lynn Niggemann  
Administrator-Clerk-Treasurer