

## Village Board Meeting – November 22<sup>nd</sup>, 2021

On November 22<sup>nd</sup>, 2021, the Village Board meeting was held at 7:00 p.m. at the Colfax Village Hall, 613 Main Street, Colfax, WI. Members present: Trustees M. Burcham, Rud, Jenson, Price, Davis and Albricht. Excused: Trustee Stene. Others present included Gareth Shambeau with Ayres Associates, Director of Public Works Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger (online).

**Minutes - Regular Board Meeting November 8<sup>th</sup>, 2021** - A motion was made by Trustee Prince and seconded by Trustee M. Burcham to approve the Regular Board meeting minutes from November 8<sup>th</sup>, 2021. A voice vote was taken with all members voting in favor. Motion carried.

**Review Statement of Bills – November 8<sup>th</sup>, 2021, to November 21<sup>st</sup>, 2021** - A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve the Statement of Bills for November 8<sup>th</sup>, 2021 to November 21<sup>st</sup>, 2021. Motion carried.

**Training Request** – none

**Facility Rental** – none

**Licenses – Operator’s License – November 22<sup>nd</sup>, 2021 to June 30, 2022 – Charlea Paulsen – Kyle’s Market** - A motion was made by Trustee M. Burcham and seconded by Trustee Prince to approve the operator’s license for Charlea Paulsen for November 22, 2021 to June 30, 2022 with Kyle’s Market. A voice vote was taken with all members voting in favor. Motion carried.

### Consideration Items

**Riverview/High/Dunn Street Pay Request #3 - \$53,156 – Skid Steer Guy** – Shambeau explained that the pay request 3 represents cost associated with the work completed, less the retainage and the contractual deduction for the liquidated damages related with the delay in completion. A motion was made by Trustee M. Burcham and seconded by Trustee Rud to approve the pay request 3 to Skid Steer Guy for \$53,156. Voting For: Trustees M. Burcham, Rud, Jenson, Davis, Prince and Albricht. Voting Against: none. Motion carried.

**TID 5 Mapping Amendment – Ayres Associates**– Shambeau explained that the mapping for TID 5 included the overlays for TIDs 3 and 4 which were not originally expected. Moving forward there may be additional mapping changes requested by the State of Wisconsin through the approval process. With the current mapping, Ayres has an additional \$1,500 to add to the contract. If there are additional requests by the state, the contract is written to allow for another \$500 to cover those changes. A motion was made by Trustee M. Burcham and seconded by Trustee Davis to approve the amendment to the Ayres Associates TID mapping agreement for up to \$2,000. Voting For: Trustees Jenson, Rud, M. Burcham, Prince, Davis and Albricht. Voting Against: none. Motion carried.

**Deer Hunting Permit Request(s)** – Niggemann explained that the concern is the collection site workers and all the users of the site during hunting season. Once Niggemann was made aware of the concern, the Public Works Director and Niggemann decided that the land should be posted as “no hunting”. Well, that caused some ruffled feathers from people who apparently have been hunting there for years. So, Niggemann explained that the Board could keep the land as “no hunting”, post the land as “no hunting with firearms on Wednesday and Saturdays” or “no hunting with firearms Wednesdays 11 am to 5 pm and Saturdays 7 am to 4 pm” or any other option. A motion was made by Trustee Prince and seconded by Trustee M. Burcham to keep the land open to hunting this year and revisit in 2022 with more information regarding possible liability to the Village. Voting For: Trustees Prince, Davis, Jenson, Rud, M. Burcham and Albricht. Voting Against: none. Motion carried.

**Bauman Associates 2022 audit Engagement Letter-3% increase in fees**– A motion was made by Trustee Davis and seconded by Trustee M. Burcham to approve the 2022 Audit Engagement agreement with the 3% increase in rates. A voice vote was taken with all members voting in favor. Motion carried.

**2022 Assessment Agreement-Zempel Appraisal Service** – A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve the 2022 Assessment Agreement with Zempel Appraisal Service at \$900 per month. A voice vote was taken with all members voting in favor. Motion carried.

**Department of Administration – East View 1<sup>st</sup> Addition Final Plat Approval by the Board** – A motion was made by Trustee M. Burcham and seconded by Trustee Prince to approve the East View 1<sup>st</sup> Addition Final Plat. A voice vote was taken with all members voting in favor. Motion carried.

**Bobcat Compact Track Loader Municipal Trade-in Request – Public Works -\$4,200** – There was discussion regarding the number of hours being at 99 and the hours that the prior machines have had at the time of trade-in. The average life online indicates approximately 1600 hours. It was determined that 1600 hours is most likely on the conservative side. What is the break-even point? Bates pointed out that when the Village became involved in the Municipal Roll-Out Program, the cost was \$2,500. Since then, the program has increased the roll-out cost because the tariffs have increased. After 2021, the dealer is not sure that Bobcat will continue the program due to the unknown future of tariffs, etc. A motion was made Trustee M. Burcham and seconded by Trustee Jenson to have Bates request a price if the Village Bobcat was two-years old and find out when the break-even point is. A voice vote was taken with all members voting in favor. Motion carried.

**Memorial Bench Discussion – Red Cedar Conservation Reserve** - Niggemann explained that Mark Mosey stopped by wondering if the Village was planning to do a memorial for Mark Halpin. If so, since Mark like fishing at the ponds at the Red Cedar Conservation Reserve, it may be appropriate to have a memorial bench in his honor. He mentioned using the vendor that has already built and installed other memorial benches at the ponds, however he did not have the price. The Board asked that we get pricing before a decision is made.

#### **Budget Transfer Requests**

- **Cemetery Wages from the Part-Time with Retirement to Part-time without Retirement**
- **Streets Maintenance to Streets Outside Services**

Niggemann explained prior to Tony passing, the wages were budgeted in the category that met his category of pay. In 2021, the Village used other part-time staff which was not eligible for retirement based on the number of hours worked. The Street Maintenance, crack sealing was paid from Outside Services, so the appropriate action would be to transfer the budget.

A motion was made by Trustee M. Burcham and seconded by Trustee Rud to approve both budget transfers, for the Cemetery Wages and for the Streets Maintenance. Voting For: Trustees Davis, Jenson, Prince, Rud, M. Burcham and Albricht. Voting Against: none. Motion carried.

**Any Other Budget Items that need to be addressed after the Audit & Finance Committee Meetings**– Niggemann provided the water budget with revenues and expenses of \$278,882 and the sewer budget with revenues and expenses of \$209,500 for Board review. A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve the water budget with revenues and expenses of \$278,882 and the sewer budget with revenues and expenses of \$209,500 A voice vote was taken with all members voting in favor. Motion carried.

**Adjourn** – A motion was made by Trustee Davis and seconded by Trustee M. Burcham to adjourn the meeting. A voice vote was taken with all members voting in favor. Meeting Adjourned.

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Jody Albricht, Village President

Attest:

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Lynn Niggemann  
Administrator-Clerk-Treasurer