

Village of Colfax
Village Board Meeting Agenda
Monday, September 23rd, 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 – September 9th, 2019
 - b. Training Request - none
 - c. Facility Rental - none
 - d. Licenses - none
7. Consideration Items
 - a. Financial Review (Lenz will have handouts Monday)
 - i. TIF Districts
 - ii. General Fund
 - iii. Water Utility
 - iv. Sewer Utility
 - v. Debt Projections
 - b. Banking Discussion
8. Review/Approval – Bills – September 9th, 2019, to September 22nd, 2019
9. Committee/Department Reports – (no action)
 - a. Colfax Police Department - August 2019 Report
 - b. ACT Notes
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 – September 9, 2019

On September 9th, 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, Berge and Chair Halpin (until president Gunnufson arrived at approximately 7:15 pm. Excused: Trustee Davis. Others Present: Public Works Director Bates, Rescue Squad Director Knutson, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger. Arriving after the meeting began is Ricky Brockmiller and Rick Johnson.

Call to Order

Pledge of Allegiance

Public Comments –No public was present at the start of the meeting.

Communications from the Village President -none.

Consent Agenda

Regular Board Meeting Minutes – August 26th, 2019 - A motion was made by Trustee K. Burcham and seconded by Trustee Jenson to approve the Regular Board meeting minutes of August 26th, 2019. Voting For: Trustees Berge, Jenson, M. Burcham, K. Burcham and Halpin. Voting Against: none. Motion carried.

Training Request - none.

Facility Rentals – none.

Licenses

Operator's Licenses – September 9th, 2019 to June 30, 2020 - Tiffany Reed – Kyle's Market

A motion was made by Trustee M. Burcham and seconded by Trustee Berge to approve Tiffany Reed's operator's license as for the term ending June 30, 2020. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Berge and Halpin. Voting Against: none. Motion carried.

Consideration Items

Request for 40% Sidewalk Reimbursement – 502 Balsam Street – Property owner dropped off an invoice from Nellessen Concrete for 502 Balsam St. to tear out and replace 72' x 5' = 360 square feet plus 8' x 4' = 32 square feet for a total of 392 square feet @ \$4.60 = \$1,800. The Board discussed the sidewalk assessment policy which is for property owners to request fund in 2019 for 2020. This allows for the Village to budget accordingly. Forty percent of the bill is \$720, however the policy allows reimbursement for a typical 4' sidewalk and sidewalk that is in the public right of way. The Board has asked Bates to confirm which part of the invoice is for sidewalk in the public right of way. With only \$311 left in the sidewalk budget, could this be reimbursed in 2020 or possibly split up between 2019 and 2020?

East View Development Single Family Documents – Acceptable Materials and Number of Trees – & Multi-Family Documents – Acceptable Materials and Number of Trees - Niggemann explained the discussions from the Planning Commission meeting on August 27th, 2019 (see minutes). After a little further discussion, a motion was made to accept the Planning Commission recommendation to approve the changes to the marketing material, application to purchase Village Owned Lots and the agreement for the purchase of Village Owned Lots in East View Development. A motion was made by Trustee Jenson and seconded by Trustee Halpin to approve the changes recommended by the Planning

Commission. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Berge, Halpin and Gunnufson. Voting Against: none. Motion carried.

The Board granted permission for late arrival Brockmiller to speak on behalf of the East View Development. Brockmiller wanted to inform the Board that the reason that the Development is not taking off is because of the high taxes. He did go on to give some examples comparing the Village of Colfax to Altoona and Eau Claire. Gunnufson informed Brockmiller that there are several factors that go into creating the taxes for the Village including three other entities; the School, the County and CVTC. Increasing valuation by getting businesses and more housing into the Village is one way that we can attempt to lower taxes. Niggemann mentioned that the conversation was no longer regarding East View Development and we should get back onto the agenda items. Gunnufson thanked Brockmiller for sharing his thoughts.

East View Development – Phase Two – Free Lot Opportunity – The Planning Commission had made a recommendation to the Board to allow for the first lot in phase two to be free to assist in getting an additional building up to help make the land more attractive. Each case going forward would be considered by the Planning Commission and the Board for future development. A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve Lot # 7 as a free lot to build a multi-family residence as an incentive to keep things moving in the Development. Voting For: Trustees Halpin, Berge, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Public Works Building Ceiling – Re-install new steel – Bates finally received an estimated price from Savvy Home Solutions, Inc. to re-install purlins and the new steel as well as screw the other ceiling to avoid future damage. The estimate is \$8,678.

A motion was made by Trustee M. Burcham and seconded by Trustee Halpin to approve the Savvy Home Solutions, Inc. estimate for \$8,678 to re-install new steel and re-fasten the remaining portion of the ceiling. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Berge, Halpin and Gunnufson. Voting Against: none. Motion carried.

Elevator Committee Possible New Member – M. Burcham has added additional job responsibilities which do not allow her to be as available. She needs to step down from the committee. Gunnufson asked that anyone that may be interested should contact Niggemann.

Review/Approval – Bills – August 26th, 2019 to September 8, 2019 – A motion was made by Trustee Halpin and seconded by Trustee Berge to approve the bills for August 26th to September 8th, 2019. Voting For: Trustees Halpin, Berge, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Closed Session – A motion was made by Trustee Halpin and seconded by Trustee M. Burcham to convene into closed session at 7:58 p.m. pursuant to WI Statutes 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding a Medical Facility. Voting For: Trustees K. Burcham, M. Burcham, Jenson, Berge, Halpin and Gunnufson. Voting Against: none. Motion carried.

Open Session – A motion was made by Trustee Halpin and seconded by Trustee M. Burcham to convene into open session to take any action resulting from the closed session regarding a Medical Facility at

8:16 p.m. Voting For: Trustees Halpin, Berge, Jenson, M. Burcham, K. Burcham and Gunnufson. Voting Against: none. Motion carried.

Gunnufson announced to the public that the Village Board unanimously agreed that they would welcome any medical facility into the Village and they have agreed to give sponsorship for any grant opportunities to assist with that happening.

Adjourn – A motion was made by Trustee Jenson and seconded by M. Burcham to adjourn the meeting at 8:18 p.m. A voice vote was taken and members voting to adjourn the meeting.

Scott A. Gunnufson, Village President

Attest: Lynn Niggemann
Administrator-Clerk-Treasurer

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 9/09/2019 From Account:
Thru: 9/22/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
75858	9/13/2019	ACA TREE SERVICE, LLC	300.00
75859	9/13/2019	BADGER STATE INC.	601.23
75860	9/13/2019	BLOOMER ADVANCE	74.00
75861	9/13/2019	BOUND TREE MEDICAL, LLC	360.80
75862	9/13/2019	CARLTON DEWITT	424.79
75863	9/13/2019	CBS SQUARED, INC	3,200.31
75864	9/13/2019	CHIEF SUPPLY CORPORATION	90.17
75865	9/13/2019	CITY OF EAU CLAIRE FIRE & RESC	259.18
75866	9/13/2019	CLIA LABORATORY PROGRAM	180.00
75867	9/13/2019	COLFAX COMMUNITY FIRE DEPT	315.00
75868	9/13/2019	COMMERCIAL TESTING LAB	312.50
75869	9/13/2019	CRAMER CONSULTING, LLC	289.50
75870	9/13/2019	DNR	75.00
75871	9/13/2019	DUNN COUNTY RECYCLING	1,447.55
75872	9/13/2019	DUNN ENERGY COOPERATIVE	102.00
75873	9/13/2019	EXPRESS MART	635.38
75874	9/13/2019	GALLS, LLC	63.94
75875	9/13/2019	GEORGE ENTZMINGER	100.00
75876	9/13/2019	GRAINGER	141.61
75877	9/13/2019	HENRY SCHEIN	492.00
75878	9/13/2019	HUEBSCH	141.78
75879	9/13/2019	INDIANHEAD FEDERATED LIBRARY SYSTEM	136.00
75880	9/13/2019	KYLES MARKET	34.08
75881	9/13/2019	LYNN HALBROOK	250.00
75882	9/13/2019	MAYO CLINIC	24.00
75883	9/13/2019	MEDPRO MIDWEST GROUP	131.50
75884	9/13/2019	MISSISSIPPI WELDERS SUPPLY CO.	86.64
75885	9/13/2019	MP CLOUD TECHNOLOGIES	499.00
75886	9/13/2019	NATES TOWING & REPAIR	185.00
75887	9/13/2019	PITNEY BOWES INC	143.55
75888	9/13/2019	SLIPSTREAM	50.00
75889	9/13/2019	SMART APPLE MEDIA	127.65
75890	9/13/2019	STAPLES	86.33

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 9/09/2019 From Account:
Thru: 9/22/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
75891	9/13/2019	SYNERGY COOPERATIVE	1,163.21
75892	9/13/2019	UHS PREMIUM BILLING	1,021.81
75893	9/13/2019	VIKING DISPOSAL, INC	200.00
75894	9/13/2019	VIKING ELECTRIC SUPPLY	190.14
75895	9/13/2019	WATER CARE SERVICES	94.50
75896	9/13/2019	WEA INSURANCE CORPORATION	9,437.76
75897	9/13/2019	ZEMPEL APPRAISAL SERVICE	850.00
75898	9/13/2019	ZOLL MEDICAL CORP	291.10
75899	9/13/2019	RESERVE ACCOUNT	500.00
EFTPS	9/19/2019	EFTPS-FEDERAL-SS-MEDICARE	5,442.18
WIDOR	9/19/2019	WI DEPARTMENT OF REVENUE	974.36
AMAZON	9/19/2019	AMAZON.COM	950.83
BREMER	9/11/2019	CARDMEMBER SERVICE	1,084.94
CHARTER	9/21/2019	CHARTER COMMUNICATIONS	552.27
WIDCOMP	9/19/2019	WISCONSIN DEFERRED COMPENSATION	185.00
WEENERGIES	9/11/2019	WE ENERGIES	4.88
WEENERGIES	9/11/2019	WE ENERGIES	13.08
Grand Total			34,316.55

WILLIAM J. ANDERSON
CHIEF OF POLICE

PHONE (715) 962-3136
FAX (715) 962-4357

COLFAX POLICE DEPARTMENT

PO BOX 417, 613 MAIN ST.

COLFAX, WI 54730

AUGUST 2019 MONTHLY POLICE REPORT

CALLS FOR SERVICE: 107

TRAFFIC STOPS: 54

- ASSIST OTHER AGENCY: 9
 - Vehicle Crash x 3
 - Fraud
 - Check Welfare x 3
 - DNR complaint x 2

- DISORDERLY: 2
 - Couple arguing in library
 - Late night argument at apartment

- 911 MISDIAL/HANGUP: 3

- FRAUD: 3
 - Worthless checks x 2
 - Possible Identity theft

- SUSPICION: 7
 - Male under the influence at local store x 2
 - Unwanted phone calls from unknown person
 - Report of male "tweaking" at business
 - Late night van at fairgrounds
 - Vehicle driving suspiciously- playing Pokemon go
 - Female sleeping in grass

- LOST/FOUND: 3
 - Found wallet
 - Found shopping carts
 - Found credit card

- Bail Jumping: 1
 - Arrested for violation
- CIVIL: 1
 - Concern nieces not properly cared for
- JUVENILE: 2
 - Juvenile runaway x 2
- ANIMAL COMPLAINT: 6
 - Loose dog x 2
 - Barking dog
 - Lost cat
 - Pig on the loose
 - Cat shot with BB gun
- CHECK WELFARE: 3
 - Female with health issues
 - Female with mental health issues
 - Employee did not show up at work
- HARASSMENT: 1
 - Ex won't leave them alone
- DOMESTIC: 1
 - Boyfriend and girlfriend arguing
- TRAFFIC COMPLAINTS: 2
 - Debris in road
 - Hit and Run
- ASSIST CITIZEN: 1
 - Property watch
- ORDINANCE WARNINGS: 3
 - Unsightly materials and tall grass / weeds
- AMBULANCE ASSIST: 1
- FIRE: 2
 - Bathrooms at fairgrounds
 - Burning garbage
- WARRANT: 1
 - Arrested without incident
- BAIL JUMPING: 1
 - Violating no contact order

**Administrator-Clerk-Treasurer
September 20, 2019**

September 30th, 2019 @ 5 pm - Public Safety Meeting – 2020 Police Budget – September 30th at 5 pm. Members: Chad, Carey, Scott

September 30th, 2019 at 6 pm - Public Works Meeting – 2020 Water and Sewer Budget – September 30th at 6 pm. Members: Carey, Mark, Anne

October 7th, 2019 at 6 pm – Parks – 2020 Budget – Members: Scott, Keith and Margaret

October 7th, 2019 at 7 pm – Streets – 2020 Budget – Members: Anne, Scott, Keith

October 21, 2019 at 6 pm – Personnel Committee Meeting – Evaluations – Closed Session

Water Bills- will be going out by October 3rd.

Thursday, September 19, 2019 – CDBG Training in Wausau – Jon and Jody Strand from CBS Squared also attended the training. What did we learn? There is A LOT of paperwork. CDBG has provided very specific and detailed checklists that must be followed. Between CBS Squared and the Village – we will be communicating very frequently. The Implementation Handbook for the grant is approximately 500 pages. The training involved listening to the individuals that we as grantees will be communicating with regularly when there are questions about the grant, submitting reports to and reporting and project concerns and progress. The presenters were very clear that there are a lot policies and procedures to follow through with and the deadlines are important because the CDBG must report numbers submitted to them by local and county agencies to the federal level. If there is any questions . . . ask do not assume.

Friday, September 20th, 2019 - Remote Deposit Banking implementation and training was successful.