

Village Board Meeting November 14th, 2022

On November 14th, 2022, the Village Board met at the Village Hall, 613 Main Street at 7:00 p.m. Members present: Trustees M. Burcham, Jenson, Stene, Prince and Albricht. Excused: Trustees Davis and Rud. Others present included Mike Buchner with the Snowmobile Club, Bob Bossany with Dunn County Economic Development Corporation, Deputy Clerk-Treasurer Riemer, Rescue Squad Director Knutson, Public Works Director Bates and Administrator-Clerk-Treasurer Niggemann. No media present.

Public Comments – none.

Minutes

Regular Board Meeting Minutes –October 24th, 2022- A motion was made by Trustee Stene and seconded by Trustee M. Burcham to approve the Regular Board meeting minutes from October 24th, 2022. A voice vote was taken with all members voting in favor. Motion carried.

Review Statement of Bills – October 24th, 2022 to November 13th, 2022

Review Statement of Bills Solid Waste & Recycling Checking – October 24th, 2022 to November 13th, 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 October 24th, 2022 to November 13th, 2022. A voice vote was taken with all members voting in favor. Motion carried.

Training Request – None

Facility Rental - None

Licenses – Operator’s Licenses – November 14th, 2022 to June 30th, 2023- Roxanne Marshall and Lauren Hill – Synergy

Co-op - A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve both Operator’s Licenses for November 14th, 2022 to June 30th, 2023 for Roxanne Marshall and Lauren Hill for Synergy Co-op. A voice vote was taken with all members voting in favor. Motion carried.

Consideration Items

A motion was made by Trustee Jenson and seconded by Trustee M Burcham to move item J – Campground discussion to Item C. Voting For: Trustees M. Burcham, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

Snowmobile Trails - Resolution – Niggemann explained that Resolution 2020-04 – Designation of Snowmobile Route or Trails has been in place since November 23rd, 2020. Niggemann asked Chief Anderson if there have been any problems with the trails as they are, and he replied that he does not see any reason for any modifications to the routes or trails. Buchner indicated that the snowmobile club does not have any reason for trail changes and reminded the Board that if there are any problems regarding trail use to let him know and the Snowmobile Club will address it immediately. A motion was made by Trustee Stene and seconded by Trustee Prince to keep the snowmobile trails as they are in Resolution 2020-04. A voice vote was taken with all members voting in favor. Motion carried.

Re-Zoning Recommendation by the Board of Zoning Committee Consideration – Dunn Street Lot – Niggemann

explained that the Zoning Board of Appeals met on November 2nd, 2022. Jeanne Anderson requested a re-zone of the vacant parcel on Dunn Street from Multi-Family to Agriculture. The lot was re-zoned in 2020 from Ag to Multi-family when WODA Cooper Companies was considering the construction of the 32-unit rental complex. The minutes from the Zoning meeting are in the packet. The Zoning Board’s recommendation to the Board is to deny the request for re-zoning as it does not fit the Village Comprehensive Plan or the objectives for the creation of TID 5. The buyer did have a contingent offer to buy based on the outcome of the zoning request. Other concerns mentioned included the waste clean-up and possible smell. A motion was made by Trustee Stene and seconded by Trustee M. Burcham to follow the recommendation of the Board of Zoning Committee and to deny the request for re-zoning of the vacant Dunn Street parcel from R-5 Multi-Family to Ag-1 Agriculture. Voting For: Trustees Prince, Stene, Jenson, M. Burcham and Albricht. Voting Against: none. Motion carried.

Campground Discussions – Possible Actions

Bathrooms - Prince explained that the Wisconsin Surplus Auction has a concrete bathroom on auction that did not receive any bids. Bates talked with the Public Works for Waupaca to find out what happens to the bathroom since there were no bids on it. They would be willing to let the Village of Colfax have it with no cost. He has indicated that Huff Cut constructed the bathroom in 1999. The construction consists of panels that have been welded together. They no longer construct bathrooms that way. They would be cast in one or two parts rather than in panels. Bates is waiting for a call back from Huff Cut to talk with one of the employees that was part of the construction in 1999 to see what would be needed to disassemble the unit for transportation, etc. The approximate size is 20' x 34'.

Utilities – Prince and Jenson, who are on the Parks Committee, expressed how difficult it has been to get all the figures that the Board has requested to make the decision of whether to move forward with the campground or not. It took several months to get a draft of an electrical diagram for the campground and the estimated cost is very broad as the time frame of the construction is unknown. The plumbing has been even more difficult. It seems that without engineered plans the contractors have no interest in providing figures.

Capital Costs – Bossany briefly explained that when the Parks Committee was meeting early this year, the Committee made assumptions of the estimated capital costs. With Bossany's projections based on the assumptions being within fifty percent, he feels that the project will at minimum bring in \$25,000 to \$30,000 profit for the Village. With the Village being land locked, there are very few projects that the Village can do to help bring business in, but this seems like a no brainer. He is estimating the capital costs to be between \$175,000 and \$190,000.

Other Village Business Income – Burcham asked if his figures calculated estimated increase income for the other businesses in the Village, such as the grocery store, gas stations and restaurants. Bossany did not do any of those calculations; however, those are important factors to be considered also.

Next Steps – Request from at least three engineers a proposal for the cost to design and provide a cost estimate to build the campground. Once the proposals are received, bring before the board to select an engineer. Once we receive information from the engineers, the bidding process will then compile a business plan which would include the costs along with the way the business will be conducted.

2023 Camping in the Village of Colfax – The County visited the Village of Colfax and indicated the Village is not exempt from getting a County Campground permit. Niggemann inquired as to whether she should be submitting an application. There would still need to be potable water. The Village Board thought that camping at the Fairgrounds would meet the requirements and we can request a permit for that location. A motion was made by Trustee M. Burcham and seconded by Trustee Prince to apply for the 2023 campground application. Voting For: Trustees Prince, Stene, Jenson, M. Burcham and Albricht. Voting Against: none. Motion carried.

Ambulance Bid Award – Knutson sent out five bid requests for ambulance proposals. He received three back. Osage Ambulance cost was \$327,362.76 less \$19,000 for the trade-in to equal \$308,362.76. Demers Ambulance cost was \$328,489 less \$10,000 trade-in to equal \$318,489. Braun provided a price, however the specs were not in align with the requested information so it was decided to not finalize the comparison with the Braun. Due to the chassis volatility, any prices changes in the chassis will be passed onto the buyer. The estimates include the cost of diesel engines. Discussions pointed out that maintenance and fuel costs are generally less with gasoline vehicles vs. diesel engines. A motion was made by Trustee Jenson and seconded by Trustee M. Burcham to accept the bid for the Demers Gasoline Ambulance. Voting For: Trustees Jenson, Stene, Prince, M. Burcham and Albricht. Voting Against: none. Motion carried.

Agreement between Colfax Rescue Squad and Elk Mound Fire District –Knutson drafted a lease agreement for the storage of the Ambulance at the Elk Mound Fire District garage. Niggemann and the attorney have made a few modifications as well as the Elk Mound Fire District. If the Board is good with the agreement, we can send it off to the Elk Mound Fire Department for the final review and approval. A motion was made by Trustee Stene and seconded by

Trustee Prince to approve the Colfax Rescue Squad and the Elk Mound Fire District Garage Lease Agreement as written. Voting For: Trustees M. Burcham, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

Colfax Compactor Repair Estimate Selection – JWR provided an estimate of \$4,491.84 and Jack Bever provided an estimate of \$3,516.84. Due to the timing of the request and the difference in the cost, Bever was able to come to the site and repair on November 19th, 2022, so the cylinder(s) have been repaired and after disassembling of the unit, Bever found that one of the two motors has gone out. Bever has ordered the part and will complete the repair once the part has arrived. A motion was made by Trustee Stene and seconded by Trustee M. Burcham to approve the completed work for payment at the \$3,516.84 and approve the remaining work to be completed by Beaver. Voting For: Trustees Prince, Stene, Jenson, M. Burcham and Albricht. Voting Against: none. Motion carried.

Weber Inspections 2023 Professional Services Contract - Niggemann explained that there is no fee associated with the Weber Inspection contract. His fees are paid by the residents that request the building permits. A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve the 2023 Professional Services Contract with Weber Inspections for 2023. Voting For: Trustees M. Burcham, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

Clean Sweep Grant 2023- Formal Acceptance – Niggemann explained that the Clean Sweep Grant for 2023 was received October 12th, 2022, but a formal acceptance should be made by the Village Board. A motion was made by Trustee Jenson and seconded by Trustee M. Burcham to accept the 2023 Clean Sweep Grant for the Solid Waste & Recycling Program. Voting For: Trustees Prince, Stene, Jenson, M. Burcham and Albricht. Voting Against: none. Motion carried.

Bauman Associates 2022 Audit Engagement Letter – Niggemann explained that Joe Harrison’s email indicates that the audit engagement letter reflects about a 10% increase in rates as well as the Single Audit that will be required for 2022 with the Lagoon project not to exceed \$6,000. Niggemann indicated that due to the timing of the price increase, there would be no time to request pricing quotes from any other audit firms. A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve the 2022 Engagement Letter with Bauman Associates. Voting For: Trustees Stene, Jenson, Prince, M. Burcham and Albricht. Voting Against: none. Motion carried.

Board Pay Review – Niggemann explained that the Board discussed this topic in 2021. Attorney Helquist provided an example that helped establish deadlines for approvals. Based on that information, Niggemann determined that if a resolution was adopted before December 1st, 2022, the Village Board members would be able to adjust all pay of the six Board Trustees and the Village President effective April 16th, 2024, which would be the Organizational meeting that is scheduled the third Tuesday of April by ordinance. After discussions, a motion was made by Trustee Jenson and seconded by Trustee M. Burcham to change the base pay for the Board Trustees from \$1,250 to \$1,500 and the Village President from \$1,550 to \$2,000 annually and keep the per meeting pay the same, \$20 effective on April 16, 2024. Voting For: Trustees Prince, Stene, Jenson, M. Burcham and Albricht. Voting Against: none. Motion carried.

Updates on Old Business

605 Pine Street – Niggemann provided photos of 605 Pine Street from October 10th, 2022, and photos from November 11th, 2022. The Board recognizes that there has been progress but feels that the resident is being difficult and has not completed all the requested tasks, specifically the garage, which is still unsightly and a safety hazard. Other violations of the ordinances include the stacked pallets being used as a fence, the unregistered vehicles and rubbish material is beginning to be bagged and piled along the shed already. The next step is issuing a citation.

503 E Third Avenue – Niggemann provided photos of 503 E Third Street from October 10th, 2022, and photos from November 11th, 2022, showing some progress. Niggemann stated that the Board did give the business owner until December 15th, 2022, to become in compliance.

Update the Board of Changes with Colfantastic Christmas Event – Niggemann handed out the updated flyer that Colfantastic Events has created for the Christmas in the Village event. The event has modified the location of the events to all be incorporated on Main Street from 2 pm to 7 pm with the parade route starting at Railroad Avenue and heading north on Main Street and ending at the Fairgrounds.

Joint Review Board meeting – December 12th, 2022 - no action

December Board Meeting – Monday, December 26th, 2022 – Move to Tuesday? Cancel? - Niggemann explained that with year-end, it is sometimes difficult to assume that we will not need to have a second meeting. There will already be a budget hearing at the beginning of December. After discussions, a motion was made by Trustee Jenson and seconded by Trustee M. Burcham to plan one meeting, the second Monday of December and if another meeting is needed, a special meeting can be called Tuesday, December 27th, 2022. Voting For: Trustees Prince, Stene, Jenson, M. Burcham and Albricht. Motion carried.

Adjourn – A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to adjourn the meeting at 8:41 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