

Village Board Meeting August 22nd, 2022

On August 22nd, 2022, the Village Board met at the Village Hall, 613 Main Street at 7:00 p.m. Members present: Trustees Prince, Stene, Jenson, Rud, Davis, M. Burcham and Albricht. Others present included Heather Logslett with Colfantastic Events, Barb Black, Joe Harrison with Bauman Associates, Gareth Shambeau with Ayres Associates, Sheila Riemer, Colfax Rescue Director Knutson, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

Minutes

Regular Board Meeting Minutes – August 8th, 2022- A motion was made by Trustee Prince and seconded by Trustee M. Burcham to approve the Regular Board meeting minutes from August 22nd, 2022. A voice vote was taken with all members voting in favor. Motion carried.

Review Statement of Bills –August 8th, 2022 to August 21st, 2022

Review Statement of Bills Solid Waste & Recycling Checking –August 8th, 2022 to August 21st, 2022

A motion was made by Trustee M. Burcham and seconded by Trustee Prince to approve both the Village of Colfax Statements of Bills and the Solid Waste & Recycling Bills for August 8th, 2022 to August 21st, 2022. A voice vote was taken with all members voting in favor. Motion carried.

Training Request – Tapping into Wells and Pump Houses – September 8th, 2022 – Menomonie, WI – Rand Bates, Don

Logslett, Aaron Hodnett – A motion was made by Trustee Stene and seconded by Trustee Prince to approve the training request for tapping into wells and pump houses in Menomonie, WI on September 8th, 2022 for Rand Bates, Don Logslett and Aaron Hodnett. Voting in Favor: Trustees M. Burcham, Davis, Rud, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

Facility Rental - Fairgrounds & Buildings at the Fairgrounds – Colfax Firefighter’s – September 10th to 11th, 2022 for the

Firefighter’s Ball -A motion was made by Trustee Prince and seconded by Trustee M. Burcham to approve use of the Fairgrounds and the Buildings for the Firefighter’s Ball on September 10th to 11th, 2022 with no fee. Voting For: Trustees Prince, Stene, Jenson, Rud, Davis, M. Burcham and Albricht. Voting Against: none. Motion carried.

Licenses – Temporary Class “B”/”Class B” Retailer’s License for the Fairgrounds – September 10th, 2022 to September 11th, 2022 – Firefighter’s Ball

Operator’s License – August 22nd, 2022 to June 30th, 2023 –Gary Stene - A motion was made by Trustee M. Burcham and seconded by Trustee Prince to approve Temporary Class “B”/”Class B” Retailer’s License for the Firefighter’s Ball on September 10th to September 11th, 2022 at the Fairgrounds and approve Gary Stene’s Operator’s Licenses for August 22nd, 2022 to June 30th, 2023. Voting in Favor: Trustees Rud, Jenson, Davis, Prince, M. Burcham and Albricht. Abstained: Trustee Stene. Voting Against: none. Motion carried.

Transient Merchant License – Rebecca DeLorge DBA The LunchBoxx Food Truck- Truck has been inspected by the County and the permits have been issued. A motion was made by Trustee M. Burcham and seconded by Trustee Prince to approve the Transient Merchant License for quarter August 22, 2022 to November 21st, 2022. Voting For: Trustees Stene, Jenson, Rud, Davis, Prince, M. Burcham and Albricht. Voting Against: none. Motion carried.

Consideration Items

FFA Alumni Tractor Fest – Request for Rental/Use of the Village Owned Outdoor Tents –Albricht explained that they would only want to use one of the two Village owned tents, but who would put the tents up. Bates explained that FFA would put the tents up, but Village could assist if needed. A motion was made to allow the FFA Alumni to use the tent at no cost for the Tractor Fest. Voting For: Trustees Price, Stene, Jenson, Rud, Davis, M. Burcham and Albricht. Voting Against: none. Motion carried.

Halloween Event – Colfantastic – Heather Logslett and Jeanna Berge -

Logslett explained that the event would include a parade from the intersection of Dunn Street and Railroad Avenue to the Fairgrounds second driveway. This parade would involve the spectators throwing candy to the kids dressed in costumes and walking in the parade. At the Fairgrounds, there will be a Trunk or Treat with judging contests on

Spookiest, Funniest and Best Overall decorated trunk, Jumpy House, Games and Face Painting, Chili Feed, Hotdog Eating Contest, Pumpkin Painting, vendors, etc. The event would be Sunday, October 30, 2022.

A motion was made by Trustee Davis and seconded by Trustee M. Burcham to approve the Colfantastic Halloween Event for Sunday, October 30, 2022. Voting For: Trustees Prince, Stene, Jenson, Rud, Davis, M. Burcham and Albricht. Voting Against: none. Motion carried.

A motion was made by Trustee Stene and seconded by Trustee M. Burcham to approve the street closure for Railroad Avenue from Dunn Street to the Fairgrounds second driveway. Voting For: Trustees Prince, Stene, Jenson, Rud, Davis, M. Burcham and Albricht. Voting Against: none. Motion carried.

A motion was made by Trustee Prince and seconded by Trustee Stene allow use of the Fairgrounds at no cost. Voting For: Trustees M. Burcham, Davis, Rud, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

Dunn Street Change Order and Project Review (if all information is received)- Shambeau explained that Skid Steer Guy proposed a \$1,500 credit as a resolution to the low manholes on the Dunn Street Phase 2 project. Shambeau explained that he feels that credit is reasonable versus cutting the new asphalt, making modifications and redo the asphalt. The manholes still meet code. A motion was made by Trustee M. Burcham and seconded by Trustee Rud accept the \$1,500 credit for the Dunn Street Phase 2 project for the manhole covers. Voting For: Trustees Prince, Stene, Jenson Rud and M. Burcham. Voting Against: Trustee Davis and Albricht. Motion carried.

2021 Financial Audit Review – Joe Harrison – Harrison reviewed the 2021 letters addressed to the Village Board and Management. The first letter identifies deficiencies which were the typical findings with the Village size, segregation of duties and internal controls and modifying the budget by department after final audit entries have been completed. The second letter represents significant findings related to the asset depreciation; Rescue Squad accumulated uncollectible accounts and net pension asset calculations. These are items that get done annually or with the assistance of the auditor and/or experts in actuarial services. These are required notations, but difficult with two people in the administration office to complete such extensive calculations. Harrison then proceeded to review the financial statements for the General Fund, Enterprise Funds, etc. Some key points include the December 31, 2021 net position of the Governmental Activities to be \$3,918,284 and the Business-type Activities \$2,962,170. The Statement of Revenues, Expenditures and Changes in Fund Balance as of December 31, 2021 for Governmental Funds is \$1,343,322 and for Enterprise Funds \$4,327,353 of which \$1,685,080 is the Water Utility and \$1,277,090 is the Sewer Utility. Overall, Harrison explained the audit went well. Harrison answered any questions of the Board. No action was required.

Public Safety Committee Recommendations

Copier/Printer Lease Rescue Squad – Unified Solutions DBA CloudPCR – A motion was made by Trustee Stene and seconded by Trustee M. Burcham to go with the Public Safety Committee Recommendation to accept the One Source Imaging lease and maintenance option for two printers for the Rescue Squad. Voting For: Trustees M. Burcham, Davis, Rud, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

Third-Party Ambulance Billing Service – Unified Solutions DBA CloudPCR – CloudPCR is a company that specializes in Ambulance billing. With the 6% fee, the Village receives software which includes the billing package, licensing for 900 calls per year, CAD-Transport Scheduling Licensing, Truck Checks Licensing, Check Sheet Licensing, Crew Scheduling, Training, Inventory Management, Asset Management, CAD Integration and expertise in coding and working with insurance, Medicare and Medicaid. The one-time set-up and CAD integration set-up are also provided at no cost.

A motion was made by Trustee Jenson and seconded by Trustee Stene to approve the agreement with CloudPCR effective January 1, 2023, the Third-Party Ambulance billing company. Voting For: Trustees Prince, Stene, Jenson, Rud, Davis, M. Burcham and Albricht. Voting Against: none. Motion carried.

2023 Preliminary Budget Review/Modify the EMT Wages effective January 1, 2023/Offer Quarterly Bonuses to Encourage EMT's to Work More Hours/Per Capita Consideration – The Public Safety Committee met on August 15th to review the 2023 budget. During the budget discussions the Committee proposed several items prior to finalizing. First item to be considered is that the EMTs are paid very low, so the wages needed to be addressed. For starters the Committee felt the Basic EMT wages could go from \$7.25 to \$10, \$7.75 to \$11 and the starting rate of 30 hour staff from \$12.25 to \$13.50. Second, to encourage EMTs to work more hours, offer a \$500 per quarter bonus when they work forty-eight hours per month. Lastly, the committee felt the per capita needed to increase from the \$22.10 to \$29.98. After the Public Safety Committee meeting, the budget was recalculated and the \$29.98 per capita would become \$27.52. A motion was made by Trustee Stene and seconded by Trustee M. Burcham accept the Public Safety Committee meeting recommendation to modify the wages from \$7.25 to \$10, \$7.75 to \$11 and \$12.25 to \$13.50; offer a \$500 bonus quarterly to casual part-time EMTs if they work 48 hours per month with the minimum remaining at 24 hours per month (no bonus) and the per capita rate for municipalities to be modified to \$27.52. Voting For: Trustees Stene, Jenson, Rud, Davis, Prince, M. Burcham and Albricht. Voting Against: none. Motion carried.

Upon Elk Mound Approval, Consider Move of an Ambulance to the Elk Mound Fire Station – Knutson has explained that he has had conversations with Elk Mound Fire to gauge interest in whether they would be interested in having a Colfax Ambulance Stationed in Elk Mound Fire Station. They were not opposed to it. There seems to be interest in working as an on-call EMT if the ambulance was located in Elk Mound. Two good things would happen if this was approved by all departments, more EMTs and faster service for areas located closer to Elk Mound. A motion was made by Trustee Davis and seconded by Trustee M. Burcham to move forward with finding out if the Elk Mound Fire is interested in having a Colfax Ambulance stationed at the Elk Mound Fire Station. Voting For: Trustees M. Burcham, Davis, Rud, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

Public Works Department Request/Crosswalk Painting/Dunn Street Patches/Overlay on Railroad Avenue in Front of the Messenger – Information was received as of meeting time. No action.

Adjourn – A motion was made by Trustee Stene and seconded by Trustee M. Burcham to adjourn the meeting at 8:19 p.m. A voice vote was taken with all members voting in favor. Meeting Adjourned.

Jody Albricht, Village President

Attest:

Lynn Niggemann
Administrator-Clerk-Treasurer