

**Village of Colfax  
Village Board Meeting Agenda-Amended  
Monday, February 25, 2019 @ 7 p.m.  
Village Hall  
613 Main Street, Colfax, WI 54730**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Communications from the Village President
6. Consent Agenda
  - a. Minutes
    - i. Regular Board Meeting Minutes –February 11<sup>th</sup>, 2019
  - b. Training Request- none
  - c. Facility Rental – none
  - d. Licenses - none
7. Consideration Items
  - a. Community Health Needs - KT Gallagher
  - b. Lagoon Streambank discussion-possible action
  - c. Timber Technologies Expansion discussion
8. Review/Approval – Bills –February 11<sup>th</sup>, 2019 to February 24<sup>th</sup>, 2019
9. Committee/Department Reports – (no action) - none
10. 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 M. Niggemann - Clerk-Treasurer, 613 Main Street, Colfax, WI (715) 962-3311 by 2:00 p.m. the day 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 – February 11, 2019**

On February 11, 2019, the Village Board meeting began at 7:00 p.m. at the Village Hall, 613 Main St., Colfax, WI 54730. Members present: Trustees Halpin, Wolff, Jenson, K. Burcham and Stene. Excused: Trustees M. Burcham and Davis. Others Present: Lisa Fleming-Ayres Associates, Herb Sakalaucks Jr.- Colfax Railroad Museum, Library Director Bragg-Hurlburt and Mark Johnson representing the Elevator Project, Mike Buchner representing the Colfax Sno-drifters, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

### **Pledge of Allegiance**

**Public Comments** – Sakalaucks updated the Village Board that the agreement was near finished. All terms have been looked at and agreed to, just some grammar items to edit. The Colfax Railroad Museum is in the final stages of a USDA grant. The USDA agency has requested an updated letter of support. It would be helpful if the Board could put that on the February 25<sup>th</sup>, 2019 meeting agenda.

Johnson wanted to say thank you to the Public Works Department for their hard work getting Main Street and River Street cleaned so quickly to accommodate the downtown business.

**Communications from the Village President-** none.

### **Consent Agenda**

**Regular Board Meeting Minutes – January 28<sup>th</sup>, 2019** – A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the January 14<sup>th</sup>, 2019 minutes. Voting For: Trustees Stene, K. Burcham, Jenson, Wolff and Halpin. Voting Against: none. Motion carried.

### **Training Request**

**Sheila Riemer/Bill Anderson – Advanced Safety Refresher Training – March 5, 2019** - A motion was made by Trustee Halpin and seconded by Trustee K. Burcham to approve the half day Advanced Safety Refresher Training for Riemer and Anderson on March 5, 2019. Voting For: Trustees Halpin, Wolff, Jenson, K. Burcham, and Stene. Voting Against: none. Motion carried.

**Don Logslett – Advanced Safety Refresher Training – March 5, 2019** – A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the full day Advanced Safety Refresher Training for Logslett on March 5, 2019. Voting For: Trustees Jenson, Wolff, Halpin, K. Burcham and Stene. Voting Against: none. Motion carried.

**Facility Rental** – none.

**Licenses** – none.

### **Consideration Items**

**Roosevelt Street Update/Schedule – Lisa Fleming** – Fleming wanted to give the Village Board an update of the schedule. The bid release date will be March 6, 2019, bid deadline will be April 3, 2019 and April 8, 2019 will be the bid award at the Board meeting with an expected project start date mid to late June. Fleming provided the project cost expectation with engineering to be \$259,000. Fleming answered questions regarding the project and the project cost.

**Village Hall Elevator Project Fundraising Update and Possible Action** – Bragg-Hurlburt wanted to share the final draft of the fundraising letter. The goal of the letter was to represent the organizations that have had a presence in the building. The group feels the letter represents the organizations well. The group has decided to send out letters in four phases. Phase one will be to Corporate Businesses, phase two will be to local businesses, phase three to alumni and phase four all others. The mailing will also have the drawings attached to assist with understanding the project. There will be costs involved with the mailing such as paper, envelopes, postage, etc. The group would like to request two-hundred dollars to help with these initial costs.

A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the fundraising letter for the elevator project as well as the two-hundred dollar request to assist with the initial cost to get started. Voting For: Trustees Jenson, Wolff, Halpin, Stene and K. Burcham. Voting Against: none. Motion carried.

**Snowmobile Ordinance/ Resolution review** – Discussion regarding the trails within the Village limits. Some concerns mentioned include:

- Parking in the Synergy parking lot and walking to the other local business.
- No trail to Express Mart for fuel.
- Going from home to trail via village streets and/or alleys.
- Riding down Main Street, University Avenue or Highway 40.
- Changes since last reviewed, Express Mart no longer has the rental behind the gas station which will allow for travel to the alley without being on First Ave.
- Can any new trails get signed yet this year if the alley behind Cenex becomes a trail?
- In the past, the Colfax Sno-drifters and the Village Board had an agreement that residents could use the most direct route from their residence to the trail.

A motion was made by Trustee Halpin and seconded by Trustee Wolff to modify the resolution to designate the Village snowmobile route to include Synergy Cooperative parking lot to Express Mart via the alley east of Synergy and modify the ordinance Sec. 10-3-8 (d) to include abuse. Voting For: Trustees K. Burcham, Jenson, Wolff, Halpin and Stene. Voting Against: none. Motion carried.

**Future Computer Projects** – Cramer Consulting LLC has provided three estimates to the Village of Colfax.

- Three new computers with labor to configure new computers - \$2,868.
- Workstation managed service - \$25/month/workstation or \$150 per month.
- Microsoft Office 365 is expected to cost approximately \$25/month.

After discussion, it is expected that we will get an analysis of current technology situation and work on getting a process in place to process our backups manually until either funds are budgeted or the Board feels comfortable moving forward.

A motion was made by Trustee Jenson and seconded by Trustee Wolff to approve the purchase of the three computers to replace the Deputy Clerk-Treasurer's and the Police computers. Voting For: Trustees Halpin, Wolff, Jenson, K. Burcham and Stene. Voting Against: none. Motion carried.

**Sewer Lift Station Generator Estimate** - Bear Valley Electric was able to provide the Village a quote to replace the generator at the Lift Station, \$27,615 plus \$5000 for a new transfer switch, total \$32,615. The Public Works employees would be able to pour the 4' x 5' slab outside the building where the generator would be placed.

A motion was made by Trustee Halpin and seconded by Trustee Wolff to move forward with the purchase of the generator with the transfer switch, \$32,615; to be funded by the Sewer Fund Balance, Sewer Maintenance and the assigned fund balance labeled generator. Voting For: Trustees Jenson, Wolff, Halpin, K. Burcham and Stene. Voting Against: none. Motion carried.

**Review/Approval – Bills –January 14<sup>th</sup>, 2019 to February 10<sup>th</sup>, 2019** - A motion was made by Trustee Jenson and seconded by Trustee Wolff to approve the bills for January 14<sup>th</sup>, 2019 to February 10<sup>th</sup>, 2019. A voice vote was taken and all members voted aye. Motion carried.

**Adjourn** – All business was complete and the meeting adjourned at 8:25 p.m.

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Gary Stene, Village President

Attest: Lynn Niggemann  
Administrator-Clerk-Treasurer

## POOLED CHECKING ACCOUNT

## Accounting Checks

Posted From: 2/11/2019 From Account:  
Thru: 2/24/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
75348	2/15/2019	ALPHA MEDICAL EQUIPMENT, INC.	291.70
75349	2/15/2019	BOBCAT PRO	1,600.00
75350	2/15/2019	CARLTON DEWITT	303.75
75351	2/15/2019	CHARTER COMMUNICATIONS	244.29
75352	2/15/2019	COMMERCIAL TESTING LAB	171.00
75353	2/15/2019	CREATIVE COUNTRY	536.00
75354	2/15/2019	DUNN COUNTY RECYCLING	4,921.00
75355	2/15/2019	DUNN COUNTY SOLID WASTE DIVISION	5,986.00
75356	2/15/2019	DUNN ENERGY COOPERATIVE	81.00
75357	2/15/2019	ENERGENECS	1,823.44
75358	2/15/2019	EXPRESS MART	707.41
75359	2/15/2019	GALE/CENGAGE	316.59
75360	2/15/2019	GALLS, LLC	300.40
75361	2/15/2019	GEORGE ENTZMINGER	100.00
75362	2/15/2019	HUEBSCH	43.66
75363	2/15/2019	INDIANHEAD FEDERATED LIBRARY SYSTEM	3,549.29
75364	2/15/2019	INTERSTATE AUTOMOTIVE	253.57
75365	2/15/2019	MAYO CLINIC	114.00
75366	2/15/2019	MISSISSIPPI WELDERS SUPPLY CO.	34.10
75367	2/15/2019	MODERN MARKETING	192.21
75368	2/15/2019	SMART APPLE MEDIA	272.96
75369	2/15/2019	SYNERGY COOPERATIVE	1,345.52
75370	2/15/2019	UHS PREMIUM BILLING	1,131.84
75371	2/15/2019	VIKING DISPOSAL, INC	154.00
75372	2/15/2019	WATER CARE SERVICES	31.50
75373	2/15/2019	WEA INSURANCE TRUST	10,471.56
75374	2/15/2019	WELD RILEY	124.00
75375	2/15/2019	WISCONSIN LIBRARY ASSOCIATION	112.00
75376	2/15/2019	ZEMPEL APPRAISAL SERVICE	1,041.11
75377	2/19/2019	CHIPPEWA VALLEY TECH COLLEGE	14,261.60
75378	2/19/2019	COLFAX SCHOOLS	134,566.31
75379	2/19/2019	DAKOTA SUPPLY GROUP	6,161.01
75380	2/19/2019	DUNN COUNTY TREASURER	114,348.52

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 2/11/2019 From Account:  
Thru: 2/24/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
EFTPS	2/21/2019	EFTPS-FEDERAL-SS-MEDICARE	5,502.62
WIDOR	2/21/2019	WI DEPARTMENT OF REVENUE	1,055.44
AMAZON	2/19/2019	AMAZON.COM	8.47
BREMER	2/13/2019	CARDMEMBER SERVICE	1,424.73
WIDCOMP	2/21/2019	WISCONSIN DEFERRED COMPENSATION	165.00
VERIWIRE	2/16/2019	VERIZON WIRELESS	491.45
WEENERGIES	2/13/2019	WE ENERGIES	803.94
WEENERGIES	2/13/2019	WE ENERGIES	378.28
Grand Total			315,421.27