

Village of Colfax
Village Board Meeting Agenda
Monday, April 8th, 2019 @ 7 p.m.
Village Hall
613 Main Street, Colfax, WI 54730

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Communications from the Village President
6. Consent Agenda
 - a. Minutes
 - i. Regular Board Meeting Minutes – March 25th, 2019
 - b. Training Request - none
 - c. Facility Rental
 - i. Colfax Municipal Building Elevator Commission – FFA Building-Fairgrounds – August 5 to August 11, 2019 – Request for Fee to Waived
 - ii. Jody Albricht & Jeanie Goldsmith – Beer Garden/Fairgrounds – June 29, 2019 Wedding
 - d. Licenses - none
7. Consideration Items
 - a. Roosevelt Street - Possible Bid Award
 - b. Street Sweeping – Possible Bid Award
 - c. CDBG Grant Application Requirements
 - i. Resolution 2019-03 - adopting a Fair Housing Ordinance
 - ii. Resolution 2019-04 - adopting Relocation Plan – Anti-Displacement Policy
 - iii. Resolution 2019-05 - adopting Excessive Use of Force Ordinance
 - iv. Resolution 2019-06 - authorizing submission of a Community Development Block Grant application
 - v. Resolution 2019-07 - authorizing Representative to accept CDBG award
 - vi. Discussion and approval of interim financing
 - vii. Resolution 2019-08 - authorizing commitment of matching funds
 - viii. Acquisition/Relocation/Demolition Questionnaire (motion to note that this item was reviewed)
 - ix. Potential Fair Housing Actions (motion to note that this item was reviewed)
 - x. Statement of Assurances (motion to note that this item was reviewed and then initialed and signed by Village President and signed by Clerk)
 - xi. Lobbying Certification (motion to note that this item was reviewed and then signed by Village President)
 - xii. Citizen Participation Certificate (motion to note that this item was reviewed and then signed by Village President and Administrator-Clerk-Treasurer)
 - d. Public Works Ceiling Discussion/Update
 - e. Salt Shed Tarp Inquiries
 - f. USDA Wisconsin Rural Development Funding Programs for Individuals and Communities
 - g. Unsafe Buildings Ordinance – Section15-1-16
8. Review/Approval – Bills –March 25th, 2019 to April 7th, 2019
9. Committee/Department Reports – (no action)
 - a. Colfax Rescue Squad – March Report
10. 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 M. Niggemann - Clerk-Treasurer, 613 Main Street, Colfax, WI (715) 962-3311 by 2:00 p.m. the day 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 – March 25, 2019

On March 25th, 2019, the Village Board meeting began at 7:00 p.m. at the Village Hall, 613 Main St., Colfax, WI 54730. Members present: Trustees K. Burcham, M. Burcham, Jenson, Wolff, Davis, Halpin and Stene. Others Present: Rick Johnson, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

Pledge of Allegiance

Public Comments – none

Communications from the Village President- Stene mentioned that Mayo purchased the Gold Cross Ambulance.

Consent Agenda

Regular Board Meeting Minutes – March 11th, 2019 – A motion was made by Trustee Halpin and seconded by Trustee Davis to approve the March 11th, 2019 minutes. Voting For: Trustees Halpin, Davis, Wolff, Jenson, M. Burcham, K. Burcham and Stene. Voting Against: none. Motion carried.

Joint Board/Personnel Meeting Minutes – March 18th, 2019 – A motion was made by Trustee Halpin and seconded by Trustee M. Burcham to approve the March 18th, 2019 Joint Board/ Personnel Meeting Minutes. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Wolff, Davis, Halpin and Stene. Voting Against: none. Motion carried.

Training Request – Drug Recognition Expert School, Milwaukee, WI – April/May 2019 – Kurt Devroy - Devroy explained the Drug Recognition Expert class and how they do a lot of hands on training in the City of Milwaukee. The training cost including tuition, lodging and two meals per day are paid by a grant issued from the State. Devroy is requesting the cost of the fuel in the second squad, \$210, \$240 for food and \$576 for the time that he will spend driving to and from the training with a total cost of approximately \$1,026. The Board discussed the driving time and would like to look further into whether the current Village policy should be reviewed for exempt/hourly employees. A motion was made by Trustee K. Burcham and seconded by Trustee M. Burcham to approve Devroy attending the DRE School, however the drive time reimbursement will be evaluated and considered at a later time. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Wolff, Davis, Halpin and Stene. Voting Against: none. Motion carried.

Facility Rental – none.

Licenses – none.

Consideration Items

Joe Cramer Consulting – Rescue Squad Computer Replacement – A motion was made by Trustee Halpin and seconded by Trustee Wolff to table the computer replacement for Rescue Squad. Voting For: Trustees Halpin, Davis, Wolff, Jenson, M. Burcham, K. Burcham and Stene. Voting Against: none. Motion carried.

The motion was retracted by Halpin and Wolff to reconsider the purchase of the computer for Rescue Squad with the pricing having been located. Voting For: Trustees Halpin, Davis, Wolff, Jenson, M. Burcham, K. Burcham and Stene. Voting Against: none. Motion carried.

Knutson's hard drive is beginning to fail and a computer has to be ordered as soon as possible. The price for the computer is estimated to be \$896 plus \$195 for labor to transfer files, etc. on the new computer and the Rescue Squad laptop for a total cost of \$1,021. This item was budgeted for in the 2019 budget. A motion was made by Trustee Wolff and seconded by Trustee Halpin to approve the purchase of the computer for Rescue Squad with the set-up of the new computer and laptop. Voting For: Trustees Stene, Halpin, Davis, Wolff, Jenson, M. Burcham and K. Burcham. Voting Against: none. Motion carried.

Public Works Ceiling discussion – The Public Works Ceiling failed on Friday, March 22, 2019. The cause of loss is being determined by the insurance company. MPIC sent Clay Rzepiejewski with ServiceMaster to take a look at the damage and try to determine a cause of loss. On Monday, March 25th, 2019, Jim Mead the insurance adjustor touched base to determine a time when an engineer can meet him at Public Works to determine a further possible cause of loss. That meeting is scheduled for Tuesday morning. The Board talked about several scenarios. If it is indeed not a covered loss and due to poor construction, can we look to the contractor or building inspector? The Board asked Bates and Niggemann to find out the statute of limitations. If it is determined that there is no insurance coverage; this is considered an emergency situation and Niggemann can conduct a vote by calling the trustees if necessary.

Review/Approval – Bills –March 11th, 2019 to March 24th, 2019 - A motion was made by Trustee M. Burcham and seconded by Trustee Wolff to approve the bills March 11th to March 24th, 2019. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Wolff, Davis, Halpin and Stene. Voting Against: none. Motion carried.

Adjourn – All agenda items were completed, and the meeting adjourned at 7:45 p.m.

Gary Stene, Village President

Attest: Lynn Niggemann
Administrator-Clerk-Treasurer

Request To wave Rental Fee
aj

APPLICATION FOR COMMUNITY USE OF VILLAGE FACILITIES & CHAIR RENTAL

Any person or organization intending to rent the fairground buildings, chairs or other park grounds must submit their rental agreement and payment prior to using the facilities.
Cost is \$30/day with \$100 deposit. Camping is \$5/night, \$10 with electricity.
Village chair rental is \$1/chair/day.

Name of Renter or Organization: Colfax Municipal Bldg Elevator Commission

Activity: Thrift Sale & Bake Sale Fundraiser For Elevator Admin Fund

Date of Use: 8/5/19 Circle ALL days MON. TUES. WED. THURS. FRI. SAT. SUN.

to 8/11/19
Time of Use: From TBD AM/PM To TBD AM/PM

Facility to be Used: FAIRGROUNDS and/or FFA BUILDINGS, MUNICIPAL BLDG., PARKS, CHAIRS, OTHER

Type of Event: Thrift Sale Ball Game Wedding Reunion Concert Benefit Graduation

Non Profit: Civic Church Charity Other: _____

Brief Description of Activity: Fundraising Event

Chair Rental: How Many -

THE RENTER OR ORGANIZATION AGREES TO THE FOLLOWING RULES:

- 1.) The individual listed as renter must be a minimum of 21 years of age and will be responsible for the rules, supervision and proper conduct of all persons using the facility.
- 2.) The renter shall be responsible for damage, loss, and/or breakage of Village property.
- 3.) All property belonging to the activity must be removed at the close of the event, **INCLUDING GARBAGE.** (Must be taken with you)
- 4.) Any property belonging to the Village shall not be removed from the premises.
- 5.) Where permitted by law, the applicant shall agree to indemnify, save and hold free and harmless, the Village of Colfax, their officers, agents, and employees, from and against all claims, demands, loss, liability, cost or expense of any kind or nature whatsoever which the Village of Colfax, their officers, agents or employees, or any of them may sustain or incur or that may be imposed upon any of them or injury to, or death of persons or damages to property arising out of, connected with, or attributable to the rental, use and occupancy of the Village Facilities as provided herein.

Individual Responsible: Mark Johnson

Address: 603 Main St Colfax

Phone Number: 715-651-5869 Date: 4-5-19

Village of Colfax

613 Main Street, Colfax WI 54730

(Phone: 715-962-3311; Fax: 715-962-2221; E-mail: colfaxclerk@charter.net)

Special Event

Instructions: Complete all questions, indicating N/A where non-applicable. Return to the Village Clerk-Treasurer's office at the above address at least 60 days prior to the event.

| | | | |
|--|--|--|--|
| Are you representing an organization sponsoring the event? No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> (list information below) | | Is the organization non-profit? <input type="checkbox"/> No <input type="checkbox"/> Yes | |
| Organization's Name: | | DA Jody Albright + Jeanie Goldsmith | |
| Organization's Address: | | 504 Cedar St. Colfax WI 54730 | |
| Organization's Phone: | | 715-308-0521 (Fax) - (E-mail) - | |
| Purpose of Event: | | Type of Event: | |
| Wedding Reception | | Wedding Reception | |

| | | | |
|----------------------------|--|---|--|
| Event Organizer's Name: | | | |
| Event Organizer's Address: | | 504 Cedar St. Colfax WI 54730 | |
| Event Organizer's Phone: | | (home) 715-308-0521 (work) 715-558-2429 (E-mail) jeanster41@gmail.com | |

| | | | |
|---|---|---|---|
| Name of Event: | | Type of Event: | |
| Albright / Goldsmith wedding | | Wedding Reception | |
| Location of Event: | | Date of Event: | Rain date: |
| Colfax Fairgrounds | | 6-29-19 | — |
| Time of Event: | Start: 6/29/19 8am Finish: 6/29/19 Midnight | | |
| Time on Site: | Start: 6/24/19 Finish: 6/30/19 (include set-up and clean-up time) | | |
| Total Number of Anticipated Attendees: (include event organizers, staff, volunteers and spectators) <u>100</u> | Village of Colfax Support Staff Requested? | | <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes |
| | Police: | <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | Number: |
| | Roads: | <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | Number: |
| | Other: (Specify) | <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | Number: |

| | | |
|---|--|----------|
| Are street(s) to be closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, if so list (If less than entire length, indicate by street number where to begin and end) | Entire length? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Check here if City Road <input type="checkbox"/> (attach approval from Village of Colfax) | 1. NA |
| | Entire length? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Check here if County Road <input type="checkbox"/> (attach approval from Dunn County) | 2. NA |
| | | |

R

RECEIVED

MAR 20 2019

Village of Colfax

What provisions are being made for traffic and parking? (Be sure to note traffic flow and parking sites on your site plan) Attach additional sheets if necessary.

Will park on the fairgrounds site

What provisions are being made for crowd control and security? Attach additional sheets if necessary.

If necessary - NA

What provisions are being made for First Aid and Fire Emergency? (Be sure to show locations of emergency services on your site plan.)

If necessary - Emergency

What provisions are being made for additional restrooms, port-a-potty facilities? (Be sure to show locations of restrooms and port-a-potty facilities on your site plan.)

No port a potty

What provisions are being made for collection and removal of litter and recycling generated by the event? (Be sure garbage /recycling receptacles or dumpsters are shown on your site plan.)

Using disposal dumpster

Are vendors, information tables, or volunteer groups a part of your event? No Yes If yes, please explain.

Hold Harmless Agreement Completed and Attached? No Yes If no, please explain.

Will you be utilizing Village chair rental?

No Yes

How many? _____ (Cost: \$1.00/chair)

The applicant is responsible for obtaining any additional permits required by the municipality in conjunction with this event. Contact individual departments to obtain applications.

Check all that apply:

| VILLAGE CLERK-TREASURER PERMITS 715-962-3311 | DUNN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT 715-232-2388 | FIRE DEPARTMENT PERMITS 715-962-9184 |
|--|--|---|
| <input type="checkbox"/> Temporary Beer/Wine NA | <input type="checkbox"/> Temporary Food Permit NA | <input type="checkbox"/> Fireworks/Pyrotechnics NA |

By signing this application, applicant acknowledges that the issuance of a special event permit does not obligate or require the Village of Colfax to provide Village services, equipment or personnel in support of the event.

Signature:



Print Name:

Jody Albright

Affiliation with Applicant (if applicable):

Date:

4-2-19

HOLD HARMLESS AGREEMENT

This Hold Harmless and Indemnification Agreement ("Agreement") is entered into by and between the Village of Colfax, hereinafter "Promisee", and Jeanee Goldsmith, hereinafter "Promisor", on this 20 day of March, 2019, in Colfax, WI.

The intent of this Agreement is to indemnify Promisee from any claims arising from and related to the event scheduled on Village property.

Event Date: 06-29-19 Event Location: Fairgrounds

FOR VALUABLE CONSIDERATION, the receipt of which is hereby acknowledged, Promisor and Promisee agree as follows:

Promisor will indemnify and hold harmless Promisee from any and all claims, actions, and judgements, including all costs of defense and attorney's fees incurred in defending against same, arising from and related to the above listed event. Promisor's actions include the acts of Promisor's guests, agents and employees.

In the event any claim or suit is brought against Promisee within the scope of this Agreement, Promisor shall pay for legal counsel chosen by Promisee to defend against the same.

This Agreement shall encompass claims resulting from the scheduled event listed above against the Promisee.

In the event either party files suit in a court of law to interpret or to enforce the terms of this Agreement, the party prevailing in such action shall be entitled, in addition to any legal fees incurred in defending against any third party claim, to its reasonable legal fees and costs incurred in such action to interpret or to enforce the terms of this agreement.

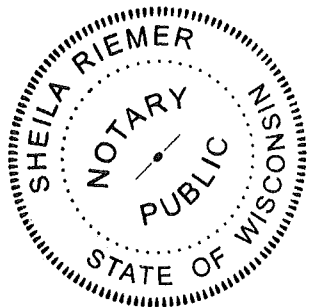
This agreement shall be interpreted under the laws of the State of Wisconsin.

Jeanee Goldsmith
Promisor Signature

Lynn M. Niggemann
Promisee Signature - Village of Colfax
Lynn M. Niggemann, Administrator-Clerk-Treasurer

STATE OF WISCONSIN)
)ss.
COUNTY OF DUNN)

Promisor, Jeanee Goldsmith, came before me this 20th day of March, 2019, as the known person responsible for the event named above and the promisor is fully aware that the Promisee, Village of Colfax, will be held harmless for any and all claims, actions and judgements arising from and related to the named event.



Sheila Riemer
Notary Public, State of Wisconsin

My Commission Expires: 7-17-22



BID TABULATION

| | | | | |
|---|--|--|--|--|
| <p>PROJECT: 2019 Street and Utility Improvements Colfax, Wisconsin BID DEADLINE: April 3, 2019 2:00 p.m., Local Time</p> | <p>Haas Sons, Inc. 203 E. Birch Street Thorpe, WI 54771 715.669.5469</p> | <p>A-1 Excavating, Inc. P.O. Box 90 Bloomer, WI 54724 715.568.4141</p> | <p>McCabe Construction, Inc. P.O. Box 1769 Eau Claire, WI 54702 715.552.1346</p> | <p>Skid Steer Guy LLC N1417 State Road 85 Mondovi, WI 54755 715.829.6215</p> |
| <p>Total Base Bid Amount (Line Items 1 thru 48)</p> | <p>\$252,781.07</p> | <p>\$268,330.00</p> | <p>\$269,553.85</p> | <p>\$274,420.00</p> |
| <p>Bid Security/Type</p> | <p>10% Bid Bond</p> | <p>10% Bid Bond</p> | <p>10% Bid Bond</p> | <p>10% Bid Bond</p> |
| <p>Apparent Low Base Bid</p> | <p>***</p> | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

BID TABULATION

| | | | | |
|--|---|--|--|--|
| <p>PROJECT: 2019 Street and Utility Improvements Coffax, Wisconsin BID DEADLINE: April 3, 2019 2:00 p.m., Local Time</p> | <p>Pember Companies, Inc. N4449 469th Street Menomonie, WI 54751 715.235.0316</p> | | | |
| <p>Total Base Bid Amount (Line Items 1 thru 48)</p> | <p>\$283,860.95</p> | | | |
| | | | | |
| <p>Bid Security/Type</p> | <p>10% Bid Bond</p> | | | |
| <p>Apparent Low Base Bid</p> | | | | |
| | | | | |
| | | | | |
| | | | | |

Bid Form
Village of Colfax, Wisconsin
Specifications for 2018 Street Sweeping

Proposal of Street Sweeping (hereinafter called "BIDDER"), organized and existing under the laws of the State of Wisconsin doing business as Don's Sweeper Service to the Village of Colfax, Wisconsin (hereinafter called "Village").

In compliance with your Advertisement for Bids, BIDDER hereby proposes to perform all 2018 streets sweeping in accordance with the specifications within the time set forth therein, and at the prices stated in the attached proposal forms. By submission of this BID, each BIDDER certifies as to its own organization, that this BID has been arrived at independently, without consultation, communications, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER agrees to perform all work described in the Specification Documents for the following bid(s):

| | |
|---|---------------------------|
| Lump Sum Bid | |
| 2018 Street Sweeping Services Lump Sum Bid | \$ <u>6550.00</u> |
| Option 1 – Village provides dumping site (deduct) | \$ (<u> -0- </u>) |
| Total Bid – Lump Sum | \$ <u>6550.00</u> |
| Hourly Rate for Additional Services | \$ <u>104.00</u> |

In submitting this bid, it is understood that all work must be completed in accordance with the time schedule set forth in this proposal form. The Village of Colfax reserves the right to reject any or all bids, to waive informalities, and to accept the bid proposal deemed most advantageous to the Village of Colfax. It is agreed that this bid will not be withdrawn for sixty (60) days. Upon the acceptance of this proposal, the successful Bidder shall be the Contractor and all references in the proposal to the Bidder shall apply to the Contractor for the year bid.

Contractor Don's Sweeper Service
By Don Logglett
Title owner
Address E8646 810th Ave
Colfax Wis. 54730

Phone Number 715-505-2224
Email glogglett@gmail.com
Date 3-31-19

Don Logglett

ORDINANCE 2019-03
Village of Colfax, Wisconsin
FAIR AND OPEN HOUSING

To repeal and replace Chapter 13 of the Village of Colfax Municipal Code

NOW THEREFORE, THE VILLAGE OF COLFAX BOARD OF TRUSTEES DOES HEREBY ORDAIN AS FOLLOWS:

SECTION ONE: Repeal and replace Chapter 13 Statement on Fair and Open Housing to read as follows:

SECTION 13-3-1. STATE STATUTES ADOPTED. The provisions of s. 106.50, Wis. Stats., describing and defining regulations concerning unlawful discrimination in housing, as amended, repealed or modified from time to time, are hereby adopted.

SECTION 13-3-2. AUTHORITY AND ENFORCEMENT PROCEDURES IMPLEMENTED. The officials and employees of the Village of Colfax shall assist in the orderly prevention and removal of all discrimination in housing within the Village of Colfax by implementing the authority and enforcement procedures set forth in Section 106.50, Wisconsin Statutes, as amended.

SECTION 13-3-3 COMPLAINTS. The Village Clerk shall maintain forms for complaints to be filed under Section 106.50, Wisconsin Statutes, as amended, and shall assist any person alleging a violation thereof in the Village of Colfax to file a complaint thereunder with the Wisconsin Department of Workforce Development, Equal Rights Division, for enforcement of Section 106.50, Wisconsin Statutes, as amended

SECTION 13-3-4. OTHER REMEDIES. Nothing in this ordinance shall prevent any person from exercising any right or seeking any remedy to which he or she might otherwise be entitled or from filing a complaint with any appropriate governmental agency or court of competent jurisdiction.

SECTION TWO: SEVERABILITY. If any section of this ordinance, or any portion thereof, shall be determined by a court of competent jurisdiction to be unconstitutional, invalid, or unenforceable for any reason, that section shall be removed and the remainder shall exist as if the unconstitutional section or portion thereof was never adopted.

SECTION THREE: This Ordinance creation shall be effective and enforced upon its adoption and publication as required by law.

SECTION FOUR: Approved by the Common Council, this 8th day of April, 2019.

Approved _____

Published _____

Adopted _____

By: _____
Gary Stene, Village President

ATTEST:

By: _____
Lynn Niggemann Administrator-Clerk-Treasurer

Resolution No. 2019-04

Residential Anti-Displacement and Relocation Assistance Plan

WISCONSIN RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR CDBG PROGRAMS

This Residential Anti-Displacement and Relocation Assistance Plan (RARAP) is prepared by the Village of Colfax in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG¹ projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, the Village of Colfax will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- Establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.

(continued on the next page)

¹ CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

- Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are “lower-income dwelling units” as defined in 24 CFR 42.305).
- Target only those properties deemed essential to the need or success of the project.

Relocation Assistance to Displaced Persons

The Village of Colfax will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

One-for-One Replacement of Lower-Income Dwelling Units

The Village of Colfax will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375.

Before entering into a contract committing the Village of Colfax to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the Village of Colfax will make public by publication in the Colfax Messenger and submit to WI Department of Administration, Division of Energy, Housing and Community Resources Administration the following information in writing:

1. A description of the proposed assisted project;
2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. **NOTE: See also 24 CFR 42.375(d).**
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and

7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom unit), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the Village of Colfax will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), the Village of Colfax may submit a request to HUD (or to the State, if funded by the State) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

Contacts

The **Village Administrator-Clerk-Treasurer at 715.962.3311** is responsible for tracking the replacement of lower-income dwelling units and ensuring that they are provided within the required period.

The **Village Administrator-Clerk-Treasurer at 715.962.3311** is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

Adopted by the Village of Colfax Board on: April 8, 2019.

Signed: _____
Gary Stene, Village President

Resolution to Adopt the Policy to
Prohibit the Use of Excessive Force and the Barring of Entrances/Exits
for Non-Violent Civil Rights Demonstrations

RESOLUTION NO. 2019-05

A RESOLUTION OF THE VILLAGE OF COLFAX,

**POLICY TO PROHIBIT THE USE OF EXCESSIVE FORCE AND THE BARRING OF ENTRANCES/EXITS
FOR NON-VIOLENT CIVIL RIGHTS DEMONSTRATIONS**

WHEREAS Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended (42 U.S.C. 69 §5304) prohibits the State from expending or obligating any Community Development Block Grant funds to any unit of general local government that does not have or adopt a policy prohibiting the use of excessive force by local law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and a policy of enforcing State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction;

AND WHEREAS it is in the interest of the Village of Colfax to pursue Community Development Block Grant Funds and to adopt policy that complies with Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended (42 USC 69 §5304);

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE PRESIDENT AND THE VILLAGE BOARD OF THE VILLAGE OF COLFAX:

It is POLICY of the Village to prohibit the use of excessive force by law enforcement agencies within the Village's jurisdiction against any individuals engaged in nonviolent civil rights demonstrations.

It is POLICY of the Village to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within the Village's jurisdiction.

The officials and employees of the Village shall assist in the orderly prevention of all excessive force within the Village of Colfax by implementing the authority and enforcement procedures set forth in Title I of the Housing and Community Development Act of 1974.

The Village Board directs the Police Chief to implement this Resolution by amending applicable Village of Colfax Police Department procedures.

PASSED BY THE VILLAGE PRESIDENT AND VILLAGE BOARD OF THE VILLAGE OF COLFAX.

Gary Stene, Village President

Date: April 8, 2019

ATTEST:

Lynn Niggemann, Administrator-Clerk-Treasurer

Date: April 8, 2019

RESOLUTION NO. 2019-06

**AUTHORIZING RESOLUTION
for the Submission of a
Community Development Block Grant (CDBG) Application**

Relating to the Village of Colfax participation in the Community Development Block Grant – Public Facilities (CDBG-PF)/Planning (CDBG-PLNG) program;

WHEREAS, Federal monies are available under the Community Development Block Grant (CDBG) program, administered by the Wisconsin Department of Administration (DOA) Division of Energy, Housing and Community Resources (DEHCR) for the purpose of the provision of improvements of public facilities (CDBG-PF); and

WHEREAS, after public meeting and due consideration, the Village Board has recommended that the application be submitted to DOA for the following project:

Wastewater Treatment Plant Bank Stabilization

WHEREAS, it is necessary for the Village of Colfax to approve the preparation and filing an application for the Village of Colfax to receive funds for this program; and

WHEREAS, the Village of Colfax has reviewed the need for the proposed project(s) and the benefits to be gained there from;

NOW, THEREFORE BE IT RESOLVED, that the Village Board does hereby approve and authorize the preparation and filing of an application for the above-names project(s) and that the Village President is hereby authorized to sign all necessary documents on behalf of the Village of Colfax and that authority is hereby granted to the Village Board to take the necessary steps to prepare and file the application for funds under this program in accordance with this resolution.

ADOPTED on this 8th day of April, 2019.

ATTESTED: _____
Lynn Niggemann,
Administrator-Clerk-Treasurer

The governing body of the Village of Colfax has authorized the above resolution by Resolution No. _____, dated April 8, 2019.

Gary Stene, Village President

Date Signed: April 8, 2019

RESOLUTION NO. 2019-07

**AUTHORIZED REPRESENTATIVE TO ACCEPT AWARD RESOLUTION
for the Receiving of a
Community Development Block Grant (CDBG) Award**

Relating to the Village of Colfax participation in the Community Development Block Grant – Public Facilities (CDBG-PF)/Planning (CDBG-PLNG) program;

WHEREAS, Federal monies are available under the Community Development Block Grant (CDBG) program, administered by the Wisconsin Department of Administration (DOA) Division of Energy, Housing and Community Resources (DEHCR) for the purpose of the provision of improvements of public facilities (CDBG-PF); and

WHEREAS, after public meeting and due consideration, the Board recommended that the application be submitted to DOA for the following project:

Wastewater Treatment Plant Bank Stabilization

WHEREAS, in the event that the CDBG-PF application is awarded funding, it is necessary for the Village of Colfax to designate a representative to accept/approve the award.

NOW, THEREFORE BE IT RESOLVED, that in the event that the Community Develop Block Grant – Public Facilities (CDBG-PF) application is awarded funds for the above-names project(s), the Village Board does hereby approve and authorize the preparation and filing of additional documentation for the acceptance/approval of the CDBG-PF award and that the Village President is hereby appointed as the authorized representative for the Village of Colfax for the purposes of accepting the award and that the representative is further authorized and empowered to do all things necessary in connection with said award and funding under this program.

ADOPTED on this 8th day of April, 2019.

ATTEST: _____
Lynn Niggemann,
Administrator-Clerk-Treasurer

The governing body of the Village of Colfax has authorized the above resolution by Resolution No. _____, dated April 8, 2019.

Gary Stene, Village President

Date Signed: April 8, 2019

Template

Authorizing Resolution to Commit Match Fund

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF THE VILLAGE OF COLFAX, providing a Guarantee of Matching Funds for the 2019 CDBG-PF Application

Related to the Village of Colfax's participation in the Community Development Block Grant (CDBG) Program;

WHEREAS, federal monies are available under the CDBG Annual Public Facilities Competition, administered by the State of Wisconsin Department of Administration, for the purpose of the provision or improvement of public facilities; and

WHEREAS, the Board of the Village of Colfax has authorized the submission of a Community Development Block Grant Public Facilities Application to the State of Wisconsin for the following project: Wastewater Treatment Plant Bank Stabilization; and

WHEREAS, an adequate local financial match must be provided for the proposed Public Facilities project by the Village of Colfax.

NOW, THEREFORE, BE IT RESOLVED, that the Village of Colfax does hereby authorize the commitment of match funds to be used as outlined in the CDBG application, for the match amount of [\$Amount the municipality is prepared to commit], from the following secured source(s): [List Sources and Corresponding Amounts, if known – customize as necessary]; and the following pending or potential source(s): [List Sources and Corresponding Amounts, if known – customize as necessary].

ADOPTED on this 8th day of April, 2019.

ATTEST: _____
Lynn Niggemann, Administrator-Clerk-Treasurer

The governing body of the Village of Colfax has authorized the above resolution dated April 8, 2019.

Gary Stene, Village President

Division of Energy, Housing and Community Resources

Community Development Block Grant – Acquisition, Relocation, & Demolition Questionnaire

UNIT OF GENERAL LOCAL GOVERNMENT (UGLG) NAME: Village of Colfax

ACQUISITION, RELOCATION, & DEMOLITION QUESTIONNAIRE for a Community Development Block Grant (CDBG)

This questionnaire will be used by the Division of Energy, Housing and Community Resources to determine if you have adequately planned and budgeted for acquisition, relocation, down payment assistance, rehabilitation, and demolition activities related to your proposed CDBG project. Requirements are referenced in the Uniform Relocation and Real Property Acquisition Policies of 1970, as amended (URA) and Section 104(d) of the Housing and Community Development Act (Barney Frank Amendment).

Answer the following Acquisition, Relocation, Demolition, and Conversion questions (**Yes**, **No**, or **N/A**).
The proposed CDBG project will involve the:

1. No Voluntary Acquisition of:
 - N/A Temporary easement(s)
 - N/A Permanent easement(s)
 - N/A Vacant land
 - N/A Land and building(s)
 - N/A Will tenants be, or have they been, displaced?

2. No Involuntary Acquisition of:
 - N/A Temporary easement(s)
 - N/A Permanent easement(s)
 - N/A Vacant land
 - N/A Land and building(s)
 - N/A Are any units occupied? If yes, indicate whether:
 - N/A Relocation assistance will be provided or has been provided
 - N/A Residential occupant is low- and moderate-income

3. No Donation of:
 - N/A Temporary easement(s)
 - N/A Permanent easement(s)
 - N/A Vacant land
 - N/A Land and building(s)
 - N/A Tenant(s) will be displaced or have been displaced
 - N/A Tenant(s) is residential occupant and is low- and moderate-income

4. N/A Demolition of residential units or conversion/rehabilitation of residential unit to another use, and the:
 - N/A Unit is occupiable
 - N/A Unit rents or would rent at or below the Fair Market Rent
 - N/A Unit will be replaced
 - NOTE:** If "yes" to any of the three questions above, attach documentation required and listed in your Uniform Relocation Plan.
 - N/A Unit is not occupiable and evidence is attached

Division of Energy, Housing and Community Resources

Community Development Block Grant – Acquisition, Relocation, & Demolition Questionnaire

PLEASE NOTE:

CDBG projects are subject to State and Federal acquisition/relocation/demolition requirements. If you answered "yes" to any of the questions above, please contact the Bureau of Community Development to discuss the applicability of these requirements to the proposed project.

Division of Energy, Housing and Community Resources

Community Development Block Grant – Potential Fair Housing Actions

UNIT OF GENERAL LOCAL GOVERNMENT (UGLG) NAME: Village of Colfax
 DOA-DEHCR Grant Agreement #: _____

POTENTIAL FAIR HOUSING ACTIONS

According to 24 CFR 570.487(b), the Unit of General Local Government (UGLG) must take some action to affirmatively further fair housing during the contract period if the UGLG receives a CDBG Grant. **Indicate (by checking the appropriate boxes) at least THREE (3) of the actions listed below that will be completed if the UGLG is awarded a CDBG Grant.** If your project is funded, the actions selected (below) will be included in the Grant Agreement (i.e. contract) timetable and will be required to be implemented in accordance with the timetable of the signed Grant Agreement. **Fair housing actions may include, but are not limited to the following:**

| Selection(s) | Actions |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | 1. Enact, strengthen, or advertise a local fair housing law; |
| <input type="checkbox"/> | 2. Make area-wide zoning revisions to facilitate the dispersal of multi-family housing outside of minority-concentrated areas; |
| <input type="checkbox"/> | 3. Initiate or fund any studies examining current housing opportunities for minority persons, handicapped persons, and families with children and have these studies form the basis of an affirmative action program providing greater housing opportunities for minorities, handicapped persons and families with children; |
| <input type="checkbox"/> | 4. Send letters from the chief elected official of the local government to those in the business of selling, renting, or financing housing, encouraging them to adhere fully to the fair housing law; |
| <input checked="" type="checkbox"/> | 5. Have the local governing body or chief elected official publicly endorse the principle of fair housing and of adherence to the fair housing law in the form of a proclamation, resolution, or similar publicized statement of importance; |
| <input type="checkbox"/> | 6. Improve community facilities and public services in racially integrated neighborhoods to help preserve their mixed character; |
| <input checked="" type="checkbox"/> | 7. Display a fair housing poster or provide fair housing information at an appropriate public place; |
| <input type="checkbox"/> | 8. Initiate a public education program on fair housing, involving, for example, representatives of fair housing groups, human relations' bodies, minority organizations, the real estate industry, and government, through the local media. This could include talks on the community's housing opportunities; |

Division of Energy, Housing and Community Resources

Community Development Block Grant – Potential Fair Housing Actions

| | |
|--------------------------|---|
| <input type="checkbox"/> | 9. Fund a fair housing organization (such as a local housing authority) to conduct studies and/or to aggressively investigate rental and/or realtor practices; |
| <input type="checkbox"/> | 10. Suggest the use of affirmative marketing and advertising practices by private developers as a condition for obtaining local licenses and permits; and |
| <input type="checkbox"/> | 11. Enlist the participation of local associations (realtors, real estate brokers, home builders, and mortgage lenders) in approved voluntary programs to promote affirmative fair housing marketing and to review mortgage credit and underwriting criteria that may have an adverse impact on minorities, women, handicapped persons, and families with children. |
| <input type="checkbox"/> | 12. OTHER: |
| <input type="checkbox"/> | 13. OTHER: |

UGLG Name: Village of Colfax

Date by which
the actions will
be completed:

May 31, 2020

(Date)

Office of Fair Housing and Equal Opportunity: <http://www.hud.gov/offices/fheo/>

Fair Housing ads and other materials: <http://www.fairhousinglaw.org/>

Division of Energy, Housing and Community Resources

Community Development Block Grant – Statement of Assurances

STATEMENT OF ASSURANCES

I, Gary Stene, Village President of Village of Colfax
(Name of the Chief Elected Official) *(CEO's Job Title)* *(UGLG/Unit of General Local Government's Name)*
in Dunn County certify that the Village of Colfax :
(County Name) *(UGLG/Unit of General Local Government's Name)*

[Initial each item.]

1. _____ Has authorized its Chief Elected Official or Administrator to submit the application, sign contracts, and conduct other business related to the proposed activity if funded.
2. _____ Has identified its housing and community development needs, including those of low- and moderate-income persons and the activities to be undertaken meet such needs.
3. _____ Will conduct and administer its program in conformance with the Civil Rights Act of 1964 and the Fair Housing Act, and has adopted a local Fair Housing ordinance.
4. _____ Will minimize displacement as a result of activities associated with CDBG funds, and will follow an adopted residential anti-displacement and relocation assistance plan.
5. _____ Will not use special assessments or fees to recover the capital costs of CDBG funded public improvements from low- and moderate-income owner occupants.
6. _____ Will comply with 24 CFR 570.608 regarding notification, inspection, testing, and abatement procedures concerning lead-based paint.
7. _____ Has adopted and will enforce a policy prohibiting use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations in accordance with Section 519 of Public Law 101144.
8. _____ Has a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of nonviolent and civil rights demonstrations.

Division of Energy, Housing and Community Resources

Community Development Block Grant – Statement of Assurances

9. _____ Will not enter into a contract with any entity that is debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation.
10. _____ Understands that the contract for professional services is between the Applicant and the Grant Administrator; the State is **not** responsible or a part of that relationship.
11. _____ Acknowledges responsibility for ensuring that CDBG contract requirements are met. The fees paid for grant application and grant administration may be published on DEHCR's web page.
12. _____ Is currently in compliance with terms and conditions of all past and/or active CDBG awards and/or contracts.
13. _____ Will not use CDBG funds to directly assist a business, including a business expansion, in the relocation of a plant, facility, or operation from one labor market area (LMA) to another LMA if the relocation is likely to result in a significant loss of jobs in the LMA from which the relocation occurs, in accordance with 24 CFR 570.210.
14. _____ Acknowledges that the project cannot commence prior to the grant award and certain procedures must first be taken, including but not limited to:
- Completing the environmental review process;
 - Requesting federal wage rates if applicable;
 - Establishing base employment levels for job-related projects;
 - Entering into a development agreement with the participating business if applicable; **and**
- A Developing a system for tracking job retention and/or LMI benefit.
15. _____ Understands that incomplete applications may be denied before review and denial of incomplete applications **cannot** be appealed.
16. _____ Will comply with all the provisions of the Community Development Block Grant (CDBG) Program and will maintain documentation of compliance with the above certifications.

I certify that, to the best of my knowledge and belief, the information being submitted to the Wisconsin Department of Administration (DOA) is true and correct.

Signature of the Chief Elected Official (CEO)

April 8, 2019

Date Signed

Signature of the Local Clerk

April 8, 2019

Date Signed

LOBBYING CERTIFICATION FROM THE MUNICIPALITY

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Village of Colfax

Name of the Unit of General Local Government (UGLG)

Signature of the Chief Elected Official (CEO)

Village President

CEO Title

April 8, 2019

Date Signed

**Administrator-Clerk-
Treasurer**

April 8, 2019

Signature of the Municipal Clerk

Clerk Title

Date Signed

Division of Energy, Housing and Community Resources

Community Development Block Grant – Citizen Participation Certification (Public Hearing #1)

CITIZEN PARTICIPATION CERTIFICATION

for Public Hearing #1

I, Lynn Niggemann, as Clerk for the Village of Colfax, hereby
(Clerk's Name) (City, Town, Village, or County) (Grantee / UGLG / Community Name)
certify that the following checked topics were discussed at the Community Development Block Grant
(CDBG) Citizen Participation Public Hearing held at 6:30 p.m. on April 8, 2019 :
(Time: 00:00 am/pm) (Date: Month, Day, Year)

| Items Discussed at the Public Hearing | Agenda Items / Topics Covered |
|---------------------------------------|--|
| <input checked="" type="checkbox"/> | 1. Basic overview of the Community Development Block Grant (CDBG) program. |
| <input checked="" type="checkbox"/> | 2. The total Community Development Block Grant (CDBG) funds (including anticipated Revolving Loan Funds) available for: a. <input type="checkbox"/> Housing (CDBG-HSG); b. <input type="checkbox"/> Planning (CDBG-PLNG); c. <input checked="" type="checkbox"/> Public Facilities (CDBG-PF); d. <input type="checkbox"/> Economic Development (CDBG-ED); and/or e. <input type="checkbox"/> Public Facilities for Economic Development (CDBG-PFED). |
| <input checked="" type="checkbox"/> | 3. Types of activities eligible for CDBG funding: a. Housing (CDBG-HSG): i. <input type="checkbox"/> Rehabilitation ii. <input type="checkbox"/> Homebuyer Assistance iii. <input type="checkbox"/> Special Housing Projects iv. <input type="checkbox"/> Other: _____ v. <input type="checkbox"/> Other: _____ b. <input type="checkbox"/> Planning (CDBG-PLNG); c. <input checked="" type="checkbox"/> Public Facilities (CDBG-PF); d. <input type="checkbox"/> Economic Development (CDBG-ED); and/or e. <input type="checkbox"/> Public Facilities for Economic Development (CDBG-PFED). |
| <input checked="" type="checkbox"/> | 4. Housing needs identified by staff/consultant prior to the Public Hearing. |
| <input checked="" type="checkbox"/> | 5. Community Development needs (Planning, Public Facilities, Economic Development, and/or Public Facilities for Economic Development) identified by the staff/consultant prior to the Public Hearing. |

Division of Energy, Housing and Community Resources

Community Development Block Grant – Citizen Participation Certification (Public Hearing #1)

- 6. Housing needs identified by attendees of the Public Hearing.
- 7. Community Development needs (Planning, Public Facilities, Economic Development, and/or Public Facilities for Economic Development) needs identified by attendees of the Public Hearing.
- 8. Activities proposed for the CDBG application.
- 9. The potential for residential and/or business displacement as a result of the proposed CDBG activities.
- 10. The public attending this meeting were offered an opportunity to discuss the proposed CDBG application.

*** Minutes from this Public Hearing (described above) are available upon request. ***

| | | |
|--|---|--|
| <hr/> <i>Signature of the Municipal Clerk</i> | <hr/> Lynn Niggemann, Administrator-Clerk- Treasurer | <hr/> April 8, 2019 <i>Date Signed</i> |
| <hr/> <i>Signature of the Chief Elected Official (CEO)</i> | <hr/> Village President | <hr/> April 8, 2019 <i>Date Signed</i> |
| <hr/> Gary Stene <i>Typed Name of the Chief Elected Official (CEO)</i> | | |

Division of Energy, Housing and Community Resources

Community Development Block Grant – Citizen Participation Certification (Public Hearing #1)

CITIZEN PARTICIPATION #1 CERTIFICATION FORM INSTRUCTIONS

The Unit of General Local Government (UGLG) must hold at least two (2) Public Hearings during the course of its Community Development Block Grant, according to the schedule established within the CDBG Grant Agreement. This form should be filled-in & submitted to the Division of Energy, Housing and Community Resources (DEHCR) upon completion of the **first** Public Hearing as preparation for CDBG Grant Application.

- Fill-in the “Clerk’s Name”, the UGLG’s “City/Town/Village/County” designation, the “Grantee/UGLG/Community Name”, along with the “Time” and “Date” that the Public Hearing was held.
- Indicate which topic(s) were discussed at the Public Hearing by marking the checkbox(es) that appear to the left of the listed “Agenda Items / Topics Covered” section.

IMPORTANT REMINDER!

A full copy of the meeting minutes from this Public Hearing must be kept in the UGLG’s CDBG Project File and be made available upon request by the Public and by DEHCR staff.

- The **Citizen Participation Certification** form must be signed by the UGLG’s municipal Clerk. Make sure to provide the signature and typed name of the Clerk. Fill-in the date the form is signed by the Clerk.
- The **Citizen Participation Certification** form must be signed by the UGLG’s Chief Elected Official (i.e., Mayor, City Council President, Village President, Town Board Chairman, County Board Chairman, or County Executive). Make sure to provide the signature, typed name, and title of the Chief Elected Official (CEO). Fill-in the date the form is signed by the CEO.
- The **Citizen Participation Certification** form must be submitted with your CDBG Grant Application materials. Fill-in the date the form is submitted.
- Retain the original completed **Citizen Participation Certification** form for your prospective project file and **submit a copy with your CDBG Grant Application materials**. The completed form **must be submitted** (with your CDBG Grant Application) to:

Wisconsin Department of Administration
Division of Energy, Housing and Community Resources
Bureau of Community Development
Attn: CDBG Grant Application Reviewer
101 E. Wilson Street, 6th Floor
P.O. Box #7970
Madison, WI 53707-7970



Municipal Property Insurance Company

9701 Brader Way, Suite 301

Middleton, WI 53562

Telephone: (608) 821-6303

www.mpicwi.com

Ms. Lynn Niggemann

Village of Colfax

Via Email: clerktreasurer@villageofcolfaxwi.org

RE: Our Insured: Village of Colfax

Date of Loss: 3/22/19

Our Claim No.: BCLM CP 83264

Dear Lynn:

This correspondence acknowledges receipt of the above referenced loss, and follows our inspection of the damage in question.

At this time, I would like to refer you to your policy of insurance with Municipal Property Insurance Company. Policy 50000332 effective 5/15/18 – 5/15/19, which contains endorsement MPIC-001 entitled Municipal Property Insurance Company – Policy Provisions.

There are certain portions of the policy provisions that restrict coverage. These are referenced below:

Section VI – Losses Excluded

A. We will not pay for loss or damage caused directly or indirectly by, based upon, or arising out of any of the following:

1. Wear and tear; extremes of temperatures unless you exercised due diligence with respect to maintaining the proper temperature for the property involved; dampness or dryness of atmosphere; deterioration; rust or corrosion; disease; inherent vice; inherent or latent defect; contamination; smog; smoke, vapor or gases from agricultural or industrial operations; error, omission, or deficiency in design, specifications, workmanship or materials; settling, cracking, shrinkage, bulging or expansion of pavements, sidewalks, foundations, walls, floors, roofs, or ceilings; insects, or birds; unless loss by a peril not excluded in this policy results, and then we will be liable for only such resulting loss.

Per the report of Mr. Larry Gotham, P.E. of Morgan & Parmley, Ltd. The villages DPW shop ceiling collapsed due to: *In conclusion, the ceiling collapse occurred as a result of the failed furring strip to truss connections. The allowable load capacity of the nails was exceeded which caused the nails to pull out of the bottom chord of the truss.*



Municipal Property Insurance Company

9701 Brader Way, Suite 301

Middleton, WI 53562

Telephone: (608) 821-6303

www.mpicwi.com

-Page 2-

As the loss was caused by deficiency in design, specifications, workmanship or materials we must respectfully deny the Village's claim.

However if you have additional information which you would like to present for reconsideration please feel free to submit that information to me.

Sincerely,
Municipal Property Insurance Company

Jim Mead, Claims Specialist
Cell Phone: (920) 841-9609
Phone: (612) 766-3075
Email: jmead@berkleyrisk.com

March 26, 2019

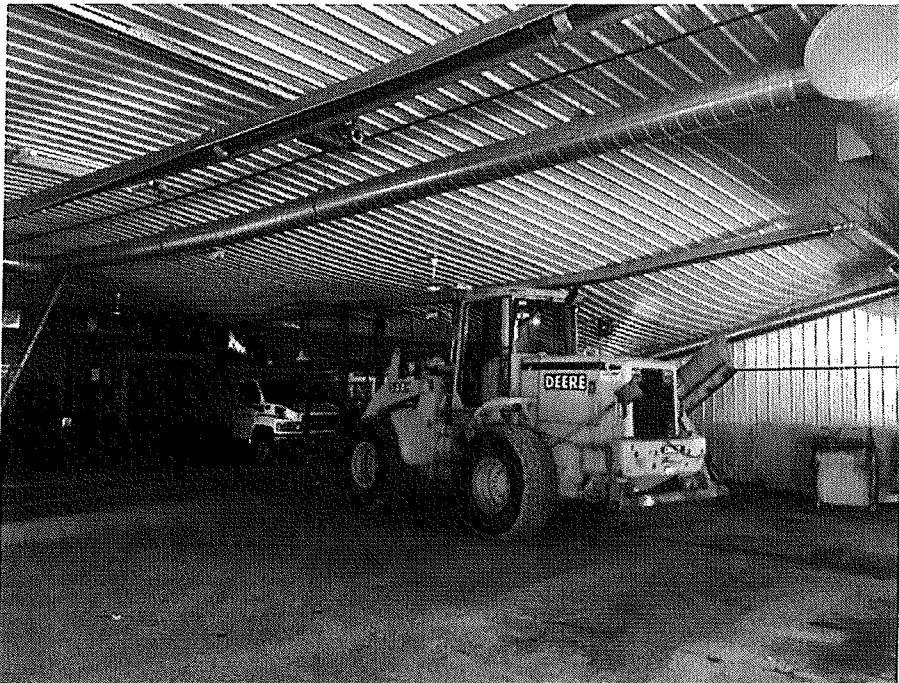
Jim Mead, Property Adjuster
Municipal Property Insurance Company
9701 Brader Way, Suite 301
Middleton, WI 53562

Reference: Policy No.: 50000332
Agent: Spectrum Insurance Eau Claire
Insured: Village of Colfax WI
Date of Loss: March 22, 2019
Address of Claim: 614 Railroad Ave. Colfax, WI
Morgan & Parmley LTD No. 2019-143

Dear Jim:

Thank you for requesting a building inspection and it was nice to meet you today on site.

As requested, I inspected the above referenced building to determine why the steel ceiling panels were coming down. During the inspection I talked with Rand Bates, Director of Public Works. Rand was in the building during the time of the failure and was able to video a portion of the failure on his phone. Rand said he was in his office when he heard a popping noise, looked out and saw the ceiling panels begin to fall from the ceiling. The failure was progressive, starting near the south wall and going to the east and west and also toward the north. The failure was stopped when Rand drove the end loader near the center of the failure area and propped up the ceiling using a man basket.



The end loader is shown holding up the steel liner panels. If the end loader were moved the ceiling would continue to collapse. The ceiling is only temporarily stabilized and the ceiling support system has little or no safety factor available to stop the failure mode.



The above photograph shows one of the 2" x 4" furring strips to which the steel ceiling panels are nailed. The weight of the insulation plus the weight of the steel ceiling panels plus the weight of any attached HVAC system is carried by the 2" x 4" furring strips into the bottom chord of each truss by two nails. As shown, the two nails have pulled out of the bottom chord of the truss. This "pull out" is repeated at the other connections. *The above photograph shows that the ceiling panel system failed at the points of connection of the furring strips to the trusses.*

The attic investigation was limited to the two bays adjacent to the attic access opening. Construction appears to be consistent in these two bays and these limited observations are assumed to be consistent through the remainder of the building.

In conclusion, the ceiling collapse occurred as a result of the failed furring strip to truss connections. The allowable load capacity of the nails was exceeded which caused the nails to pull out of the bottom chord of the truss. Please note that the ceiling system continues to remain at a point of collapse and must be adequately shored to prevent further damage or injury.

The findings of this report are based upon information provided to me by others and upon salient observations. My opinion is only applicable to the specific conclusions drawn by this report and is provided to MPIC for their exclusive use. Thank you for letting me serve you. If you have any questions or wish for further documentation to support my conclusion, please call.

Sincerely,

Larry Gotham, P.E.



The building is a post frame structure that is approximately 50' x 90' and was constructed in 1999 as a cold storage unit. The Village purchased the building from the original owner and then remodeled it in 2007. During the remodeling phase the occupancy was changed from a cold storage warehouse to a heated S2-Garage. The interior of the building was lined with steel panels, insulated and an HVAC system installed. The 2007 construction plans show the interior as 29 gage metal liner panels with 2" x 4" ceiling furring strips placed 2' on center fastened to existing trusses that were 6' on center. The building is adjacent to the railroad tracks.

During inspection it was found that 2" x 4" furring strips, 2' on center, are nailed to the bottom of the two ply trusses using two pneumatic nails per connection (some connections were observed with three nails). The pneumatic nails appear to be coated 0.131" x 3-1/4" nails. The 29 gage steel panels have ribs 9" on center and are nailed to the 2" x 4" furring strips with rows of nails placed every 4' (it appears that only half of the furring strips are being used). The steel ceiling panels are fastened to the furring strips using coated, rubber gasketed, ring shank 0.148 x 2.5" nails; one nail placed in each rib (9" on center). There is approximately 16" of blown fiberglass insulation over the steel panels and the insulation does not appear to have any moisture present. In addition to the dead load of the steel panels, insulation, and furring strips, HVAC equipment and ductwork appear to be mounted to the steel panel system and arranged to be in line with the row of steel panel fasteners.



This photo was taken in the attic and shows that: the ceiling has collapsed about 3' at this location; the steel ceiling panels were not nailed to the furring strips that remain connected to the bottom chord of the truss; the depth of insulation is about 16"; separate hangers for ductwork, other than connection through the steel panel into the furring strip, are not evident.

USDA Wisconsin Rural Development

Available Funding Programs for Individuals and Communities

Single Family Housing Loans & Guaranteed Rural Housing Loans

No Down Payment - Under 20,000 population

Single Family Repair Loans or Grants

Very low income - \$7,500 Grant for 62 years or above or \$20,000 Loan

Rural Rental Housing Guaranteed Loans (individuals, limited, Non-profit)

Rental housing for very-low and low income individuals and families

Farm Labor Housing (individuals, public, private non-profit)

Safe, well-built affordable rental housing for farm workers; 1% interest rate - No population restriction

Community Facilities Loans, Grants, and Loan Guarantees (public bodies, non-profit, Indian tribes)

Build facilities or purchase equipment for fire and rescue, early warning systems, police stations, health clinics, schools, libraries, hospitals, etc.

Up to 100% market value. Up to 40 years or life of security, Grant 75% of project

Business and Industry Guarantee Loans (businesses)

Acquisition, start-up and expansion of business that creates rural employment, except production agriculture – Under 50,000 population

Rural Cooperative Development Grants (non-profit corporations institutions of higher education)

Conduct feasibility studies, business plans, provide training and technical support to new and existing cooperatives and businesses – Under 50,000 population

Value-Added Producer Grants (independent producers, farmer, agricultural producer groups)

Conduct feasibility studies or business plans; for working capital to start the operations—No population restriction

Renewable Energy Systems and Energy Efficiency Improvements (agricultural producers and small businesses)

Construction, purchase, installation of equipment – Under 50,000 population

Water & Waste Disposal Loans & Grants (public entities, Indian tribes, Non-profit)

Build, repair or improve public water systems, waste collection and treatment systems - Under 10,000 population

Rural Broadband Loans & Loan Guarantees (legally owned entities providing or proposing broadband service to eligible rural communities)

Construction, acquisition and improvement of broadband transmission and equipment - Under 20,000 population

Distance Learning and Telemedicine Loans and Grants (incorporated entities, for profit and non-profit that operate rural schools, libraries, health care clinics and other organizations that operate educational or health care facilities)

Equipment for classrooms, cameras, video monitors, computers and medical equipment - Under 20,000 population

These are only a few of the funding products available at USDA Rural Development.

For more information, please visit our website at www.rd.usda.gov/wi,

click [here](#) for your Area Office contact or call our State Office at 715-345-7600.

USDA Rural Development • Wisconsin State Office

5417 Clem's Way • Stevens Point, WI 54482

Voice 715-345-7600 • Fax 855-715-8495

RD.StateOffice@wi.usda.gov • www.rd.usda.gov/wi

USDA is an equal opportunity provider, employer and lender.



POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 3/25/2019 From Account:
Thru: 4/07/2019 Thru Account:

| Check Nbr | Check Date | Payee | Amount |
|-----------|------------|-------------------------------------|----------|
| XCEL | 4/01/2019 | XCEL ENERGY | 5,223.44 |
| 75447 | 3/29/2019 | 24-7 TELCOM | 44.90 |
| 75448 | 3/29/2019 | ACA TREE SERVICE, LLC | 640.00 |
| 75449 | 3/29/2019 | AT&T MOBILITY | 355.25 |
| 75450 | 3/29/2019 | BOBCAT PRO | 9,350.00 |
| 75451 | 3/29/2019 | CENTURY LINK | 103.28 |
| 75452 | 3/29/2019 | CHIPPEWA VALLEY DOOR COMPANY LLC | 6.00 |
| 75453 | 3/29/2019 | CHIPPEWA VALLEY TECH COLLEGE | 642.32 |
| 75454 | 3/29/2019 | COLFAX COMMUNITY FIRE DEPT | 435.00 |
| 75455 | 3/29/2019 | COLFAX COMMUNITY FIRE DEPT | 5,611.64 |
| 75456 | 3/29/2019 | COLFAX CPR PROJECT | 118.00 |
| 75457 | 3/29/2019 | COLFAX YOUTH BALL | 1,500.00 |
| 75458 | 3/29/2019 | CREATIVE PRODUCT SOURCE INC | 75.95 |
| 75459 | 3/29/2019 | DUNN COUNTY TREASURER | 1,393.80 |
| 75460 | 3/29/2019 | E.O. JOHNSON | 230.00 |
| 75461 | 3/29/2019 | EMERGENCY COMMUNICATION SYSTEMS INC | 422.89 |
| 75462 | 3/29/2019 | FARRELL EQUIPMENT & SUPPLY CO. | 749.50 |
| 75463 | 3/29/2019 | GRAPHIC CONTROLS | 293.97 |
| 75464 | 3/29/2019 | HAWKINS, INC. | 1,005.26 |
| 75465 | 3/29/2019 | HUEBSCH | 130.98 |
| 75466 | 3/29/2019 | RONCO ENGINEERING | 19.03 |
| 75467 | 3/29/2019 | SHEILA RIEMER | 11.02 |
| 75468 | 3/29/2019 | SYNERGY COOPERATIVE | 33.33 |
| 75469 | 3/29/2019 | WELD RILEY | 544.00 |
| 75470 | 4/02/2019 | CAFE II COFFEE SHOP & BAKERY | 40.00 |
| 75471 | 4/02/2019 | A LITTLE SLICE OF ITALY | 20.00 |
| AFLAC | 3/28/2019 | AFLAC | 440.66 |
| EFTPS | 4/04/2019 | EFTPS-FEDERAL-SS-MEDICARE | 6,158.62 |
| WIDOR | 4/04/2019 | WI DEPARTMENT OF REVENUE | 1,197.80 |
| WIETF | 3/28/2019 | WI DEPT OF EMPLOYEE TRUST FUNDS | 6,337.87 |
| AMAZON | 3/25/2019 | AMAZON.COM | 71.90 |
| CHARTER | 3/28/2019 | CHARTER COMMUNICATIONS | 552.39 |
| POSTAGE | 3/26/2019 | PURCHASE POWER | 500.00 |

4/05/2019 1:53 PM

Reprint Check Register - Quick Report - ALL

Page: 2
ACCT

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 3/25/2019 From Account:
Thru: 4/07/2019 Thru Account:

| Check Nbr | Check Date | Payee | Amount |
|-----------|------------|---------------------------------|-----------|
| POSTAGE | 3/27/2019 | PURCHASE POWER | 500.00 |
| WIDCOMP | 4/04/2019 | WISCONSIN DEFERRED COMPENSATION | 175.00 |
| | | Grand Total | 44,933.80 |

Colfax Rescue March 2019 Report

Municipalities Responded To:

| | |
|------------------------------|-----------|
| Township of Colfax | 6 |
| Township of Elk Mound | 2 |
| Township of Grant | 0 |
| Township of Otter Creek | 0 |
| Township of Sand Creek | 2 |
| Township of Tainter | 2 |
| Village of Colfax | 10 |
| Village of Elk Mound | 6 |
| Village of Wheeler | 6 |
| Menomonie Mutual Aid | 1 |
| <u>Boyceville Mutual Aid</u> | <u>1</u> |
| Total | 36 |

No Mutual Aid Received

Receiving Facilities:

| | |
|--|-----------|
| Marshfield Hospital – Eau Claire | 1 |
| Mayo Clinic Health System Bloomer | 1 |
| Mayo Clinic Health system Eau Claire | 11 |
| Mayo Clinic Health system Menomonie | 10 |
| Colfax Health and Rehab | 1 |
| Hospital sister Health system Sacred Heart | 1 |
| <u>Cancelled/Refused/Standby/etc.</u> | <u>10</u> |
| Total | 36 |

Financials:

| | |
|--------------------|------------|
| Old System Revenue | \$3,530.66 |
|--------------------|------------|

New System Revenue \$28,661.91

Billed Out March \$33,632.74

*See last pages of report for detailed Financials new system.

How are Collections doing?

Colfax Police Village of Colfax Tripped as well \$2417.81 listed \$215.00 collected 8.89%
Colfax Police Collection company tripped as well \$4,530.74 listed \$915.67 collected 20.21%
Colfax Rescue Village Tripped as well \$150,938.02 listed \$27,234.17 collected 18.04%
Colfax Rescue collection Company tripped as well \$52,323.67 listed \$8752.88 collected 16.73%
Overall \$210,210.24 listed \$37,117.72 collected \$23,035.78 Returned 17.66% collection rate

Other Statistics:

| Incident Day Name | Number of Runs | Percent of Total Runs |
|-------------------|----------------|-----------------------|
| Sunday | 7 | 19.44% |
| Monday | 2 | 5.56% |
| Tuesday | 3 | 8.33% |
| Wednesday | 8 | 22.22% |
| Thursday | 6 | 16.67% |
| Friday | 6 | 16.67% |
| Saturday | 4 | 11.11% |
| Total: 36 | | Total: 100.00% |

| Disposition Incident Patient Disposition (eDisposition.12) | Number of Runs | Percent of Total Runs |
|--|----------------|-----------------------|
| Treated, Transported | 23 | 63.89% |
| Standby-No Support Provided | 3 | 8.33% |
| Patient Treated, Transported by this EMS Unit (ALS Care) | 2 | 5.56% |
| Canceled (Prior to Arrival At Scene) | 1 | 2.78% |
| Canceled on Scene (No Pt Contact) | 1 | 2.78% |
| Dead at Scene-No Resuscitation Attempt (w/o Trans) | 1 | 2.78% |
| Eval, No Treatment/Trans Req'd | 1 | 2.78% |
| Refused Eval/Care (w/o Trans) | 1 | 2.78% |
| Standby-Support Provided | 1 | 2.78% |
| Treated, Released (AMA) | 1 | 2.78% |
| Treated, Transported by Law Enforcement | 1 | 2.78% |
| Total: 36 | | Total: 100.00% |

Incident Day Name

Number of Runs Percent of Total Runs

CRS Notes:

- M8 went to Chilson's for catalytic converter recall, It was also determined the rear differential had excessive play a new one is ordered under warranty install date TBD. M7 went to Chilson's for Catalytic converter recall and brake transmission interlock recall.
- Colfax Rescue applied for a Pediatric Emergency Care Coordinator Grant for \$500.00 which we should be receiving a check for this week. The items applied for were vein locators to help start IV's in pediatric patients.
- March Training was on Burns (causes, types, treatments) taught by Lisa Field N.P. Sacred Heart Hospital. April training is on pediatric emergencies as well as take home training on EMT safety.
- I am trying to coordinate May training with multiple agencies to concentrate on landing zone safety trauma and transporting a patient by helicopter this would be held at the fairgrounds on May 22.
- I am working with Colfax School to teach stop the bleed with Colfax 7th and 9th grade health classes. And Community Safety net presentations at Colfax and Elk Mound 3rd Grade classes. I am also coordinating a high school safety presentation to be held before prom at Colfax High school. This would all be the week of April 22nd. I would teach on my own time and then work the night shift. "Service before Self"
- Senior CPR at Colfax High School is tentatively scheduled for May 7th.
- CRS staff taught CPR/First Aid to Elk Mound and Colfax Public Works Employees.
- Storm Siren Testing has begun in April. Remember this is an outdoor warning device that alerts you to possible severe weather. It is up to you to determine what is approaching and if you should seek shelter. I also recommend you to register for Code Red Dunn Counties other all hazard warning system. This system will notify land lines and cell phones of any situation that arises from Water shut off to Storms.

| Financial Summary | | | | |
|-------------------------------------|-------------------------|--------------------------|--------------------------|-------------------------|
| Trans aategory | Jan | Feb | Mar | Apr |
| Colfax Rescue, 2,019 | | | | |
| Beginning A/R | <u>22,171.49</u> | <u>72,415.29</u> | <u>129,735.98</u> | <u>91,504.57</u> |
| Charges | <u>50,243.80</u> | <u>59,944.99</u> | <u>33,632.74</u> | <u>0.00</u> |
| Contractual Adjustments | <u>0.00</u> | <u>-1,316.11</u> | <u>-42,840.16</u> | <u>0.00</u> |
| Gross Net Charges | <u>50,243.80</u> | <u>58,628.88</u> | <u>-9,207.42</u> | <u>0.00</u> |
| Courtesy Discounts | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Bad Debt Write Off | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Bankruptcy | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Misc Adjustments | <u>0.00</u> | <u>-5.20</u> | <u>-362.08</u> | <u>0.00</u> |
| Adjusted Charges | <u>50,243.80</u> | <u>58,623.68</u> | <u>-9,569.50</u> | <u>0.00</u> |
| Insurance Refunds | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Patient Refunds | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Returned Checks | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Total Refunds | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Insurance Payments | <u>0.00</u> | <u>-1,302.99</u> | <u>-28,396.91</u> | <u>-1,906.60</u> |
| Patient payments | <u>0.00</u> | <u>0.00</u> | <u>-265.00</u> | <u>-252.35</u> |
| Bad Debt Recovery | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Total Payments | <u>0.00</u> | <u>-1,302.99</u> | <u>-28,661.91</u> | <u>-2,158.95</u> |
| Net Payments | <u>0.00</u> | <u>-1,302.99</u> | <u>-28,661.91</u> | <u>-2,158.95</u> |
| Ending A/R | <u>72,415.29</u> | <u>129,735.98</u> | <u>91,504.57</u> | <u>89,345.62</u> |
| Beginning Collections | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Accounts Sent to Collections | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |