

## Village Board Meeting – May 26<sup>th</sup>, 2020

On May 26<sup>th</sup>, 2020, the Village Board meeting began at 7:00 p.m. at Colfax Rescue Squad, 614C Railroad Ave., Colfax, WI. Members present: Trustees Halpin (via Zoom and phone), Davis, Jenson, Stene, Michels, K. Burcham and Gunnufson. Others Present: Director of Public Works Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger (via Zoom).

**Public Comments** – none.

**Communications from the Village President** – Gunnufson informed that the Board that the Solid Waste of Dunn County has some proposals for the next budget season which may cause some rumbling.

### Consent Agenda

**Regular Board Meeting Minutes –May 11<sup>th</sup>, 2020 and Audit & Finance Committee Meeting Minutes – May 18<sup>th</sup>, 2020** - A motion was made by Trustee Stene and seconded by Trustee Michels to approve both the May 11<sup>th</sup>, 2020 Board meeting minutes and the May 18<sup>th</sup>, 2020 Audit & finance Committee meeting minutes. For: Trustees K. Burcham, Michels, Stene, Jenson, Halpin, Davis and Gunnufson. Voting Against: none. Motion carried.

**Training Requests-Advanced EMT course June 8<sup>th</sup>, to July 25<sup>th</sup>, 2020, Eau Claire, WI – Mary Krall, Makayla Mattson and Tony Bell** – Niggemann explained that the budget will need to be moved from another category, however having Advance EMT's is critical for the Rescue Squad to assist with scheduling. An advance is required on each run. A motion was made by Trustee Davis and seconded by Trustee Jenson to approve all three, Krall, Mattson and Bell to attend the CVTC training for Advance EMT. Voting For: Trustees Davis, Jenson, Stene, Halpin, Michels, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

**Facility Rental** – none.

**Licenses – Temporary Class “B”/“Class B” Retailer’s License – Colfax Softball Association-** Niggemann explained that the deadline was missed to publish the six month license in the Messenger, which is a state requirement, so she is recommending the Village Board approve the temporary license with no fee for the three dates that league is scheduled prior to the six month license which will come before the Board on June 8<sup>th</sup>, 2020. A motion was made by Trustee Stene and seconded by Trustee Michels to approve the temporary Class “B”/“Class B” Retailer’s License for the Colfax Softball Association for June 1<sup>st</sup>, 4<sup>th</sup> and 8<sup>th</sup>. Voting For: Trustees K. Burcham, Michels, Stene, Jenson, Halpin, Davis and Gunnufson. Voting Against: none. Motion carried.

### Consideration Items

**Colfax Evergreen Cemetery – Private Mausoleum Structure/Review Concept/Review Agreement** – The Board discussed in great detail the materials that should be used for the roof and the amount of money that should be deposited into the Cemetery Perpetual Fund. The attachment to the agreement indicates that the roof would have fiberglass shingles. The Board feels that a steel roof or steel shingles or shakes would be more durable. The Cemetery Fund balance would be preferred if the fund balance is fifty percent of the construction cost, however the Board would allow 5 years to get that balance to that value with a starting balance at the end of construction of \$5000. A motion was made by Trustee Davis and seconded by Trustee Jenson to approve the agreement if Hadidi modifies the roof materials to either a steel roof or steel shingles/shakes and that the Fund should start with \$5,000 at the end of construction and within five years, the balance should be fifty percent of the structure cost. The state will also need to still give the Village final approval prior to construction. Voting For: Trustees K. Burcham, Michels, Stene, Jenson, Halpin, Davis and Gunnufson. Voting Against: none. Motion carried.

**Online Backup/Disaster Recovery estimate consideration** –Niggemann explained that Cramer Consulting was the firm that has been assisting the Village with computer/server issues for the last two years. The estimate that Cramer Consulting provided is for the backing up of the servers and includes virtual disaster recovery. The recovery would allow for the Village to be brought back up in a disaster situation approximately one week earlier than if the Village was required to reload software and then the data. The estimate is \$125 per month per server. So the total

cost would be \$1500 per year per server. The cost would get split between each fund, water, sewer, rescue and general. A motion was made by Trustee K. Burcham and seconded by Trustee Halpin to approve the estimate to back up the servers and allow for disaster recovery for a cost not to exceed \$250 for both servers per month. Voting For: Trustees Davis, Halpin, Jenson, Stene, Michels, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

#### **COVID-19 Review/Updates**

**Reducing Alcohol Beverages Licensing Fees for 2020-2021 Term** –Niggemann checked with the surrounding communities on how they were planning to proceed with the 2020-2021 fees. The municipalities that responded are not going to change the fees. Some of the options mentioned by Board members included charging only \$100 versus \$500 for the bars, charge half of the fees, no change and cut only the liquor license fees to \$200. A motion was made by President Gunnufson and seconded by Trustee Stene to approve the option to change the renewal license fee of the Class B Liquor from \$400 to \$200; the remaining fees should stay the same; all new ownership fees would remain as is. Voting For: Trustees K. Burcham, Michels, Stene, Halpin, Davis and Gunnufson. Abstained: Jenson. Voting Against: none. Motion carried.

**County Order Discussion** – Niggemann informed that Board that the only new information is that the Health office extended the order from May 16<sup>th</sup>, 2020 to June 1, 2020. Nothing else is new for Dunn County at this point in time.

**Meeting Locations/Continue Zoom** – The Board members discussed the options of continuing to hold the Board meetings at the Rescue Squad or Village Hall and whether Zoom meetings will continue. A motion was made by Trustee Stene and seconded by Trustee Davis to continue with Zoom meetings, but hold the meetings at Village Hall. Voting For: Trustees Davis, Halpin, Jenson, Stene, Michels, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

**Review/Approval – Bills –May 11<sup>th</sup>, 2020 to May 25<sup>th</sup>, 2020**– A motion was made by Trustees Davis and seconded by Trustee Stene to approve the bills for May 11<sup>th</sup> to May 25<sup>th</sup>, 2020. Voting For: Trustees K. Burcham, Michels, Stene, Jenson, Halpin, Davis and Gunnufson. Voting Against: none. Motion carried.

**Adjourn** – A motion was made by Trustee Jenson and seconded by Trustee K. Burcham to adjourn the meeting at 7:52 p.m. A voice vote was taken, and all members voted in favor to adjourn. Motion carried.

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Scott Gunnufson, Village President

Attest: Lynn Niggemann  
Administrator-Clerk-Treasurer