

Village Board Meeting – April 27th, 2020

On April 27th, 2020, the Village Board meeting began at 7:00 p.m. at Colfax Rescue Squad, 614C Railroad Ave., Colfax, WI. Members present: Trustees Michels, K. Burcham, Halpin (via phone), Stene, Davis, Jenson and Gunnufson. Others Present: Amanda Webb with Kado & Associates (via phone), Director of Public Works Bates, Administrator-Clerk-Treasurer Niggemann and Randy Simpson representing the Messenger (via phone).

Public Comments– none.

Communications from the Village President – none.

Consent Agenda

Regular Board Meeting Minutes –April 13th, 2020 and Organizational Meeting Minutes – April 21st, 2020 - A motion was made by Trustee Jenson and seconded by Trustee Michels to approve the minutes for the April 13th, 2020 Board meeting and the April 21st, 2020 Organizational Meeting. Voting For: Trustees Jenson, Davis, Stene, Halpin, K. Burcham, Michels and Gunnufson. Voting Against: none. Motion carried.

Training Requests- none.

Facility Rental – none.

Licenses - none.

Consideration Items

Dental/Life/Vision Renewal 05.01.2020 quotes – Webb explained the documents that she presented with the lowest combination alternative being dental with Principal and vision and life with United Health Care (UHC). The savings would be \$188.23 per month by switching from UHC to Principal. The dental network would still allow employees to go to their current dentists.

A motion was Jenson and seconded by K. Burcham to change the dental insurance to Principal and keep the vision and the life insurance with United Health Care. Voting For: Trustees Michels, K. Burcham, Halpin, Stene, Davis, Jenson and Gunnufson. Voting Against: none. Motion carried.

Recommendations from the Planning Commission

- **Legal Description of Fifth Avenue – Possible Quick Claim Deed**
- **Subdivide parcel 17111-2-291116-320-0002 (Anderson Bridges lot)**
- **Rezone part of Anderson Bridges lot from R—3 to B-2**
- **Rezone part of Scharlau lot from B-2 to M**

Gunnufson explained that between Scharlau and Anderson, they have each purchased some lots, but it makes more sense for Anderson Bridges to have the lot that is closest to their business. Because both parties are interested in having additional land, they have worked out a plan that works for both parties. By approving the CSM and the zoning as indicated, the property closest to Anderson Bridges will be zoned to meet their manufacturing zoning and the lot with the house will remain with no change in zoning and the vacant lot, if the subdivision is approved, will become B-2, Business District to allow Scharlau Investments to construct the maintenance shed for their business. The 30 foot strip allows Scharlau Investments access to their other lot with the storage units.

Niggemann explained that the surveyor, Eric Knauf with American Land Surveying, was made aware by the title company that there are discrepancies regarding Fifth Avenue in reference to what the width of the street is. There are records that show the width at 66 feet, 60 feet and 49.5 feet. The latest record, which is a CSM that was created when there was a transfer of land between the Village and Woods Run in the late 1970's indicates the street right-of-way, was 49.5 feet or 3 rods. To clear the issue up and allow the new land owners to have their boundaries identified clearly with fewer possibilities for boundary issues or set-backs when construction begins, a quick claim deed would be the best way to proceed. The Village Public Works verified that the utilities would still

be within that right-of-way, the street width is already asphalt with curb and gutter and there does not appear to be any issues with the CSM as presented.

A motion was made by Trustee Stene and seconded by Trustee Halpin to approve the recommendation from the Planning Commission to approve the quick claim deed to document Fifth Avenue as 49.5 feet or 3 rods wide allowing the property owners to know where their boundaries are on their north boundaries. Voting For: Trustees Jenson, Stene, Halpin, K. Burcham, Michels and Gunnufson. Abstained: Trustee Davis. Voting Against: none. Motion carried.

A motion was made by Trustee Stene and seconded by Michels to approve the subdivision and rezoning as indicated on the CSM for the Anderson Bridges and Scharlau Investment properties. Voting For: Trustees Jenson, Stene, Halpin, K. Burcham, Michels and Gunnufson. Abstained: Trustee Davis. Voting Against: none. Motion carried. This motion included approval for the subdivision of parcel 17111-2-291116-320-0002 (106 Fifth Avenue) to separate the house and the vacant lot. The zoning of the vacant portion will change to B-2 Business. The zoning of the lot west of the storage units, less the north 30' strip of that lot will change from B-2 to M- Manufacturing.

COVID-19 Review/Updates

Reducing Alcohol Beverages Licensing Fees for 2020-2021 Term – The League of Municipalities has given municipalities guidance in reference to questions that have been asked regarding if municipalities could reduce rates for the alcohol licenses for the 2020-2021 term? The guidance they provided is the following; Municipal governing bodies may reduce alcohol beverage licensing, however they must be within the state maximum and minimum ranges. Other communities are waiving late fees. A motion was made by Trustee Davis and seconded by Jenson to how the Governor's Order opens business back up and make a decision at that time. Voting For: Trustees Michels, K. Burcham, Halpin, Stene, Davis, Jenson and Gunnufson. Voting Against: none. Motion carried.

CARES ACT – Municipal Payment – Niggemann informed the Board that the Village of Colfax did receive a payment of \$5,905 for the CARES Stimulus payment. The Village will need to be able to provide justification for any funds spent that were directly related to COVID-19. Any unused funds will be required to be returned after December 31, 2019.

Temporary signs – Mr. Mosey from the school contacted Village Hall asking what the ordinances are for temporary signs. The school would like to have photos of the graduating seniors put on signs and possibly place them in right-of-way on University Ave. A motion was made by Trustee Davis and seconded by Trustee Stene to allow temporary signs to be placed in Village right-of-way for a period of ten days to acknowledge the graduating senior class. Voting For: Trustees Michels, K. Burcham, Halpin, Stene, Davis, Jenson and Gunnufson. Voting Against: none. Motion carried.

Review Suggestions for Board Member Recognition – The Board discussed what has been done in the past, listened to other suggestions which included giving local gift certificates, flowers, cake, etc. A motion was made by Trustee Stene and seconded by Trustee Jenson to give a *"Thank you for your Service"* Plaque with a changeable Number of Years plate. Voting For: Trustee Michels, K. Burcham, Halpin, Stene, Davis, Jenson and Gunnufson. Voting Against: none. Motion carried.

Review/Approval – Bills –April 13th, 2020 to April 26th, 2020 – A motion was made by Trustee Davis and seconded by Trustee Michels to approve the bills for April 13th to April 26th, 2020. Voting For: Trustees Stene, Davis, Jenson, Michels, K. Burcham, Halpin and Gunnufson. Voting Against: none. Motion carried.

Closed Session – A motion was made by Trustee Davis and seconded by Trustee Stene to convene into closed session pursuant to WI Statutes 19.85(1) (c) considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or

exercises Deputy Clerk-Treasurer Performance Evaluation. Voting For: Trustees Jenson, Davis, Stene, Halpin, K. Burcham, Michels and Gunnufson. Voting Against: none. Motion carried.

Open Session – The Board voted unanimously to approve a pay raise for the Deputy Clerk-Treasurer of 2.1 percent effective May 1, 2020.

Adjourn – A motion was made by Trustee Stene and seconded by Trustee Davis to adjourn the meeting at 8:14 p.m. A voice vote was taken, and all members voted in favor to adjourn. Motion carried.

Scott Gunnufson, Village President

Attest: Lynn Niggemann
Administrator-Clerk-Treasurer