

**Village of Colfax
Village Board
Regular Meeting Agenda
Monday, June 12, 2017
Colfax Village Hall
7:00 p.m.**

1. Call to Order
2. Roll Call
3. Public Appearances
4. Communications from the Village President
5. Consent Agenda
 - a. Minutes
 - i. Regular Board Meeting Minutes, May 22, 2017
 - b. Training Requests
 - i. Samantha Engler – Advanced EMT class, August to December 2017
 - c. Facility Rental – none
 - d. Licenses

July 1, 2017-June 30, 2018 Domesticated Chickens Licenses

Sarah Teele

610 E River St.

July 1, 2017-June 30, 2018 Operator's License

Thomas Dunbar	Tucker Hovde	Mercedes Ronnander
Christopher Larson	Nicole Nierenhausen	Charles Brown
Penny Snyder	Renee Goodell	Taliah Eiseth
Jeffrey Prince	Noelle Olson	Bryce Kragness
Evia Gehrman	Katelynn Olson	Mary Durand
Jasmine Hanson	Elizabeth DeMoe	Edith McKee
Lisa Smestuen	Daniel Schneider	Kayla Brown
Mary Roehl	Rondi Iverson-DeMoe	Emily Tuschl
Carey Davis	Chris Lunn	Kori Buchanan
Tamara Whinnery	Tammy Dalhoe	Suzanne Hagen
Davina Brenden	Brenda Kettner	Brittney Moonen
Kyle Kressin	Patrick L'Esperance	Hannah DeMoe
Nicholas Kressin	Tana McKnight	Eden Logslett
Jeff Peterson	Kari Reimann	Gary Stene
Kim McEldowney	Deborah Huebsch	Lisa Cook
Sophia Amick	Alexandra Popple	
Mikki McCutcheon	Shanna Sundstrom	
Mary Muza	Sally Steinke	

July 1, 2017-June 30, 2018 Alcohol License

Mike & Mark Nelson/Outhouse Bar-Combination Class "B" Beer and Class "B" Liquor-413 Main Street
Little Slice of Italy-Class "B" Beer and Class "C" Wine-501 Main Street
J & S Sales/Express Mart-Class "A" Beer-616 Main Street
Kyle's Market-Combination -Class "A" Beer and Class "A" Liquor-115 Main Street
Cedar County Co-op- Class "A" Beer-401 E Railroad Avenue
Mom's on Main-Class "B" Beer and Class "B" Liquor-225 Bremer Ave Suite 101

July 1, 2017-June 30, 2018 Tobacco Retailer License

J & S Sales of Chippewa Falls/Express Mart	616 Main Street
Kyle's Market	115 Main Street
Mike & Mark Nelson/Outhouse Bar	413 Main Street
Cedar Country Co-op	401 E. Railroad Avenue
Dollar General	120 Main Street

6. Consideration Items –

- a. Attorney RFP determination – possible award
- b. Maple Street Tree – Recommendation from the Streets Committee
- c. Resolution 2017-02 – Compliance Maintenance Annual Report for the Wastewater Treatment Facility
- d. Fair Booth – Advertise East View Development
- e. Proclamation – EMT Week, June 12-16, 2017
- f. Sealed Bid – Salt Shed – Recommendation from the Planning Commission
- g. Budget Transfer Request
- h. Emergency Operation Plan – possible adoption (On Village website/under Village Board/Emergency Operations Plan)

7. Committee/Department Reports – (not for discussion or actions)

- a. *DNR Sanitary Survey Report and Notice of Noncompliance*
- b. *Library Exemption Letter to the County*
- c. *Colfax Police Department – April 2017 Report*
- d. *Colfax Rescue Squad Report – May 2017*
- e. *Building Permits – May 2017*
- f. *Planning Commission Meeting Minutes – June 5, 2017*
- g. *Street Committee Meeting Minutes – June 7, 2017*

8. Review/Approval – Bills –May 22, 2017 – June 11, 2017

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.

Regular Village Board Meeting – May 22, 2017

On May 22 2017, the Village Board meeting was held at 7:00 p.m. at the Village Hall, 613 Main Street, Colfax, WI. Members present: President Stene, Trustees Halpin, Davis, Wolff, Schieber, Rihn and Burcham. Others present included Kenny Kiekhafer, Debbie Miles, Kim McEldowney, Jane Dobbs, Tony with Senn Blacktop, Public Works Director Bates, Police Chief Anderson, Officer Shipman, Administrator-Clerk-Treasurer Niggemann and Leann Ralph with the Messenger.

Public Appearances – Kenny and Debbie have indicated that they would like for Legion Drive to be blacktopped or at least have reclaimed blacktop put down. They feel that the staples from the railcars and the semis should be cleaned up better also. They have had two flat tires already. Kenny and Debbie would like the Village to consider paving Legion Drive. It was explained that the Street Committee will have to schedule a meeting in which we possibly go to the location and discuss possible action that could be taken before the board at a later date.

Kim McEldowney expressed her interest in possibly purchasing the parcel next to their home at 604 Evergreen Street in which the salt shed was once located. President Stene explained that the original intent has to be reconsidered due to there being three interested parties in the lot now; both neighbors, Heubsch, McEldowney and one business, Commercial Testing Lab. The Village may have to have a public auction or advertise for sealed bids for the land.

Communications – Village President – none.

Minutes- Regular Board Meeting Minutes, May 8, 2017 - A motion was made by Trustee Halpin and seconded by Trustee Rihn to approve the May 8, 2017 Regular Board minutes. Voting For: Trustee Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Stene. Voting Against: none. Motion carried.

Training Request – none.

Facility Rental – none.

Licenses

Temporary Class ‘B’/”Class B” Retailer’s Licenses- Russell Toyce Post #131 – American Legion – Colfax Fair- June 22 to June 26, 2017 – A motion was made by Trustee Rihn and seconded by Trustee Halpin to approve the Temporary Class “B”/”Class B” Retailer’s License for the Fair, June 22, to June 26, 2017. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Stene. Voting Against: none. Motion carried.

Operator’s License –May 22, 2017 to June 30, 2017 – Christopher Larson – American Legion
Operator’s License –May 22, 2017 to June 30, 2017 – Katherine A. Walters – American Legion
A motion was made by Trustee Halpin and seconded by Trustee Schieber to approve both Christopher Larson and Katherine Walters’s Operator’s License for the American Legion. Voting For: Trustees Burcham, Rihn, Schieber, Wolff, Davis, Halpin and Stene. Voting Against: none. Motion carried.

Fu Hua Lu, China King Inc. – Transient Merchant License – May 22, 2017 to June 30, 2017 & July 1, 2017 to September 30, 2017 – A motion was made by Trustee Wolff and seconded by Trustee Rihn to approve the transient merchant license for both quarters. Voting For: President Stene, Trustees Burcham, Rihn, Schieber, Wolff, Davis and Halpin. Voting Against: none. Motion carried.

Consideration Items

Salt Shed – 1903 Block – A motion was made by Trustee Schieber and seconded by Trustee Halpin to have the Colfax Restoration Group display the 1903 block at the flower gardens provided by the Class of 1958 at J.D. Simons Memorial Park or Tower Park in the flower gardens provided by the Women’s Group. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Stene. Voting Against: none. Motion carried.

Maple Street Tree- Struck by Lightning – Jane Dobbs expressed her concerns with the process that the Village used to take down the tree that was struck by lightning. She did not feel that the tree would cause any immediate danger. She feels that the Village should have given her a formal written notice by certified mail as the ordinance indicates for other tree issues. This process also would involve a public hearing, etc. This process could take up to a month.

The Village employees felt that it was important for the safety of anyone passing by via street or sidewalk that the tree be removed immediately. Officer Shipman was on duty at the time of the lightning. He felt that the tree was unsafe and made the appropriate phone calls to have the tree removed. Public Works had contact with a tree service that came immediately the next morning.

Dobbs indicated that no one from the Village talked to her, but Bates indicated that he talked with her at 7:30 a.m. No concerns were brought up at that time.

The Board is referring the issue to the Streets Committee for review.

South Cedar Street Bid Award – A motion was made by Trustee Halpin and seconded by Trustee Schieber to award the bid to the low bid, Senn Blacktop in the amount of \$16,430.27. The bid also included the cost of additional 8” of base if required of \$13.55/ ton and to remove poor soils and replace with sand for \$15/ton. Voting For: Trustees Halpin, Davis, Wolff, Schieber, Rihn, Burcham and Stene. Voting Against: none. Motion carried.

Two other bids were received:

- Oium Asphalt Paving, Inc. \$19,861, \$12/ton for 8” base and \$17/ton for remove and replace poor soils.
- Monarch Paving Co. \$17,490.20, \$16.35/ton and \$35.65/ton for the remove and replace poor soils.

Recommendation from the Parks Committee - Concession Stand Roof

Recommendation from the Parks Committee – Warming Shed

A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve both the concession stand roof materials for \$3,680 and the warming shed roof for \$800 to total \$4,480.

Voting For: Trustees Stene, Burcham, Schieber, Wolff, Davis and Halpin. Abstained: Trustee Rihn. Voting Against: none. Motion carried.

Review/Discuss the Spreading Garden Design – Parks Committee wanted to show the Board the design that Bryana Buchanan came up with for the spreading garden at the cemetery. The Parks Committee is very pleased with the product. There are still several steps prior to finalizing the design such as picking out some low maintenance trees, shrubs, etc. and begin getting some cost estimates. Mr. Mosey has indicated that the NHS group would be interested in possibly assisting with any work that would help bring the project to completion and Ms. Neuberg can get a meeting with Lynn Nyring to get her expertise on the plants.

Recommendation from the Public Safety Committee – Emergency Operation Plan – The Board will revisit this Emergency Operations Plan at the June 12 meeting. Paper copies of the emergency operation plan will be available May 23, 2017 for pickup.

Review/Approval – Bills –May 8, 2017 to May 21, 2017– A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the bills for May 8 to May 21, 2017. Voting For: Trustees Stene, Burcham, Rihn, Schieber, Wolff, Davis and Halpin. Voting Against: none. Motion carried.

Adjourn: A motion was made by Trustee Davis and seconded by Trustee Rihn to adjourn the Village Board meeting at 8:16 p.m. A voice vote was taken with all trustees voting yes. Motion carried.

Gary Stene, Village President

Attest: Lynn Niggemann
Administrator-Clerk-Treasurer

Meeting / Continuing Education Travel / Meeting Request Form

Name Samantha Engler Position EMT
 Date 6/8/2017 Department Colfax Rescue Squad
 Date(s) of meeting Aug. 2017 to Dec. 2017 Estimated Costs \$813.00
 Employee (is) / not required to attend (circle one)

Name of Requested meeting: EMT Advanced Class

How will this improve your ability to perform your job? Advanced skill set to render aid to the community. The Rescue Squad is in need of EMT with Advance skills. This will be a huge benefit to the Colfax Rescue Squad.

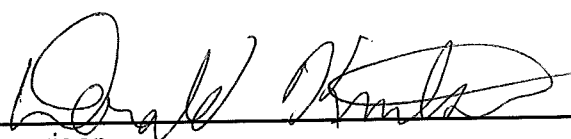
What alternatives are there to attending this meeting? (In- house resources, literature review, participation in meetings closer to Eau Claire, etc.) None

How will you share what you have learned with others? Helping the community.

Please include any additional comments on the back of this form

Expense Estimate:	X	Requested	06/08/2017	Approved
Tuition / Registration \$613.00 class + \$200 testing *Are others attending this meeting				
NO				
Mileage / Airfare	0.00	names are listed above (If yes, list names)		
Lodging	0.00			
*Would like the Registration Fee Miscellaneous pre paid and mailed with your registration				
YES				
Total	\$813.00			
Time Request:	NA	Requested	NA	Approved
Number of days absent:	NA			
From Work Setting	NA			
Vacation	NA			
Paid Conference Time	NA			
Absent Without Pay (own time)	NA			
Other				

**A COPY OF THE MEETING DESCRIPTION AND AGENDA
MUST BE ATTACHED TO THIS REQUEST**


Supervisor
7-8-17
Date

WETC EMT-A

Colfax Rescue

Condition of Employment Agreement

I, Sam Engler, acknowledge that by accepting employment with Colfax Rescue as a Paid on call volunteer EMT, I am agreeing to the following condition of employment: Should I resign my employment voluntarily or be fired for cause within the first 24 months of my hire date I agree to reimburse Colfax Rescue the full cost of my pre-employment medical examinations. I also agree to reimburse Colfax Rescue for any and all training related expenses to gain certification which I did not possess at the time of hire. I understand these conditions and agree to accept such conditions of employment from Colfax Rescue. I hereby authorize Colfax Rescue to deduct any reimbursement from my wages and shall be responsible for any amount which my wages do not cover. Colfax Rescue will pursue collections from outside sources if not reimbursed.

In circumstances not addressed here, the Chief's discretion will prevail.

Agreed to this 6th day of June, 2017.

Printed name: Samantha Engler

Signature: [Signature]

Chief Signature [Signature]

Colfax Rescue

Tel: 715*962*3049
Fax: 715*962*2032

614C Railroad Ave
PO Box 417
Colfax WI 54730

Donald Knutson Director/Chief
dknutson@colfaxrescue.us

Advanced EMT

30-531-6 Technical Diploma (180 Hours)

Campus: New Richmond, Rice Lake

• [Catalog Page \(pdf\)](#)

Challenging. Exciting. Fast Paced.

This program builds on the EMT curriculum. Students learn advanced patient assessment, communication skills and beginning advanced life support interventions. This course meets the educational requirements for licensure in Wisconsin. The Wisconsin Department of Health Services may set other requirements. Prerequisite: 30-531-3 Emergency Medical Technician.

Special Feature

Advanced EMT training is offered at various off-campus locations for the student's convenience.

Admission Requirements

Students in this program must:

- Complete application process

Program-Specific Requirements

Students in this program must:

- Provide proof of current [Wisconsin Licensure with a completed EMT Proof of Licensure Statement of Understanding Form](#)
- Review and sign [Caregiver Background Check and/or Criminal History Record Check Statement of Understanding form](#)
- Review and sign the [Functional Ability Statement of Understanding](#)
- Pay fee and have acceptable results based on the Wisconsin Criminal History Record Check, Wisconsin Caregiver Background Check, Minnesota Caregiver Background Check (if applicable), and/or other states if applicable
- Be affiliated with an Advanced EMT service approved by the Wisconsin EMS Unit or approval from Training Center Medical Director
- Pass a physical exam, have current immunizations, and demonstrate negative status for tuberculosis (Tb)
- Submit a copy of the appropriate Wisconsin (or other state(s)) Department of Transportation (DOT) Driving Abstract if you have any violations/suspension/revocation
- Submit signed Syllabi Form, Background Information Disclosure (BID) Statement, and a Student ID Form
- Attend a mandatory orientation session scheduled prior to start of class

Program Outcomes

The Advanced EMT program is approved by the Wisconsin EMS Unit and follows the National Emergency Medical Services Educational Standards. Employers will expect graduates to be able to:

- Prepare for incident response and EMS operations
- Integrate pathophysiological principles and assessment findings to provide appropriate patient care
- Demonstrate AEMT skills associated with established standards and procedures for a variety of patient encounters
- Communicate effectively with others
- Demonstrate professional behavior
- Meet state competencies for AEMT certification



WISCONSIN
INDIANHEAD
TECHNICAL
COLLEGE

2016-2017 ESTIMATED TUITION & FEES

Estimated Tuition and Fees Per Credit		Actual Related Fees	
Wisconsin/Minnesota Residents	\$144	Application Fee	\$30
Out-of-State Residents	\$209	Admissions Retest Fee	\$15
Michigan Reciprocity	\$149	Wisconsin Caregiver Background Check	\$10
(Gogebic County Residents Only)		Minnesota Caregiver Background Check	\$20
		National Criminal Background Check	\$52
		Online Course Fee	\$10/credit
		Test Out Fee	\$20/credit
Estimated Costs Per Semester			
Associate Degree and Technical Diploma Tuition	3 Credits	6 Credits	12 Credits
	\$432	\$864	\$1,728
The tuition amounts listed above do not include any miscellaneous fees for various courses, tools, books, supplies, or uniforms. See information below for estimated costs by program.			

Estimated Total Program Costs

A = Ashland Campus, NR = New Richmond Campus, RL = Rice Lake Campus, S = Superior Campus, All = All Campuses, O=Online

Program Title	Campus Where Offered	Number of Credits	Length of Program	Tuition and Fees	Books (including tax)	Tools, Supplies, and Uniforms NOTE: Meet with your program instructor BEFORE purchasing tools.
Accounting	All+O	68	2 years	\$9,825	\$3,872	
Accounting Assistant	All	29	1 year	\$4,195	\$1,578	
Administrative Professional	A,RL+O	63	2 years	\$9,153	\$3,516	
Advanced EMT	NR,RL	4	180 hours	\$613	\$220	
Agricultural Power and Equipment Technician	NR	60	2 years	\$9,569	\$999	\$5,400
Architectural Commercial Design (unique in WI)	NR,RL	70	2 years	\$10,366	◆ \$2,253	
Automated Packaging Systems Technician (unique in WI)	NR	67	2 years	\$10,132	\$2,013	\$650
Automotive Maintenance Technician	RL,S	44	1.5 years	\$6,977	\$345	\$5,970
Broadband Technologies (unique in WI)	RL	66	2 years	\$10,399	\$1,027	\$700
Business Management - General	All	66	2 years	\$9,538	◆ \$3,321	
Business Management - Marketing	All	66	2 years	\$9,522	◆ \$3,130	
Community-Based Residential Facility (CBRF) Caregiver	All	2	36 hours	\$362	\$0	
Cosmetology	RL,S	30	1 year	\$4,449	\$700	\$1,300
Criminal Justice - Law Enforcement 720 Academy	RL	21	720 hours	\$5,000*	*Book costs are included in this amount.	
Criminal Justice Studies	All	64	2 years	\$9,233	\$3,125	
Dairy Herd Management	RL	34	1 year	\$5,197	\$337	
Dental Assistant	RL	33	1 year	\$5,421	\$908	\$440
Dietary Manager	All	4	336 hours	\$577	\$0	
Early Childhood Education	All	69	2 years	\$9,934	\$3,317	
E-Child	O	69	2 years	\$10,607	\$3,317	
E-Connect - Child Care Services	O	27	1 year	\$3,875	\$1,476	

NOTE: Program book costs are based on fall 2016 WITC Bookstore price lists.

◆ Not all core course book costs are available at this time.

class Tuition \$1613.00
Books student cost
Testing approx \$2000

Village of Colfax

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

July 1, 2017 to June 30, 2018

License Application for Keeping Domesticated Chickens \$10.00 (non-refundable application fee)

(please print)

1. Name of Applicant Sarah Teele
2. Address 610 E River St
3. Phone 920.371.5493
4. Parcel Number 17111-2-21116-210-0064
5. Number of female chickens (maximum 10) 10
6. Application (circle one) New Renewal

In submitting this application, I hereby agree to comply with the regulations imposed by the Village of Colfax Code of Ordinances. I understand the information requested on this form will be used by the Village of Colfax in the issuance of a license or processing of a renewal application. I understand the information supplied on this form will become public information when received by the Village of Colfax. I have no intention or agreement to transfer the license to another person or to allow any other entity to operate under the authority of the license. I hereby affirm that the foregoing statements are true and correct to the best of my knowledge and that I agree to comply with all the provisions of the Ordinance under which this license is granted.

Sarah Teele
Signature of Applicant

05 June 2017
Date

Office use only

Date Application Received

RECEIVED

JUN 05 2017

Village of Colfax

Date Board Reviewed Application
Approved / Denied
License Number

FYI

of the police to provide law enforcement services to the new establishment and the impact of the new establishment on the ability of the police to provide law enforcement services to the balance of the community at all times.

[NOTE: Operator's, manager's and agent licenses should be denied only for failure to meet statutory qualifications. General public policy considerations would not normally be involved in denying these types of licenses.]

- c. An applicant denied a license may:
 - Reapply for the license
 - Appeal the denial to circuit court. Wis. Stat. sec. 125.12(2)(d).

2. Refusal to renew a license: sec. 125.12(3)

- a. A license renewal request may be denied only for the causes specified in sec. 125.12(2)(ag) for revoking a license.
- b. Prior to the time for renewal of the license, the governing body must notify the licensee in writing of its intent to deny renewal of the license and the reason(s) for doing so.
- c. The licensee must be provided with an opportunity for a hearing.
- d. The hearing procedure for nonrenewal is the same as that for revocation or suspension under sec. 125.12(2)(b), which is described below. A governing body's decision to not renew a license may be reviewed by the circuit court under Sec. 125.12(2)(d).
- e. The governing body may not deny an application for renewal of an existing license unless the reason for denial is included in the clerk's minutes. Sec. 125.51(1)(c)

[NOTE: This provision is found only in the liquor subchapter; even though no similar language is found in the beer subchapter, a reason for denial of a beer license should be shown in the minutes.]

3. Revocation or suspension of license: Sec. 125.12(2)

- a. A license may be suspended or revoked by a municipal governing body only if the procedure in sec. 125.12(2) is followed. To commence a revocation or suspension proceeding, a sworn written complaint must be filed with the municipal clerk by any resident of the municipality. A written but unsworn complaint is insufficient. *Park 6 LLC v. City of Racine*, 2012 WI App 123, 344 Wis. 2d 661, 824 N.W.2d 903. The complaint must allege one or more of the following about a licensee:
 - That the licensee has violated ch. 125 or municipal regulations adopted pursuant to Sec. 125.10. However, no violation of the law prohibiting sales to underage persons may be considered as a basis for suspending, revoking, or nonrenewing a license unless the licensee has committed another violation of the law prohibiting sales to underage persons within one year preceding the violation. In other words, a licensee is allowed one violation per year of the law prohibiting sales to underage persons without fear of having his or her license suspended, revoked or nonrenewed as a result of such a violation. Sec. 125.12(1)(b)1. & 2.
 - That the licensee "keeps or maintains a disorderly or riotous, indecent or improper house."

[NOTE: See *City of Cudahy v. DeLuca*, 49 Wis.2d 90, 93-94 (1970) for an interpretation of the term "disorderly house."]

Per

Attorney Christina Mayer

date of improvement or repaving unless, in the opinion of the Village Board or its designee, conditions exist which make it absolutely essential that the permit be issued. Every effort shall be made to place gas, electric, telephone and television cable lines in street terraces.

SEC. 6-2-5 OBSTRUCTIONS AND ENCROACHMENTS.

- (a) **Obstructions and Encroachments Prohibited.** No person shall encroach upon or in any way obstruct or encumber any street, alley, sidewalk, public grounds or land dedicated to public use, or any part thereof, or permit such encroachment or encumbrance to be placed or remain on any public way adjoining the premises of which he is the owner or occupant, except as provided in Subsections (b) and (c).
- (b) **Exceptions.** The prohibition of Subsection (a) shall not apply to the following:
- (1) Temporary encroachments or obstructions authorized by permit under Section 6-2-6 of this Section pursuant to Sec. 66.045, Wis. Stats.
 - (2) Building materials for the period authorized by the Building Inspector which shall not obstruct more than one-half (1/2) of the sidewalk or more than one-third (1/3) of the traveled portion of the street and which do not interfere with the flow in the gutters.
 - (3) Excavations and openings permitted under Sections 6-2-3 and 6-2-4 of this Code.
- (c) **Standards.** Property owners may place certain fixtures on sidewalks which immediately adjoin their property if the following requirements are met:
- (1) The property must be located in an area used for commercial uses.
 - (2) The fixture(s) shall not be physically attached to the sidewalk, any street fixture or any adjacent building, and shall be of a temporary design.
 - (3) The placement of the fixture shall not significantly impede the flow of pedestrian traffic on the sidewalk. In no event shall the fixture reduce the unobstructed sidewalk width to less than three (3) feet at any point.
- (d) **Removal by Village for Sidewalk Obstructions and Encroachments.** In addition to any other penalty imposed, if any Village enforcement official determines that a sidewalk is unlawfully obstructed in violation of this Section, he shall issue a written notice to the owner or occupant of the premises which adjoins the obstructed sidewalk directing that the obstruction be removed within twenty-four (24) hours.
- (e) **Removal by Village for Obstruction and Encroachments Located in the Village Streets, Alleys, Public Grounds or Lands Dedicated for Public Use.** In addition to any other penalty imposed, if any Village enforcement official determines that a Village street, alley, public grounds or land dedicated for public use is obstructed or encumbered, he shall issue a written notice to the property owner of the premises which adjoin the obstructed public area directing that the obstruction be removed within twenty-four (24) hours.
- (f) **Failure to Remove Obstruction.**
- (1) If the owner or occupant fails to remove the obstruction within the time period established in Section (d) or (e) respectively, any Village enforcement official shall cause the removal of the obstruction, keeping an account of the expense of the abatement, and such expenses shall be charged to and paid by such property owner. Notice of the bill for abatement of the obstruction shall be mailed to the owner of the premises and shall be payable within ten (10) calendar days from receipt thereof. Within sixty (60) days after such costs and expenses are incurred and remain



unpaid, the Village Clerk-Treasurer shall enter those charges onto the tax roll as a special tax as provided by the State Statutes.

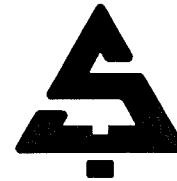
- (2) The failure of the Village Clerk-Treasurer to record such claim or to mail such notice or the failure of the owner to receive such notice shall not affect the right to place the Village expense on the tax rolls for unpaid bills for abating the obstruction as provided for in this Section.

SEC. 6-2-6 STREET PRIVILEGE PERMIT.

- (a) **When Required.** Permits for the use of the streets, alleys, sidewalks or other public ways or places of the Village may be granted to applicants by the Village Clerk-Treasurer or for the purpose of moving any building or structure or of encumbering the street, alley, sidewalk or way with materials necessary in and about the construction or demolition of any building or structure, provided such applicant has complied with the other requirements of this Section and has obtained a building permit if required by this Code of Ordinances. The Clerk-Treasurer may request advisory recommendations from the Director of Public Works, Chief of Police and/or Building Inspector prior to issuance of the permit. Village officials may attach conditions to the permit, including proof of liability insurance.
- (b) **Bond.** No street privilege permit shall be issued until the applicant shall execute and file with the Village Clerk-Treasurer a bond in an amount determined by the Director of Public Works not exceeding Ten Thousand Dollars (\$10,000.00), conditioned that the applicant will indemnify and save harmless the Village from all liability for accidents or damage caused by reason of operations under said permit and will remove such encumbrance upon termination of the operations and will leave the vacated premises in a clean and sanitary condition and repair any and all damage to the streets, alleys, sidewalks or public property of the Village resulting from such building or moving operations. Upon request, the Village Board may waive this requirement.
- (c) **Fee.** The fee for a street privilege permit shall be in the sum of Five Dollars (\$5.00), plus any actual Village costs.
- (d) **Conditions of Occupancy.** The permission to occupy or obstruct the streets, alleys, sidewalks or public grounds is intended only for use in connection with the actual erection, alteration, repair, removal or moving of buildings or structures and shall be given upon the following terms and conditions and subject to revocation without notice by the Village Board, Director of Public Works, Chief of Police, or Building Inspector for violation thereof:
- (1) Such temporary obstruction shall cover not more than one-third (1/3) of any street or alley.
 - (2) Obstructions shall be sufficiently lighted at night so as to be in full view of the public from all directions.
 - (3) Sidewalk traffic shall not be interrupted, but temporary sidewalks of not less than four (4) feet in width guarded by a closed fence at least four (4) feet high on both sides may be maintained during the period of occupancy.
 - (4) The process of moving any building or structure shall be as continuous as practicable until completed and, if ordered by the Village Board, shall continue during all hours of the day and night.
 - (5) No building or structure shall be allowed to remain overnight on any street crossing or intersection or so near thereto as to prevent easy access to any fire hydrant.
 - (6) Buildings shall be moved only in accordance with the route prescribed by the Village Board.

Shackleton Tree Service
E5856 800th Ave
Menomonie, WI 54751 US
715-665-2352
shackletontreeservice@yahoo.com

Invoice



SHACKLETON
TREE SERVICE

BILL TO

Village Of Colfax
613 Main Street
Colfax, WI 54730

INVOICE #	DATE	TOTAL DUE	TERMS	ENCLOSED
1249	06/06/2017	\$1,055.00	Due on receipt	

COUNTY

Dunn

ACTIVITY	QTY	RATE	AMOUNT
02 Site Work Took down and chipped up branches from large silver maple.	1	850.00	850.00T
02 Site Work Grind stump.	1	150.00	150.00T

SUBTOTAL	1,000.00
TAX (5.5%)	55.00
TOTAL	1,055.00
BALANCE DUE	\$1,055.00

<p style="text-align: center;">Resolution 2017-02 Wastewater Compliance Maintenance</p>

BE IT RESOLVED, that the Village of Colfax Board of Trustees informs the State of Wisconsin Department of Natural Resources that it has reviewed the Colfax Wastewater Treatment Facility 2016 Compliance Maintenance Annual Report, which is attached to this resolution.

Adopted this 12th day of June, 2017.

Gary Stene, President

Attest: _____
Lynn M. Niggemann
Administrator-Clerk-Treasurer

Compliance Maintenance Annual Report

Colfax Wastewater Treatment Facility

Last Updated: Reporting For:

6/8/2017

2016

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	0.0670	x	187	x	8.34	=	104
February	0.0672	x	222	x	8.34	=	124
March	0.0633	x	269	x	8.34	=	142
April	0.0617	x	248	x	8.34	=	128
May	0.0613	x	394	x	8.34	=	201
June	0.0590	x	350	x	8.34	=	172
July	0.0563	x	309	x	8.34	=	145
August	0.0590	x	338	x	8.34	=	167
September	0.0648	x	217	x	8.34	=	117
October	0.0615	x	200	x	8.34	=	103
November	0.0633	x	351	x	8.34	=	185
December	0.0654	x	1,086	x	8.34	=	592

2. Maximum Monthly Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	.105	x	90	=	0.0945
		x	100	=	.105
Design (C)BOD, lbs/day	292	x	90	=	262.8
		x	100	=	292

2.2 Verify the number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	1	1
Points per each		2	1	3	2
Exceedances		0	0	1	1
Points		0	0	3	2
Total Number of Points					5

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3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)
2017-04-24

☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

☒ Yes

☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

☐ Yes

☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks Holding Tanks Grease Traps

☐ Yes

☐ Yes

☐ Yes

☒ No

☒ No

☒ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

☐ Yes gallons

☒ No

Holding Tanks

☐ Yes gallons

☒ No

Grease Traps

☐ Yes gallons

☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

☐ Yes

☒ No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

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<p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</p> <div></div>	
--	--

Total Points Generated	5
Score (100 - Total Points Generated)	95
Section Grade	A

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2016

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27				
February	30	27				
March	30	27				
April	30	27				
May	30	27	13	1	0	0
June	30	27	9	1	0	0
July	30	27	8	1	0	0
August	30	27	5	1	0	0
September	30	27	5	1	0	0
October	30	27	9	1	0	0
November	30	27	5	1	0	0
December	30	27				

* Equals limit if limit is <= 10

Months of discharge/yr	7		
Points per each exceedance with 7 months of discharge	12	5	
Exceedances	0	0	
Points	0	0	
Total number of points		0	

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

☒ Yes

Enter last calibration date (MM/DD/YYYY)

2017-04-24

☐ No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

NONE

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

☐ Yes

☒ No

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If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

☐ Yes

☒ No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

☐ Yes

☐ No

☒ N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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2016

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27				
February	30	27				
March	30	27				
April	30	27				
May	30	27	23	1	0	0
June	30	27	23	1	0	0
July	30	27	27	1	0	0
August	30	27	10	1	0	0
September	30	27	14	1	0	0
October	30	27	18	1	0	0
November	30	27	14	1	0	0
December	30	27				

* Equals limit if limit is <= 10

Months of Discharge/yr	7		
Points per each exceedance with 7 months of discharge:	12	5	
Exceedances	0	0	
Points	0	0	
Total Number of Points		0	

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	3			
February	3			
March	3			
April	3			
May	3	1.3	1	0
June	3	1.1	1	0
July	3	0.7	1	0
August	3	0.2	1	0
September	3	0.4	1	0
October	3	2.6	1	0
November	3	1.8	1	0
December	3			
Months of Discharge/yr			7	
Points per each exceedance with 7 months of discharge:				17
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Ponds And Lagoon Leakage

1. Pond Lining

1.1 What material was used to line your ponds?

30 MIL PVC

2. Flow Measurements

2.1 Did you measure influent flow to your wastewater ponds or lagoons?

- Yes (0 points)
- No (40 points) (Go to question 6)

2.1.1 Method of influent flow measurement:

ROSEMOUNT MAG METER

2.2 Did you measure effluent flow discharged from your wastewater system either to the land disposal system or to the receiving stream?

- Yes (0 points)
- No (40 points) (Go to question 6)
- No Discharge (0 points)

2.2.1 Method of effluent flow measurement:

ISCO 4220 WITH 60 DEGREE V NOTCH WEIR

0

3. Total Flow Volumes

3.1 Total monthly influent and effluent flow volumes from the pond/lagoon system during the last calendar year.

Total Monthly Influent Volume		Total Monthly Effluent Volume
2.0757	JANUARY	0
1.9492	FEBRUARY	0
1.9612	MARCH	0
1.8514	APRIL	0
1.8999	MAY	.5311
1.7686	JUNE	1.4877
1.7457	JULY	.5074
1.8303	AUGUST	.999
1.9447	SEPTEMBER	1.9735
1.9071	OCTOBER	7.0384
1.8978	NOVEMBER	6.1859
2.0274	DECEMBER	0
22.8590	YEARLY TOTAL	18.7230

3.2 From the Yearly Total influent and effluent volumes above, total effluent is divided by total influent and converted to a percent of volume loss.

Total effluent, MG => 18.7230

----- = 0.819 <= effl / infl ratio

Total influent, MG => 22.8590

Conversion to a percent of volume loss:

(1-effl/infl ratio) * 100 = 18.1 % of influent lost and not discharged with effluent

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4. Surface Area

4.1 What was the total wastewater surface area of the ponds/lagoons at operating level (do not include seepage cells)?

21 Acres

5. Leakage Rate Estimation

5.1 Total influent volume (in MG) minus total effluent volume (in MG) plus or minus the change in pond/lagoon storage (in MG) is the net wastewater loss. The net loss divided by 0.000365 equals the estimated leakage amount in gpd.

Total Annual Influent (MG)	22.8590	
Total Annual Effluent (MG)	18.7230	
Estimated Net Loss (MG)	4.1360	
Estimated Leakage Amount (gpd)		18.7230

If you have a *Department approved* method for determining a change in storage volume, enter the storage change last year in MG below.

o Storage Increase: Enter amount in MG ->

o Storage Decrease: Enter amount in MG ->

5.2 CMAR Estimated Leakage Rate in gallons per acre per day (gpac): The CMAR Estimated Leakage Rate in gpac is the leakage amount in gpd (from part 5.1) divided by the total pond surface area (from question 4).

Leakage Amount (gpd)		Acres		CMAR Estimated Leakage Rate
11332	divided by	21	=	540

6. On Site Leakage Testing

6.1 Did you conduct an on-site, field water balance/leakage test on your ponds or lagoons that was approved by the Department and is still valid?

o Yes Year

● No

If yes, what was the field Test Calculated Leakage Rate for your ponds/lagoons?

gpac

NOTE: if 6.1 is answered Yes, the value entered above in gpac will be used in 7.1 to compute points generated.

6.2 Leakage Rate Comments:

7. Estimated Leakage Rate and Points

7.1 The CMAR Estimated Leakage Rate (from 5) is used to determine the points generated in the table below.

If an approved field test was conducted and the results are still valid and accepted by the Department, the Field Calculated Leakage rate (from 5.2) is used to determine the points earned from the table below

gpac	points
0 - 1,000	0
1,001 - 2,000	10
2,001 - 4,000	20
4,001 - 7,000	30
> 7,000	40

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Based on the leakage rate in gpad, the points earned are:	0
---	---

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Biosolids Quality and Management

<p>1. Biosolids Use/Disposal</p> <p>1.1 How did you use or dispose of your biosolids? (Check all that apply)</p> <p><input type="checkbox"/> Land applied under your permit</p> <p><input type="checkbox"/> Publicly Distributed Exceptional Quality Biosolids</p> <p><input type="checkbox"/> Hauled to another permitted facility</p> <p><input type="checkbox"/> Landfilled</p> <p><input type="checkbox"/> Incinerated</p> <p><input checked="" type="checkbox"/> Other</p> <p>NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.</p> <p>1.1.1 If you checked Other, please describe:</p> <div>STABILIZATION PONDS HAVE NOT HAD ANY SLUDGE REMOVED SINCE CONSTRUCTED.</div>	
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p>● ≥ 180 days (0 Points)</p> <p>○ 150 - 179 days (10 Points)</p> <p>○ 120 - 149 days (20 Points)</p> <p>○ 90 - 119 days (30 Points)</p> <p>○ < 90 days (40 Points)</p> <p>○ N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div></div>	0
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div>NONE</div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none">● Yes (Continue with question 2)○ No (40 points) <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none">● Yes○ No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none">● Yes<ul style="list-style-type: none">● Paper file system○ Computer system○ Both paper and computer system○ No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none">● Yes○ No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none">● Excellent○ Very good○ Good○ Fair○ Poor <p>Describe your rating:</p>	

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WE KEEP GRASS AT A MANAGEABLE LEVEL, REMOVE ANY CATTAILS THAT START GROWING IMMEDIATELY, REMOVE RODENTS AND EXERCISE VALVES REGULARLY.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- ☒ Yes (0 points)
- ☐ No (20 points)

Name:

RAND L BATES

Certification No:

35661

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Basic	OIT	Basic	Advanced
A1	Suspended Growth Processes				
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural	X		X	
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation				
C	Biological Solids/Sludges				
P	Total Phosphorus				
N	Total Nitrogen				
D	Disinfection				
L	Laboratory				
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2016; subclass SS is basic level only.)

- ☒ Yes (0 points)
- ☐ No (20 points)

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff
- ☐ An arrangement with another certified operator
- ☐ An arrangement with another community with a certified operator
- ☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- ☐ A consultant to serve as your certified operator
- ☐ None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ● Averaging 6 or more CECs per year. ○ Averaging less than 6 CECs per year. Advanced Certification: ○ Averaging 8 or more CECs per year. ○ Averaging less than 8 CECs per year.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

1. Provider of Financial Information		
Name:	LYNN NIGGEMANN	
Telephone:	715-962-3311	(XXX) XXX-XXXX
E-Mail Address (optional):		
2. Treatment Works Operating Revenues		
2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?		
<input type="radio"/> Yes (0 points)		
<input type="radio"/> No (40 points)		
If No, please explain:		
2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year:		
2016		0
<input type="radio"/> 0-2 years ago (0 points)		
<input type="radio"/> 3 or more years ago (20 points)		
<input type="radio"/> N/A (private facility)		
2.3 Did you have a special account (e.g., CWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?		
<input type="radio"/> Yes (0 points)		
<input type="radio"/> No (40 points)		
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]		
3. Equipment Replacement Funds		
3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year:		
2016		
<input type="radio"/> 1-2 years ago (0 points)		
<input type="radio"/> 3 or more years ago (20 points)		
<input type="radio"/> N/A		
If N/A, please explain:		
3.2 Equipment Replacement Fund Activity		
3.2.1 Ending Balance Reported on Last Year's CMAR	\$	26,838.09
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$ 67.28
3.2.3 Adjusted January 1st Beginning Balance	\$	26,905.37
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$ 0.00

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 26,905.37

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$ 26,905.37

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

☒ Yes

☐ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

☒ Yes - If Yes, please provide major project information, if not already listed below.

☐ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	THE VILLAGE IS RESEARCHING THE POSSIBILITY OF SPRAY IRRIGATION ON NEIGHBORING FARM FIELDS VERSUS DISCHARGING INTO THE RED CEDAR RIVER. WE ARE AT THIS TIME WORKING WITH AN ENGINEER ALONG WITH THE DNR AND THE LANDOWNER TO DETERMINE THE FEASIBILITY OF THE PROJECT. WE ARE ALSO CURRENTLY WORKING WITH THE ARMY CORP OF ENGINEERS ON THE STREAM BANK WASHOUT THAT OCCURED WITH HEAVY RAINS IN 2010. WE ARE NOT SURE OF THE TOTAL COST OF THIS PROJECT YET.		

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 1

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	2,265	
February	2,353	
March	1,947	
April	1,677	
May	1,495	
June	1,034	
July	966	
August	965	
September	1,251	
October	1,548	
November	1,838	
December	2,130	
Total	19,469	0
Average	1,622	0

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☐ SCADA System
- ☐ Self-Priming Pumps
- ☐ Submersible Pumps
- ☐ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

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7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	2,265	2.08	1,089	3.22	703	
February	2,353	1.95	1,207	3.60	654	
March	1,947	1.96	993	4.40	442	
April	1,677	1.85	906	3.84	437	
May	1,495	1.90	787	6.23	240	
June	1,034	1.77	584	5.16	200	
July	966	1.75	552	4.50	215	
August	965	1.83	527	5.18	186	
September	1,251	1.94	645	3.51	356	
October	1,548	1.91	810	3.19	485	
November	1,838	1.90	967	5.55	331	
December	2,130	2.03	1,049	18.35	116	
Total	19,469	22.87		66.73		0
Average	1,622	1.91	843	5.56	364	0

7.1.2 Comments:

--

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☐ Aerobic Digestion
- ☐ Anaerobic Digestion
- ☐ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☐ Dissolved O2 Monitoring and Aeration Control
- ☐ Effluent Pumping
- ☐ Fine Bubble Diffusers
- ☐ Mechanical Sludge Processing
- ☐ Nitrification
- ☐ SCADA System
- ☐ UV Disinfection
- ☐ Variable Speed Drives
- ☒ Other:

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WE HAVE A BIOLOGIC SYSTEM. FILL AND DRAW LAGOON SYSTEM

7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

WE ARE LOOKING INTO SPRAY IRRIGATION ON A NEARBY FARM FIELD.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

☒ No

☐ Yes

If Yes, how is the biogas used (Check all that apply):

☐ Flared Off

☐ Building Heat

☐ Process Heat

☐ Generate Electricity

☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

☒ No

☐ Yes

☐ Entire facility

Year:

By Whom:

Describe and Comment:

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

● Yes

○ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

● Yes

○ No (30 points)

○ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

PREVENT OVERFLOWS, PROMOTE SAFETY, PRIORITIZE MAINTENANCE.

Did you accomplish them?

● Yes

○ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

☒ Organizational structure and positions (eg. organizational chart and position descriptions)

☒ Internal and external lines of communication responsibilities

☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

SEWER ORDINANCE TITLE 9

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2017-04-24

Does your sewer use ordinance or other legally binding document address the following:

☒ Private property inflow and infiltration

☒ New sewer and building sewer design, construction, installation, testing and inspection

☒ Rehabilitated sewer and lift station installation, testing and inspection

☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

☒ Equipment and replacement part inventories

☒ Up-to-date sewer system map

☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

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<input checked="" type="checkbox"/> A description of routine operation and maintenance activities (see question 2 below) <input checked="" type="checkbox"/> Capacity assessment program <input checked="" type="checkbox"/> Basement back assessment and correction <input checked="" type="checkbox"/> Regular O&M training <input checked="" type="checkbox"/> Design and Performance Provisions [NR 210.23 (4) (e)] What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property? <input checked="" type="checkbox"/> State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements <input checked="" type="checkbox"/> Construction, Inspection, and Testing <input type="checkbox"/> Others: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
<input checked="" type="checkbox"/> Overflow Emergency Response Plan [NR 210.23 (4) (f)] Does your emergency response capability include: <input checked="" type="checkbox"/> Responsible personnel communication procedures <input checked="" type="checkbox"/> Response order, timing and clean-up <input checked="" type="checkbox"/> Public notification protocols <input checked="" type="checkbox"/> Training <input checked="" type="checkbox"/> Emergency operation protocols and implementation procedures <input checked="" type="checkbox"/> Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] <input type="checkbox"/> Special Studies Last Year (check only those that apply): <input type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input type="checkbox"/> Sewer System Evaluation Survey (SSES) <input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input type="checkbox"/> Lift Station Evaluation Report <input type="checkbox"/> Others: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input type="text" value="100"/>	% of system/year
Root removal	<input type="text" value="100"/>	% of system/year
Flow monitoring	<input type="text" value="100"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value=".5"/>	% of system/year
Manhole inspections	<input type="text" value="100"/>	% of system/year
Lift station O&M	<input type="text" value="0"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="0"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="0"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="0"/>	% of system/year
Private sewer I/I removal	<input type="text" value="0"/>	% of private services

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River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="39.8"/>	Total actual amount of precipitation last year in inches
<input type="text" value="34.5"/>	Annual average precipitation (for your location)
<input type="text" value="7.8"/>	Miles of sanitary sewer
<input type="text" value="1"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="1"/>	Number of basement backup occurrences
<input type="text" value="1"/>	Number of complaints
<input type="text"/>	Average daily flow in MGD (if available)
<input type="text"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.13"/>	Basement backups (number/sewer mile)
<input type="text" value="0.13"/>	Complaints (number/sewer mile)
<input type="text"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☐ Yes

☒ No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes

☒ No

If Yes, please describe:

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<div></div>	
5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:	
<div>NONE</div>	
5.4 What is being done to address infiltration/inflow in your collection system?	
<div>NONE</div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0023663

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Ponds	A	4	7	28
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			39	156
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = A

Ponds: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

Proclamation
Designating the Week of June 12-16, 2017
as
Emergency Medical Services Week

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, I Gary Stene, Village President of Village of Colfax, WI in recognition of this event do hereby proclaim the week of June 12-16, 2017, as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, **EMS Strong: Always in Service**, I encourage the community to observe this week with appropriate programs, ceremonies and activities.

Gary Stene, Village President

Attested on June 12, 2017: Lynn M. Niggemann
Administrator-Clerk-Treasurer

Village of Colfax
Notice of Land Sale by Sealed Bid
602 Evergreen Street

Sealed bid to be opened on _____ at 10:00 a.m. at the Village of Colfax – Village Hall 613 Main Street, Colfax, WI. The bid information will be presented to the Village Board on Monday, July 24, 2017 at the Board meeting.

Parcel number 17111-2-291-116-210-0092, 602 Evergreen Street, Colfax, WI 54730. The current zoning of the property is Public Use. The land previously contained the Village of Colfax Salt/Sand Shed. The shed and the cement slab have been removed in 2017. The property is being sold **“AS IS”** and the Village Board has the **right to reject any or all offers.**

The Village is requesting a minimum bid of _____ on this land. The sealed bid must include:

- * Address the envelope to include: “602 Evergreen Street Land Bid”
- * The amount of your bid
- * Proof of financing from a financial institution or verification of an account balance from the bank (which will be kept confidential)
- * The intended use of the property

Please keep in mind that the property and intended use of the property will be required to conform to current Village Ordinances. This includes, but is not limited to set back requirements, structure size, etc. There would be a zoning change required unless the intended use meets the Public Use zoning criteria. Any questionable uses or circumstances should be discussed with the Village Clerk, Lynn Niggemann, 715-962-3311.

Maps, legal description and property record are available on the Village of Colfax website, www.villageofcolfaxwi.org or at the Village Clerk’s office, 613 Main Street, Colfax, WI.

BUDGET TRANSFER REQUEST FORM

TRANSFER TO: AMOUNT \$4,300

ACCOUNT TITLE AND NUMBER Transfer to Streets 100.00.53311

LINE ITEM NAME AND EXTENSION Building & Grounds .405.000

TRANSFER FROM:

ACCOUNT TITLE AND NUMBER Unassigned Fund Balance 100.00.33000

LINE ITEM NAME AND EXTENSION Contingency .100.000

REASON: (This does not mean "budget overdrawn": It means why is proposed budget overdraft necessary!)

In 2016 funds were set aside for the salt shed removal. The work and all invoices have been completed in 2017. These funds were not used in 2016 so funds were automatically reflected in the 2016 unassigned fund balance.

Requesting permission to move the funds for the salt shed removal payments from the unassigned fund balance to the Streets Building and Grounds.

Rand Bat
(Authorized Signature)

05/24/2017
(Date)