

Village of Colfax
Village Board Meeting
Monday, July 23rd, 2018 @ 7 p.m. – Regular Board Meeting
Village Hall
613 Main Street, Colfax, WI 54730

1. Call to Order
2. Roll Call
3. Public Comments
 - a. Lisa Hurlburt and Troy Knutson
4. Communications from the Village President
5. Consent Agenda
 - a. Minutes
 - i. Regular Board Meeting Minutes – July 9th, 2018
 - b. Training Request
 - i. Sheila Riemer – Regional Utility Management – August 16, 2018 in Spooner, WI
 - c. Facility Rental - none
 - d. Licenses
 - i. Operator's License – Katherine Walters – American Legion Post 131 - July 23, 2018 to June 30, 2019
 - ii. Operator's License – Thomas Dunbar – American Legion Post 131 – July 23, 2018 to June 30, 2019
 - iii. Operator's License – Leslie Burcham – Colfax Health and Rehabilitation – July 23, 2018 to June 30, 2018
 - iv. Temporary Picnic License – Colfax Health and Rehabilitation Pig Roast – Colfax Women's Club – August 3, 2018
6. Consideration Items
 - a. Sarah Teele –Sewer line repair request & tree removal
 - b. Request for Reconsideration of Soo Park Land – Herb Sakalaucks
 - c. 2017 Audit – Jennifer Homeyer
 - d. Request for funds – Fair Board
 - e. Building Permit Fee for Razing of a Building
 - f. Ordinance 2018-4 – Ordinance Sec. 9-2-11 update to incorporate previous Board action
7. Review/Approval – Bills – July 9th, 2018 to July 22nd, 2018
8. Committee/Department Reports – (no action)
 - a. Colfax Health and Rehabilitation Project information
 - b. Village Administrator-Clerk-Treasurer Report
9. Closed Session
 - a. Convene into closed session per Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of public works employees over which the governmental body has jurisdiction or exercises responsibility.
 - b. Convene into closed session per Wis. Stat. § 19.85(1)(f) to consider medical and personal histories and data of a Village employee which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the person referred to in such histories and data.
10. Open Session - Motion to convene into open session to take any action, if any resulting from the closed session per Wis. Stat. § 19.85(1)(c) and Wis. Stat. § 19.85(1)(f).
 - a. To consider employment, promotion, compensation or performance evaluation data of public works employees over which the governmental body has jurisdiction or exercises responsibility.
 - b. To consider medical and personal histories and data of a Village employee which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the person referred to in such histories and data.
11. 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 – July 9th, 2018

On July 9th, 2018, the Village Board meeting began at 7:00 p.m. at the Village Hall, 613 Main Street, Colfax, WI 54730. Members present: Village President Gary Stene, Trustees K. Burcham and M. Burcham, Wolff, Davis and Halpin. Excused: Trustee Jenson. Others Present: Director of Rescue Squad, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

Public Appearances – none.

Regular Board Meeting Minutes – June 25, 2018 – A motion was made by Trustee Halpin and seconded by Trustee M. Burcham to approve the minutes from the June 25th, 2018 Regular Board meeting. Voting For: Trustees Halpin, Davis, Wolff, M. Burcham, K. Burcham and Stene. Voting Against: none. Motion carried.

Licenses

Operator's License – Taliah Eiseth – Cenex – July 9, 2018 to June 30, 2019 – A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the operator's license for Taliah Eiseth for July 9th, 2018 to June 30, 2019. Voting For: Trustees Halpin, Davis, Wolff, M. Burcham, K. Burcham and Stene. Voting Against: none. Motion carried.

Operator's License – Dailyn Mortenson – Express Mart – July 9, 2018 to June 30, 2019 – A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve the operator's license for Dailyn Mortenson for July 9th, 2018 to June 30, 2019. Voting For: Trustees K. Burcham, M. Burcham, Wolff, Davis, Halpin and Stene. Voting Against: none. Motion carried.

Operator's License – Cheyanne Hawkins – The Blind Tiger – July 9, 2018 to June 30, 2019 – A motion was made by Trustee Wolff and seconded by Trustee M. Burcham to approve the operator's license for Cheyanne Hawkins for July 9th, 2018 to June 30, 2019. Voting For: Halpin, Davis, Wolff, M. Burcham, K. Burcham and Stene. Voting Against: none. Motion carried.

Operator's License – Tarris Turner- American Legion Post 131–July 9, 2018 to June 30, 2019 - A motion was made by Trustee Halpin and seconded by Trustee M. Burcham to approve the operator's license for Tarris Turner for July 9th, 2018 to June 30, 2019. Voting For: Wolff, M. Burcham, Davis, K. Burcham, Stene and Halpin. Voting Against: none. Motion carried.

Chicken License – Sarah Teele – July 9, 2018 to June 30, 2019 – A motion was made by Trustee Halpin and seconded by Trustee K. Burcham to approve the chicken license for July 9th, 2018 to June 30, 2019. Voting For: Trustees Halpin, Davis, Wolff, M. Burcham, K. Burcham and Stene. Voting Against: none. Motion carried.

Chicken License- JoAnn Mayfield – July 9, 2018 to June 30, 2019 - A motion was made by Trustee Wolff and seconded by Trustee Davis to approve the chicken license for JoAnn Mayfield for July 9th, 2018 to June 30, 2019. Voting For: Trustees K. Burcham, M. Burcham, Wolff, Davis, Halpin and Stene. Voting Against: none. Motion carried.

Consideration Items

Vietnam Veterans Memorial update – Mr. Yingst communicated via email and phone that on August 29, 2018, the dedication of the Vietnam Veterans Memorial, he has gotten a helicopter to be part of the ceremony. The approximate cost will be \$1,000 which will cover the fuel costs. Mr. Yingst is hoping to find additional help in funding the fuel for the helicopter.

A motion was made by Trustee Halpin and seconded by Trustee Wolff to approve a \$500 donation towards the cost of the helicopter fuel in relation to the dedication of the Vietnam Veterans Memorial. Voting For: Trustees K. Burcham, M. Burcham, Wolff, Davis, Halpin and Stene. Voting Against: none. Motion carried.

Request to purchase scrap meters from the Village of Colfax – The Village of Wheeler has submitted a request to purchase the Village of Colfax Eighty-Eight (88) scrap IPearl Meters for \$50 each for a total cost of \$4,400. They will pay \$2,000 down and the balance in payments of \$500 to \$750 per month until paid in full.

A motion was made by Trustee Davis and seconded by Trustee M. Burcham to approve the request from the Village of Wheeler to purchase Eighty-Eight (88) scrap IPearl meters for a cost of \$4,400 or \$50 each with a payment plan of \$2,000 down and \$500 to \$750 per month until paid off. Voting For: Trustees Wolff, Stene, Halpin, K. Burcham, M. Burcham and Davis. Voting Against: none. Motion carried.

Rescue Squad Medic 7 Maintenance discussion-Medic 7 needs a new transmission. The warranty expired in March of 2017. Knutson received three bids for repair:

- Bernards Chrysler - \$8,409.20 additional costs would include any towing and \$3,000 if the core is bad.
- Jerry's Transmission DBA North Central Ambulance Sales and Service - \$5,868.12 additional cost would include towing of \$600.00 and an extended warranty for \$175.
- Emergency Apparatus Maintenance - \$8,995 additional costs would include towing and \$620 if transmission has a RFE.

A motion was made by Trustee Halpin and seconded by Trustee Wolff to award the work to Jerry's Transmission, no loaner needed and include the extended warranty, \$6,043.12. Voting For: Trustees Halpin, Stene, Davis, Wolff, M. Burcham and K. Burcham. Voting Against: none. Motion carried.

Operator's License Application Update consideration – A motion was made by Trustee Halpin and seconded by Trustee Davis to approve the new application for operator's license. Voting For: Trustees Stene, Halpin, Davis, Wolff, M. Burcham and K. Burcham. Voting Against: none. Motion carried.

Review/Approval – Bills –June 25, 2018 to July 8, 2018 – A motion was made by Trustee Davis and seconded by Trustee M. Burcham to approve the bills for June 25, 2018 to July 8, 2018. Voting For: Trustees K. Burcham, M. Burcham, Wolff, Davis, Halpin and Stene. Voting Against: none. Motion carried.

Adjourn – All business was discussed. Meeting adjourned at 7:42 p.m.

Gary Stene, Village President

Attest: Lynn Niggemann
Administrator-Clerk-Treasurer

Meeting / Continuing Education Travel / Meeting Request Form

Name Sheila R. emer Position Deputy Clerk
 Date 7-20-18 Department Admin
 Date(s) of meeting 8-11-18 Estimated Costs \$ 195.75
 Employee is required to attend (circle one)

Name of Requested meeting Regional Utility Mngmt.

How will this improve your ability to perform your job?
Keeps me up to date with whats new with PSE regulations & water rates issues

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

How will you share what you have learned with others? By implementing any necessary changes

Please include any additional comments on the back of this form

Expense Estimate: \$ <u>14.00</u> <input checked="" type="checkbox"/> Requested <input type="checkbox"/> Approved	
Tuition / Registration <u>400.00</u>	*Are others attending this meeting YES / <input checked="" type="radio"/> NO
Mileage / Airfare <u>75 miles x 2 = 150 miles x .545 = \$81.75</u>	(If yes, list names)
Lodging <u>NA</u>	
*Would like the Registration Fee Miscellaneous pre paid and mailed with your registration <input checked="" type="radio"/> YES / <input type="radio"/> NO	
Total \$ <u>195.75</u>	
Time Request: <u>1 day</u>	<input checked="" type="checkbox"/> Requested <input type="checkbox"/> Approved
Number of days absent: <u>1 day</u>	
From Work Setting	
Vacation <u>NA</u>	
Paid Conference Time <u>yes</u>	
Absent Without Pay (own time) <u>NA</u>	
Other <u>NA</u>	

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

Lynn Niggemann
 Supervisor

7-20-18
 Date

REGIONAL UTILITY MANAGEMENT
(6 Municipal Water Credits)

July 10, 2018 – Ashwaubenon Village Hall, 2155 Holmgren Way, Green Bay WI

July 26, 2018 – Dodger Bowl, 321 King Street, Dodgeville WI

August 16, 2018 – Spooner DNR Headquarters, 810 W Maple Street, Spooner WI

September 27, 2018 – WRWA Technology Center, 351 Water Way, Plover WI

October 25, 2018 – Turner Hall, 301 S 4th Street, Watertown WI

8:00am - "Working with the PSC to ensure Fair and Reasonable Water Rates – Part 1"

- Water Program Overview
- Water Rates 101

10:00am - "Working with the PSC to ensure Fair and Reasonable Water Rates – Part 2"

- Construction Authorization Requirements
- Important Water Topics: Turning Lost Revenue into Revenue; Lead Service Line Replacements

11:15am - "Customer Service and Collections: Best Practices and Requirements – Part 1"

- Utility Customer Service Best Practices
- Responsible Party for Billing: Who is the correct customer to bill?
- Deferred Payment Agreements

11:45pm - Lunch

12:45pm - "Customer Service and Collections: Best Practices and Requirements – Part 2"

- Disconnecting Service: Considerations and Requirements
- Requirements for Meter Testing and Retention
- How to handle PSC Complaints and Inquiries

1:15 pm – Questions

1:30pm – Planning, Funding Implementing Utility Projects

Pre-Registration is required for this class.

Complete the form below and return with payment to WRWA.

REGIONAL UTILITY MANAGEMENT

July 10, 2018 – Ashwaubenon July 26, 2018 – Dodgeville August 16, 2018 – Spooner
 September 27, 2018 – Plover October 25, 2018 - Watertown

Member Fee --- \$100 Non-Member Fee --- \$125

Name Sheila Riemer

System/Employer Village of Colfax

Address 613 main St.

City, State Colfax WI Zip 54730

Phone 715 942-3311 Email deputy@villageofcolfax.wi.org

Send payment and form to: WRWA, 350 Water Way, Plover, WI 54467

To pay by credit card: (Visa, Discover, MasterCard, E-Check, Debit Card Only) Go to www.wrwa.org - Must fax completed form(s) to (715) 344-5555 or email the completed form(s) to wrwa@wrwa.org.

Paid with credit card

For more information: Ph: (715) 344-7778 Email: wrwa@wrwa.org

July 1, 2018 - June 30, 2019
Application for License to Serve Fermented Malt Beverages
and Intoxicating Liquors Fee - \$10.00

RECEIVED
JUN 28 2018
Wisconsin
Village of Colfax

To the Clerk of the Village of Colfax

I hereby apply for a License to serve, from July 1, 2018 to June 30, 2019, 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 66 years of age.

Katherine A. Walters

Signature of Applicant

Answer the following questions fully and completely:

Name of Applicant Katherine A. Walters

Address of Applicant N9544 640th St. 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 N/A

Name of Court N/A

Nature of offense N/A

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

NO

Katherine A. Walters

Signature of Applicant

STATE OF WISCONSIN,

Dunn County, ss.

Katherine A. Walters, 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 28 day of June, 2018.

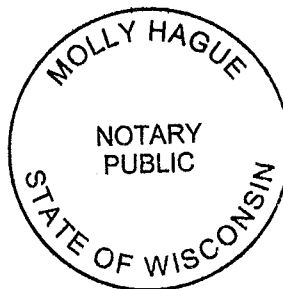
Katherine A. Walters

Signature of Applicant

Molly Hague

Notary Public, Dunn County, Wis.

Commission Expires: 10/26/2019



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 Katherine Ann Walters

Business/Organization Name American Legion Post 131

Full Prior Names (nicknames, maiden names, etc.) nee: Faber

Date of Birth _____ Place of Birth _____ Phone _____

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. N/A

List prior addresses for the past five years N9544 640th St, Colfax WI 54730 9/13 to present
17177 State Hwy 24 NW, Clearwater MN 55320 9/87 to 8/13

List three personal references, not related to you (no co-workers). Include name, address & phone number

- 1) Linda Townsend, 3415 E. Silverwood Dr. Phoenix, AZ 85048;
- 2) Steve Albeck, 11320 85th Ave SE, Clearlake MN 55319;
- 3) Tom Dunbar, P.O. Box 155, Colfax WI 54730;

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

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

Custer High School, Milwaukee, WI graduated 5/1970
Univ. of WI, Milwaukee WI; grad 5/1974; B.S. in criminal Justice

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 Katherine A. Walters Date 6/28/2018

Official Use Only-Below This Line

Date Received 7/3/18 Date Approved 7/3/18 Date Denied _____

Researcher Clerk of Police Approving Officer Signature [Signature]

July 1, 2018 - June 30, 2019
Application for License to Serve Fermented Malt Beverages
and Intoxicating Liquors

Fee - \$10.00

RECEIVED

JUL 02 2018

To the Clerk of the Village of Colfax

Village of Colfax
Wisconsin:

I hereby apply for a License to serve, from July 1, 2018 to June 30, 2019, 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 24 years of age.

Thomas J Dunbar
Signature of Applicant

Answer the following questions fully and completely:

Name of Applicant THOMAS J DUNBAR

Address of Applicant 502 EVERGREEN ST, P.O. Box 153, COLFAX, WI 54230

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

YES

Date of such conviction 4-2-13

Name of Court DUNN COUNTY CIRCUIT COURT

Nature of offense FAILURE TO STOP/RR CROSSING SIGNAL

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

NO

Thomas J Dunbar
Signature of Applicant

STATE OF WISCONSIN,

Dunn County, ss.

Thomas Dunbar

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.

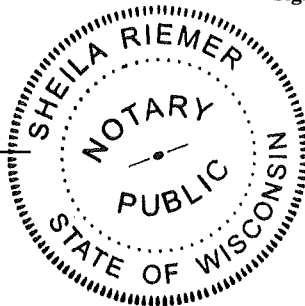
Subscribed and sworn to before me this 2nd day of July 2018

Thomas J Dunbar
Signature of Applicant

Sheila Riemer

Notary Public, Dunn County, Wis.

Commission 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 THOMAS J. DUNBAR

Business/Organization Name COLFAX AMERICAN LEGION

Full Prior Names (nicknames, maiden names, etc.) N/A

Date of Birth _____ Place of Birth _____ Phone _____

Sex _____ Race _____ Height _____ Weight _____

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

Have you ever been arrested for, or convicted of any laws, including traffic? YES

If yes, list offense, date and place occurring. FAILURE TO STOP/RR CROSSING SIGNA
4-2-13 DUNN CO.

List prior addresses for the past five years N/A

List three personal references, not related to you (no co-workers). Include name, address & phone number

- 1) JON SUCKOW 88127 HWY 10 COLFAX, WI
- 2) TERRY TURNER 510 E 4TH AVE COLFAX WI
- 3) KENNETH TAPP 8442 E 1080TH AVE COLFAX WI

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

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

COLFAX HIGH SCHOOL
OLD-BLAU CO. AIRR, WI B.S.

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 Thomas J. Dunbar Date 7-1-18

Official Use Only-Below This Line

Date Received 7/3/18 Date Approved 7/3/18 Date Denied _____

Researcher Chief of Police Approving Officer Signature [Signature]



July 1, 2018 - June 30, 2019
Application for License to Serve Fermented Malt Beverages
and Intoxicating Liquors

Fee - \$10.00

RECEIVED

JUL 06 2018

To the Clerk of the Village of Colfax

I hereby apply for a License to serve, from July 1, 2018 to June 30, 2019, 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 39 years of age.

Leslie Ann Burcham-McKee
Signature of Applicant

Answer the following questions fully and completely:

Name of Applicant Leslie Ann Burcham-McKee

Address of Applicant 122 Park Dr. TRLR 103 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 N/A

Name of Court N/A

Nature of offense N/A

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

NO

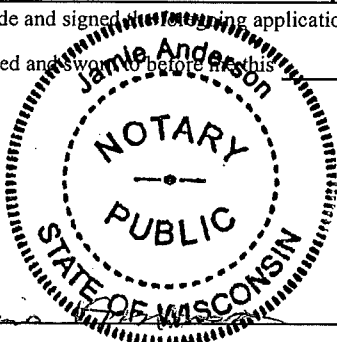
Leslie Ann Burcham-McKee
Signature of Applicant

STATE OF WISCONSIN,

Dunn County, ss.

Leslie A Burcham-McKee, 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 5 day of July, 2018



Leslie Ann Burcham-McKee
Signature of Applicant

Jamie Anderson
Notary Public, Dunn County, Wis.

Commission Expires: 6-29-19

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 Leslie Ann Burcham-McKee

Business/Organization Name Colfax Health and Rehab

Full Prior Names (nicknames, maiden names, etc.) Leslie Ann Burcham
Leslie Ann Burcham-Sutfield

Date of Birth _____ Place of Birth _____ Phone _____

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. N/A

List prior addresses for the past five years 108 Park Dr. TRLE 232, COLFAX-WI 54730
Johnson Olson Street, Colfax WI 54730 - ARIZONA PRIOR YEARS

List three personal references, not related to you (no co-workers). Include name, address & phone number

- 1) Casey Rinn Colfax, WI
- 2) Lauren Delmonaco Kingman AZ
- 3) Mary Dixon Kingman AZ

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.
Kingman High School, Kingman AZ 12
some college - online

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 Leslie Ann Burcham McKee Date 7/11/18

Official Use Only-Below This Line

Date Received 07/09/18 Date Approved 07/10/18 Date Denied _____

Researcher Chief of Police Approving Officer Signature [Signature]

WISCONSIN SELLER / SERVER CERTIFICATION

Trainee Name: Leslie Burcham-McKee

School Name: 360training.com, Inc.

Date of Completion: 07/02/2018

Certification #: WI-833378

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
6801 N Capital of Texas Hwy, Suite 150
Austin, TX 78731
P: 877.881.2235

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10

Application Date: 7-9-18

Town Village City of Colfax County of DUNN

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stat.

at the premises described below during a special event beginning August 3, 2018 ^{4:30pm} and ending August 3, 2018 ^{7pm} and agrees to comply with all law, resolution, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

- (a) Name Colfax Women's Club
- (b) Address 1/6 Shirley Rude N7714 St Rd 40 Colfax WI 54730
(Street) Town Village City
- (c) Date organized 06/93
- (d) If corporation, give date of incorporation —
- (e) Names and addresses of all officers:
 President Mona Thorson 710 University
 Vice President Pat Eggert 99001 City Rd N
 Secretary Joan Forest Colfax
 Treasurer Shirley Rude N7714 St Rd 40
- (f) Name and address of manager or person in charge of affair: Jill Gengler / Leslie Burcham-McBee
110 Park Dr. Colfax - WI 54730

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

- (a) Street number 110 PARK DR.
- (b) Lot 5 Part Lot 4 CSM 4068/3965 Block NA - within NE SW & within SE SW
- (c) Do premises occupy all or part of building? ALL
- (d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: NA

3. NAME OF EVENT

- (a) List name of the event Annual Pig Roast
- (b) Dates of event August 3rd, 2018 4:30pm-7pm

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer _____ (Signature/date) Officer Ramona Thorson 7/6/18 (Signature/date)
 Officer _____ (Signature/date) Officer _____ (Signature/date)
 Date Filed with Clerk 7-9-18 Date Reported to Council or Board 7-23-18
 Date Granted by Council _____ License No. _____

Teele Family
610 East River Street
P.O. Box 311
Colfax, WI 54730

19 July, 2018

Village of Colfax
613 Main Street
P.O. Box 417
Colfax, WI 54730

Dear Patrons and Civic Servants on the Board of the Village of Colfax:

Hello everyone! We are writing because we need your help. Our family moved to Colfax in June 2012. Since then, we have been working diligently at improving our home. Earlier this summer, the village informed us that tree roots had perforated and occupied our sewage pipes from the red maples along the north boulevard of our home. This has also caused sewage backup in homes down the road from our residence as reported by village officials. These trees were planted as a gift from the village of Colfax after the historic tornado of June 4th, 1958. Placement of the trees directly over our sewage and water lines has shown to be an issue and cause this trouble 60 years later.

We, Jordan and Sarah Teele, would like the village board's help in voting to assist with the repair costs and tree removal of all of the trees on said boulevard. Attached is a bid by H&H Plumbing, Colfax, WI of \$5,414,00 made on 18 July, 2018 from their assessment on 13 July, 2018. The bid does not include any costs related to sidewalk restoration or tree removal, which we will also need to achieve to avoid any future damage of this kind. We did contact our insurance company on 16 July, 2018, and they reported that this occurrence was not covered under our home owner's policy.

Please consider our request and us in your coming meeting on 23 July, 2018. We look forward to meeting you and your reply thereafter!

Most Sincerely,

Jordan and Sarah Teele

H & H Plumbing LLC

P.O. Box 10
 200 Bremer Avenue Suite D
 Colfax, WI 54730
 (715)962-4155

Proposal

Date	Proposal #
7/18/2018	3707

P.O. No.	
Terms	Due on receipt

Name / Address
Jordan & Sarah Teele 610 E River Street Colfax, WI 54730

Acceptance of Proposal: The following prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Final payment due upon Plumbing Bid completion.
 CUSTOMER NAME : _____
 CUSTOMER SIGNATURE: _____

DATE: _____

Qty	Description	Total
1	Replacement of Sewer from Main to the Edge of the House	
	Village of Colfax Street Opening Allowance--\$2,500.00 (Included in Bid Amount at Bottom of Page)	0.00
1	Dig, Backfill, and Compact	0.00
1	Cut and Cap Existing Lateral	0.00
1	4" Fernco Wye Saddle	0.00
1	New 4" 3034 PVC From Main to Edge of Home	0.00
1	Outside Cleanout by Edge of Home	0.00
1	Labor & Material for the sum of:	5,414.00
	Notes:	
	1. New Sidewalk by Others	
	2. Tree Removal by Others	
	3. No Yard Restoration	
	4. Street Opening is an Allowance Only. This will be Billed by the Village for Actual Cost	
	OPTION: New 3/4" Water Service from Curb Stop to Home--ADD \$700.00 to the Bid Amount	

As required by the Wisconsin construction lien law, claimant hereby notifies owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for the construction on owner's land, may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned claimant, are those who contract directly with the owner or those who give the owner notice within sixty (60) days after they first perform, furnish, or procure labor, services, materials, plans or specifications for the construction. Accordingly, owner will probably receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction, and should give a copy of each notice received to the mortgage lender, if any. Claimant agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid.

Any alteration or deviation from above specifications, involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the Estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmens Compensation and Public Liability Insurance, on above work, to be taken out by H&H Plumbing, LLC.

Subtotal	\$5,414.00
Sales Tax (5.5%)	\$0.00
Total	\$5,414.00

H&H Representative Name: Haley Boon

H&H Representative Signature: Haley Boon

DATE: 7/18/18

Colfax Railroad Museum

Project Planning List

Project	Funding	Man Hours
DSS&A Caboose	\$500	200
MN&S Caboose	1000	500
Soo Caboose #273	500	250
NP #950	3000	800
Omaha Mail Car	1500	750
Velocipede	1000	200
Speeder	500	120
Flanger	2000	450
Milwaukee Baggage Car	3500	750
Milwaukee Caboose	2800	500
Milwaukee Reefer	3000	400
Porter 2-6-2T	17000	1300
Soo GP30 Diesel	10000	1200
Vulcan Diesel	9000	950
Electric Loco #1	2500	950
Electric Loco #2	2500	950
Baggage Carts	1500	500
1898 Wooden Depot	35000	1200
Ride On Train	20000	300
Events Center	90000	1000
Exhibits Shelter	35000	500
Totals	\$241,800	13,770

Dunn County Outside Agency Funding Request

Date of application: 5/25/2018

This is an application for : Operational Costs

Contact Information

Name of Organization requesting funding

Colfax Railroad Museum Inc.

Name/title of contact

Herbert Sakalaucks/Secretary/Treasurer

Telephone

715-225-0688

E-mail

sakalauckswa@hotmail.com

Organization address:

PO Box 383

500 E. Railroad Ave.

Colfax, WI 54730

Organization website/Facebook Page

www.colfaxrrmuseum.org/ Colfax Railroad Museum

Summary of request (brief, one sentence purpose description)

These funds are essential to cover operating costs for Colfax Railroad Museum tourism promotion and taxes to improve tourism in the Colfax area.

Financial Information

Has your organization received funding in the past?

No

Amount requested:

\$8000

Additional funding sources and amounts: Admissions-\$3,000, Asset Sales-\$2,000, Donations from Individuals, Groups, and Corporations-\$5,500

How and where will county dollars be used? Radio advertising and rest stop travel brochures, brochures for school groups, assisted living facilities, and tour companies, signage at the Hwy 29/40 interchange, and annual taxes to Dunn County.

Signature

By signing, I am indicating that I've reviewed this proposal and all of its contents are true:

Name of board chair or authorized representative: Herbert Sakalaucks

Signature 

Position: Secretary/Treasurer

Dunn County Outside Agency Funding Application

B. Narrative

Proposed work: These funds are essential to cover tourism promotional costs for advertising and taxes. The Museum's expansion to incorporate the goals of the West Central Wisconsin Regional Planning Commission study, "Village of Colfax, Placemaking Downtown Colfax", as the primary node for enhancing tourism for the Colfax area has created a serious shortfall in our operating budget. Without the Museum as a hub for drawing tourists to the Colfax area, there is little chance to improve tourism development in the Colfax area.

Impact:

As a major tourist site, the Museum draws visitors from around the world to Dunn County. For each tourist dollar spent initially, the County gains approximately six dollars in additional income within the county. The Museum also directly spends funds on maintenance and restoration work within the County, which generates additional income within the County. There is no other site within the Colfax area that provides the museum services and tourism draw to the extent that the Colfax Railroad Museum provides.

The requested county funds will finance the Museum's annual advertising and taxes and allow museum personnel to concentrate their fund raising efforts on capital projects, on developing and constructing the improvements required to implement the heritage festival, and the infrastructure for a new, planned miniature railroad operation. The status on new jobs and additional visitor numbers generated by the county's funding will be provided to the Board the following year to document tourism improvements.

Your Organization: The Museum's mission is the preservation, restoration, and interpretive display of western Wisconsin's railroad heritage. This is accomplished through historic artifact displays, tours, and a research collection. The objective is to provide visitors with a day to day view of the railroad industry, whether they worked for it, rode on it, or shipped on it, and to serve as a resource for restoration projects throughout the country and other railroad related research.

The Museum is a nonprofit 501(c)3 museum that was opened in 1999. It is staffed solely by volunteers, which allows us to stretch our funding to accomplish more. The Museum grounds are open for visitors all year. It's been active with the Wisconsin Federation of Museums and the Heritage Rail Association. We have an ongoing association with the other major railroad museums in the region.

The Museum is located on adjacent parcels, separated by the Canadian National Railroad's tracks in the center of Colfax. The main museum is housed in the 1914 stone depot that has been restored for use of its 1640 sq. ft. as display space.

The library/archive is planned to be housed in the wooden 1898 depot. It has a total of 2240 sq. ft. on two floors. The second floor will provide storage the Museum's artifacts that are not currently on display and do not require special environmental treatment, such as china, tools, lanterns, and repair parts.

The first floor will be divided between an events center (512 sq. ft.) and the library/archive (628 sq. ft.).

The outside displays on the main grounds include twenty one pieces of railroad equipment; five locomotives, four passenger cars, two freight cars, five cabooses, and five miscellaneous cars. The Museum's dining car china collection is verified as the largest on public display in the world and was recently rehoused through grants from Xcel Energy and the Tom Dailey Foundation in Illinois.

The Museum primarily serves the general population of the region. It also draws from across the US and overseas visitors who are interested in railroad history and technology. In addition, the library/archive will provide support to researchers and railroad museums throughout the US.

The Museum has a number of initiatives to expand its role within the local community. There is a continuing effort with the Colfax School District to provide a Social Studies Program to the third grade students. In 2018, this involved guided tours for 56 students and 6 school staff. We provide tours tailored for local Assisted Living Homes and disabled young adult day care facilities. We participate in the Dunn County District Attorney's Community Service Diversion program, and we participate in the UW-Stevens Point and the UW-Stout Intern Programs. The Museum played a key role in the return of the annual Menomonie Train Show. The Show is being held annually now at the UW Stout Fieldhouse in January. Approximately 1000 visitors attend that show. We have also worked with Menards to sponsor the new Train Show that will be held in July 2018 at the Old Mill exhibition facility. That show is estimated to draw over 10,000 visitors to the region.

Inclusiveness: The following is a copy of our inclusivity/nondiscrimination policy: The Colfax Railroad Museum is an all-volunteer organization dedicated to preservation, restoration and interpretive display of western Wisconsin's railroad heritage. Unique challenges are posed by the nature of the historical equipment and buildings on display, especially for individuals with disabilities. We strive to achieve maximum accessibility for all individuals within the physical limitations of the historical displays. Where necessary, alternative access is made available to accommodate disabled visitors. We take pride in our reputation as one of the most accessible railroad museums in the country, but are always searching for unique alternatives to further enhance our visitors' enjoyment of the Museum.

In accordance with Federal civil rights law it is the policy of the Colfax Railroad Museum, Inc. that its officers, volunteers, and any employees or contract employees are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity. Any violation of this policy will result in the termination of the Museum's association with the individual or entity.

Funding: If the requested funds are not provided, the long term financial viability of the Museum will be in doubt. The Museum will have to eliminate advertising, reduce

its operating hours and reduce maintenance. This will result in the deterioration of the outside displays and reduced visitor count. In the long term, the Museum would have to sell off the 1898 depot to reduce expenses and long term debt. Loss of the 1898 depot will preclude development of the proposed heritage festival for Colfax and eliminate the miniature steam railroad operation currently under development. These actions would have a serious detrimental effect on tourism in the Colfax area.

Anything else:

The Museum was identified in the West Central Wisconsin Regional Planning Commission study, "Village of Colfax, Placemaking Downtown Colfax", as the primary node for enhancing tourism for the Colfax area. The Museum is working closely with the Colfax Village Board and the Colfax Commercial Club to meet the recommendations of the study. The Museum has never received funding from Dunn County. Even as a 501(c)3 nonprofit, the Museum has paid \$20,375 to the County in taxes since its inception.

There are two additional capital improvement projects related to receipt of these county funds; a request for \$25,000 for construction and development of a library/archive from the Institute for Museum and Library Sciences and a project of \$120,325 through Wells Fargo's community development grant program to develop the site as a local events center. These requests will generate approximately 3 full time jobs when both projects are finished, and draw an additional 4000 visitors per year to the Colfax area.

The Museum is working, in conjunction with the Colfax Commercial Club, to develop a four day historic reenactment festival focusing on reenactment groups covering the voyageurs, the Revolutionary War, the Civil War and the Spanish American War. The festival is expected to draw approximately 3500 visitors a year from outside Dunn County

**List of Officers/Trustees
Colfax Railroad Museum, Inc.**

As of 5/1/2018

William A. Sakalaucks, Chairman
4826 W. Beloit Rd.
West Milwaukee, WI 53214

Joseph Murphy, Vice-Chairman
1515 5th Ave. North, Suite 125
Nashville, TN 37208

Herbert F. Sakalaucks, Jr., Secretary/Treasurer
N11115 670th St
Wheeler, WI 54772

Warren Lathom, Director
12152 Saunders Rd.
Pecatonica, IL 61063

Jim Zons, Director
E6322 Cty Rd D
Colfax, WI

Margaret Shook, Director
1716 Alberta Dr.
Little Rock, AR 72227

LeAnn Ralph, Director
E6689 970th Ave.
Colfax, WI 54730

Scott Kingzett, Director
1105 Ballentine
Menomonie, WI 54751

Charles Schaaf, Director
933 Barland St. Apt.9
Eau Claire, WI 54701

RESOLUTION 2015-07

RESOLUTION OF SUPPORT FOR THE COLFAX RAILROAD MUSEUM BY THE
VILLAGE PRESIDENT AND THE MEMBERS OF THE BOARD

WHEREAS, the Village of Colfax recognizes the significant historical message that the Colfax Railroad Museum would like to relate regarding the primary mode of transportation of our area and throughout the county in the early nineteen hundreds; and

WHEREAS, the Village of Colfax recognizes the Railroad Museum will communicate the importance and value of learning about railroad equipment; and

WHEREAS, the Village of Colfax recognizes the Colfax Railroad Museum and the educational value regarding historical artifacts that people encountered daily and how technology has changed; and


WHEREAS, the Village of Colfax is in support of the Colfax Railroad Museum's mission and strives to encourage tourism in the Village.

WHEREAS, the Village of Colfax understands that the Resolution of Support does not have any financial impact on the Village of Colfax; and

NOW, THEREFORE, BE IT RESOLVED, that the Village President and the Village Board hereby declare their full support for the Colfax Railroad Museum on this 24th day of August, 2015.


Resolution approved and adopted on this 24th day of August, 2015.

By:



Scott A. Gurnufson, President

Attest:



Lynn Niggemann
Administrator-Clerk-Treasurer

Excerpt from Colfax Messenger Newspaper article

Colfax Power of 10: accentuate the positive

By LeAnn R. Ralph

COLFAX — More than 20 people participated in the Power of 10 Workshop about downtown Colfax on July 20, and many of them agreed: Colfax is the “Friendliest Little Town in Wisconsin.”

Workshop participants emphasized as well that the history of the area is important and unique.

Participants also agreed, however, that a major roadblock for people downtown is simply getting across the street since traffic on Main Street does not slow down and often fails to stop for pedestrians.

Colfax was one of two communities selected as the beneficiaries of a grant from the Project for Public Spaces for which the West Central Wisconsin Regional Planning Commission had applied.

Representatives for the Project for Public Spaces had conducted the same Power of 10 Workshop earlier in the day for the Village of Owen.

The Project for Public Spaces is a non-profit organization based in New York City and has worked with cities and villages around the United States and in many foreign countries.

Philip Myrick and Elena Madison presented the workshop.

Madison grew up in Wisconsin although she said she had never visited Colfax before.

The workshop focused on identifying positive aspects of the downtown area, what could be improved, and how those improvements could be accomplished.

At the beginning of the workshop, participants introduced themselves and then spoke briefly on what they liked about Colfax.

Many of them mentioned the friendliness of the residents, the willingness of residents to help one another when assistance is needed, and that Colfax is a good place for families.

For many years, the slogan, “The Friendliest Little Town in Wisconsin” was included across the top of the front page of the Colfax Messenger, although the slogan was removed a few years ago to make room for the newspaper’s website address.

During the introductory phase of the workshop, the history and historical value of Colfax was mentioned briefly, but during the presentations later on, each group emphasized the historical importance of their particular area.

In addition to representatives for the Project for Public Spaces, officials from the West Central Wisconsin Regional Planning Commission, the Dunn County Economic Development Corporation, along with a number of village board members, the village administrator, local business owners and representatives for the Colfax Municipal Building Restoration Group participated in the workshop.

10 and counting

The workshop’s objective was to identify ten major destinations, ten places and ten things to do in Colfax, how to “layer” the uses and how to encourage people to participate in those uses.

Workshop participants were divided into four groups and were sent out to their area of the downtown to assess what is there, what could be improved and how it could be improved.

“We build on the idea of places and spaces and creating walking experiences ... we like to use the idea of a ‘bread crumb trail’ to lead people from one space to the next,” Myrick said.

The Power of 10 is about showcasing local assets and connecting place-making opportunities, such as Main Streets, parks, plazas, markets, green spaces, libraries, civic buildings and cultural institutions, he said.

Many things can be done to make a place fun and vital that are both sustainable and affordable, Myrick said.

The four areas that were discussed included the Colfax Railroad Museum, the intersection at Railroad Avenue and Main Street, the intersection at River Street and Main Street, and the Colfax Municipal Building.

The area around the Colfax Fairgrounds and the Colfax school buildings were included on the map for the workshop, but time constraints and the number of workshop participants did not allow those areas to be included in the analysis.

During the discussion later on, it was noted that walking trails are available along Eighteen Mile Creek and on the west side of the Red Cedar River, and it was suggested that signs clearly marking the entrance to the trails would encourage and invite people to use them.

Railroad museum

Myrick and Madison identified the Colfax Railroad Museum as an important and unique feature of Colfax.

People who are interested in trains will travel across the country to visit a railroad museum, and the museum should be considered a central part of the village, they said.

The Colfax Railroad Museum has the potential to draw many visitors to Colfax and to play a vital role in the village's economic activity, Myrick and Madison said.

Even though the railroad museum is not owned by the village, the village board should support the Colfax Railroad Museum when the museum applies for grants, they said, noting that village board support would be integral in the continued development of the museum and its role in drawing tourists to the village, which would also benefit many of the businesses along Main Street.

It should be noted that "support" for the railroad museum does not necessarily mean financial support in the form of a tax levy, but rather, could be something as simple as the village board approving a resolution that says the board appreciates the significance of the railroad museum and approves of the museum's efforts to apply for grant money.

Specifics

Members of the Colfax Railroad Museum group noted the historical significance of the train museum and gave a high rating to the museum for efforts to collect and display rail cars and the memorabilia inside the depot.

The group also noted that the Colfax Railroad Museum is "a work in progress."

The fact that all of the work at the museum has been done by volunteers received a high rating from the group.

Railroad Avenue is a busy street with large number of vehicles during the day but also is a street where people go for walks during the day and in the evening.

To make the railroad museum a more “useable” and inviting space, recommendations from the group included asking 4-H Clubs, service organizations, church groups and other groups if they would be interested in planting and maintaining flowers around the museum.

Benches also would make the area more inviting for both local residents and out-of-town visitors and could be an opportunity for the shop class at Colfax High School to build benches.

Myrick suggested that a train mural on the side of the Cedar Country Cooperative warehouse would be a feature to help draw visitors toward the railroad museum, although members of the group thought it was unlikely that the Cedar Country management or board of directors would agree to a mural.

Signs on Main Street near the intersection with Railroad Avenue would be helpful to direct visitors toward the railroad museum, he said.

Abstract

The Colfax Railroad Museum is the lead applicant for this application. Cooperative assistance will be provided by staff from the National Railway Museum in York, England, the Dunn County Historical Society in Menomonie, WI, the University of Wisconsin-Stout in Menomonie, WI, and the Chippewa Valley Museum in Chippewa Falls, WI.

The Colfax Railroad Museum is addressing a serious set of problems facing its library/archive. These issues were initially identified in a 2011 survey by Midwest Art Conservation Center (MACC) Conservator Neil Cockerline and have been updated annually by Museum staff. A recently acquired historical property (1898 wooden depot) will be used to consolidate and properly house the books, periodicals, videos, photographs, maps, drawings, and industrial art in the Museum's custody. The materials are currently spread throughout buildings and rail cars on the museum's property, in boxes and loose stacked, in environmentally uncontrolled spaces. There is a serious risk of mold, mildew, and rodent damage with the current storage conditions and damage to the loose stacked materials. This project will install air conditioning and dehumidification equipment to eliminate potential mold and mildew issues in the 1898 wooden depot. Acquisition and installation of an environmental monitor will monitor and insure that the proper environmental conditions are maintained (68-75F and below 50% humidity). Museum quality metal shelving, display racks, and flat cases will be installed to properly house the materials, instead of the current boxes and loose stacks. These needs were identified in internal studies and an outside Museum Assessment Program survey. The installation of the environmental equipment will be performed, with assistance from qualified volunteers, supervised by a licensed professional installer. Display racks and cases will be purchased with negotiated solicitations. Shelving of the collection will be performed by university volunteers under the supervision of a qualified conservator (Ms. Ronnander). The entire program will be completed in a twelve month period, with completion by 09/30/2019.

This project will provide a significant improvement in the protection and monitoring of the museum's paper and photographic artifacts by reducing potential for physical damage from improper storage and handling and potential mold and mildew issues. It will also make the collection available for the first time to researchers by taking it from boxes and loose stacks and properly shelving and cataloging it. This project will preserve unique technical information and make it available to the public.

Success for this project will be demonstrated by the establishment of initial availability of all of the library and archive materials for public use, the protection of library/archive materials from mold/mildew and physical damage, ongoing monitoring of environmental conditions, and the freeing up of display space currently occupied by the fragile paper items.

Organizational Profile Colfax Railroad Museum

The Colfax Railroad Museum Inc. was founded in 1999 as a 501(c) 3 nonprofit museum. It is governed by a Board of Directors, Chairman, Vice Chairman, and Secretary/Treasurer. The Chairman is responsible for the management of daily operations. The Project Leader is in charge of outside projects and volunteer workers.

The Museum was originally funded through a DOT ISTEA grant. Its operating funds are derived through admissions and donations. The Museum is located on 1 ½ acres on adjacent parcels, separated by the Canadian National railroad tracks. The museum's main indoor displays are housed in the 1914 stone depot that has been restored with the use of its 1640 sq. ft. as display space. The library/archive is planned to be housed in the recently acquired wooden 1898 depot that sits across the tracks from the stone depot. It has a total of 2240 sq. ft. on two floors. The second floor will provide storage space for the museum's artifacts that do not require special environmental treatment, such as china, tools, lanterns, and repair parts. The first floor will be divided between an events center (512 sq. ft.) and the library/archive (628 sq. ft.). The outside displays on the main grounds include twenty one pieces of railroad equipment, which include five locomotives, four passenger cars, two freight cars, five cabooses, and five miscellaneous cars. The Museum's dining car china collection is the largest public display of dining car china in the world and was recently rehoused through a grant from the Tom Dailey Foundation.

The Museum's mission, as approved by the Board of Directors in 1999, is the preservation, restoration, and interpretive display of western Wisconsin's railroad heritage. This is accomplished through historic artifact displays and a research collection. The Museum's objective is to provide visitors with a day to day experience of the railroad industry, whether you worked for it, rode on it, or shipped on it, and the library/archive serves as a resource for research and restoration projects throughout the country.

The Museum is located in rural, western Wisconsin and primarily serves the general population of the region. It serves as a tour site for various school and assisted living groups. It also draws a significant audience from across the US and overseas of visitors who are interested in railroad history and technology. The library/archive provides support to researchers and railroad museums throughout the US.

Narrative-Collections Stewardship

1. Project Justification

- What do you propose to do?

This project is intended to assemble the Colfax Railroad Museum's books, periodicals, paper ephemera, calendars, posters, videos, industrial art, and drawings into one location that is temperature and humidity controlled and monitored to reduce the possibility of damage to the items from mold, mildew, rodents, and handling and allow initial access to the materials for research. This will be accomplished through the addition of air conditioning, data monitors/loggers, and dehumidification equipment to the recently installed natural gas zoned heating system. Once that work is finished proper shelving and flat cases and display racks will be acquired. The Menomonie Public Library is donating the powder coated shelving for reshelving the books, periodicals, and videos. This project will acquire the additional flat cases and poster racks for the drawings and artwork. Existing file cabinets will be utilized to house the photo and postcard collection. UW-Stout student volunteers will provide the labor for this effort, under the supervision of Ms. Ronnander. The collection consists of approximately 1700 hardbacks covering technical topics on railroad equipment construction, railroad roadbed construction, railroad commission proceedings, railroad history, and railroad transportation issues. There are roughly 3000 periodicals that date back to the early 1900's and cover such topics as railroad unions, the railroad industry, railroad published magazines, general railroad interest magazines, and railroad tourist magazines and brochures. Paper ephemera is roughly 60 linear drawer feet of documents, photographs, and post cards (approximately 10,000 items) including stocks and bonds, employee and public timetables, railroad rule books, union documents, operating forms, and correspondence. There are 640 railroad videos and 257 8mm color movies of late steam and early diesel railroad operations. The posters and calendars number approximately 900 items and date back to the 1910's. The drawings cover the entire track plans for the Soo Line Railroad in Wisconsin, dating back to the start of the railroad, and the technical drawings for the Northwestern Motor Co. which are the entire existing technical drawings for the railroad maintenance vehicles the company built. The company was a prime local manufacturer and was headquartered in Eau Claire, Wisconsin.

What high-priority collections-related need, problem, or challenge will your project address and how was it identified?

The ENTIRE collection is presently stored in loose stacks on the floor, in equipment closets, or on temporary, pressed-wood shelving that is inadequate for the weight involved and the fragile nature of the items being stored. This problem was identified in the 2011 survey by the Midwest Art Conservation Center. There is serious exposure to potential mold and mildew risks, due to high humidity and extreme temperature fluctuations in the current storage locations and conditions.

- Who or what will benefit from your project?

The library/archive at the Colfax Railroad Museum will be the immediate beneficiary of this project. The ultimate user beneficiaries will be other museums, restoration efforts, and researchers that need the information only available within the items in the library/archive. Much of the technical information contained in the collection's drawings is the only remaining source for that information.

- How will your project advance your institution's strategic plan?

This project will resolve all major storage issues identified in the 2011 MACC survey for the library/archive and allow staff to catalog the items in order to identify the information contained and develop a conservation plan for access to the collection while minimizing risk of damage/loss. This effort also ties back to the overall Colfax community development plans outlined in the Power of Ten study commissioned by the Village of Colfax (See attached supporting document for the newspaper synopsis of the study).

- How will your project address the goals of the Museums for America program and the Collections Stewardship project category?

The goal of this project is to provide the environmental controls and monitoring, and the proper storage equipment to insure minimizing damage to the items. This is not a project of marginal improvement. This project will take the collection from meeting **no** acceptable standards up to a level that insures adequate environmental controls and monitoring and the capability to have the collection available to outside parties for the first time. This project will provide cataloging for the books, periodicals, and videos and a base level inventory for a future cataloging effort for the photographs, post cards, art work, and drawings. Without this project, no cataloging will be able to be performed and the collection will suffer damage from improper storage.

Project Work Plan

- What specific activities, including evaluation and performance measurements, will you carry out?

Once the HVAC system is upgraded to provide a full range of appropriate temperature and humidity conditions, the ELESEC 765C Environmental Monitor will provide data capture and logging for Ultraviolet (UV) level, total amount and proportion of UV present, visible light (Lux or Foot-candles), % relative humidity / dew point, and temperature (°C or °F). This information will be used to record environmental conditions and fine tune the environmental controls to insure maintenance of correct conditions. After the environmental system upgrades are done, the new shelving and flat cases will be acquired/installed. Floor plans will be developed by Mr. Sakalaucks to insure adequate handicap access to the collection and proper floor weights are maintained. The

layout is planned to provide proper handling areas for drawings and other over size materials. Once the equipment is in place, the materials will be unloaded onto handling tables for sorting, inventorying/cataloging, and reshelving by the UW-Stout volunteers. This will be done under the guidance of Ms. Ronnander, the conservator consultant, and Jane Kingzett, the inventory IT lead.

- What are the risks to the project and are they accounted for in the work plan?

The primary risks are damage by dirt and dust during HVAC work and handling damage during the inventory and rehousing process. During the HVAC work, the area will be sealed off with plastic sheeting. No collection materials will be allowed in those areas. Handling of the collection for inventorying/cataloging and rehousing will be limited to senior volunteer staff that will be trained by Ms. Ronnander in the proper handling techniques.

- Who will plan, implement, and manage your project?

There will be four people with primary responsibilities for the project. Scott Kingzett will be the overall Project Leader, with an emphasis on the HVAC portion of the work. Herb Sakalaucks will handle site planning and supervise most of the materials movement. Carrie Ronnander will provide guidance on all conservator related work efforts. Jane Kingzett will provide the IT support for the inventory/cataloging work.

- When and in what sequence will your activities occur?

<u>Milestones</u>	<u>Start</u>	<u>Completion</u>
Project start date:	10/01/2018	
Funding release	10/15/2018	10/21/2018
Acquisition of AC equipment	11/30/2018	12/21/2018
Installation of AC equipment	01/03/2019	01/31/2019
Acquisition of Dehumidifier	11/20/2018	12/31/2018
Installation of Dehumidifier	01/03/2019	01/21/2019
Acquisition of Flat File Cases	01/10/2019	02/10/2019
Inventory of Drawings	10/15/2018	03/31/2019
Acquisition of Display Racks	01/10/2019	02/10/2019
Preparation of Display Racks	02/15/2019	03/10/2019
Reassembly of Book Shelves	12/01/2018	01/15/2019
Acquisition of ELSEC 7765C	12/01/2018	01/15/2019
Siting of ELSEC 765C	01/15/2019	01/20/2019
Cataloging of Books	02/01/2019	08/01/2019
Cataloging of Videos	03/15/2019	08/01/2019
Preparation of final report	08/01/2019	09/15/2019
Project completion date:	09/30/2019	

- What financial, personnel, and other resources will you need to carry out the activities?

The project costs are forecast at \$25,000. Besides the senior staff, there will be five other University volunteers working an average of 16 hours per week for ten months. There will also be two contractor workers involved with the AC and dehumidifier installation.

- How will you track your progress toward achieving your intended results?

Reviews will be held two weeks prior to each major milestone and ad hoc if any effort meets with problems. Ongoing monitoring of the information generated by the Environmental Monitor will be used to insure proper functioning of the HVAC and humidity controls to make sure they maintain proper temperature and humidity levels.

- How and with whom will you share your project's results?

Recognition of the project efforts will appear on the Museum's website and Facebook page, in the local newspapers and television, and on the rail community website- RYPN.org. Completion notice and identification of the materials available for research will be disseminated to all relevant regional railroad museums and groups. The final report will be shared with the Colfax Village board, the UW-Stout volunteer coordinator, and the Dunn County Board of Supervisors. A final report will also be submitted to IMLS.

Project Results

- Referring to your Project Justification, describe your project's intended results that will address the need, problem, or challenge you have identified.

The project will result in proper temperature and humidity levels to prevent damage to the collection from moisture. The shelving, cases, and racks will rehouse the items properly and allow full access for use of the items. The cataloging/inventory work will provide the information necessary for researcher access to the main portions of the collection and will provide a basis for the cataloging of the photograph and post card collections in the future.

- How will the care, condition, management, access to, or use of the museum collections and/or records that define the focus of your project improve?

As stated earlier, this is not a marginal improvement on existing systems. This project will provide the initial proper housing of a major technical information collection that had no previous access for the materials and total lack of proper housing.

- What tangible products (e.g. reports, inventories, catalogs, treatment plans, publications, presentations, and databases) will result from your project?

This project will provide the initial storage and cataloging of almost 6,500 items, many of which are unique in nature and unavailable anywhere else. The remaining 10,000 ephemera items, photographs, and post cards will be sorted, properly stored, and prepared for a future cataloging effort that is too large to include within this project.

- How will you sustain the benefit(s) of your project?

Operation of the new library/archive will be sustained through our annual fund raising exhibition that is held at the University of Wisconsin-Stout. This exhibition has averaged over 1000 visitors to a two day exhibition of model railroads that draws attendees from the region and Canada and provides the Museum with over one half of its annual operating revenue. Ongoing tour programs with the Colfax School District and local assisted living facilities will be enhanced. A new, reenactment history festival is planned for introduction with the opening of the events area that has been developed within property recently purchased by the Museum, in cooperation with the Colfax Commercial Club and the Village of Colfax. This event is projected to draw an additional 4,000 visitors a year to the Museum.

Budget Justification Colfax Railroad Museum

Supplies, Materials, and Equipment:

The Museum conducted a survey of local HVAC companies to determine the best method to install air conditioning and a humidity control system in the building. Based on multiple recommendations, a mini-split system was the consensus choice. The current heating part of the system are Rinnai three units that provide zone heating on both floors for first floor activities and second floor storage, as needed. The air conditioning units are needed solely for first floor activities and are zoned for meeting environmental needs. They are high efficiency units and have very quiet operating characteristics. Prices on the AC and dehumidifier equipment have shipping added, since national level purchases provide the best cost break. The dehumidifier will be located in the library's main room. The size of this unit, and its cost, will be determined based on the AC installer's recommendation, based on the actual brand and size of the AC units installed. Estimates are provided on the expected units to be used.

The flat file cabinet requirement is estimated at 40 drawers to handle the track plans, equipment drawings, posters, calendars, and industrial art. Current catalog prices are provided for the cost estimate for these items.

Display racks will provide 300 slots for displaying calendars, posters, and industrial art. This will allow for annual rotation of displays so that visitors see new displays every year they return and researchers can view the more frequently accessed items. Flat cases will store the nondisplayed items. Use of display racks will allow safer access for viewing the more frequently needed, since they preclude the frequent handling from cases, especially for fragile items. The display rack illustration attached is for general style purpose only. . The selected racks will meet current archival standards at the actual point of purchase.

The data logger for the Museum will be an ELSEC 765C Environmental Monitor. This provides data capture and logging for Ultraviolet (UV) level, total amount and proportion of UV present, visible light (Lux or Foot-candles), % relative humidity / dew point, and temperature (°C or °F). This will provide the Museum ongoing environmental status data to insure that proper conditions are maintained for the collection. Currently the Museum has no data on conditions.

The contract work is for the parts and installation of the AC and dehumidifier equipment. Cost estimates are based on multiple contractor labor estimates less the labor costs to be performed by volunteers, and current local supply house prices for miscellaneous supplies. Contract labor rates are based on recent heating installation work.

Acquisitions will be done competitively, through negotiated solicitations based on technical specifications.

Detailed Condition Reports and/or Conservation Treatment Proposals

The project involves the consolidation, shelving and cataloging of an extensive book, periodical and photographic/video items. The collection consists of approximately 1700 hard bound books (179 linear feet), approximately 3000 periodicals (84 linear feet), 640 videos, 257 8MM movies, approximately 900 calendars and pieces of industrial artwork, and 60 linear feet of files containing photographs, post cards, and miscellaneous paper ephemera. Presently, the book and periodical collection is housed in the wooden depot on temporary shelves or in boxes. The drawings, photographs, videos, movies, and industrial art are loose stacked in the wooden depot, the wooden caboose, and the second floor of the wooden depot. The paper ephemera are stored loose stacked in the wooden and stone depots.

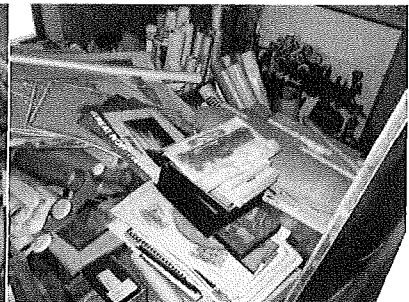
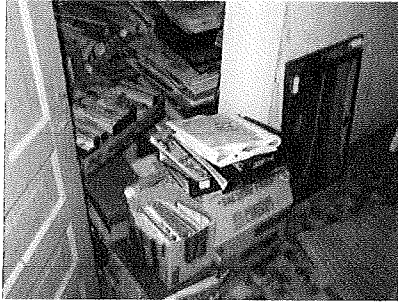
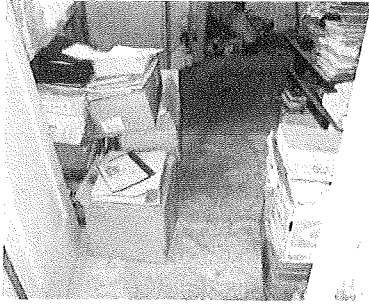
At this time, the Museum has no capability to monitor environmental conditions. Based on general conditions, the collection regularly experiences temperature extremes from -30 to 100 degrees F and humidity up to 100%. The ELSEC 765C will provide initial capability to properly monitor and adjust the new HVAC system to correct environmental conditions.

After the environmental issues are resolved at the wooden depot, volunteers will transfer the remaining boxed items to the wooden depot, utilizing a van for the one block long move. After the new shelving is in place, the books and periodicals that are stored on temporary shelves will be cataloged and reshelved in accordance with guidance provided by the National Railway Museum in York, England and under the supervision of Ms. Ronnander. By utilizing a similar cataloging and shelving plan, researchers will be able to utilize a familiar system.

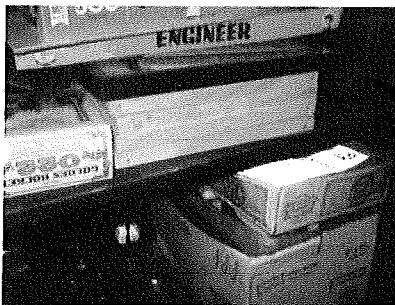
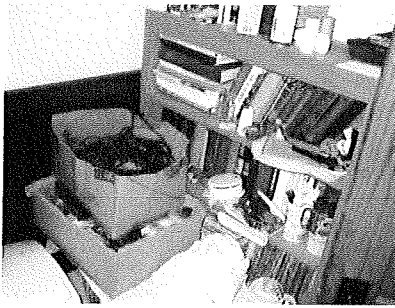
Once the flat drawing cases are installed, the drawings that are already stored loose on site at the wooden depot will be filed by volunteers. This effort will be supervised by Ms. Ronnander to insure safe handling and storage of the items. The calendars and industrial art, which are stored at the wooden depot, will be mounted in the poster display racks for safe viewing in the stone depot. The balance of the paper ephemera, photographs, and post cards will be housed in archivist grade folders in the new file cabinets. Filing will be in accordance with guidance from the National Railway Museum and Ms. Ronnander and will provide the first access to these items to the public.

Current storage conditions at the 1898 wooden depot:





Current storage conditions at the stone depot:



Current storage conditions in the wooden caboose (Unheated);



Power of Ten

July 10, 2012

Colfax, Little Slice of Italy

Participants: Chris Olson, Gary Stene, Mark Mosey, Mark Halpin, Kyle Kressin, Susan Olson, Mark Johnson, Jackie Ponto, Annie Schieber, Nancy Odom, Rod Larson, Barb Wall, Chris Smith, LeAnn R. Ralph, Tina Bradford, Marge Hernandez, Richard A. Johnson

Presentors: Phil Myrick and Elena Madison from the Project for Public Spaces

Facilitators: Jay Tappen, Lynn Nelson, Ann Schell, Chris Straight, Jing Duan, and Tobi LeMahieu (all from the West Central Wisconsin Regional Planning Commission)

Identify Opportunities Exercise

Site #1 Railroad Museum

1. What do you like best about this place?
 - History
 - Uniqueness
 - Potential to be an attraction
 - One visitor from Iowa came to Colfax with a goal to see all depots in the village
 - Could be a tourism draw
2. List things that you would do to improve this place that could be done right away and that wouldn't cost a lot.
 - Benches
 - Better signage on dining car
 - Flower gardens, bushes
 - Mural on Cenex building (both sides)
 - Improved sign on museum
 - Train-set playground
 - Advertise in papers
 - Trim trees near sidewalk and fix sidewalk
3. What changes would you make in the long-term that would have the biggest impact?
 - Railroad buff swap meet
 - Christmas train scene
 - Expand museum to Main St. and acquire other depot building
4. Ask someone who is in the "place" what they like about it and what they would do to improve it. Their answer:
 - "Cool that people traveled that way"

5. What local partnerships or local talent can you identify that could help implement some of your proposed improvements? Please be as specific as possible.
- Cenex
 - Women's Club
 - Foundations
 - Village of Colfax
 - 4-H
 - Church groups
 - School Honor Society
 - Railroad foundation?

Site #2: Main St. and Railroad Ave. intersection

1. What do you like best about this place?
 - Oldest building in town now is restaurant with outdoor seating
 - Co-op is the center of activities, easy access but pedestrian hazards
 - Street lighting
2. List things that you would do to improve this place that could be done right away and that wouldn't cost a lot.
 - More outdoor seating
 - Find a way to work with State highway to address community needs on state highway
 - Signage restrictions
 - Bump-out restrictions
 - Restrictions on pedestrian yield in road
 - Remove overhead wires
 - Wayfinding sign
 - Paint crosswalks
 - Mural on Little Italy building (on the Railroad Ave. side above the awning)
 - Wayfinding to fairgrounds and other destinations
 - Correct the RR signal malfunction which makes them activate inadvertently
3. What changes would you make in the long-term that would have the biggest impact?
 - Screening or something to lessen the visual impact of the loading dock and railroad tracks
 - Close off railroad company access along railroad tracks to keep the public from using it as an access to the parking lot
 - Put in plantings and way-finding signage on southeast quadrant
 - Improve driver awareness of pedestrians and yield compliance
 - Speed enforcement
4. Ask someone who is in the "place" what they like about it and what they would do to improve it. Their answer:
 - Likes convenience of the gas station
 - Likes Little Italy restaurant with outdoor seating
 - Difficult to get in and out of the gas station
 - Difficult to see the traffic (parking on both sides blocks the view)

5. What local partnerships or local talent can you identify that could help implement some of your proposed improvements? Please be as specific as possible.
 - DOT – “Major stumbling block”
 - Gateway sign to welcome to downtown
 - Bump-outs as a form of traffic calming
 - Need “something” physical to induce drivers to slow down
 - Village
 - School district
 - County highway
 - EDC
 - Legislators
 - Churches
 - Businesses, Kiwanis
 - Other service organizations

Site #3: Intersection of River St. and Main St.

1. What do you like best about this place?
 - Old time feeling
 - Sandstone buildings made from sandstone blocks quarried and cut locally
 - Windows in a couple of the businesses draw people in
 - Seating

2. List things that you would do to improve this place that could be done right away and that wouldn't cost a lot.
 - Paint light bottoms
 - Signage on buildings
 - Murals on panels closing off windows on Commercial Testing Laboratory, Inc. building
Older men used to sit on steps and on window ledges when it was a grocery store
 - Benches and/or trees near Karl's (auto sales) to soften the blank spot it creates
 - Flowers attract the eye and help make it the next “bread crumb”
 - Business association
 - Farmers' market/or street dance-concerts on west leg of River St.
 - Walking tour like Chippewa Falls with updated brochure on the history of the sandstone houses and buildings

3. What changes would you make in the long-term that would have the biggest impact?
 - Bump outs to help in crossing Main, and create space for way-finding signs, etc.
 - Way-finding signs (This is the “middle” of downtown.)
 - Signage on sandstone buildings (plaques describing local history of buildings)
 - Widen sidewalks – significantly in wide portion of River St., to the west of the intersection, add umbrella tables (for shade) and benches.
 - Narrow River Street, especially the block west of the intersection

4. Ask someone who is in the “place” what they like about it and what they would do to improve it. Their answer:

- They liked that everything is close together and they can get everywhere easily
 - They like to hang out with their friends downtown
5. What local partnerships or local talent can you identify that could help implement some of your proposed improvements? Please be as specific as possible.
- H.S. art classes
 - Shop class
 - Flower boxes
 - Chairs
 - Benches
 - Discovery Center @ UW-Stout
 - Historical Society
 - Chippewa Valley United Way
 - WisDOT
 - Business owners

Site #4 Village Hall

1. What do you like best about this place?
 - Historic buildings/Citgo
 - Nice remodel of many of the nearby buildings
 - Community space beside municipal building
 - Private
 - Benches/lighting (historic and people-scale)
 - Gardens/flower plantings
 - Music/library events
 - Street lighting has historic character
 - Lots of activities in municipal building
 - Greening of spaces, window boxes, and plantings
 - Signage and community bulletin board outside municipal building
 - Traffic is fairly safe; most cars stop for pedestrians.

2. List things that you would do to improve this place that could be done right away and that wouldn't cost a lot.
 - Farmers' market in lot behind municipal building (visibility concerns though)
 - Bike share program (community wide)
 - Window murals on adjacent building to south
 - More use of the public space by library; bring kids outside for events
 - Kid-friendly amenities
 - Better lighting in pavilion
 - Sprucing up of public space (e.g., painting, minor repairs)
 - Historic information posted or walking tour (publicize more if have)
 - Electronic bulletin board to post events
 - More planters as a way to get people to slow down and linger
 - Signage visibility to park area
 - Flag/sign to indicate the park (park is easily missed)

3. What changes would you make in the long-term that would have the biggest impact?

- Develop a connection from park and main street to river behind municipal building
 - Teen amenities (possibly Quonset hut site)
 - ask the teens what they would want
 - kayak/tube/canoe rental with snack shop
 - Indoor teen facility (e.g., skating)
 - Open mic. poetry
 - Bike lanes/routes to school
 - Skate park
4. Ask someone who is in the “place” what they like about it and what they would do to improve it. Their answer:
- Love municipal building
 - Want tours of municipal building
 - Freshen-up amenities in park; looks slightly run-down
5. What local partnerships or local talent can you identify that could help implement some of your proposed improvements? Please be as specific as possible.
- High school art class
 - Horticulture class, shop/mechanics
 - Municipal restoration group
 - Individual community members

Reflection

1. There should be more promotion/visibility of the walking trail by the creek and across the river
2. There should be better promotion of the bike path and its connection from Menomonie
 - Possibly a bike tour
3. Improve connections between the downtown and the river, perhaps through #4
4. Traffic speeds (traffic vs pedestrian) are a concern, especially on the south side of Main Street....improves somewhat by the time vehicles reach Village Hall.
5. Going from Site #2 to Site #3 lacks bread crumbs. No linkages and existing uses break up the space.

Next Steps

Chris Smith, Dunn County EDC, stated he would be willing to meet with the Village and businesses to discuss next steps, programs, etc.

Village of Colfax

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

Gary Stene, President
Lynn M. Niggemann, Administrator-Clerk-Treasurer

Memo

Board Members:

At the April 23, 2018 meeting, the Fair Board had requested a donation for the port-a-potties. I reluctantly, misunderstood the requested amount to be half of the cost because the way the vendor invoiced for the event.

In the past the Fair Board has requested a donation to pay for the port-a-potties in full. The 2018 cost included the deposit of \$210.00 which was approved by the Board plus \$210.00 which was invoiced after the event totally \$420.00. The 2017 cost for the port-a-potties was \$300.00.

In any case, Mr. Dunbar and I apparently were not on the same page when he stopped by to make the verbal request for the donation and I misunderstood the request.

I am asking if the Board is willing to grant the additional \$210 towards the porta-a-potties.

Thank you.

Sincerely,



Lynn Niggemann

Village of Colfax
Building Permit Fee Schedule

FEE	CONSTRUCTION/DEVELOPMENT	
\$10.00	Shingles (over \$1,000 value)	
\$10.00	Deck (over \$1,000 value)	
\$10.00	Siding (over \$1,000 value)	
\$10.00	Fence (over \$1,000 value)	
\$25.00	Sign	
	Rezoning (actual cost + publication fees)	
\$25.00	Driveway	
\$25.00	PUD Application	per project
	General Construction (\$0-\$10,000 value)	
	General Construction (each \$1,000 value over \$10,000)	
	includes, but not limited to: driveway, doors, windows, flooring, cabinets, walls, plumbing fixtures, electrical fixtures, storage sheds, fences, etc.	
WEBER	Building Permit Base Fee-Residential New Construction, Additions, Remodels & Accessory Bldgs.	per permit
WEBER	Building Permit Base Fee-Residential New Construction, Additions, Remodels & Accessory Bldgs.	per sq ft
\$50.00	Building Permit Base Fee-Commercial Additions, Remodels & Accessory Bldgs.	per permit
\$0.05	Building Permit Base Fee-Commercial Additions, Remodels & Accessory Bldgs.	per sq ft
\$100.00	Building Permit -Commercial - Base Fee New Construction	per permit
\$0.15	Building Permit -Commercial - Base Fee New Construction	per sq ft
\$25.00	Building Permit -Razing of residential, commercial or accessory building without village utilities (water and/or sewer)	per project
\$100.00	Building Permit - Razing of residential, commercial or accessory buiding with village utilities (water and/or sewer)	per project

For
review
7/23/18

2018-4 ORDINANCE AMENDMENT – SEC. 9-2-11

AN ORDINANCE REGARDING SEWER UTILITY REGULATIONS AND RATES.

The Village Board of the Village of Colfax, Wisconsin, do ordain as follows:

SECTION 1. Section 9-2-11 of the Code of Ordinances of the Village of Colfax, Wisconsin, is hereby retracted and repealed as follows:

SEC. 9-2-11 MISCELLANEOUS RULES & REGULATIONS

- (a) The utility shall maintain the sewer service within the limits of the Village of Colfax. The property owner shall maintain the sewer lateral from the public sewer main to the structure or building on the owner's property, which maintenance shall include payment of all expenses associated with replacement, cleaning and maintenance of the lateral line. The utility shall be responsible for contracting or repairing the curb, gutter, and any street repairs and the property owner shall be billed for the actual cost of the repairs. The property owner must notify the Village prior to initiating work on any lateral maintenance. It shall be the property owner's obligation to keep the sewer service lateral free of defective conditions at all times.
- (b) The owner of each parcel of land adjacent to a sewer main on which there exists a building usable for human habitation or in a block through which such system is extended, shall connect to such system within thirty (30) days of notice in writing from the Village Board. Upon failure to so do the Board may cause such connection to be made and bill the property owner for such costs. If such costs are not paid within thirty (30) days, such costs shall be assessed as a special tax lien against the property, all pursuant to Sec. 281.45, Wis. Stats.; provided, however, that the owner may within thirty (30) days after the completion of the work file a written opinion with the Village Clerk stating that he cannot pay such amount in one (1) sum and ask that there be levied in not to exceed five (5) equal installments and that the amount shall be so collected with interest at the rate of twelve percent (12%) annum from the completion of the work, the unpaid balance being a special tax lien, all pursuant to Sec. 281.45, Wis. Stats.

In lieu of the above the Village Board at its option may impose a penalty for the period that the violation continues, after ten (10) days written notice to any owner failing to make a connection to the sewer system, of an amount equal to one hundred fifty percent (150%) of the minimum quarterly charge for sewer service payable quarterly for the period in which the failure to connect continues, and upon failure to make such payment said charge shall be assessed as a special tax lien against the property, all pursuant to Sec. 281.45, Wis. Stats.

This Section ordains that the failure to connect to the sewer system is contrary to the minimum health standards of said Village of Colfax and fails to assure preservation of public health, comfort, and safety of said Village.

- (c) When any sewer service is to be re-laid, and there are two or more buildings on said service, each building shall be disconnected from said service, and a new sewer service shall be installed for each building.
- (d) A quarterly wastewater system maintenance fee of \$12.50 is hereby established, and will be applied to all classes of wastewater system users.

SECTION 2. This ordinance shall take effect upon passage and publication as required by law.

Adopted: 07/23/2018

Published: 08/01/2018

Village President

Village Clerk

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 7/09/2018 From Account:
Thru: 7/22/2018 Thru Account:

Check Nbr	Check Date	Payee	Amount
74859	7/10/2018	JACK & KITTY	300.00
74860	7/10/2018	JIM LENZ	390.00
74861	7/13/2018	24-7 TELCOM	135.00
74862	7/13/2018	CARLTON DEWITT	721.39
74863	7/13/2018	CHARTER COMMUNICATIONS	247.64
74864	7/13/2018	CHIPPEWA VALLEY TECH COLLEGE	45.00
74864	7/13/2018	CHIPPEWA VALLEY TECH COLLEGE	-45.00
74865	7/13/2018	COLFAX CHEVROLET	517.21
74866	7/13/2018	DAKOTA SUPPLY GROUP	25,675.00
74867	7/13/2018	DIGGERS HOTLINE	14.40
74868	7/13/2018	DUNN CO HIGHWAY DEPT	683.99
74869	7/13/2018	DUNN COUNTY HUMANE SOCIETY	479.88
74870	7/13/2018	DUNN COUNTY RECYCLING	1,447.55
74871	7/13/2018	DUNN ENERGY COOPERATIVE	103.00
74872	7/13/2018	E.O. JOHNSON	75.99
74873	7/13/2018	EXPRESS MART	535.52
74874	7/13/2018	GALLS, LLC	78.94
74875	7/13/2018	GEORGE ENTZMINGER	100.00
74876	7/13/2018	GRAPHIC CONTROLS	161.48
74877	7/13/2018	HALRON LUBRICANTS INC	12.10
74878	7/13/2018	HAWKINS, INC.	1,927.10
74879	7/13/2018	HENRY SCHEIN	294.68
74880	7/13/2018	HUEBSCH	119.02
74881	7/13/2018	INDIANHEAD TRUCK EQUIPMENT/NAPA	59.99
74882	7/13/2018	MID-AMERICAN RESEARCH CHEMICAL	563.21
74883	7/13/2018	MIDAMERICA BOOKS	94.75
74884	7/13/2018	MISSISSIPPI WELDERS SUPPLY CO.	107.11
74885	7/13/2018	ONE SOURCE IMAGING	117.00
74886	7/13/2018	SYNERGY COOPERATIVE	1,901.33
74887	7/13/2018	VIKING DISPOSAL, INC	120.00
74888	7/13/2018	VILLAGE OF COLFAX	1,046.12
74889	7/13/2018	WATER CARE SERVICES	31.50
74890	7/13/2018	WEA INSURANCE TRUST	8,866.82

7/20/2018 8:14 AM

Reprint Check Register - Quick Report - ALL

Page: 2
ACCT

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 7/09/2018 From Account:
Thru: 7/22/2018 Thru Account:

Check Nbr	Check Date	Payee	Amount
74891	7/13/2018	ZEMPEL APPRAISAL SERVICE	800.00
EFTPS	7/12/2018	EFTPS-FEDERAL-SS-MEDICARE	5,790.24
WIDOR	7/12/2018	WI DEPARTMENT OF REVENUE	1,051.14
AMAZON	7/18/2018	AMAZON.COM	792.45
BREMER	7/10/2018	CARDMEMBER SERVICE	1,256.62
DELUXE	7/19/2018	DELUXE BUSINESS SYSTEMS	773.63
WIDCOMP	7/12/2018	WISCONSIN DEFERRED COMPENSATION	255.00
VERIWIRE	7/16/2018	VERIZON WIRELESS	365.29
WEENERGIES	7/10/2018	WE ENERGIES	16.08
WEENERGIES	7/10/2018	WE ENERGIES	28.94
Grand Total			58,057.11

Expanding CBRF/Reducing SNF by 12 beds

PROS

Estimated to reduce our operating loss by half

Does not require licensed or certified direct care staff – very advantageous in this time of staff shortages

Regulation is significantly less

Turnover of residents is much lower

Demand for CBRF is expected to rise in the future

Dove in Bloomer is adding 10 skilled beds to their new facility, reducing the overflow of skilled residents from Bloomer being referred here.

Allows for the possibility of opening a Memory Care Facility at no cost if the market demands

Very little investment required and existing loan funds have been approved* for use on this project

Offers flexibility: The beds could be relicensed back to SNF in the next 2 years if the market demands or at a later date if the state would lift the moratorium on beds

One nurses station in the SNF vs two is much more efficient to staff and could be run by one floor nurse if needed.

Use this downsizing of skilled beds and requirements as an opportunity to address productivity issues

CONS

The situation could exist that SNF would be full and we would have to turn away a potential admission.

There will be a delay in admitting residents to the new CBRF wing while we await a certification survey from the State.

Short term residents will no longer have a separate dedicated unit.

TENTATIVE TIME LINE FOR PROJECT COMPLETION

- JUNE 27** Board approval to proceed with demolition of 1011 University Ave and reallocation of SNF beds to CBRF
- Sign Architect Agreement
- JULY 9** Implement Communication Plan
- Form Planning Committees for room moves, staffing changes and dining in the Square
- JULY 20** Submit CBRF Plan to the State of Wisconsin for Approval
- Receive determination on Chapter 50 Requirements for SNF bed reduction
- AUGUST 1** Award Bid for Demo at 1011 University Ave
- SEPT 15** Receive Plan approval for expanded CBRF license
- Award Bid for smoke and fire detection in CBRF addition
- Begin Advertising for additional CBRF beds
- Notify State of Wisconsin on SNF bed reduction and restricted bed use request
- Initiate resident room moves and new staffing pattern
- OCTOBER 15** Work completed on CBRF addition
- Demolition Complete on 1011 University
- DECEMBER 1** State Certification Survey Complete on new CBRF Wing

**Administrator-Clerk-Treasurer
July 20th, 2018 meeting**

CIT – Just working out a few items yet.

University Avenue/Hwy 40 bids for curb & gutter are due into the Clerk's office by 10:00 a.m., Wednesday, August 8th, 2018. They bid tabulation will be calculated and the Village Board will review the results and vote at the August 13th, 2018 Board meeting.

Election Information - Partisan Primary Election, August 14, 2018
Sample Ballot can be found on the Village website under the election tab.