

**Village of Colfax
Regular Board Meeting
Monday, March 8th, 2021
7:00 p.m.**

Rescue Squad, 614C Railroad Ave., Colfax, WI 54730

Join Zoom Meeting

<https://zoom.us/j/98746211995?pwd=MGVVMTVhNjIxODJERXk2cE1SdUlmZ09>

Meeting ID: 987 4621 1995 Passcode: 2W3ZWX

Any questions on logging into the meeting call or email

Lynn Niggemann, 715-308-9986 or clerktreasurer@villageofcolfaxwi.org.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Communications from the Village President
6. Consent Agenda
 - a. Regular Board Meeting Minutes – February 22nd, 2021
 - b. Training Request – none
 - c. Facility Rental – none
 - d. Licenses
 - i. Mobile Home Park Licenses for 2021 – Scharlau Investments
 - ii. Operator's License – Jakob Moore – Viking Bowl – March 8th, 2021 to June 30, 2021
7. Consideration Items
 - a. CSM for 711 University Avenue – Roger Johnson's lot
 - i. Increase the Size of Lot 2
 - b. Colfax Rescue Squad and Menomonie Fire Department
 - i. Ambulance Emergency Service Mutual Aid Reciprocal Agreement
 - ii. Advance Life Support Intercept Agreement
 - c. Riverview Avenue/High Street Project – Any Discussion Items
 - d. Planning Commission Meeting Approvals if needed
 - i. East View Development – John Fraley
 - ii. 1009 University Avenue – Nick Semling
 - e. Colfax Solid Waste Updates & any possible action if needed
 - f. COVID-19 Review/Updates-possible action if needed
8. Review/Approval – Bills – February 22nd, 2021 to March 7th, 2021
9. Committee/Department Reports (no action)
 - a. Rescue Squad – February 2021
 - b. Library Minutes – January 19th, 2021
 - c. Library Minutes – February 16th, 2021
 - d. Library Director's Report – February 18th, 2021
 - e. Building Permits – February 2021
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 – February 22nd, 2021

On February 22nd, 2021, the Village Board meeting was held at 7:00 p.m. at the Colfax Rescue Squad, 614C Railroad Avenue, Colfax, WI. Members present: Trustees M. Burcham (online), Halpin (online), Michels (online), and Chair Jenson. Excused: Trustees Stene, Gunnufson and Davis. Others present included Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger (online).

Communications from the Village President – none.

Introduce Ryan Strzok – Full-time officer- Schedule for the next meeting.

Consent Agenda

Regular Board Meeting Minutes – February 8th, 2021/ Special Board Meeting Minutes – February 15th, 2021 - A motion was made by Trustee M. Burcham and seconded by Trustee Halpin to approve both the Regular Board meeting minutes from February 8th, 2021 and the Special Board Meeting Minutes from the February 15th, 2021 meeting. Voting For: Trustees M. Burcham, Halpin, Michels and Jenson. Voting Against: none. Motion carried.

Training Request – Mike Ross – Public Works

February 24, 2021 – Excavation Competent Person Safety Training – Boyceville, WI

March 2, 2021 – Personal Protective Equipment Training – Ladysmith, WI

A motion was made by Trustee M. Burcham and seconded by Trustee Michels to approve both the Excavation Competent Person Safety Training and the Personal Protective Equipment Training. Voting For: Trustees Halpin, Michels, M. Burcham and Jenson. Voting Against: none. Motion carried.

Facility Rental

- **Beer Garden at the Fairgrounds & the other enclosed buildings – Joshua Secraw & Alisia Parker – Wedding Reception – September 6th, 2021 – will include chair rental.**
- **Beer Garden at the Fairgrounds – Kari Knutson & Casey Peterson – Wedding Reception – June 11, 2022**

A motion was made by Trustee M. Burcham and seconded by Trustee Halpin to approve both facility rental requests; Joshua Secraw & Alisia Parker wedding, September 6th, 2021 with chair rental and the Kari Knutson & Casey Peterson wedding reception, June 11, 2022. Voting For: Trustees Michels, Halpin, M. Burcham and Jenson. Voting Against: none. Motion carried.

Licenses –none.

Consideration Items

Street Use permit – Timber Technologies LLC -2021 – A motion was made by Trustee M. Burcham and seconded by Trustee Halpin to approve the 2021 Cedar Street use permit for unloading railcars. Voting For: Trustees M. Burcham, Halpin, Michels and Jenson. Voting Against: none. Motion carried.

Hydro Corp Agreement – March 1, 2021 to February 28, 2023/Non-Residential and Residential

Niggemann explained that Hydro Corp has had very consistent pricing over the last eight years. Bates explained that the program is DNR required to prevent cross contamination in the Village water system.

A motion was made by Trustee M. Burcham and seconded by Trustee Michels to approve both the Non-Residential and the Residential agreements with Hydro Corp. Voting For: Trustees Halpin, Michels, M. Burcham and Jenson. Voting Against: none. Motion carried.

Colfax Solid Waste Updates & any possible actions if needed – none.

COVID-19 Review/Updates- possible action if needed- none.

Review/Approval – Bills –February 8th, 2021 to February 21st, 2021 – A motion was made by Trustee M. Burcham seconded by Trustee Michels to approve the bills as presented for February 8th, 2021 to February 21st, 2021.

Voting For: Trustees M. Burcham, Halpin, Michels and Jenson. Voting Against: none. Motion carried.

Adjourn – A motion was made by Trustee Halpin and seconded by Trustee M. Burcham to adjourn the meeting at 7:28 p.m. A voice vote was taken with all members voting in favor. Meeting Adjourned.

Anne Jenson, Trustee-Chair

Attest:

Lynn Niggemann
Administrator-Clerk-Treasurer

FEB 23 2021

Village of Colfax

Box 417 - Colfax, Wisconsin 54601 Phone 715-962-3311
Fax 715-962-2221

Scott A. Gunnufson, President
Lynn Niggemann, Administrator-Clerk-Treasurer

January 1, 2021 – December 31, 2021 Application for License to Operate Mobile Home Park

Annual Fee: \$100.00 for each fifty (50) mobile home spaces or fraction thereof

I hereby apply for license to operate a mobile home park in the Village of Colfax, Wisconsin under Charter 13-1-187 of the Municipal Code of the Village of Colfax and hereby agree to comply with all provisions of said ordinance and any amendments thereof, if license is granted to me.

Name of Applicant

Scharlau Investments

Address of Applicant

301 Bremer Ave.

Location and legal description of park

Park Drive

Name and address of owner of park

301 Bremer Ave. Colfax

Dimension of park

Sanitary facilities of park

Village of Colfax

Maximum number of mobile homes that park will accommodate 54

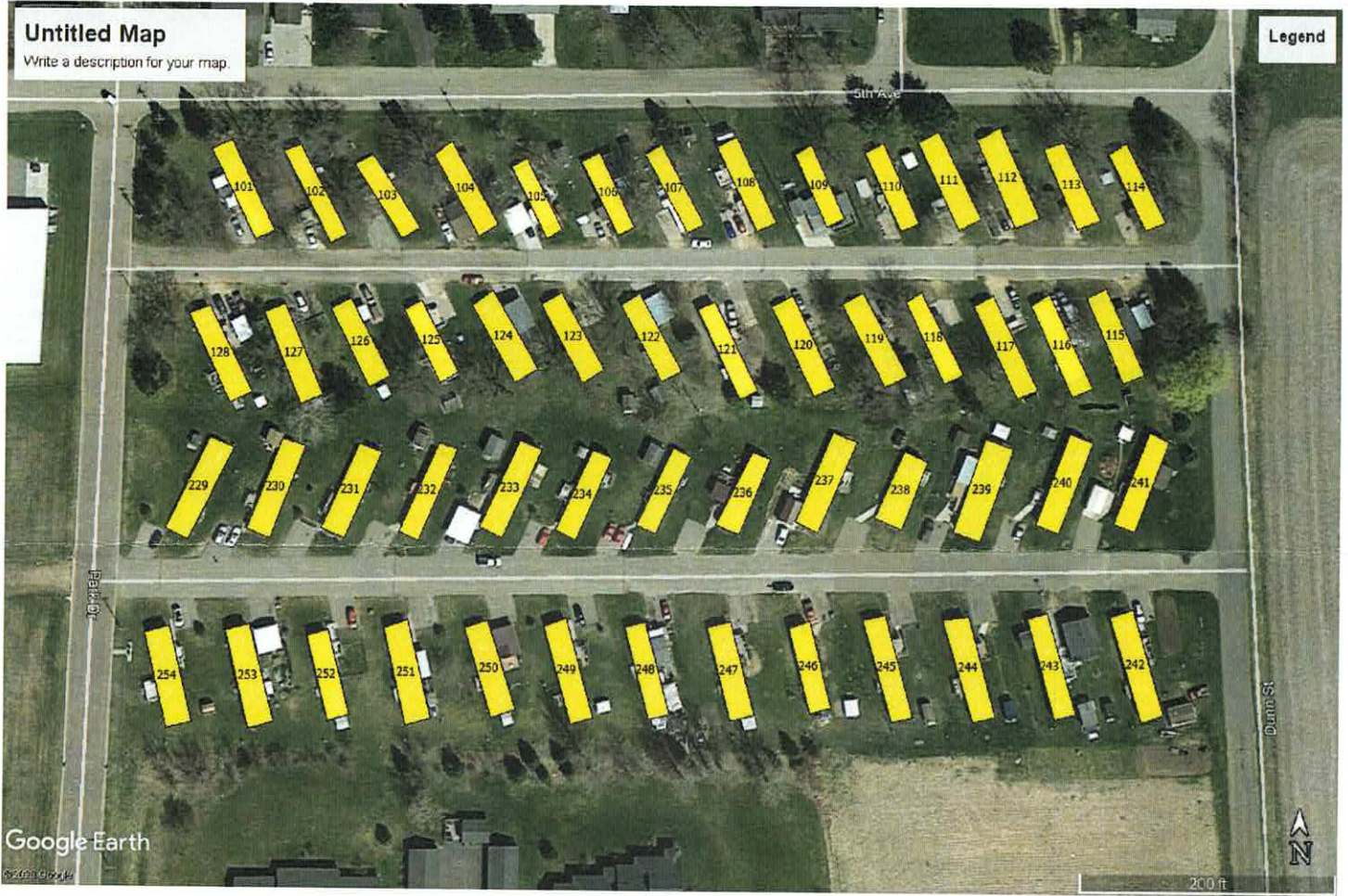
Sigmund
Signature of applicant

2/19/2021
Date

Untitled Map

Write a description for your map.

Legend



Village of Colfax

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

RECEIVED

FEB 11 2021

Village of Colfax

Application for License to Serve Fermented Malt Beverages and Intoxicating Liquors

Provisional License application New License Renewal License Fee: \$10.00 each

Receipt: ck 4012

TO THE BOARD OF THE VILLAGE OF COLFAX, WISCONSIN:

I, hereby apply for a license to serve, from date hereof to JUNE 30, 2021, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

Answer the following questions fully and completely: (PLEASE PRINT)

NAME JAKOB MASON MOORE
FIRST NAME MIDDLE NAME LAST NAME

Telephone Number 715-505-8951 Email Address moore.jakob2002@YAHOO.COM

Current Address 800th Colfax 54730 18
(Street) (City) (Zip Code) (yrs. at address)

Previous Address _____
(Street) (City) (Zip Code)

Date of Birth  Age 18

Place of Employment Viking bowl and Lounge

POLICE DEPT APPLICABLE OFFENSE CRITERIA

A records check will be conducted for violations of any law or ordinances during the past 10 years that substantially relate to the license applied for. Those convictions are considered by the Village of Colfax in determining whether a license will be granted. You will be notified by the Village of Colfax Police Department if your application is recommended for denial to the Village Board.

Recommendation Approve Deny 

(Date)

(Chief of Police or designated staff Signature)

STATE OF WISCONSIN/ DUNN COUNTY

The above named applicant, being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license: that all the statements made by applicant are true.

X Sheila Riemer

Signature of Applicant

Subscribed and sworn before me this 16 day of February, 2021.

Sheila Riemer

(Signature of Notary Public)

7-17-22

(Commission Expires)

Date Received: 2-11-21 Date to the Board: 3-8-21 Approved or Denied





LEARN 2 SERVE™

CERTIFICATE OF COMPLETION

This certifies that

Jakob Moore

is awarded this certificate for

Wisconsin Responsible Beverage Server Training



Completion Date
01/20/2021



Expiration Date
01/20/2023



Certificate #
WI-00589174


Official Signature

This certificate is non-transferable and represents the successful completion of an approved

Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

6801 N Capital of Texas Hwy, Bldg I, Suite 250 | Austin, TX 78731 | 877.881.2235 | www.360training.com

CERTIFIED SURVEY MAP NO. _____
VOLUME _____, PAGE _____.

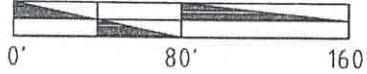
LOT 1 AND 2 OF CERTIFIED SURVEY MAP NO. 4603, VOLUME 23
 PAGE 43, LOCATED IN THE SOUTHWEST QUARTER OF THE
 SOUTHEAST QUARTER, SECTION 9, TOWNSHIP 29 NORTH, RANGE
 11 WEST, VILLAGE OF COLFAX, DUNN COUNTY, WISCONSIN

OWNER/PREPARED FOR:
 ROGER ALLEN JOHNSON
 709 UNIVERSITY AVENUE
 COLFAX, WISCONSIN 54730

LEGEND

- ⊙ Government Corner (As Noted)
- Set 1" O.D. x 18" Iron Pipe Weighing 1.13 Pounds/Lineal Foot
- Found 3/4" Iron Rebar
- △ Found "Survey Mark" Nail
- () Recorded Bearing/Distance

SCALE: 1" = 80'



North is referenced to the South line of the Southeast 1/4, Section 9-29-11 which bears S88°14'40"E (Dunn County Grid System)



SURVEYOR'S CERTIFICATE

I, Dustin J. LaBlonde, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, divided, and mapped Lot 1 and 2 of Certified Survey Map No. 4603, Volume 23 Page 43, located in Southwest Quarter of the Southeast Quarter of the Township 29 North, Range 11 West, Village of Colfax, Dunn County, Wisconsin, more particularly described as follows:

Being all of Lot 1 and 2 of Certified Survey Map No. 4603, Volume 23, Page 43.

Said parcel contains 39,547 square feet (0.908 acres), more or less. Subject to and together with a 20 foot wide shared driveway easement as shown. Also Subject to any and all other easement, reservations, restrictions and conveyances of record.

That I have made such survey, land division, and map at the direction of Roger Allen Johnson, Owner, 709 University Avenue, Colfax, Wisconsin, 54730. That such map is a correct representation of the exterior boundaries of the land surveyed, and the subdivision thereof made. That I fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, A-E 7 of the Wisconsin Administrative Code and the subdivision regulations of the Village of Colfax in surveying, dividing and mapping the same.

Dated this 26th day of February, 2021.

Dustin J. LaBlonde
 Dustin J LaBlonde, P.L.S. #3096

VILLAGE BOARD APPROVAL

Resolved that the attached certified survey map, in the Village of Colfax, is hereby approved by the Village Board of the Village of Colfax.

Date: _____ Approved: Lynn Niggemann, Clerk



Dustin J. LaBlonde, PLS
 Cedar Corporation
 604 Wilson Avenue
 Menomonie, Wisconsin 54751

CERTIFIED SURVEY MAP NO. _____
VOLUME _____, PAGE _____

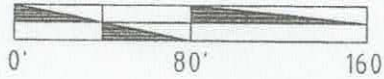
LOT 5 AND 6 OF CERTIFIED SURVEY MAP NO. 4439, VOLUME 22
 PAGE 39, LOCATED IN THE SOUTHWEST QUARTER OF THE
 SOUTHEAST QUARTER, SECTION 9, TOWNSHIP 29 NORTH, RANGE
 11 WEST, VILLAGE OF COLFAX, DUNN COUNTY, WISCONSIN

OWNER/PREPARED FOR:
 ROGER ALLEN JOHNSON
 709 UNIVERSITY AVENUE
 COLFAX, WISCONSIN 54730

LEGEND

- ⊙ Government Corner (As Noted)
- Set 1" O.D. x 18" Iron Pipe Weighing
1.13 Pounds/Lineal Foot
- Found 3/4" Iron Rebar
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- () Recorded Bearing/Distance

SCALE: 1" = 80'

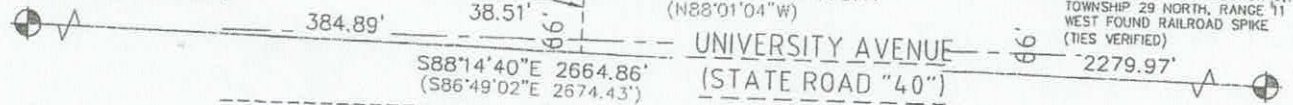


**PREVIOUS
 Survey**



North is referenced to the South line of the
 Southeast 1/4, Section 9-29-11 which bears
 S88°14'40"E (Dunn County Grid System)

SOUTH QUARTER CORNER
 SECTION 9, TOWNSHIP 29
 NORTH, RANGE 11 WEST FOUND
 RAILROAD SPIKE (TIES VERIFIED)



SURVEYOR'S CERTIFICATE

I, Dustin J. LaBlonde, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, divided, and mapped Lot 5 and 6 of Certified Survey Map No. 4439, Volume 22 Page 39, located in Southwest Quarter of the Southeast Quarter, Section 9, Township 29 North, Range 11 West, Village of Colfax, Dunn County, Wisconsin, more particularly described as follows:

Being all of Lot 5 and 6 of Certified Survey Map No. 4439, Volume 22, Page 39.

Said parcel contains 39,547 square feet (0.908 acres), more or less. Subject to and together with a 20 foot wide shared driveway easement as shown. Also Subject to any and all other easement, reservations, restrictions and conveyances of record.

That I have made such survey, land division, and map at the direction of Roger Allen Johnson, Owner, 709 University Avenue, Colfax, Wisconsin, 54730. That such map is a correct representation of the exterior boundaries of the land surveyed, and the subdivision thereof made. That I fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, A-E 7 of the Wisconsin Administrative Code and the subdivision regulations of the Village of Colfax in surveying, dividing and mapping the same.

Dated this 27th day of January, 2020.

Dustin J. LaBlonde
 Dustin J. LaBlonde, P.L.S. #3096

VILLAGE BOARD APPROVAL

Resolved that the attached certified survey map, in the Village of Colfax, is hereby approved by the Village Board.





Menomonie Fire Department



February 24, 2021

Don Knutson, Director
Colfax Rescue Squad
614C Railroad Avenue
Colfax, WI 54730

Dear Don:

It's been roughly 10 years since we updated our EMS mutual aid and intercept agreements. We reviewed the last document and felt a few changes were in order.

1. Under item 1. B. we've increased the flat rate for intercepts from \$200 to \$250. This increase is being made to cover the costs of supplies and critical care medications provided.
2. We've added item 2. B. which allows the requesting ambulance service to bill Menomonie Fire Department \$250 when we provide care and transport the patient in our ambulance. Item 2. B. only covers those incidents where you've requested an intercept. It does not cover calls under the Mutual Aid Reciprocal Agreement.

Enclosed you'll find two copies of the updated agreement. If you have any questions or concerns please contact me. If you have none, please sign and date both copies of the updated agreement, keep one for yourself and return the other in the enclosed return envelope.

Thank you,

Denny Klass, Chief
Menomonie Fire Department

Encl.



Menomonie Fire Department



AMBULANCE EMERGENCY SERVICE MUTUAL AID RECIPROCAL AGREEMENT

The following ambulance services serving Dunn County, The Menomonie Fire Department, and the Colfax Ambulance Service agree to assist each other for emergency coverage in the following situations:

1. Accidents or emergencies involving multiple victims which one service cannot adequately deal with in a timely manner.
2. The primary emergency vehicle of one service is involved in an emergency or transfer run.
3. Unanticipated incapacitation of personnel.
4. Mechanical difficulties temporarily idling a necessary ambulance.

THE RENDERING OF ASSISTANCE SHALL BE SUBJECT TO THE FOLLOWING TERMS.

1. Such assistance will be provided only upon request from the ambulance service desiring assistance.
2. The ambulance service requested to provide assistance may fail or refuse to render such assistance if it is unable to do so due to emergencies within its own jurisdiction, or due to other circumstances beyond its control which prevent its timely response, and may withdraw its assistance at any time for the purpose of responding to situations in its own jurisdiction.
3. The rendering of assistance shall not affect the employment status of the employees of either ambulance service, nor shall it affect the duties or liabilities of either ambulance service imposed in the rendering of emergency services.
4. Each ambulance service shall be solely responsible for the collection and reimbursement of its fees and charges, costs, expenses and other similar obligations arising from the services rendered under this agreement, and shall be entitled to retain all sums paid for such services.

THIS AGREEMENT IS EFECTIVE, AND SHALL BE AUTOMATICALLY RENEWED FROM YEAR TO YEAR UNLESS EITHER PARTY GIVES NOTICE SEEKING MODIFICATION OR TERMINATION OF THE AGREEMENT.

Denny Klass, Chief
Menomonie Fire Department

2/24/2021

Date

Don Knutson, Service Director
Colfax Rescue Squad

Date



Menomonie Fire Department



Advanced Life Support Intercept Agreement

Menomonie Fire Department and Colfax Ambulance desire to demonstrate their commitment to providing the best possible care for their patients by entering into this Advanced Life Support Intercept Agreement.

Menomonie Fire Department agrees to provide Colfax Ambulance with Advanced Life Support (ALS) intercept service when Colfax Ambulance requests such service. When such response is requested and provided, the billing procedures outlined within this agreement will be followed.

1. When Menomonie Fire Department provides ALS care and Colfax Ambulance transports the patient with their vehicle:
 - A. Colfax Ambulance will be responsible for the billing and collection associated with the ALS service provided by Menomonie Fire Department as required by HCFA regulations.
 - B. A flat fee of \$250.00 will be charged for all intercepts.
 - C. Colfax Ambulance accepts responsibility to accurately track reimbursement for ALS intercepts in which they provide transport so as to adhere to the guidelines set forth in this billing agreement.

2. When Menomonie Fire Department provides ALS care and transports the patient in a Menomonie Fire Department vehicle:
 - A. Menomonie Fire Department will be responsible for the billing and collection associated with its service.
 - B. Colfax Ambulance service may bill Menomonie Fire Department a flat fee of \$250.00 if care or treatment were initiated prior to their arrival.

This agreement will become effective when signatures from both parties have been placed on this agreement and will remain in effect until either party provides the other party with a thirty-day written notice of cancellation or modification.

(NAME OF SERVICE)

Menomonie Fire Department
(NAME OF INTERCEPTING SERVICE)

By: _____

By: Denny Klass

Title: _____

Title: Fire Chief

Date: _____

Date: 2/24/2021

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 2/22/2021 From Account:
Thru: 3/07/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
MWG	2/26/2021	MORGAN WHITE GROUP	1,035.26
UHS	3/01/2021	UHS PREMIUM BILLING	252.41
XCEL	3/03/2021	XCEL ENERGY	4,599.01
77045	2/26/2021	24-7 TELCOM	44.90
77046	2/26/2021	AT&T MOBILITY	538.16
77047	2/26/2021	BEAR VALLEY ELECTRIC	427.00
77048	2/26/2021	CENTURY LINK	111.98
77049	2/26/2021	CHARTER COMMUNICATIONS	131.97
77050	2/26/2021	COLLABORATIVE SUMMER LIBRARY PROGRAM	66.53
77051	2/26/2021	DAKOTA SUPPLY GROUP	317.51
77052	2/26/2021	DAKOTA SUPPLY GROUP	583.23
77053	2/26/2021	DENNY'S APPLIANCE	164.00
77054	2/26/2021	DIANE HODGSON	121.13
77055	2/26/2021	DUNN COUNTY SOLID WASTE & RECYCLING	4,342.65
77056	2/26/2021	E.O. JOHNSON	99.00
77057	2/26/2021	GILBERTS OF SAND CREEK	36.99
77058	2/26/2021	HEALTH TRADITION HEALTH PLAN	13,639.45
77059	2/26/2021	HENRY SCHEIN	490.59
77060	2/26/2021	HUEBSCH	145.83
77061	2/26/2021	HYDROCORP	542.00
77062	2/26/2021	IFLS LIBRARY SYSTEM	5,645.15
77063	2/26/2021	KATHY DUNBAR	102.00
77064	2/26/2021	MODERN MARKETING	123.72
77065	2/26/2021	MPLC	76.35
77066	2/26/2021	NORTHWEST LAND TITLE INC.	550.00
77067	2/26/2021	PETTY CASH	7.20
77068	2/26/2021	RUTH HILL	114.00
77069	2/26/2021	SHRED AWAY	25.00
77070	2/26/2021	T-MOBILE	213.92
77071	2/26/2021	VIKING DISPOSAL, INC	1,573.00
77072	2/26/2021	VILLAGE OF COLFAX	18,864.96
77073	2/26/2021	WAL MART COMMUNITY/GECRB	99.25
77074	2/26/2021	WI SCTF	85.35

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 2/22/2021 From Account:
Thru: 3/07/2021 Thru Account:

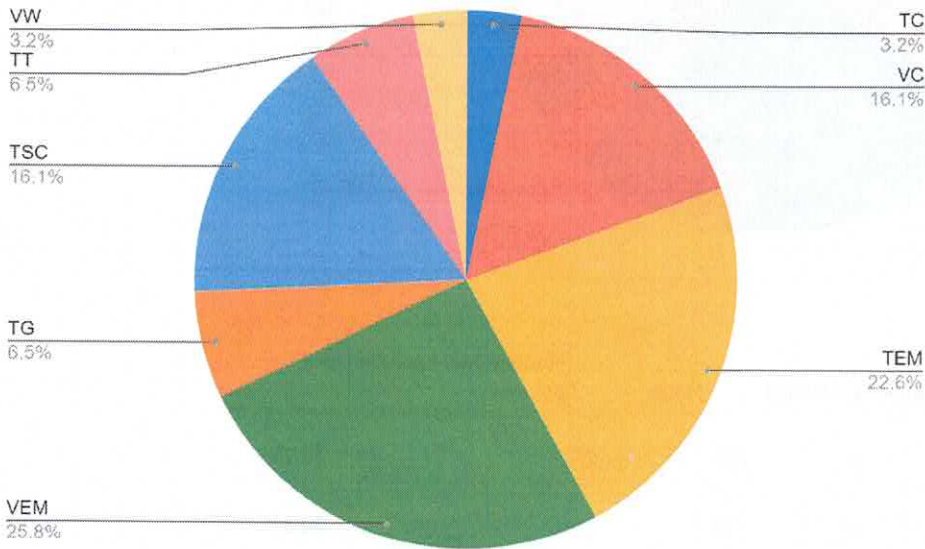
Check Nbr	Check Date	Payee	Amount
77075	2/26/2021	ZEMPEL APPRAISAL SERVICE	1,991.39
AFLAC	2/26/2021	AFLAC	410.06
EFTPS	3/04/2021	EFTPS-FEDERAL-SS-MEDICARE	5,804.24
WIDOR	3/04/2021	WI DEPARTMENT OF REVENUE	1,067.99
WIETF	2/26/2021	WI DEPT OF EMPLOYEE TRUST FUNDS	6,571.22
WIETF	3/05/2021	WI DEPT OF EMPLOYEE TRUST FUNDS	6,422.40
CHARTER	3/01/2021	CHARTER COMMUNICATIONS	605.24
WIDCOMP	3/04/2021	WISCONSIN DEFERRED COMPENSATION	240.00
		Grand Total	78,282.04



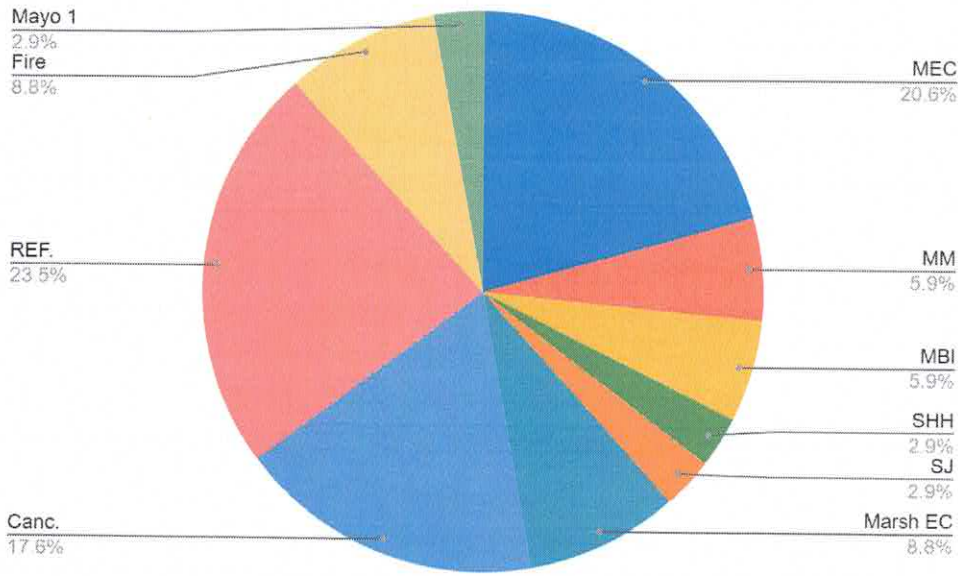
Colfax Rescue
 614C Railroad Ave.
 PO Box 417
 715*303*3049
dknutson@colfaxrescue.us

February 2021 Report:

Municipalities Responded to Receiving Facilities:



Town of Colfax	1	MCHS Eau Claire (MEC)	7
Village of Colfax	5	MCHS Menomonie (MM)	2
Town of Elk Mound	7	MCHS Bloomer (MBI)	2
Village of Elk Mound	8	HSHS Sacred Heart (SHH)	1
Town of Grant	2	HSHS St Joes (SJ)	1
Town of Otter Creek	0	MHS Eau Claire (MarEC)	3
Town of Sand Creek	5	Mayo 1 (Mayo 1)	1
Town of Tainter	2	Cancelled (canc)	4
<u>Village of Wheeler</u>	<u>1</u>	Refused (REF)	<u>8</u>
Total	31	<u>Fire (FIRE)</u>	<u>3</u>
		Total	31



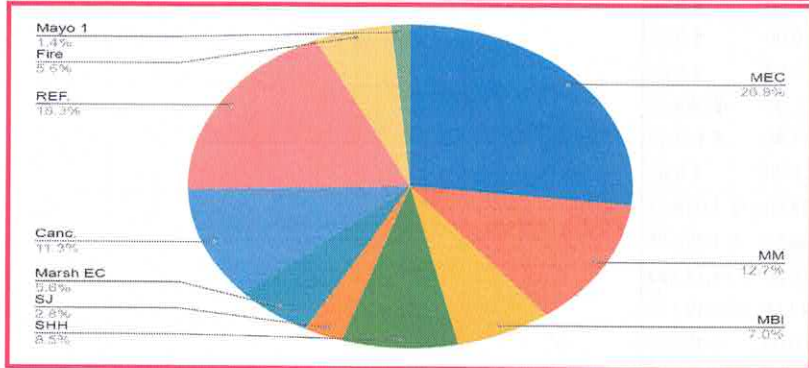
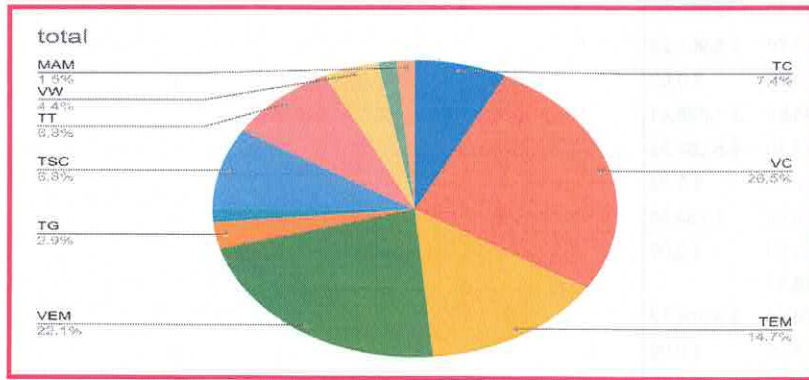
Fleet:

	Ending Mileage	Maintenance	Mileage	Hours	Monthly fleet operation cost per mile
M7 (2011 Dodge)	80447.1	0	772	27	\$0.29
M8 (2014 Dodge)	64276.9	0	73	7	\$0.31
Total		0	845	34	\$0.30

Mutual Aid:

Colfax Rescue responded to 2 Mass Casualty Incidents in February. One on Hwy 29 Menomonie transported one patient. While Colfax Rescue treated and released two patients. A second accident on I-94 Eau Claire Fire treated one patient who died on scene. While Colfax treated and released three patients.

Year to Date:



CRS Notes:

- Menomonie Fire has requested an updated intercept agreement with a price increase of \$50.00 for intercepts with their service.
- We have had an EMT assaulted while on a call. Luckily only minor injuries. The patient was arrested and charged with assaulting an EMT, which is a felony charge.
- The State of Wisconsin has reviewed and changed the scope of practice for EMT's which will allow us to carry some new medications (Acetaminophen, Ofirmev and Ketorolac) for pain control. New anti nausea treatments are just a few of the upcoming changes to what we can do.
- We had a malfunctioning garage door during the coldest weather in February. The door was kittywampus and would not close completely. Overhead doors adjusted the door, the spring and the cable. The cable also took out a light when it came loose. LBJ electric has been contacted to fix this light.
- The noon siren has not been sounding for a few weeks. The servicemen have been contacted and should be here soon.
- My Emails are now H.I.P.A.A. compliant and more secure as I have switched from Office 365 to Google Workspace.

> Financials

Jan Feb Mar

	Jan	Feb	Mar
Beginning A/R	\$ 88,674.82	\$ 91,219.42	\$ 72,970.06
Charges	\$ 34,664.83	\$ 37,222.70	\$ 6,961.23
Charge Discounts	\$ 0.00	\$ 0.00	\$ 0.00
Contractual Adjustments	-\$ 21,865.78	-\$ 32,148.60	-\$ 1,898.41
Gross Net Charges	\$ 12,799.05	\$ 5,074.10	\$ 5,062.82
Courtesy Discounts	\$ 0.00	\$ 0.00	\$ 0.00
Bad Debt Write Off	\$ 103.71	\$ 0.00	\$ 133.30
Bankruptcy	\$ 0.00	\$ 0.00	\$ 0.00
Misc Adjustments	-\$ 50.00	\$ 10.34	
Adjusted Charges	\$ 12,852.76	\$ 5,084.44	\$ 5,196.12
Insurance Refunds	\$ 229.68	\$ 0.00	\$ 0.00
Patient Refunds	\$ 0.00	\$ 0.00	\$ 0.00
Returned Checks	\$ 0.00	\$ 0.00	\$ 0.00
Total Refunds	\$ 229.68	\$ 0.00	\$ 0.00
Insurance Payments	-\$ 7,710.17	-\$ 13,261.95	-\$ 889.55
Patient payments	-\$ 2,827.67	-\$ 10,071.85	-\$ 133.30
Bad Debt Recovery	\$ 0.00	\$ 0.00	\$ 0.00
Total Payments	-\$ 10,537.84	-\$ 23,333.80	-\$ 1,022.85
Net Payments	-\$ 10,537.84	-\$ 23,333.80	-\$ 1,022.85
Ending A/R	\$ 91,219.42	\$ 72,970.06	\$ 77,143.33
Beginning Collections	\$ 32,296.17	\$ 32,192.46	\$ 32,192.46
Accounts Sent to Collections	-\$ 103.71	\$ 0.00	-\$ 133.30
Adjustments	\$ 0.00	\$ 0.00	\$ 0.00
Bad Debt Recovery	\$ 0.00	\$ 0.00	\$ 0.00
Ending Collections	\$ 32,192.46	\$ 32,192.46	\$ 32,059.16
Total # of Claims Filed	48	43	8
Total Lines Filed On All Claims	108	100	15
Gross Days in AR	78	57	88
Runs	27	24	6
Denial # of Runs	5	8	0
Average Charge/Transport	\$ 1,283.88	\$ 1,550.95	\$ 1,160.21
Average Revenue/Transport	\$ 390.29	\$ 972.24	\$ 170.48
A0426 (A0426 - ALS NON EMERGENT)	\$ 0.00	\$ 0.00	\$ 0.00
A0427 (A0427 - ALS EMERGENT)	\$ 1.00	\$ 2.00	\$ 1.00
A0429 (A0429 - BLS EMERGENT)	\$ 19.00	\$ 20.00	\$ 3.00
A0428 (A0428 - BLS NON EMERGENT)	\$ 1.00	\$ 0.00	\$ 0.00
A0433 (A0433 - ALS LEVEL 2)	\$ 0.00	\$ 0.00	\$ 0.00

A0434 (A0434 - SPECIALTY CARE TSPT)	\$ 0.00	\$ 0.00	\$ 0.00
A0998 (A0998 - TNT)	\$ 6.00	\$ 2.00	\$ 2.00
A0425 (A0425 - GROUND MILEAGE)	\$ 199.40	\$ 401.30	\$ 39.70
A0999 (A0999 - NTNT)	\$ 0.00	\$ 0.00	\$ 0.00

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Regular Meeting of
The Colfax Public Library Board
January 19, 2021

President Krista Ottinger called the meeting to order at 5:30 p.m.

Attendance

- Members present: Nancy Baumgartner, Megan Pawlak, Eve Suckow, Gary Stene, Claudia Kressin, Krista Ottinger, and Library Director Lisa Bragg-Hurlburt
- Non-members present: N/A

Quorum: A quorum has been established.

Open meeting law: We are in certification of compliance with the open meeting law.

Approval of Agenda

- Gary Stene moved to accept the agenda. Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

Public forum: No Comment

Approval of Minutes

- Eve Suckow made a motion to approve the minutes with the correction of the minutes from last regular meeting of December 2020. Gary Stene seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Eve Suckow made a motion to approve the bills for December 2020. Gary Stene seconded the approval. Unanimously approved by the Board.

Director's Report

- See attachment

Monthly Reports

Village Board Representative—Gary Stene

- No Report

County Board Representative - Gary Stene

- Vaccines are being distributed throughout the county.

School Representative— Megan Pawlak

- We have made it one semester (half the year) in school!

Building Remodel Group Representative—Nancy Baumgartner:

- The elevator project currently has \$999.00 in the administrator fund. Through the end of December 2020, the total was around \$69,000.00.
- Currently, Cedar Corp is still in the process of working on the grant writing process.
- Brainstorming for fundraisers is being discussed.

Current Business

- Gary Stene makes a motion that the Library Director has the discretion to change the library hours during the COVID-19 pandemic. Claudia Kressin seconded the motion. Unanimously approved by the Board.
- Discussion of "Trustee Essential's, Chapter 22: Freedom of Expression and Inquiry"

Next Meeting: February 16th at 5:30 P.M.

Adjourn



Regular Meeting of
The Colfax Public Library Board
February 16, 2021

President Krista Ottinger called the meeting to order at 5:30 p.m.

Attendance

- Members present: Nancy Baumgartner, Megan Pawlak, Eve Suckow, Gary Stene, Claudia Kressin, Krista Ottinger, Olivia Landon, and Library Director Lisa Bragg-Hurlburt
- Non-members present: N/A

Quorum: A quorum has been established.

Open meeting law: We are in certification of compliance with the open meeting law.

Approval of Agenda

- Eve Suckow moved to accept the agenda. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Public forum: No Comment

Approval of Minutes

- Olivia Landon made a motion to approve the minutes with the correction of the minutes from last regular meeting of January 2021. Gary Stene seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Nancy Baumgartner made a motion to approve the bills for January 2021. Olivia Landon seconded the approval. Unanimously approved by the Board.

Director's Report

- See attachment

Monthly Reports

Village Board Representative—Gary Stene

- No Report

County Board Representative - Gary Stene

- No Report

School Representative— Megan Pawlak

- No Report

Building Remodel Group Representative—Nancy Baumgartner:

- Over \$6,044 now in the elevator fund.

Current Business

- As part of the 2020 budget, a pay increase of 2% was approved for all staff.
- Lisa Bragg-Hurlburt tables the discussion of "Trustee Essential's, Chapter 23: Dealing with Challenges to Materials and Policies. Eve Suckow seconded the motion to table the reading. Unanimously approved by the Board.

Next Meeting: March 16th at 5:30 P.M.

Adjourn

Director's Report February 2021

I have been working on the **2020 Annual Report** and have noticed some surprising-- and some not surprising—**trends** for this Covid year:

- **Our book collection has grown in size**, from 8,863 books in 2019 to 9,270 in 2020... an increase of 407 books, despite regular weeding of old and damaged materials.

I intend to keep building up the size of the book collection by mostly adding new children's books. Children's books are thinner and take up less space on the shelf. Also young families checking out children's books are our most active library users.

I'm trying to build up the size of our book collection, because according to WI Library Standards, a library with 1,100 registered users should have a collection of at least 9,435 books to offer Tier 1 minimum level of service. So we are closing in on that. The challenge, of course, is our limited space.

- **Our circulation has gone down... but not by very much!** I was surprised. Not only were we closed for 6 weeks, due to stay-home orders, but there is much less foot traffic in the library.

However, our circulation in 2019 was 31,908, and in 2020 it was 28,506. I attribute that to more people staying close to home but taking advantage of our curbside service, as well as families trying to keep their children enriched through reading while things are so odd and outings are harder.

- **Children's circulation went up!** It was 15,414 in 2019, and 15,972 in 2020. I should note here that we have stayed connected to our young families through video recordings, and Jolene has been diligently making craft packets for **27 children** each week. These families check out a lot of books and are very appreciative.
- **Computer use went down.** This is not surprising, since we only have two public computers operating during this time, to facilitate social distancing. Also we do not allow game playing on the computers and most of our computer use is by appointment.

We had 7,780 computer sessions in 2019, and in 2020 that went down to 1,160.

- **Wi-Fi usage went down slightly, but not by much.** It was 9,806 in 2019, and 8,656 in 2020. That tells me that much of our Wi-Fi usage takes place outside of the building, by people parked along the street or sitting in the park.
- **Patrons' use of electronic materials, including e-books and e-audiobooks, went up significantly.** It was 3,169 uses in 2019 and 4,605 uses in 2020... an increase of 45%.

Elevator Meeting Minutes 2/18/2021

Present: Lisa Bragg-Hurlburt, Mark Johnson, Nancy Baumgartner, LeAnn Ralph, and Gary Swartz
(The meeting was virtual. We met on Zoom).

- **Lisa reported that we've now made over \$6,000 through the 22 Steps fundraiser.** The plan is to keep doing it till the contributions fizzle out or we have a new fundraiser to replace it with.
- **Lynn and Lisa had a Google Meets conference with Patrick and Lynn McIntyre of Cedar Corps as well as Mark Staff from the WI Department of Administration.**

After reviewing an explanation of the project (provided by Cedar Corps), Mark said that he had some concerns about our project. To gain his approval, **he would like to see our focus change from the needs of the building to the needs of the community.**

He did not completely reject what we're proposing. He advised us that the state needs to see our proposal packaged differently. We need to demonstrate that we understand the needs of the community; that the community does, indeed, want and need what we are proposing; and that we have conducted a realistic space needs and cost assessment.

Patrick suggested that we send out a **questionnaire** to different community members who may potentially use the building. The questionnaire would ask them things like what type of space they need and how often would they use it.

Patrick will help develop the questionnaire, if we can provide a list of contacts to send it to. We used meeting time to start the list. If people think of new ideas, they should forward to Lisa.

LeAnn said she could put something in the paper next week that would help us gather information on additional potential users of the building.

Lisa will contact Patrick to let him know we'd like to take a few weeks to gather the names, so we have a really strong list to give him. Here's who we've listed so far:

Groups to Survey About Space Needs

- ❖ The Library (Lisa B-H)
- ❖ The Village Board (however, not too much emphasis on Village use of building) (Lynn N.)
- ❖ CMBRG (Troy K)
- ❖ Commercial Club (Mark J)
- ❖ Woman's Club (Mona T)

- ❖ The group that's been using the upstairs for church services (ask Sheila R)
 - ❖ Local politicians who have used the building for public forums (Ron Kind and Rob Summerfield have had stuff here)
 - ❖ Local dance groups (Barefoot group- Lisa can find their info)
 - ❖ Missoula children's theater (Troy K)
 - ❖ 4-H Clubs (Amy Ralph)
 - ❖ Sweet Adelines (Mona T)
 - ❖ Barber Shoppers (Mona & Gary)
 - ❖ Kiwanis (Clark Yolitz or Tom Dunbar?)
 - ❖ Red Cross
 - ❖ Truth Be Told (Steve and Kobi)
 - ❖ Merry Mixers (Gary and Mona?)
 - ❖ Caring Ministries food pantry (Joyce Bates or Pastor Conlin)
 - ❖ Colfax School (Bill Yingst?)
 - ❖ History room (Sue Hill)
 - ❖ Snow Drifters (snowmobile) (Mike Schindler?)
 - ❖ Colfax Rolling Hills ATV Club (Kyle Kressin)
 - ❖ Local entrepreneurs? (Lisa will check into the CBD oil lady)
- We also talked about extending the length of time we do the silent auction for the flags, to give LeAnn a chance to put something in the Messenger about it. She wants to do the article when the Messenger starts running color pictures again, so that might be a little while. She thinks maybe if we say the auction is going till the end of April that would be enough time.



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Activity Report

Village of Colfax

February

	Date	Customer	Service	Pass/Fail	Project
<input type="checkbox"/>	2/5/2021	Kositzka	Final Inspection/Occupancy	Passed	
<input type="checkbox"/>	2/26/2021	Gust	Permit Issued		Electrical Upgrade
<input type="checkbox"/>	2/26/2021	Gust	Electrical Hook-up	Passed	

Weber Inspections

2921 Ingalls Road, Menomonie, WI 54751 715-556-0066

Building Permit

Village of Colfax

Date 2/26/21

Issued to: Jeff Gust

Address: 701 Pine St. , Colfax Wis.

Project: Electric Upgrade.

Permits Issued:

Inspections Needed:

Yes

No

	Cost
Construction	
HVAC	
Electrical	\$45.00
Plumbing	
Erosion Control	
Total	\$ 45.00

Paid Ck # 5081

Phase	Rough	Final
Footing		
Foundation		
Basement Drain Tiles		
Construction		
Plumbing		
Heat/Vent/AC		
Electrical		x
Insulation		
Occupancy		