

**Village of Colfax
Village Board
Regular Meeting Agenda
Monday, September 26, 2016
Village Hall, 613 Main Street
7:00 p.m.**

1. Call to Order
2. Roll Call
3. Public Appearances
4. Consent Agenda
 - a. Minutes
 - i. Regular Board Meeting Minutes, September 12, 2016
 - b. Training Requests – none
 - c. Facility Rental - none
 - d. Licenses –
 - i. Operator's Licenses – September 26, 2016 to June 30, 2017
 - * Alex M. Popple – A Little Slice of Italy
 - * Shanna Sundstrom – A Little Slice of Italy
5. Communications – Village President
6. Consideration Items
 - a. Pay Request #1 for Third Ave. – Haas Sons, Inc.
 - b. Possible approval to include the Village of Colfax in the Dunn County Recreation Plan
 - c. Village Hall Basement – LBR estimate for temporary lighting
 - d. Update on the TIF amendment schedule – October 10, 2016
7. Committee/Department Reports – (NO ACTION)
 - a. *Public Property Committee minutes – September 14, 2016*
 - b. *Storm Update 3 from the WI Department of Military Affairs*
 - c. *Administrator-Clerk-Treasurer Update*
8. Review/Approval – Bills – September 12, 2016 – September 25, 2016
9. 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 – September 12, 2016

On September 12, 2016, the Village Board meeting was held at 7:00 p.m. at the Village Hall, 613 Main Street, Colfax, WI. Members present: Trustees Burcham, Rihn, Wolff, Davis, Halpin and President Gunnufson. Excused: Trustee Schieber. Others present included Eric Davidson with Bauman Associates, Sheryl Claflin with CBS Squared, Public Works Director Bates, and LeAnn Ralph with the Messenger and Administrator-Clerk-Treasurer Niggemann.

Public Appearances – none.

Minutes- Regular Board Meeting August 22, 2016 - A motion was made by Trustee Rihn and seconded by Trustee Halpin to approve the Regular Board meeting minutes from August 22, 2016. Voting For: Trustees Burcham, Rihn, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Training Requests- Lynn Niggemann

- **Spectrum Insurance Group – OSHA and Fair Labor Standards Act Changes –September 27, 2016 in Eau Claire, WI**
- **League of Wisconsin Municipalities Annual Conference – October 19 to 21, 2016 in Stevens Point, WI**

A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve both trainings for Lynn Niggemann. Voting For: Trustees Halpin, Davis, Wolff, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

Licenses – Operator's Licenses – September 12, 2016 to June 30, 2017

- Whitney Rae Halasz – The Buck Snort
- Thomas J Dunbar – Colfax American Legion
- Angela N Radomski – A Little Slice of Italy

A motion was made by Trustee Rihn and seconded by Trustee Wolff to approve all three operator's licenses. Voting For: Trustees Burcham, Rihn, Wolff, Davis, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

Communications - Village President – Reminder to spread the word about the hazardous materials clean-up at the fairgrounds on Wednesday, September 14, 2016 from 4 p.m. to 6 p.m.

2015 Financial Statements – Eric Davidson – Davidson explained the letter to the trustees which explained the audit findings. A second letter addressed to the Village Board and Management discussed the process, internal controls and how any of these items of concern are being addressed or how some controls are difficult to accomplish due to the number of staff at the Village Administration. Davidson also briefly went through the financial statements which can be obtained from the Village Hall via paper or electronic format.

A motion was made by Trustee Halpin seconded by Trustee Wolff to approve the 2015 financial statements as presented. Voting For: Trustees Burcham, Rihn, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Wastewater Treatment Phosphorus Analysis proposal – CBS Squared Inc. – Randy Bates reached out to Sheryl Claflin from CBS Squared to assist the Village in analyzing the long term cost of continuing to pump wastewater into the Red Cedar by adding Alum to bring the phosphorus levels down vs. pumping the waters to the nearby farmer’s fields. Claflin explained the proposal and who they are. Claflin explained that they will work with the DNR to compile the requirements of a chemical facility, water requirements, holding tank, etc. needed if the Village continues the use of chemicals at the site. Once the costs of both options are estimated, CBS Squared will submit for funding which has an October 31 deadline.

A motion was made by Trustee Halpin and seconded by Trustee Rihn to approve the Wastewater Treatment Phosphorus Analysis proposal with CBS Squared not to exceed \$4,400. Voting For: Trustees: Halpin, Davis, Wolff, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

Red Cedar Sounds Request for Donation – A motion was made by Trustee Davis and seconded by Trustee Halpin to approve a \$50 donation to Red Cedar Sounds. Voting For: Trustees Burcham, Rihn, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Recommendation from the Public Property Committee – Salt Shed – The Public Property Committee toured the salt shed and has recommended that due to the condition of the exterior walls, there is a high risk of liability and safety of employees and any children that might enter into the facility. A motion was made by Trustee Rihn and seconded by Trustee Halpin to approve the T & R Recycling, LLC estimate to take down the salt shed for \$3,300 and move approximately \$4,000 from Street Repairs to Streets Buildings/Grounds. Voting For: Trustee Burcham, Rihn, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Recommendation from President Gunnufson – new Committee Members for the Colfax Development Block Grant – Jeremy Klukas and Beverly Schauer – A motion was made by Trustee Wolff and seconded by Trustee Rihn to approve Jeremy Klukas and Beverly Schauer as new members of the Colfax Development Block Grant replacing Lloyd Hainstock and Richard Hovland. Voting For: Trustees Halpin, Davis, Wolff, Rihn, Burcham and Gunnufson. Voting Against: none. Motion carried.

Review/Approval – Bills – August 22, 2016 to September 11, 2016– A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the August 2 to September 12, 2016 bills for payment. Voting For: Trustees Burcham, Rihn, Wolff, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Adjourn: A motion was made by Trustee Wolff and seconded by Trustee Rihn to adjourn Village Board meeting at 8:24 p.m. A voice vote was taken with all members voting yes. Motion carried.

Scott Gunnufson, Village President

Attest: Lynn Niggemann
Administrator-Clerk-Treasurer

15 days 9-26-16 ✓

July 1, 2016 - June 30, 2017
Application for License to Serve Fermented Malt Beverages
and Intoxicating Liquors Fee - \$10.00

To the Clerk of the Village of Colfax Wisconsin:

I hereby apply for a License to serve, from July 1, 2016 to June 30, 2017, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68 (2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State, or Local, affecting the sale of such beverages and liquors if a license be granted to me,

I certify that I am 18 years of age.

Alex Popple
Signature of Applicant

Answer the following questions fully and completely:

Name of Applicant Alex M Popple
Address of Applicant 507 Fairview Dr. Colfax WI 54730

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States?

NO

Date of such conviction _____

Name of Court _____

Nature of offense _____

Have you been convicted or violating any license law or ordinance regulating the sale of beverages or intoxicating liquors?

Alex Popple
Signature of Applicant

STATE OF WISCONSIN,

Dunn County, ss.

Alex Popple being first duly sworn on oath says that he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Subscribed and sworn to before me this 12th

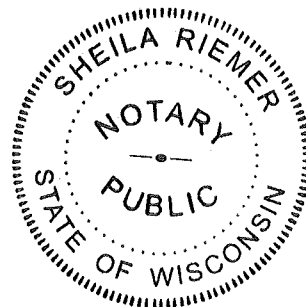
Alex Popple
Applicant sign here

day of Sept. 2016

Sheila Riemer

Notary Public, Dunn County, Wis.

my comm. expires 8-27-18



COLFAX POLICE DEPARTMENT
Village of Colfax P.O. Box 417 Colfax, Wisconsin 54730
Supplemental – General License Application

Instructions: Fill in all blanks, if a blank doesn't apply to your situation; fill in with "NA". A \$5.00 Investigation Fee is due to the Village of Colfax when submitting this application. The Investigation Fee does not apply to: fermented beer, liquor, or on-off sale licenses. The fee, if applicable, will be instituted by the Village Clerk. Your receipt of this application will be accepted or denied within 72 hours (3 days) by the Colfax Police Department upon receipt of this application. This form is to be filled out in addition to any others required by the Village of Colfax. Any information on this application found to be false will be grounds for non-approval of this application.

NOTE: If any further explanation is needed, please continue on back of application.

Full Name-First, Middle, Last Alex M Popple

Business/Organization Name Little Slice of Italy

Full Prior Names (nicknames, maiden names, etc.) _____

Date of Birth _____ Place of Birth _____

Sex _____ Race _____ Height _____ Weight _____

Social Security No. _____ Driver's License No. _____

Have you ever been arrested for, or convicted of any laws, including traffic? NO
If yes, list offense, date and place occurring. _____

List prior addresses for the past five years 507 fairview Dr
Colfax WI 54730

List three personal references, not related to you. Include name, address & phone number

- 1) _____
- 2) _____
- 3) _____

Have you ever been a member of the Military Service? _____ Discharge? _____

Education- include name of High School, location, grade completed and any training beyond high school.

I certify that I am familiar with the laws, ordinances and regulations, and hereby agree, if granted a license, to obey all provisions of such laws. I further certify that all information included in this application is true, accurate and complete to the best of my knowledge.

Signature Alex Popple Date _____

Official Use Only-Below This Line

Date Received 09/13/2016 Date Approved 09/13/2016 Date Denied _____

Researcher Chief of Police Approving Officer Signature [Signature]

WISCONSIN

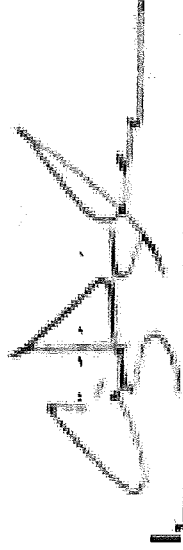
SELLER / SERVER CERTIFICATION

Trainee Name: Alexandra Popple

Date of Completion: 08/28/2016

School Name: 360training.com, Inc.

Certification # WI-46516



I, certify that the above named person successfully completed an approved Learn2Serve Seller/Server course.

COMPLIES WITH WISCONSIN STATUTES 125.04, 125.17, 134.66



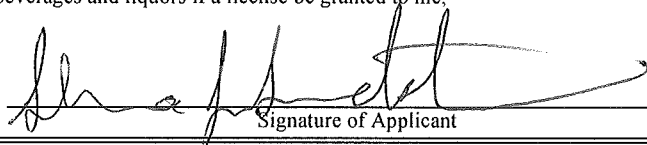
Corporate Headquarters
13801 Burnet Rd., Suite 100
Austin, Texas 78727
P: 800-442-1149

July 1, 2016 - June 30, 2017
 Application for License to Serve Fermented Malt Beverages
 and Intoxicating Liquors Fee - \$10.00

To the _____ Clerk _____ of the _____ Village _____ of _____ Colfax _____ Wisconsin:

I hereby apply for a License to serve, from July 1, 2016 to June 30, 2017, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68 (2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State, or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I certify that I am 23 years of age.



 Signature of Applicant

Answer the following questions fully and completely:

Name of Applicant Shanne Sundstrom

Address of Applicant N8381 Cty Rd M Colfax WI 54730

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States?

NO

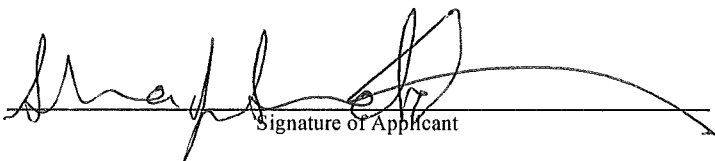
Date of such conviction _____

Name of Court _____

Nature of offense _____

Have you been convicted or violating any license law or ordinance regulating the sale of beverages or intoxicating liquors?

NO



 Signature of Applicant

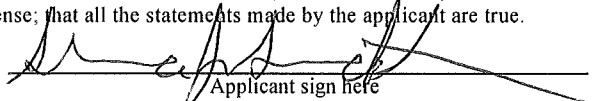
STATE OF WISCONSIN,

Dunn County.

ss.

Shanna Sundstrom being first duly sworn on oath says that he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Subscribed and sworn to before me this 10th



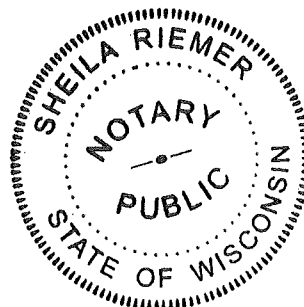
 Applicant sign here

day of Sept. 2016



Notary Public, Dunn County, Wis.

my comm. expires
8-27-18



COLFAX POLICE DEPARTMENT
Village of Colfax P.O. Box 417 Colfax, Wisconsin 54730
Supplemental – General License Application

Instructions: Fill in all blanks, if a blank doesn't apply to your situation; fill in with "NA". A \$5.00 Investigation Fee is due to the Village of Colfax when submitting this application. The Investigation Fee does not apply to: fermented beer, liquor, or on-off sale licenses. The fee, if applicable, will be instituted by the Village Clerk. Your receipt of this application will be accepted or denied within 72 hours (3 days) by the Colfax Police Department upon receipt of this application. This form is to be filled out in addition to any others required by the Village of Colfax. Any information on this application found to be false will be grounds for non-approval of this application.

NOTE: If any further explanation is needed, please continue on back of application.

Full Name-First, Middle, Last Shanna, Jenele, Sundstrom

Business/Organization Name A Little Slice of Italy

Full Prior Names (nicknames, maiden names, etc.) _____

Date of Birth _____ Place of Birth _____

Sex _____ Race _____ Height _____ Weight _____

Social Security No. _____ Driver's License No. _____

Have you ever been arrested for, or convicted of any laws, including traffic? NO

If yes, list offense, date and place occurring. _____

List prior addresses for the past five years _____

List three personal references, not related to you. Include name, address & phone number

- 1) Annie Schiebler 501 Main St. Colfax WI
- 2) Kyle Kressin 115 Main St. Colfax WI
- 3) Tommi Mattson 117 W. Grand Ave. Fall Claire, WI

Have you ever been a member of the Military Service? NO Discharge? _____

Education- include name of High School, location, grade completed and any training beyond high school.

Colfax High School-Graduated 2011
UW-River Falls Graduated 2015

I certify that I am familiar with the laws, ordinances and regulations, and hereby agree, if granted a license, to obey all provisions of such laws. I further certify that all information included in this application is true, accurate and complete to the best of my knowledge.

Signature [Signature] Date 9-12-16

Official Use Only-Below This Line

Date Received 09/13/2016 Date Approved 09/13/2016 Date Denied _____

Researcher CHIEF OF POLICE Approving Officer Signature [Signature]

WISCONSIN


SELLER / SERVER CERTIFICATION

Trainee Name: Shanna J Sundstrom

Date of Completion: 06/05/2012 11:43 CST

School Name: Learn2Serve

Certification #: WI 1867218

I, 

certify that the above named person
successfully completed an approved
Learn2Serve Seller/Server course.

COMPLIES WITH WISCONSIN STATUTES 125.04, 125.17, 134.66

Corporate Headquarters
13801 N. Mopac, Suite 100
Austin, Texas 78727
P: 800-442-1149

Project: Colfax 2016 Street & Utility Project No:
 Owner: Village of Colfax Contract For:
 Contractor: Haas Sons Inc Contract Date: June 20, 2016
 Application No: 1 Period Beginning: June 20, 2016
 Application Date: September 19, 2016 Period Ending: September 19, 2016

Change Order Summary		Dollars		Time	
		Additions	Deductions	Add/Deduct (Days)	Original Completion Date:
Total Change Orders Approved in Previous Months By Owner					New Completion Date:
Change Orders This Period					
Number	Approved (Date)				
Net Change		\$0.00		0	

Original Contract Price (Sum) \$320,732.00
 Net Change by Change Orders \$0.00
 Net Change by Change in Final Quantities \$0.00
 Contract Price (Sum) to Date \$320,732.00

 Total Completed Amount to Date (Col. J on Continuation Sheet) \$90,434.45
 Material Suitably Stored Not Incorporated Into Work (Col. K on Continuation Sheet) \$0.00
 Total Completed and Stored to Date (Col. L on Continuation Sheet) \$90,434.45
 Less 5% Retainage to 50% Complete \$4,521.72
 Amount Due Less Retainage \$85,912.73
 Less Previous Payments \$0.00
 Amount Due This Application \$85,912.73

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies that (1) all previous progress payments received from Owner on account of Work done under the Contract referred to above have been applied to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title to all Work, materials, and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all liens, security interest, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such lien, security interest, or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

By: Daniel Haas Contractor
 (Authorized Signature and Title)
 Date: 9-23-16
 Subscribed and sworn to before me this 23
 day of Sept 2016
Brandon Haas Notary Public
Clark County, WI
 My Commission expires 1-26-19

RECOMMENDED:
 By: [Signature] Architect/Engineer
 (Authorized Signature and Title)

APPROVED:
 By: _____ Owner
 (Authorized Signature and Title)
 Date: _____

Copy to: ☐ Owner ☐ Contractor ☐ A/E Proj. Mgr. ☐ A/E Field Rep. ☐ _____

Make Payment to:

CONTINUATION SHEET (FOR UNIT PRICE APPLICATION FOR PAYMENT)

Project: Colfax 2016 Street & Utility												
Application No: 1												
Project No: September 19, 2016												
Contract For: June 20, 2016												
Contract Date: June 20, 2016												
Period Beginning: June 20, 2016												
Period Ending: September 19, 2016												
Item No.	Description of Work	Unit	Approx. Quantity	Unit Price	Total Price	Completed Quantity			Completed Amount	Stored Material*	Completed & Stored To Date (L) = (J + K)	
						Previous Period (G)	This Period (H)	Total to Date (I)				
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	
	BASE BID											
1	Mobilization	LS	1	11,500.00	11,500.00		0.5	0.5	5,750.00		5,750.00	
2	Soil Pavement and concrete testing	LS	1	1,000.00	1,000.00			0	0.00		0.00	
3	Traffic control	LS	1	500.00	500.00		0.5	0.5	250.00		250.00	
4	Silt Fence	LF	100	3.00	300.00			0	0.00		0.00	
5	Stone Tracking Pad	EA	2	400.00	800.00			0	0.00		0.00	
6	Inlet Protection	EA	11	25.00	275.00		11	11	275.00		275.00	
7	Clearing and Grubbing	ID	360	22.00	7,920.00		478	478	10,516.00		10,516.00	
8	Pavement Saw Cutting	LF	430	2.00	860.00			0	0.00		0.00	
9	Remove Asphaltic Pavement	SY	3720	0.75	2,790.00		3720	3720	2,790.00		2,790.00	
10	Remove Curb and Gutter	LF	30	10.00	300.00		30	30	300.00		300.00	
11	Remove Existing Concrete	SY	190	4.00	760.00		114	114	456.00		456.00	
12	6" Water Main PVC	LF	15	54.20	813.00		14	14	758.80		758.80	
13	8" Water Main PVC	LF	661	34.55	22,837.55		628	628	21,697.40		21,697.40	
14	6" Valve and Box	EA	1	1,425.00	1,425.00		1	1	1,425.00		1,425.00	
15	8" Valve and Box	EA	3	1,802.00	5,406.00		2	2	3,604.00		3,604.00	
16	Hydrant	EA	1	3,635.00	3,635.00		1	1	3,635.00		3,635.00	
17	Connect to Existing Water Main	EA	2	1,075.00	2,150.00		1	1	1,075.00		1,075.00	
18	1" Water Service	LF	322	29.00	9,338.00			0	0.00		0.00	
19	1" Corp Stop, Curb Stop, and Box	EA	15	345.75	5,186.25		892	892	0.00		0.00	
20	10" Sanitary Sewer PVC	LF	982	29.15	28,625.30				26,001.80		26,001.80	
21	Connect to Existing Sanitary Sewer	EA	3	1,225.75	3,677.25		3	3	3,677.25		3,677.25	
22	End Cap (Sanitary Sewer)	EA	2	105.00	210.00		2	2	210.00		210.00	
23	48" Sanitary Manhole	VF	19	240.00	4,560.00		19	19	4,560.00		4,560.00	
24	Sanitary Manhole casting Type J-S	EA	3	650.00	1,950.00			0	0.00		0.00	
25	4" Sanitary Lateral	LF	420	26.80	11,256.00		39	39	1,045.20		1,045.20	
26	4" Wyes	EA	14	172.00	2,408.00		14	14	2,408.00		2,408.00	
27	Tracer Wire Access Box	EA	14	70.50	987.00			0	0.00		0.00	

* If applicable, attach receipts or other proof of ownership or title to stored products

Village of Colfax

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

Scott A. Gunnufson, President
Lynn M. Niggemann, Administrator-Clerk-Treasurer

MEMORANDUM

DATE: September 23, 2016
To: Village Board
From: Lynn Niggemann
Administrator-Clerk-Treasurer

The Village of Colfax was a part of the Dunn County Outdoor Recreation Plan for 2010-2015. This document is a resource which assists in creating awareness of recreational opportunities in the County. It also serves the purpose of creating a list of projects that each community would like to accomplish in the next five years. By participating in any Recreation Plan, the Village would have more funding opportunities available for future projects.

Dunn County is looking for the Village of Colfax's interest in participating in the Dunn County Outdoor Plan renewal process. At a later time the Village will have the opportunity to formally adopt the revised Dunn County Outdoor Recreation Plan.

The Dunn County Outdoor Recreation Plan is a separate link instead of including it in the packet. Information specific to the Village is located on the following pages of the document:

Page 10 – Other jurisdictions (Informational)

Page 13 and 14 – Village of Colfax – Parks (updates needed)

Page 21 through 25 – 5 Year Improvements Schedule (Colfax is on page 23 & 24)

My recommendation would be that the Village Board approves the Village's participation in the Dunn County Outdoor Recreation Plan. Participation will assist the Village in forward thinking as well as increasing the number and types of grants the Village could be eligible by having a Recreation plan.

If the Village Board does approve the participation, I would like the Parks Committee to meet review the County plan and make revisions as necessary in October.

LBR Electric llc

E9487 County Road N
Colfax WI 54730

Cell 715-933-0787
Email. Lbr.cfogarty@gmail.com
www.Lbrelectric.com

Estimate

Number

49

Date

9/12/16 11:30 AM

Bill To

Village of Colfax
613 Main Street
Colfax WI 54730
United States
clerktreasurer@villageofcolfaxwi.org

P.O.		Terms	Ship Via	Ship Date
Village Hall Basement				
Qty	Description	Unit	Ext	
1	Estimated cost To update the basement will require removing and reinstalling conduits in basement. I will add lights to the point of being useable for storage. The Police office and library and other areas of the building will be without power intermittently. I have located some old wires that go up into the first floor. I will reconnect those circuits at their last exposed point in the basement. To go beyond that point is not in the scope of this estimate do to the large amount of unknown.	2,800.00	2,800.00	

Total (1)

\$2,800.00

Thank you for your business

AGENDA - DRAFT

JOINT REVIEW BOARD

TAX INCREMENTAL DISTRICT NO. 4 PROJECT PLAN AMENDMENT IN ORDER TO SHARE INCREMENT WITH TAX INCREMENTAL DISTRICT NO. 3

WITHIN THE VILLAGE OF COLFAX, WISCONSIN

October 10, 2016 at 5:30 p.m.

**Colfax Village Hall
613 Main Street**

1. Call to order
2. Consideration and appointment and/or reaffirmation of the Joint Review Board's public member
3. Election and/or reaffirmation of Chairperson
4. Discuss responsibilities of the Joint Review Board
5. Review & discuss project plan amendment
6. Set next meeting date
7. 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.

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DRAFT

TAX INCREMENTAL DISTRICT ITEMS FOR PLAN COMMISSION AGENDA

TAX INCREMENTAL DISTRICT NO. 4 PROJECT PLAN AMENDMENT IN ORDER TO SHARE INCREMENT WITH TAX INCREMENTAL DISTRICT NO. 3

WITHIN THE VILLAGE OF COLFAX, WISCONSIN

October 10, 2016 at 6:00 p.m.

**Colfax Village Hall
613 Main Street**

- A. Public Hearing regarding the proposed amendment of project plan for Tax Incremental District No. 4
(See the Public Hearing Notice which was published on September 27, 2016).
- B. Consideration of “Resolution Approving a Project Plan Amendment for Tax Incremental District No. 4, Village of Colfax, Wisconsin”.

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.

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Public Property Committee Meeting
September 14, 2016
6:00 p.m.

The Village of Colfax Public Property Committee met on Wednesday, September 14, 2016 at 6:00 p.m. at Village Hall. Members present were Chair Wolff, Trustees Schieber and Gunnufson. Others present Library Director Bragg-Hurlburt, Director of Public Works Bates, Police Chief Anderson and Administrator-Clerk-Treasurer Niggemann.

Discussion regarding the public buildings (Continue brainstorming)

Elevator Costs – According to Mr. Sworski's email regarding the LULA elevator option for Village Hall. LULA elevators are limited by the State of Wisconsin to only travel 25'. Therefore, the Village would have to go with two (2) LULA elevators (one going in each direction) in the Village Hall or one (1) conventional elevator. The cost for two LULA elevators and associated work (electrical and building enclosure) would be about \$120,000 to \$130,000. The cost for one (1) conventional elevator and the associated work would be about \$150,000 to \$160,000. Mr. Sworski has provided the Village with an elevator contact from Chippewa Falls.

Library - Bragg-Hurlburt presented some thoughts that she has on a possible design for the basement space. Her vision is that the space would be an open meeting area that could be used for community meetings, Village meetings and children's reading space, etc. Bragg-Hurlburt also shared information regarding the main floor possible changes. After talking with the Library Board, they seem to be interested in looking into remodeling the Municipal Building for the Library purpose. Lisa's vision would be to remove the wall between the two Library doors on the north wall and create an arch. Lisa has written a summary of her findings and visions for a Library expansion. (Exhibit A) There would be less ADA compliance issues with opening the space via an arch. If there was an elevator, do we need the ramp?

Police - Anderson needs a garage, bathroom, evidence room, couple offices, interview room and break room.

Public Works - Bates has a draft of plans for a new Public Works Building to be possibly located at the lift station. Bates had drawn up the floor plan to be 50' by 150' steel pole building. The material costs would be approximately \$35,000 from Menards. With concrete and the finished area for offices and bathroom, the building would be an approximate total cost of \$150,000.

Rescue Squad, Administration and Police – The committee looked at drawing drafts of the Public Works/Rescue building. One option: Moving the Police into the Rescue space and bump the offices into the cold storage, Administration would take the balance of the cold storage and Rescue would move into the Public Works space. Option Two: Keep the Rescue Squad where it is and expand into the cold storage area and the Police and Administration would take over the Public Works space. After more discussion the Police and Administration could have a common lobby area and allow access into either space. There should be consideration of sharing common areas such as bathroom and break room.

The committee looked at the Rescue Squad's draft of the cold storage space. Discussions include possibly eliminating some of the hallways in the design.

Gunnufson has offered to draw the plans as they are currently and send blank copies for drafting new plans after discussions. Once we have some drafts, Gunnufson will draw the plans accordingly.

Salt shed update – T & R Recycling is expected to be on-site to take down the salt shed in two to three weeks. We Energies and Xcel Energy have been contacted to disconnect the services for the demolition of the building.

To prepare for the future we should consider budgeting money beginning in 2017 for any possible building or remodel that may take place.

Bates brought the committee up to date on the Lagoon. John, from Butterfield Drilling and Irrigation, mentioned that there are many items that need to be addressed since the Village does not own the land which the lagoon water would be distributed to. He also does not feel that the Hill property of 30 acres would not be sufficient acreage to distribute water to. The land on the other side of Cty Rd. BB is still a possibility. John has designed and priced the pivots in each of the land owner's land. These items that will be used in the cost analysis being prepared by CBS Squared.

Wolff summarized the meeting as follows:

- * Elevator costs
- * LBR estimate to get some temporary lighting is \$2,800
- * Basement – we need to know what the expected use of space would be.
- * Library ideas include to opening the wall between the two doors at the Library with an arch, talk with the Historical committee, reference Bragg-Hurlburt's space needs letter, and look further into the handicap accessibility of the bathroom.
- * Public Works design for a steel pole building of 50' x 150' with the material cost of \$35,000. The group has estimated the building cost with concrete to be approximately \$150,000. Gunnufson wonders if the building should include 16' ceilings to allow for additional storage space.
- * Contact Chippewa Elevator for an actual estimate and thoughts regarding the possible location of an elevator/staircase.
- * The committee should also be aware of the increased need for a railroad spur.

The committee will plan for the next meeting in October. No date has been decided yet. Schieber will not be available October 12 to 14, 2016.

A motion was made by Schieber and seconded by Gunnufson to adjourn the Public Property Committee Meeting at 7:45 p.m. A voice vote showed all present voting yes. Meeting adjourned.

David Wolff, Chairperson

Exhibit A – Bragg-Hurlburt’s brainstorming for the Library possible expansion

Library Expansion in the Municipal Building

Currently we have **1,246** square feet of library space (if you don’t include our 2 closets, upstairs and downstairs, which contribute an additional **554** square feet of space).

By removing part of the hallway wall and adding a decorative arch, we could gain an additional **162** square feet and open up our entrance, visually. I would like to retain the part of the wall that runs from the front of the stairwell to our entrance, so we could keep the current circulation desk as circulation desk and work area for staff. The director’s desk could be turned into work and storage area for the children’s librarian. There would also be plenty of room for hold pick-ups in that area, which would eliminate the need for some of the small carts we currently have taking up floor space. I would like to stop having computers and movies by the children’s area and instead have that whole space by the circ desk open for kids, adding comfortable seating for parents and/or kids to read.

I would add two comfortable reading chairs to the newly opened arch area, and create a study nook for young adults in what is now the history area of our library. History books would be removed from that area and the study nook would be a continuation of young adult space. History and other books would instead be along the hallway wall. The entire hallway would be lined with books. Book sale books would no longer be kept in the hallway but would instead be kept in the basement. Rather than having an ongoing book sale we would have periodic book sale events. Movies would be in this general hall area.

If we had the police department space, that would be an additional **679** square feet. I envision this space as an office area for the director, a staff breakroom, and a work area for cataloguing and covering books.

The administration offices would provide another **415** square feet of possible public space as well as **160** square feet of storage. The board meeting area could become our new computer space and Lynn’s office could be a small private meeting and/or study room. We could purchase a camera system to help monitor activity in this room and also utilize volunteers to help us “staff” the larger space.

That’s for a total of **3,216** square feet on the first floor, and does not include the two bathrooms—almost double what we have now. This number also does not include the additional **1408** square feet we’d have access to if the basement were remodeled into a community room. I’m envisioning the basement as providing public meeting room for a variety of groups, including the library.

The numbers here also don’t include the upstairs auditorium space we’d have access to. If all those levels of space were included in the estimate, that’s over **6,000** square feet the library would have access to.

Colfax Clerk Treasurer

From: WI Dept. of Military Affairs <dma_wi@service.govdelivery.com>
Sent: Friday, September 23, 2016 1:02 PM
To: clerktreasurer@villageofcolfaxwi.org
Subject: WI Emergency Operations Center-Incident Report 3



INCIDENT REPORT

Wisconsin Emergency Operations Center

Department of Military Affairs | 2400 Wright Street | Madison, WI 53707

Contact: Tod Pritchard Cell: 608-219-4008

Storm Update 3 / September 23, 2016 / 1 p.m.

Second Fatality- Vernon County Sheriff's Department has confirmed a second storm-related fatality. Motorists are urged not to drive on flooded roadways and obey all road closure signs. Remember, turn around, don't drown.

Overview- Widespread flooding continues over parts of southwest Wisconsin. Several rivers and streams are cresting today and tomorrow. Numerous roads remain closed. The National Weather Service is forecasting a few scattered showers today. Forecaster predict less than one inch of rain for late Saturday into Monday morning in the affected areas. Flood Warnings continue on many rivers. On Thursday, Governor Scott Walker declared a State of Emergency in 13 counties. Those counties are Buffalo, Chippewa, Clark, Columbia, Crawford, Eau Claire, Jackson, La Crosse, Monroe, Richland, Sauk, Trempealeau and Vernon. Here is the latest update by county:

Chippewa County

WIS Highway 29 has reopened, but numerous county and local roads remain closed.

The Canadian National railroad had 50 feet of track washed out in Stanley and 150 feet washed out in Town of Wheaton.

Preliminary damage assessments found three homes sustained major damage and 12 minor damage. Total private sector damages are estimated at \$300,000. Ten homes have major damage, two minor and 10 affected. Public sector damage (roads, bridges, etc.) are estimated at \$300,000.

Clark County

Approximately 70 roads remain closed.

Cleanup kits and well test kits are available through the Clark County Health Department with assistance from the Red Cross.

Red Cross is also compiling residential damages on behalf of Clark County. Residents with damage are urged to call 877-618-6628. Residents unable to leave their property due to driveway damage are urged to call the Clark County Sheriff's office at 715-743-3157.

Columbia County

WIS Highway 127 between Portage and Wisconsin Dells remains closed.

Flood Warning continues for the Wisconsin River at Portage.

Crawford County

Cleanup continues after a BNSF train derailed near Ferryville due to a track washout on Thursday.

Flood Warnings continue for the Kickapoo River at Soldiers Grove, Gays Mills, and Steuben

Road closures include:

- WIS Highway 131, Closed, Soldiers Grove, water over road.
- WIS Highway 131, Closed, Gays Mills, water over road.
- WIS Highway 131, Closed, CTH E to CTH S (S. of Gays Mills), water over road.
- WIS Highway 131, Closed, Steuben, water over road.
- WIS Highway 171, Closed, Gays Mills, water over road.
- WIS Highway 171, Closed, East of Gays Mills, embankment/pavement washout.

Eau Claire County

Early this morning, four homes in the town of Bridge Creek were evacuated due to an 11 foot rise in Lake Eau Claire. The Red Cross is assisting with the displaced residents.

Sandbags are available at Lake Altoona County Park boat launch for lakeshore residents (604 North Beach Road-Altoona).

Roads closed include:

- County Highway DD in Wilson.
- County Highway Q west of XX in Ludington.
- County Highway G near Channey Road to County Highway DD in Ludington.

Jackson County

Large amounts of debris have cleared through the Hatfield Dam without incident. The dam continues to be monitored and is not at risk of failure.

At the Black River Falls Dam, debris tore off one gate. The loss of this gate does not pose a public safety risk. The city is working with engineers to repair the dam.

The Forestry and Parks Department report that all off road vehicle trails are closed due to flooding and damage; West and East Arbutus County Parks are closed due to flooding.

Sandbagging continues in the Town of Melrose. Several homes may be threatened as the Black River starts to rise south of Black River Falls.

Residents are being urged to call 211 to report private property damage.

Flood Warning continues for the Black River at Black River Falls.

La Crosse County

Flood Warning continues for the Mississippi River at La Crosse.

Marquette County

The dam at Lake Mason was opened yesterday to allow more water out of the lake. Today, the water level is down approximately 8 inches.

Monroe County

Current public sector damage estimates are \$32,250 (roads, bridges, etc.).

Four families in the city of Sparta have been displaced and have received assistance.

Richland County

Preliminary damage reports show one house destroyed and three with major damage. An additional 40 other homes have reported minor damage. Total approximate damage is \$300,000.

There have been no reports of businesses with damage.

Public sector damages (roads, bridges, etc.) are estimated at \$350,000.

Flood Warning for the Kickapoo River at Viola.

Roads closed include:

WIS Highway 56, Closed, East of Viola, water over road.

WIS Highway 80, Closed, Rockbridge, water over road.

WIS Highway 131, Closed, just N. of Viola, water over road.

Sauk County

A Department of Corrections strike team made up of inmates continued to fill sand bags in Rock Springs.

Reedsburg homecoming parade has been cancelled due to flooding on Granite Avenue.

Flood Warning continues for Baraboo River at Rock Springs.

Trempealeau County

Flood Warning continues for Black River at Galesville.

Vernon County

Officials report a second fatality. A 79 year man drove into high water in the Viroqua area.

Two vehicles were struck by mudslide debris on Hwy 35 near Hwy UU. One person suffered minor injuries.

Flood Warning continues for the Kickapoo River at Readstown and La Farge.

Still approx. 60 roads closed/partially closed due to high water including:

WIS Highway 35, Closed, Approx. 1 mile N. of Victory, debris slide.

WIS Highway 35, Closed, CTH UU/Victory, debris on pavement. Expected to be open late this afternoon.

WIS Highway 131/82, Closed, La Farge, water over road.

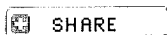
WIS Highway 131, Closed, Viola, water over road.

The State Emergency Operations Center remains elevated to Level 3 with Wisconsin Emergency Management, Wisconsin National Guard, Wisconsin Department of Transportation, Wisconsin State Patrol, and the Wisconsin Department of Natural Resources.

WEM Regional offices remain on scene working with county emergency management agencies.

Press releases and other information on this incident can be found at <http://readywisconsin.wi.gov>.

Updates are also located at ReadyWisconsin on Facebook (www.facebook.com/readywisconsin), Twitter (www.twitter.com/readywisconsin), and Instagram (www.instagram.com/readywisconsin).



This report is provided to you on behalf of the State of Wisconsin's Emergency Operations Center.

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Administrator-Clerk-Treasurer Report

September 23, 2016

Election Stuff

- Monday, September 26, 2016 – absentee voting begins in the Village of Colfax.
- Office hours 9/26/16 to 11/3/2016 M –F 8 a.m. to 4 p.m. and 11/4/2016 8 a.m. to 5 p.m.

Public Buildings Committee meeting (Committee Members- David (chair), Scott and Anne)
Next meeting will be in October, to be determined.

Personnel Committee meeting – Committee of the entire Board – Tentative date is October 3, 2016 @ 5:30 p.m. – Health insurance discussion.

Public Works Committee meeting – Committee Members – Casey (Chair), Keith, David and Scott – Possible meeting dates, Oct. 5th or Oct. 12, 2016, 5:30 p.m.

Pine and Maple Street – Oium Asphalt Paving Inc. hopes to begin mid to the end of the week of October 3rd, 2016.

Third Avenue Project – Currently slow moving due to rain and waiting for two safe water samples.

Personnel committee meeting- Tentative date: October 3, 2016 at 5 p.m. Discuss Health Insurance

Tom Prince Memorial Park – Jeff Prince stopped in to let me know that the Softball Association has purchased materials to redo the bleacher foot boards and handrails. The cub scouts will be assisting with the project which is tentatively scheduled for Saturday, October 1, 2016.

Parks Committee meeting – Committee members: Mark (Chair), Carey and Scott. We need to schedule a date to meet and discuss modifications to the Dunn County Recreation Plan if the Board would like to continue to be included in the plan.

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ACCT

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 9/12/2016 From Account:
Thru: 9/25/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
73254	9/15/2016	24-7 TELCOM	251.00
73255	9/15/2016	BOBCAT PLUS	16.09
73256	9/15/2016	CEDAR COUNTRY CO-OP	997.34
73257	9/15/2016	CHARTER COMMUNICATIONS	187.65
73258	9/15/2016	COLFAX COMMUNITY FIRE DEPT	5,723.40
73259	9/15/2016	COLFAX MESSENGER	790.88
73260	9/15/2016	COMMERCIAL TESTING LAB	343.50
73261	9/15/2016	DENNY'S APPLIANCE	42.95
73262	9/15/2016	DON LANGDOK	19.95
73263	9/15/2016	DUNN ENERGY COOPERATIVE	101.00
73264	9/15/2016	DYNAMITETECH	20.00
73265	9/15/2016	EXPRESS MART	549.88
73266	9/15/2016	GEORGE ENTZMINGER	100.00
73267	9/15/2016	GRAINGER	209.85
73268	9/15/2016	GREEN OASIS-EAU CLAIRE	420.00
73269	9/15/2016	HAWKINS, INC.	1,693.72
73270	9/15/2016	HENRY SCHEIN	919.89
73271	9/15/2016	HYDROCORP	562.00
73272	9/15/2016	INDUSTRIAL SAFETY	14.40
73273	9/15/2016	KARL'S CHEVROLET	333.72
73274	9/15/2016	KYLES MARKET	9.08
73275	9/15/2016	LASER PRODUCT TECHNOLOGIES	219.90
73276	9/15/2016	LBR ELECTRIC	636.00
73277	9/15/2016	MCHS-EAU CLAIRE CLINIC	118.00
73278	9/15/2016	MEDPRO MIDWEST GROUP	128.00
73279	9/15/2016	MISSISSIPPI WELDERS SUPPLY CO.	134.09
73280	9/15/2016	PETTY CASH	19.90
73281	9/15/2016	PLAD-PORTABLE LIFT ASSIST DEVICE	190.99
73282	9/15/2016	QUILL CORP.	360.70
73283	9/15/2016	RED CEDAR SOUNDS	50.00
73284	9/15/2016	SCHOFIELD, PARENT, MAYER & HUFF, S.C.	162.50
73285	9/15/2016	SCOTT JOHNSON	75.15
73286	9/15/2016	UNEMPLOYMENT INSURANCE	370.18

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Reprint Check Register - Quick Report - ALL

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ACCT

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 9/12/2016 From Account:
Thru: 9/25/2016 Thru Account:

Check Nbr	Check Date	Payee	Amount
73287	9/15/2016	VIKING DISPOSAL	120.00
73288	9/15/2016	WATER CARE SERVICES	31.50
73289	9/15/2016	WI SCTF	29.28
73290	9/15/2016	WILLIAM ANDERSON	71.21
73291	9/15/2016	ZEMPEL APPRAISAL SERVICE	800.00
73292	9/15/2016	ZEP SALES & SERVICE	211.18
73293	9/21/2016	WI SCTF	63.62
73294	9/22/2016	DAVID TANK	50.00
EFTPS	9/22/2016	EFTPS-FEDERAL-SS-MEDICARE	5,214.98
WIDOR	9/22/2016	WI DEPARTMENT OF REVENUE	778.98
AMAZON	9/21/2016	AMAZON.COM	782.38
WIDCOMP	9/22/2016	WISCONSIN DEFERRED COMPENSATION	155.00
VERIWIRE	9/16/2016	VERIZON WIRELESS	293.72
WEENERGIES	9/12/2016	WE ENERGIES	10.23
WEENERGIES	9/12/2016	WE ENERGIES	27.79
Grand Total			24,411.58