

**Village of Colfax
Village Board
Regular Meeting Agenda
Monday, June 10, 2019
Colfax Village Hall
7:00 p.m.**

1. Call to Order
2. Roll Call
3. Public Appearances
4. Communications from the Village President
5. Consent Agenda
 - a. Minutes
 - i. Regular Board Meeting Minutes, May 28th, 2019
 - ii. Board of Review Minutes, May 30, 2019
 - b. Training Requests
 - c. Facility Rental
 - d. Licenses

July 1, 2019 to June 30, 2020– Domesticated Chicken License

Pamela Moen, 705 University Ave., Colfax, WI

July 1, 2019-June 30, 2020 Operator's License

Brett Foyt	Lyndsey Pederson	Jeffrey Peterson
Tarris Turner	Braanna Steen	Daniel Schneider
Don Braaten	Mary Roehl	Jeffrey Prince
Leslie Burcham-McKee	Teren Kiekhafer	Tammy Briggs
Chantell Phillips (New)	Peggy Wallace	Tiffany Prince
Brooklynn Dresel (New)	Carey Davis	Roger Knutson (New)
Emily Rubenzer	Elizabeth DeMoe	Robin Thompson
Chris Lunn	Jalene Amick	Edith McKee
Brenda Kettner	Nicole Gotlibson	Jasmine Hanson
Patrick L'Esperance	Dalton Bradford	Kristine Ingram
Gayle Hayton	Nicole Nierenhausen	Suzanne Hagen
Eden Logslett	Caleb Korevaar	Hailey Prince (New)
Tammy Dalhoe	Nicholas Kressin	Kayla Brown
Lisa Smestuen	Mary Muza	Joshua Larson
Tamara Whinnery	Katelynn Olson	Elizabeth Harshman
Evia Gehrman	Mikki McCutcheon	Marian Daniel

July 1, 2019-June 30, 2020 Alcohol License

Mike & Mark Nelson/Outhouse Bar-Combination Class "B" Beer and Class "B" Liquor-413 Main St.	5/15/2019
J & S Sales/Express Mart, Rondi DeMoe-Agent, Class "A" Beer-616 Main Street	5/17/2019
Kyle's Market-Combination -Class"A" Beer and Class "A" Liquor-115 Main Street	5/22/2019
Synergy Community Cooperative-Charles Brown-Agent, Class "A" Beer-401 E Railroad Ave.	5/06/2019
The Blind Tiger LLC, Nicholas Anderson-Agent, Class "B" Beer and Class "B" Liquor-512 Main St.	5/17/2019

July 1, 2019-June 30, 2020 Tobacco Retailer License

J & S Sales of Chippewa Falls/Express Mart	616 Main Street*
Kyle's Market	115 Main Street*
Mike & Mark Nelson/Outhouse Bar	413 Main Street*
Synergy Cooperative	401 E. Railroad Avenue*
Dollar General	120 Main Street*
The Blind Tiger	512 Main Street*

6. Consideration Items
 - a. Public Works Ceiling discussion and possible action
 - b. Discussion of United Way Day of Caring Project Application – Any ideas
 - c. Discussion of Timber Technologies Community Enrichment Program – Any ideas
 - d. Computer Server Project discussions
 - e. 605 Pine Street Garage – discussion and possible action
7. 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.
8. Open Session – Motion to convene into open session to take any action resulting from the closed session.
9. Review/Approval – Bills – May 28, 2019 – June 9, 2019
10. Committee/Department Reports – (no actions)
 - a. *ACT Report*
 - b. *Colfax Rescue Squad May 2019 Report*
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 –May 28th, 2019

On May 28th, 2019, the Village Board meeting began at 7:00 p.m. at the Village Hall, 613 Main St., Colfax, WI 54730. Members present: Trustees K. Burcham, M. Burcham, Jenson, Berge and Gunnufson. Excused: Trustees Halpin and Davis. Others Present: Gareth Shambeau with Ayres Associates, Ron Swartz, Sabrina Anderson Kerg, Logan Michels, Mitchell Kreutzer, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

Call to Order

Pledge of Allegiance

Public Comments - none.

Communications from the Village President- Gunnufson welcomed Mitch Kreutzer, the new public works employee and Chad Berge the new appointed Village Board Trustee. Both gave a little bit of background on themselves.

Consent Agenda

Regular Board Meeting Minutes – May 13th, 2019 - A motion was made by Trustee K. Burcham and seconded by Trustee M. Burcham to approve the Regular Board meeting minutes of the May 13th, 2019 meeting. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Berge and Gunnufson. Voting Against: none. Motion carried.

Training Request –none.

Licenses

Transient Merchant License- Madison Fechter – Southwestern Advantage – May through August 2019 - A motion was made by Trustee Jenson and seconded by Trustee M. Burcham to approve the transient merchant license for Madison Fechter for the term May through August. Voting For: Trustees Berge, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Consideration Items

Request to Subdivide Residential Lot – 211 Main Street – discussion and possible action –The request from Anderson Kerg is to subdivide their lot which would change the current lot dimensions from 100 feet by 132 feet to either 75 feet or 80 feet by 132 feet. 211 Main Street would remain in compliance and 207 Main Street would increase in size. A motion was made by Trustee Jenson and seconded by Trustee K. Burcham to approve the request to subdivide the residential lot at 211 Main Street and authorize Niggemann to approve the final map if it matches the request. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Berge and Gunnufson. Voting Against: none. Motion carried.

Fair Request for \$1,000 donation towards the fireworks – Dunbar asked if the Village would be willing to donate \$1,000 towards the fireworks since it is the 100th Colfax Free Fair. A motion was made by Trustee M. Burcham and seconded by Trustee Berge to approve the \$1,000 donation towards the fireworks for the 100th Colfax Free Fair. Voting For: Trustees Berge, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Request to grant permission to A-C-T to approve CSM listed above– No action required. Action was addressed in the motion above.

Update of Roosevelt Street – Shambeau explained that the concrete work should be complete by the end of this week if all goes well and the weather cooperates. HAAS also submitted a pay request for \$110,238.95 for work that has been completed so far. A motion was made by Trustee Jenson and seconded by Trustee M. Burcham to approve the pay request for \$110,238.95 once the invoice is corrected to say Village of Colfax rather than Village of Strum. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Berge and Gunnufson. Voting Against: none. Motion carried.

Shambeau also wanted the Village to know that the design engineering costs will be 10 percent less than estimated. So the final bill for the design phase will reflect a lower amount.

Old Village of Colfax cell phones and jet packs

Request to purchase and Request to surplus other phones on Craigslist or eBay - A motion was made by President Gunnufson and seconded by K. Burcham to approve Niggemann’s request to purchase the Motorola phone and check if the Firemen would like the other phones donated to be used at their auction and if they are not interested donate the phones after it is verified that the phones have been factory reset. Voting For: Trustees Berge, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Removal and Inspection Well No. 1 – Well Pump - Bates explained that the Well is an item on the DNR compliance list. The Village at minimum has to have the well pulled and inspected which is estimated to cost \$13,730. The well pump was installed in the early 1980’s and it was lined in 1985. Bates feels that it is in the best interest of the Village to pull and replace since there is little cost difference. Two quotes received to have Well #1 pulled and replaced are from CTW Corporation for \$16,380 and Municipal Well & Pump for \$18,175. A motion was made by President Gunnufson and seconded by Trustee Berge to approve the CTW proposal to pull and replace for \$16,380. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Berge and Gunnufson. Voting Against: none. Motion carried.

Ordinance 2019-04 – Section 7-1-3 Issuance of Dog, Cat and Kennel Licenses – Retracted and Repealed. –A motion was made by Trustee Jenson and seconded by Trustee M. Burcham to approve Ordinance 2019-04 – Section 7-1-3 Issuance of Dog, Cat and kennel Licenses with a modification to 7-1-3 (5) to remove the sentence, “These tags may be transferred from one dog to cat to another within the kennel whenever any dog or cat is removed from the kennel.” Voting For: Trustees Berge, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

The Village Board approved the changes at the May 13, 2019 meeting. The ordinance 2019-04 is officially adopted on May 28, 2019 and effective once published on June 5, 2019.

Ordinance 2019-05 – Section 7-1-19 Limitation on Number of Dogs and Cats – Retracted and Repealed– A motion was made by Jenson and seconded by Trustee M. Burcham to approve Ordinance 2019-05 – Section 7-1-19 regarding the Limitation on Number of Dogs and Cats. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Berge and Gunnufson. Voting Against: none. Motion carried.

The modification changed the number of dogs and cats from three each to any combination totally six before a kennel licenses is required. If cats make up any number of the total to be greater than six; we will issue a Village only Kennel license. If the total greater than six is all dogs, then the County/State issued Multiple Dog License will be used.

Multiple Dog and/or Cats Kennel License Application Approval –A motion was made by Trustee M. Burcham and seconded by Trustee K. Burcham to approve the application with the correction to number 4 to include cats. Voting For: Trustees Berge, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

501 High Street has withdrawn the request for a special assessment in regards to the sewer lateral project. No action required.

Review/Approval – Bills –May 13th, 2019 to May 27th, 2019 - A motion was made by Trustee M. Burcham and seconded by Trustee K. Burcham to approve the bills for May 13th, 2019 to May 27th, 2019. Voting For: Trustees K. Burcham, M. Burcham, Berge and Gunnufson. Abstained: Trustee Jenson. Voting Against: none. Motion carried.

Adjourn – A motion was made by Trustee Jenson and seconded by Trustee M. Burcham to adjourn the meeting at 7:57 p.m. A voice vote was taken with all members voting yes.

Scott A. Gunnufson, Village President

Attest: Lynn Niggemann
Administrator-Clerk-Treasurer

Board of Review – May 30, 2019

The May 30, 2018 Village of Colfax Board of Review meeting was held at 5:30 p.m. in the Village Hall. Present: Trustees Berge, M. Burcham, K. Burcham, President Gunnufson and Administrator-Clerk-Treasurer Niggemann. Also present: Assessor, Barb Zempel. Excused: Trustee Halpin, Davis and Jenson.

Administrator-Clerk-Treasurer Niggemann called the meeting to order.

Confirmation of Board of Review and Open Meeting notices – Niggemann explained that the Open Book notice and the Notice of Board of Review had been advertised in the Messenger, posted in front of the Clerk's office, on the front door of the Clerk's office, outside the Village Hall, at the Post Office, at the laundromat and online at the Village of Colfax website, www.villageofcolfaxwi.org on May 8th, 2019.

Election of Chair – A Motion was made by K. Burcham and seconded by M. Burcham to nominate Gunnufson as the Chair of the Board of Review. Voting For: Berge, M. Burcham, K. Burcham, Gunnufson and Niggemann. Voting Against: none. Motion carried.

Election of Vice Chair – A motion was made by M. Burcham and seconded by Gunnufson to nominate Berge as Vice Chair of the Board of Review. Voting For: Berge, M. Burcham, K. Burcham, Gunnufson and Niggemann. Voting Against: none. Motion carried.

Gunnufson assumed the Chair position.

Mandatory Training Requirements – Gunnufson announced that he had completed training in 2019. The Village of Colfax Board of Review is in compliance.

Swear in the Assessor – Barb Zempel read and signed the oath of office. The reading was witnessed by all members present.

Assessor's Affidavit – Barb Zempel read the assessor's affidavit aloud. The reading was witnessed by all members present.

The Board of Review remained in session, but turned off the recorder while awaiting any citizens to appear.

Gunnufson announced at 7:32 p.m. that no citizens have appeared.

At 7:32 p.m. a motion was made by M. Burcham and seconded by K. Burcham to adjourn the Board of Review. Voting For: K. Burcham, M. Burcham, Berge, Gunnufson and Niggemann. Voting Against: none. Meeting adjourned.

Scott Gunnufson, Chair

Attest: Lynn M. Niggemann
Administrator-Clerk-Treasurer

Village of Colfax

Box 417 - Colfax, Wisconsin 54730 - Phone 715-962-3311
Fax 715-962-2221

July 1, 2019 to June 30, 2020
License Application for
Keeping Domesticated Chickens
\$10.00 (non-refundable application fee)

(please print)

1. Name of Applicant Pamela Moen
2. Address 705 University Avenue, Colfax WI 54730
3. Phone 715-308-1946
4. Parcel Number 17111-2-29109-430-0040
5. Number of female chickens (maximum 10) 3
6. Application (circle one) New Renewal

In submitting this application, I hereby agree to comply with the regulations imposed by the Village of Colfax Code of Ordinances. I understand the information requested on this form will be used by the Village of Colfax in the issuance of a license or processing of a renewal application. I understand the information supplied on this form will become public information when received by the Village of Colfax. I have no intention or agreement to transfer the license to another person or to allow any other entity to operate under the authority of the license. I hereby affirm that the foregoing statements are true and correct to the best of my knowledge and that I agree to comply with all the provisions of the Ordinance under which this license is granted.

Pamela Moen
Signature of Applicant

05/14/2019
Date

Office use only

5-14-19 Date Application Received

6-10-19

Date Board Reviewed Application
Approved / Denied
License Number