

Village Board Meeting –May 13th, 2019

On May 13th, 2019, the Village Board meeting began at 7:00 p.m. at the Village Hall, 613 Main St., Colfax, WI 54730. Members present: Trustees Halpin, Davis, Jenson, M. Burcham, K. Burcham and Gunnufson. Others Present: Joan Schneider, Steven Longdo, Toni and Chuck Tetzlaff, Police Chief Anderson, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

Call to Order

Pledge of Allegiance

Public Comments – none.

Communications from the Village President- none.

Consent Agenda

Organizational Meeting Minutes – April 22, 2019 and the Regular Board Meeting Minutes – April 22nd, 2019 - A motion was made by Trustee Halpin and seconded by Trustee Davis to approve both the Organizational meeting minutes and the Regular Board Meeting minutes for April 22nd, 2019. Voting For: Trustees Halpin, Davis, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Training Request – Lynn Niggemann – June 4, 2019- Employment Law Update – OSHA & Wage and Hour (WHD) – Eau Claire, WI – A motion was made by Trustee Halpin and seconded by Trustee Davis to approve the request for Niggemann to attend the Employment Law Update seminar on June 4, 2019. Voting For: Trustees Halpin, Davis, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Licenses

Russell-Toycen Post #131 American Legion – Chris Larson – Colfax Free Fair Picnic License – June 20-June 24, 2019 - A motion was made by Trustee Davis and seconded by Trustee Halpin to approve the picnic license for the Fair for June 20, 24, 2019. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Consideration Items

Board Trustee Appointment Consideration – Village President Gunnufson recommended Chad Berge for appointment to the Village Trustee vacancy. Voting For: Trustees Halpin, Davis, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Request to surplus windows at the thrift sales – Proceeds towards the Elevator Fund – It was suggested that Niggemann consult with Cedar Corporation to confirm that there were no requirements to keep the windows because the building is on the historical building registry. A motion was made by President Gunnufson and seconded by Trustee Halpin that if there are no requirements to keep the windows, then the Village Board authorizes the surplus of the windows for the thrift sale with the proceeds going towards the elevator fund. Voting For: Trustees Davis, Jenson, M. Burcham, K. Burcham, Gunnufson and Halpin. Voting Against: none. Motion carried.

Driveway Permit Request for Variance – Joan C. Schneider– Schneider, 306 Roosevelt St. has completed a driveway permit application. The request is to allow two driveways on her property, legal description Fjelstad addition, block 2, lots 8 and 9. Prior to curb and gutter there has been a second driveway that has been used. The permission is to have the second driveway approved formally so that the driveway

cut out can occur when the street is finished. A motion was made by Trustee Davis and seconded by Trustee Jenson to approve the driveway request at 306 Roosevelt Street for the second driveway. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Street Repair Request -501 High Street – A request was made regarding the street opening fee and if there was any way that assistance could be provided by the Village. Niggemann stated that the Village Board could offer assistance through a Special Assessment process. The amount to repair the street is \$3,872. The homeowner did not indicate how much he felt he would need to run through the special assessment process. A motion was made by Trustee Halpin and seconded by Trustee M. Burcham to table this item until the homeowner has identified the amount that would be necessary to complete the project. Voting for: Trustees K. Burcham, M. Burcham, Jenson, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Animal licenses – kennel for cats – Review Ordinance – The Village ordinance 7-1-19 states that no person or family shall own, harbor or keep more than three dogs and three cats in a residential unit without the prior issuance of a kennel license by the Village Board. Ordinance 7-1-3 refers to a kennel license being issued for dogs with no reference to cats. There is an application for a kennel license which has some references causing confusion because it states ordinance 7-1-19 allowing a combined total of six dogs OR cats. The questions being brought before the Board are the following: Can any owner have more than three cats or three dogs prior to having a kennel license? Can a kennel license be issued for cats? After a lot of discussion, the Village Board has agreed to modify 7-1-19 to allow any combination of six dogs and/or cats in any residential unit and allow cats to be included in the kennel license requests.

A motion was made by Trustee K. Burcham and seconded by Gunnufson to have Niggemann modify the ordinances based on recommendations to repeal and replace section 7-1-19 to modify the wording to allow up to six dogs and/or cats in a residential unit and section 7-1-3 to update the kennel license to accommodate cats and dogs and update the kennel application accordingly. Voting For: Trustees Halpin, Davis, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Emergency Medical Services Week Proclamation- May 19-May 25, 2019 – Gunnufson read the proclamation for Emergency Medical Services Week – May 19 to May 25, 2019. A motion was made by Trustee Halpin and seconded by Trustee M. Burcham to proclaim May 19 to May 25, 2019 as Emergency Medical Services Week. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Update on Roosevelt Street Project – Gareth Shambeau informed the Village that there are no major concerns or pay apps to present for the meeting. There will be a few quantity adjustments based on field conditions and unknowns, but no major changes to project scope or cost. Haas finished the last of the underground utilities yesterday, 5/7/19, the Water Main, Sanitary Main, Storm Sewer, and Services have all been installed, water samples for both blocks came back safe and the residents of both blocks are now fully connected to the new system. WE Energies' Contractor will now take over the site for the next 1.5 weeks (this week and next) to install their gas services before Haas returns to finish the surface work and restoration and it is anticipated that Ayres Associates we will be on-site late the week of May 13th or early the week of May 20th to stake the curb and gutter in preparation for the remaining surface work.

Dunn County Fire Chiefs Association Invoice for “I AM Responding”– The Director of the Rescue Squad has requested that the three year invoice for I AM Responding, be renewed by taking the funds he had budgeted for the tough book computer for one of the ambulances to pay for the subscription. A motion was made by President Gunnufson and seconded by Trustee Jenson to approve the purchase of the “I AM Responding” by moving budget from the tough book. Voting For: Trustees Halpin, Davis, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

CDBG Grant Application Requirements

Resolution 2019-08 revised – Authorizing Commitment of Matching Funds –A motion was made by Trustee Halpin and seconded by Trustee K. Burcham to approve the revision of Resolution 2019-08 – Authorizing Commitment of Marching Funds. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Resolution 2019-09 Authorization to remove Gary Stene and add Scott A. Gunnufson to Village accounts at Bremer Bank –A motion was made by Trustee Davis and seconded by Trustee M. Burcham to approve Resolution 2019-09 to authorize Scott Gunnufson as a signer on the Village of Colfax Bremer accounts. Voting For: Trustees Halpin, Davis, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: None. Motion carried.

Resolutions 2019-10 to 2019-17 to remove Gary Stene and add Scott A. Gunnufson to Village accounts at Dairy State Bank – A motion was made by Trustee M. Burcham and seconded by Trustee Halpin to approve Gunnufson as a signer on the Dairy State Bank accounts, Resolutions 2019-10 to 2019-17. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Davis, Halpin and Gunnufson. Voting Against: None. Motion carried.

H S A Alternatives for employees that opt out of the health insurance – Niggemann informed the Village Board that our current insurance company has provided a guide that lists the difference between H S A, H R A, QSEHRA and FSA. They also provided an email that explained a health stipend. The market is monitored very carefully, so it is very important that all employees in each category are treated equally. A motion was made by Trustee Davis and seconded by Trustee M. Burcham to issue a health stipend to the employees that have opted out of the Village health insurance, with the total stipend to equal \$1,000 divided equally onto each paycheck to match the H S A contribution to the employees with health insurance. Voting For: Trustees Halpin, Davis, Jenson, M. Burcham and Gunnufson. Voting Against: Trustee K. Burcham. Motion carried.

Review/Approval – Bills –April 22nd, 2019 to May 12th, 2019 - A motion was made by Trustee Halpin and seconded by Trustee Jenson to approve the bills April 22nd to May 12th, 2019. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Davis, Halpin and Gunnufson. Voting Against: none. Motion carried.

Adjourn – A motion was made by Trustee Davis and seconded by Trustee M. Burcham to adjourn the meeting at 8:20 p.m. A voice vote was taken with all members voting yes.

Scott A. Gunnufson, Village President

Attest: Lynn Niggemann
Administrator-Clerk-Treasurer