

**Village of Colfax
Board Meeting
Monday, January 24th, 2022
7:00 p.m.**

Village Hall, 613 Main Street, Colfax, WI 54730

Join Zoom Meeting – 7:00 p.m.

<https://us06web.zoom.us/j/87499693174?pwd=UEJWQkd3UUNINXJ2U1luNUw5WnFMZz09>

Meeting ID: 874 9969 3174 Passcode: 5jfG8A

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. Communications from the Village President
5. Consent Agenda
 - a. Regular Board Meeting Minutes – January 10th, 2022
 - b. Review Statement of Bills – January 10th, 2022 to January 23rd, 2022
 - c. Training Request – none
 - d. Facility Rental - none
 - e. Licenses - none
6. Consideration Items
 - a. Landfill Monitoring Agreement Award (Hope to hand a summary and the proposals Monday night)
 - b. Lagoon Streambank Project/Wastewater Slope Stability Project
 - i. Communications with:
 - US Army Corps of Engineers
 - CDBG
 - Ehlers
 - CBS Squared
 - c. Rescue Squad Boiler – Pay Request Approval – The Plumber \$7,139.00
 - d. Personnel Committee Meeting – January 31, 2022
 - i. Discuss time and organization of the meeting
7. Public Comments
8. Committee/Department Reports – (no action)
 - a. Library Minutes- May – November 2021, No December meeting
 - b. ACT Report
9. 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 January 10th, 2022

On January 10th, 2022, the Village Board meeting was held at 7:00 p.m. at the Colfax Village Hall, 613 Main Street, Colfax, WI. Members present: Trustees M. Burcham, Jenson, Stene (online) and Prince (chair). Excused: Trustees Albright, Davis and Rud. Others present included Director of Public Works Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger (online).

Minutes

Regular Board Meeting December 27th, 2021 - A motion was made by Trustee Stene and seconded by Trustee M. Burcham to approve the Regular Board meeting minutes from December 27th, 2021. A voice vote was taken with all members voting in favor. Motion carried.

Review Statement of Bills –December 27th, 2021 to January 9th, 2022- A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve the Statement of Bills for December 27th, 2021 to January 9th, 2022. A voice vote was taken with all members voting in favor. Motion carried.

Training Request

- **Public Works –Blood Borne Pathogens and Field Training – Rand Bates & Don Logslett**
- **Police – Blood Borne Pathogens – William Anderson & Ryan Strzok**
- **Administration Staff – Blood Borne Pathogens – Sheila Riemer, Lynn Niggemann and Lisa Bragg-Hurlburt**

A motion was made by Trustee Stene and seconded by Jenson to approve the required training for Public Works, Police and Administration for February 1st, 2022. A voice vote was taken with all members voting in favor. Motion carried.

Facility Rental – none

Licenses – 2022 Secondhand Jewelry Dealer License – Nancy and Mark Mouledoux-Twice Blessed Treasures – A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve the 2022 Secondhand Jewelry Dealer Licenses for Nancy and Mark Mouledoux dba Twice Blessed Treasures. A voice vote was taken with all members voting in favor. Motion carried.

Consideration Items

Landfill Monitoring Agreement – CBS Squared 2022-2023– Bates explained that the agreement takes care of the required sampling and reporting to the DNR. The previous contract period was 2020-2021 for a contract amount \$6,800 plus reimbursable expenses which would include transportation, postage, lodging, meals, plots, reports, plan reproduction expenses, overtime, etc. The standard not-to-exceed \$8,500 base contract price would be a 25% increase from the previous term. Niggemann explained that due to having just received the agreement today, being Monday, January 10th, 2022, she was unable to get verification of why the cost increased. A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to table the Landfill Monitoring Agreement to allow for Bates to get other estimates for the same service and allow CBS Squared to explain the cost difference. A voice vote was taken with all members voting in favor. Motion carried.

Dixon Engineering Agreement – T-Mobile Tower Maintenance (T-Mobile is required to reimburse all fees) – T- Mobile has requested a utility permit to do some upgrades to their antennas on the water tower. The agreement the Village has requires that T-Mobile is required to pay for the engineering associated with inspections before and after the work is complete. Niggemann has contacted T-Mobile about an outstanding invoice from the previous maintenance. Once T-Mobile has verified that they will be sending payment, the utility permit would only be approved if the new project is paid in full. A motion was made by M. Burcham and seconded by Trustee Jenson to approve the Dixon Engineering agreement for the T-Mobile Maintenance project as long as T-Mobile satisfies outstanding invoice and pre-pays for the current project. A voice vote was taken with all members voting in favor. Motion carried.

Charter Communications/Spectrum Agreement Discussion – Niggemann explained that the Village had a fifteen year agreement with Charter Communications beginning in 1998. In 2008 the State of Wisconsin Department of

Financial Institutions implemented Wisconsin State Statute 64.0420 which dissolved local agreements and required providers to be licensed with the State and submit applications requesting to provide service to each municipality. Currently, the Village limits are available to any provider unless there has been a separate agreement between an individual or a business for reduced rates for a contracted term. As long as the provider follows the appropriate protocols, any provider would be able to provide services to the Village of Colfax residences. A motion was made by Trustee Stene and seconded by Trustee M. Burcham to have Niggemann contact the other local Internet Service Providers and ask if they are interested in possibly providing service to the Village of Colfax. A voice vote was taken with all members voting in favor. Motion carried.

Board Pay Review and Consideration – Attorney Response – (Resolution 2021-21 rescinded) - Attorney Helquist indicated that the language in Wis. Stat. 61.193 means there cannot be a change in the per diem compensation for quite a while. The per diem would need to be established before papers are taken out in December of each year and the per diem would be effective for those that were elected in in the April election after the nomination papers were taken out. So even though changing the meetings to one per month and modifying the pay per meeting would equal the same payment out, that is not allowed.

With the attorney's response, Stene indicated that if M. Burcham was interested in rescinding the motion from the December 27th, 2021 meeting to modify from two meetings per month to one meeting per month, he would be willing to second that based on the new facts. The Board discussed the new facts presented. Most Board members would like to go to one meeting a month, but would like additional attorney assistance to draft a resolution or ordinance that addresses the meeting pay in scenarios, the per diem cost if there is one meeting per month and the cost per meeting if there are two meeting per month and when would the effective date be so that all members' pay changes at the same time.

A motion was made by Trustee M. Burcham and seconded by Trustee Stene to rescind the motion from December 27th, 2021 to change from two meeting per month to one meeting per month and continue with two meetings per month. Voting For: Trustees Stene, M. Burcham, Jenson and Prince. Voting Against: none. Motion carried.

Adjourn – A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to adjourn the meeting at 7:50 p.m. A voice vote was taken with all members voting in favor. Meeting Adjourned.

Jeff Prince, Chair

Attest:

Lynn Niggemann
Administrator-Clerk-Treasurer

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 1/10/2022 From Account:
Thru: 1/23/2022 Thru Account:

Check Nbr	Check Date	Payee	Amount
RAM	1/10/2022	RAM SOFTWARE	250.00
UHS	1/11/2022	UHS PREMIUM BILLING	240.90
77761	1/14/2022	ARAMARK UNIFORM SERVICE, INC	62.42
77762	1/14/2022	ARAMARK UNIFORM SERVICE, INC	124.84
77763	1/14/2022	BOBCAT PLUS	118.77
77764	1/14/2022	BOUND TREE MEDICAL, LLC	30.99
77765	1/14/2022	CARLTON DEWITT	618.36
77766	1/14/2022	CARLTON DEWITT	125.52
77767	1/14/2022	CITY OF EAU CLAIRE FIRE & RESC	806.48
77768	1/14/2022	COLFAX CHEVROLET	822.95
77769	1/14/2022	COLFAX RESCUE SQUAD	24,354.20
77770	1/14/2022	COMMERCIAL TESTING LAB	194.00
77771	1/14/2022	CRAMER CONSULTING, LLC	250.00
77772	1/14/2022	DUNN COUNTY FIRE CHIEFS ASSOCIATION	50.00
77773	1/14/2022	DUNN COUNTY HUMANE SOCIETY	588.05
77774	1/14/2022	DUNN ENERGY COOPERATIVE	89.00
77775	1/14/2022	E.O. JOHNSON	14.77
77776	1/14/2022	EXPRESS MART	164.64
77777	1/14/2022	FIRST SUPPLY LLC	75.46
77778	1/14/2022	GEORGE ENTZMINGER	100.00
77779	1/14/2022	GREY HOUSE PUBLISHING	163.00
77780	1/14/2022	HUEBSCH	56.28
77781	1/14/2022	HUEBSCH	56.28
77782	1/14/2022	HYDROCORP	470.00
77783	1/14/2022	IMAGE TREND	480.00
77784	1/14/2022	INDIANHEAD TRUCK EQUIPMENT/NAPA	439.01
77785	1/14/2022	IXOM WATERCARE INC	36.50
77786	1/14/2022	LBR ELECTRIC LLC	156.50
77787	1/14/2022	LEAGUE OF WI MUNICIPALITIES	566.52
77788	1/14/2022	LOGMEIN COMMUNICATIONS, INC	70.78
77789	1/14/2022	MEDPRO MIDWEST GROUP	39.00
77790	1/14/2022	MENARDS-EAU CLAIRE	27.44
77791	1/14/2022	MISSISSIPPI WELDERS SUPPLY CO.	18.90

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 1/10/2022 From Account:
Thru: 1/23/2022 Thru Account:

Check Nbr	Check Date	Payee	Amount
77792	1/14/2022	MP CLOUD TECHNOLOGIES	549.00
77793	1/14/2022	QUILL CORP.	917.20
77794	1/14/2022	RESERVE ACCOUNT	500.00
77795	1/14/2022	SCHILLING SUPPLY	263.06
77796	1/14/2022	SYNERGY COOPERATIVE	3,447.83
77797	1/14/2022	VIKING DISPOSAL, INC	1,733.00
77798	1/14/2022	VILLAGE OF COLFAX	553.82
77799	1/14/2022	VILLAGE OF COLFAX R.U.	200.00
77800	1/14/2022	WATER CARE SERVICES	31.50
77801	1/14/2022	WELD RILEY SC	87.00
77802	1/14/2022	WISCONSIN DEPARTMENT OF REVENUE	10.00
77803	1/14/2022	WOLTER, INC.	596.62
77804	1/14/2022	WOODS RUN FOREST PRODUCTS	72.41
77805	1/14/2022	WORKHORSE SOFTWARE SERVICES, INC.	3,750.00
77806	1/14/2022	ZEMPEL APPRAISAL SERVICE	978.00
77807	1/17/2022	CHIPPEWA VALLEY TECH COLLEGE	6,013.24
77808	1/17/2022	COLFAX SCHOOLS	59,190.02
77809	1/17/2022	DUNN COUNTY TREASURER	45,563.71
77810	1/17/2022	HEALTH TRADITION HEALTH PLAN	12,738.61
77811	1/19/2022	TRAVIS BORRESON	96.36
EFTPS	1/20/2022	EFTPS-FEDERAL-SS-MEDICARE	5,854.06
V9156	1/19/2022	TRAVIS BORRESON	-96.36
V9156	1/19/2022	TRAVIS BORRESON	96.36
v9156	1/19/2022	TRAVIS BORRESON	-96.36
WIDOR	1/20/2022	WI DEPARTMENT OF REVENUE	877.90
AMAZON	1/18/2022	AMAZON.COM	775.51
BREMER	1/12/2022	CARDMEMBER SERVICE	551.30
WIDCOMP	1/20/2022	WISCONSIN DEFERRED COMPENSATION	240.00
WEENERGIES	1/19/2022	WE ENERGIES	870.50
WEENERGIES	1/19/2022	WE ENERGIES	393.71
Grand Total			178,419.56

2022 Landfill Agreement

Vendor	2022 Contract Pricing	Regular fees (travel, testing and reporting) of the wells listed in scope	Consultant Overtime-VofC approval required	Special Expenses req'd by the project	Special Consultant or Technical Services req'd by project
CBS Squared	\$3,500.00	in addition to contract price	provided at time of request	provided at time of request	provided at time of request
Short Elliot Hendrickson Inc. (S.E.H.)	\$3,600.00	no additional costs	provided at time of request	provided at time of request	provided at time of request
Ayres Associates	\$4,800.00	no additional costs	provided at time of request	provided at time of request	provided at time of request

Lynn Niggemann

From: Schroetter, Joe L CIV USARMY CEMVP (USA) <Joe.L.Schroetter2@usace.army.mil>
Sent: Tuesday, January 18, 2022 8:25 AM
To: Lynn Niggemann
Cc: Kristi Lentz; Law, Cherie D CIV USARMY CEMVP (USA)
Subject: Colfax Wastewater Slope Stability Financial Update
Attachments: Colfax Updated Funds Report 18JAN22.pdf; Incoming EFT Instructions.pdf; Colfax_Executed_PPA.pdf

Lynn,

I have attached the financial update for the Colfax Wastewater Slope Stability Project. Per our discussion last week, the estimate for total project costs in the 2017 Project Partnership Agreement of \$1.662 million is much lower than the costs of today. The bids found in the Request for Proposal were over \$2 million alone. We are requesting the additional funds to satisfy the PPA's Non-Federal requirement of 35% of the total project costs.

I have also attached the directions for sending funds onto the Corps of Engineers St Paul District.

Please let me know if you have any questions.

V/r,
Joe Schroetter, PMP
Project Manager
US Army Corps of Engineers
o-651-290-5417
c-651-470-1072



Controlled Unclassified Information (CUI)

DEPARTMENT OF THE ARMY
ST. PAUL DISTRICT, CORPS OF ENGINEERS
180 FIFTH STREET EAST, SUITE 700
ST. PAUL, MN 55101-1678

Programs and Project Management Division
Project Management Branch (PMB)

Ms. Lynn Niggeman
Administrator-Clerk-Treasurer
Village of Colfax
P.O. Box 417
613 Main Street
Colfax, WI 54730-0417

Dear Ms. Niggeman:

The Colfax Wastewater Slope Stability Project Request for Proposals were received on January 5th, 2022. The total project estimate from the 2017 Feasibility Report was \$1,662,000. The costs for construction have increased significantly over the past five years indicated in the proposals received. As of today, we do not have the funds to continue or award a construction project.

The following information is provided regarding the financial status of the Colfax Wastewater Slope Stability Project. Per the Project Partnership Agreement (PPA) signed between the Village of Colfax and the US Army Corps of Engineers, the Village of Colfax is responsible for 35% of the total project cost. We are providing the village with the financial update and estimate for a construction contract award and project completion.

FEDERAL FUNDS RECEIVED.....	\$1,351,740
NON-FEDERAL FUNDS RECEIVED.....	\$581,700
TOTAL PROJECT FUNDS RECEIVED	\$1,933,440

ESTIMATE FOR COMPLETION OF PROJECT:

CONSTRUCTION CONTRACT	\$2,600,000
ARMY CORPS OF ENGINEERS LABOR	
SUPERVISION AND ADMINISTRATION OF THE CONTRACT.....	\$260,000
ENGINEERING DURING CONSTRUCTION	\$50,000
PROJECT CLOSE OUT AND O&M MANUAL	\$35,000
TOTAL ESTIMATED FUNDS REQUIRED OF COMPLETION.....	\$2,945,000

PROJECT EXPENSES TO DATE:\$258,860

ESTIMATE TOTAL PROJECT FUNDS REQUIRED:

ESTIMATE PROJECT COSTS + EXPENSES TO DATE\$3,203,860

Controlled Unclassified Information (CUI)

ESTIMATE FUNDS REQUIRED FOR COMPLETION:

65% FEDERAL FUNDS REQUIRED\$730,770
35% NON-FEDERAL FUNDS REQUIRED\$539,650

In accordance with Articles VI.A. and VI.B. of the Project Partnership Agreement (PPA) dated July 3, 2019, please provide the matching non-federal cost share funds in the amount of \$539,650. Contact Ms. Cherie Law of our Finance and Accounting Branch at (651) 290-5465 to set up an electronic funds transfer or send a check in the amount of \$539,650 payable to “FAO, USAED, ST. PAUL, B6.” FAO is the acronym for the District’s Finance and Accounting Officer.

If you have any questions, please call me at (651) 290-5417.

Sincerely,



Joe Schroetter
Project Manager

CF:
NATHAN WALLERSTEDT CEMVP-PM-B

copying, distribution, or the taking of any action in reliance on the contents of this confidential information is strictly prohibited. If you have received this communication in error, please destroy it and immediately notify me at clerktreasurer@villageofcolfaxwi.org or 715.962-3311. Thank you.

From: Josh Low [<mailto:JLow@ehlers-inc.com>]
Sent: Thursday, January 20, 2022 11:25 AM
To: Lynn Niggemann
Cc: Sean Lentz
Subject: RE: Lagoon project

Hi Lynn,

I ran an estimated debt service schedule for a Clean Water Fund Loan to finance the lagoon project. I assumed a total loan amount of \$540,000 and the current CWFL rate of 1.49% to be repaid over 20 years. The annual payments would be around \$30,000.

Exhibits 2 and 3 show how the proposed debt would impact the utility debt service coverage. Typically to close on Clean Water Fund Loans, the coverage requirement would be 1.10 times, which is that your revenues for debt service are 1.10 times what you need to service the debt. The far right column on these tables show that the lowest coverage is 1.22, so this is a pretty reasonable amount of coverage. It improves in the next few years as more debt is repaid.

I have a couple of clarifying questions though. Is the amount the water utility receives in rents from utility property consistent? In 2020 they are shown as \$14,597. If they go down then that would drop the ratio slightly, but still within a solid range. Also, coverage on any new loan that would be taken out would need to be based on 2021 audited results. The analysis in the attachments is based on 2020, so if the utility's performance was similar in 2021 then we'd be in good shape.

Please let me know if you have any other questions.

Josh Low
Municipal Advisor
O: (651) 697-8596 | ehlers-inc.com



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From: Lynn Niggemann <clerktreasurer@villageofcolfaxwi.org>
Sent: Wednesday, January 19, 2022 4:09 PM
To: Josh Low <JLow@ehlers-inc.com>
Subject: RE: Lagoon project

Josh,

The meeting with CDBG indicated that they do not have any funds available for projects at this time. So we will need to be reaching out for funding and we definitely need to see what our debt ratio is decide if we would be eligible for any interim financing or what options we have.

Exhibit 1

For Discussion Only

Village of Colfax, WI

Estimated Debt Service and Capitalization Schedules

\$540,000 Clean Water Fund Loan, Series 2022A

Year	Principal	Rate	Interest	Total P&I
2022			4,678	4,678
2023	22,757	1.49%	7,850	30,607
2024	23,763	1.49%	7,505	31,268
2025	24,116	1.49%	7,149	31,265
2026	24,474	1.49%	6,788	31,263
2027	24,838	1.49%	6,422	31,260
2028	25,207	1.49%	6,051	31,257
2029	25,581	1.49%	5,674	31,255
2030	25,961	1.49%	5,291	31,252
2031	26,346	1.49%	4,902	31,249
2032	26,738	1.49%	4,508	31,246
2033	27,135	1.49%	4,108	31,243
2034	27,538	1.49%	3,702	31,240
2035	27,947	1.49%	3,290	31,237
2036	28,362	1.49%	2,872	31,234
2037	28,783	1.49%	2,448	31,231
2038	29,210	1.49%	2,017	31,228
2039	29,644	1.49%	1,580	31,224
2040	30,084	1.49%	1,137	31,221
2041	30,531	1.49%	687	31,218
2042	30,984	1.49%	230	31,214
Totals	540,000		88,890	628,890

Issue Summary	
<u>Key Dates</u>	
Dated Date:	4/1/2022
First Interest Payment:	11/1/2022
First Principal Payment:	5/1/2023
<u>Projected Interest Rates</u>	
True Interest Cost (TIC):	1.48%
All Inclusive Cost (AIC):	1.67%
<u>Sources and Uses</u>	
Sources	Total
Par Amount of Loan	540,000
Total Sources	\$540,000
Uses	
Costs of Issuance	10,000
Deposit to Construction Fund	530,000
Total Uses	\$540,000

Exhibit 2

Village of Colfax, WI

Sewer Utility - Debt Service Coverage Projection

Year	Revenue Available for Debt Service	REVENUE DEBT AND COVERAGE				2013 G.O. Bonds \$1,310,000	Total Debt Service	Total Debt Coverage
		2013 Utility Rev. Bonds \$1,160,000	Projected 2022 Clean Water Fund Loan \$540,000	Total Revenue Debt Service	Revenue Debt Coverage			
2022	102,908	38,488	4,678	43,165	2.38	59,905	1.72	
2023	102,908	32,613	30,607	63,220	1.63	79,660	1.29	
2024	102,908	36,863	31,268	68,131	1.51	84,241	1.22	
2025	102,908	30,900	31,265	62,165	1.66	77,915	1.32	
2026	102,908		31,263	31,263	3.29	46,653	2.21	
2027	102,908		31,260	31,260	3.29	46,305	2.22	
2028	102,908		31,257	31,257	3.29	45,951	2.24	
2029	102,908		31,255	31,255	3.29	45,598	2.26	
2030	102,908		31,252	31,252	3.29	45,244	2.27	
2031	102,908		31,249	31,249	3.29	44,890	2.29	
2032	102,908		31,246	31,246	3.29	44,536	2.31	
2033	102,908		31,243	31,243	3.29	44,182	2.33	
2034	102,908		31,240	31,240	3.29	43,828	2.35	
2035	102,908		31,237	31,237	3.29	43,474	2.37	
2036	102,908		31,234	31,234	3.29	43,120	2.39	
2037	102,908		31,231	31,231	3.30	42,766	2.41	
2038	102,908		31,228	31,228	3.30	42,412	2.43	
2039	102,908		31,224	31,224	3.30	42,057	2.45	
2040	102,908		31,221	31,221	3.30	41,703	2.47	
2041	102,908		31,218	31,218	3.30	41,349	2.49	
2042	102,908		31,214	31,214	3.30	40,994	2.51	

	Sewer 2019	Sewer 2020
Operating Revenues	211,877	216,528
Operation & Maintenance Depreciation	113,877	113,831
	58,929	60,123
Operating Expenses	172,806	173,954
Operating Income	39,071	42,574
Plus: Investment Income	1,253	1,119
Plus: Rents from Utility Property	-	-
Less: Transfers Out	(886)	(908)
Plus: Depreciation	58,929	60,123
Amount Available for Debt Service	98,367	102,908

Notes:
Cash and Cash Equivalents at the end of December 31, 2020 are \$81,366. \$160,756 at the end of 2019.

Prepared by Ehlers

Exhibit 3

Village of Colfax, WI

Sewer and Water Utility - Debt Service Coverage Projection

Year	REVENUE DEBT AND COVERAGE				G.O. DEBT		TOTAL COVERAGE		
	Revenue Available for Debt Service	Water Portion 2013 Utility Rev. Bonds \$1,160,000	Sewer Portion 2013 Utility Rev. Bonds \$1,160,000	Projected 2022 Clean Water Fund Loan \$540,000	Total Revenue Debt Service	Revenue Debt Coverage	G.O. Bonds \$1,310,000	Total Debt Service	Total Debt Coverage
2022	205,176	59,538	38,488	4,678	102,703	2.00	16,740	119,443	1.72
2023	205,176	63,288	32,613	30,607	126,507	1.62	16,440	142,947	1.44
2024	205,176	61,913	36,863	31,268	130,043	1.58	16,110	146,153	1.40
2025	205,176	65,400	30,900	31,265	127,565	1.61	15,750	143,315	1.43
2026	205,176	63,600		31,263	94,863	2.16	15,390	110,253	1.86
2027	205,176	61,800		31,260	93,060	2.20		93,060	2.20
2028	205,176			31,257	31,257	6.56		31,257	6.56
2029	205,176			31,255	31,255	6.56		31,255	6.56
2030	205,176			31,252	31,252	6.57		31,252	6.57
2031	205,176			31,249	31,249	6.57		31,249	6.57
2032	205,176			31,246	31,246	6.57		31,246	6.57
2033	205,176			31,243	31,243	6.57		31,243	6.57
2034	205,176			31,240	31,240	6.57		31,240	6.57
2035	205,176			31,237	31,237	6.57		31,237	6.57
2036	205,176			31,234	31,234	6.57		31,234	6.57
2037	205,176			31,231	31,231	6.57		31,231	6.57
2038	205,176			31,228	31,228	6.57		31,228	6.57
2039	205,176			31,224	31,224	6.57		31,224	6.57
2040	205,176			31,221	31,221	6.57		31,221	6.57
2041	205,176			31,218	31,218	6.57		31,218	6.57
2042	205,176			31,214	31,214	6.57		31,214	6.57

2020 Audit

	Water	Sewer	Combined
Operating Revenues	266,065	216,528	482,593
Operation & Maintenance	136,002	113,831	249,833
Depreciation	58,724	60,123	118,847
Operating Expenses	194,726	173,954	368,680
Operating Income	71,339	42,574	113,913
Plus: Investment Income	344	1,119	1,463
Plus: Rents from Utility Property	14,597	-	14,597
Less: Transfers Out	(42,736)	(908)	(43,644)
Plus: Depreciation	58,724	60,123	118,847
Amount Available for Debt Service	\$102,268	\$102,908	\$205,176

Notes: As of December 31, 2020 the Water and Sewer Utilities combined have \$407,983 available in cash and cash equivalents

Lynn Niggemann

From: Jon Strand <jstrand@cbssquaredinc.com>
Sent: Friday, January 21, 2022 8:04 AM
To: Kristi Lentz
Cc: Lynn Niggemann - Colfax (clerktreasurer@villageofcolfaxwi.org)
Subject: FW: Colfax Lagoon project
Attachments: CFWL Utility Debt Impact (1.20.2022).pdf

Kristi,

Lynn forwarded a draft CWF debt impact on the utility. If minimum debt coverage is 1.1 (Ehlers will need to confirm that) It looks like it may be a possibility. If we agree this may be the best path to move forward, then the next step is to discuss with CWF.

Jon Strand, PE
Project Manager
CBS Squared, Inc.
770 Technology Way, Suite 1A
Chippewa Falls, WI 54729
715.829.7979
jstrand@cbssquaredinc.com

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From: Lynn Niggemann <clerktreasurer@villageofcolfaxwi.org>
Sent: Thursday, January 20, 2022 12:58 PM
To: Jon Strand <jstrand@cbssquaredinc.com>
Subject: FW: Lagoon project

Jon,

These are the charts that Josh has provided for the sewer debt coverage.

I have responded to him regarding the rental income – yes that number is consistent with a slight increase annually.

We did have some repairs at the lagoon in 2021 so the audit might reflect a little decrease in net income.

Lynn Niggemann

Administrator-Clerk-Treasurer
Village of Colfax
P.O. Box 417
613 Main Street
Colfax, WI 54730-0417
P: 715-962-3311; C: 715-308-9986; F: 715-962-2221
ClerkTreasurer@villageofcolfaxwi.org
Population 1,102 as of January 1, 2021

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Lynn Niggemann

From: Davis, Angela - DOA <angela.davis1@wisconsin.gov>
Sent: Thursday, January 20, 2022 5:30 PM
To: Niggemann, Lynn - MUN
Cc: Jon Strand; Ashley Marschall; Kristi Lentz
Subject: DEHCR response RE: Colfax WWTP Bank Stabilization Project Costs

Importance: High

Lynn and CBS Squared staff:

This is follow up to our Microsoft Teams meeting yesterday, 1/19/2022, regarding the status of the Village of Colfax's CDBG PF 19-08 bank stabilization project. I confirmed with DEHCR administrative staff that we will require that the start of the bank stabilization construction begin no later than 4/30/2022 in accordance with the Grant Agreement – Attachment A: Time Table, as amended with Amendment #1. We emphasize timely expenditure of funds (through timely pursuit and completion of construction activities after award) and project completion with grantees, and the Colfax project was already granted a lengthy extension with regard to the bidding and construction. If the Village cannot secure the additional funds to cover the higher costs estimated by the USACE to complete the project and have the bank stabilization construction start on time (no later than 4/30/2022), DEHCR would cancel the 2019 CDBG-PF award.

The Village would have the option, if the 2019 CDBG-PF award is cancelled, to apply for a 2022 CDBG-PF award, with a maximum award of up to \$1,000,000. However, as a cautionary note, be aware the total amount of funding available for this year's PF application round will be much less than the amount available in 2019 so it will be much more competitive to be awarded funds. In 2019 we were able to fund nearly all eligible applicants, whereas in 2022 we may only have funding for potentially 10-15 projects (potentially funding only 25% or so of applicants). The Village's application score in 2022 would likely need to be much higher to qualify for an award.

Angela



Angela L. Davis | Grants Specialist - Advanced
Department of Administration
Division of Energy, Housing, and Community Resources
Angela.Davis1@Wisconsin.gov
Direct: (608) 261-8471 | Main: (608) 266-7531
Mobile: (608) 575-9084 (**Preferred**)



From: Kristi Lentz <klentz@cbssquaredinc.com>
Sent: Tuesday, January 18, 2022 12:41 PM
To: Davis, Angela - DOA <angela.davis1@wisconsin.gov>
Cc: Jon Strand <jstrand@cbssquaredinc.com>; Ashley Marschall <amarschall@cbssquaredinc.com>
Subject: Colfax WWTP Bank Stabilization Project Costs

**CAUTION: This email originated from outside the organization.
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THE PLUMBER

P.O. BOX 341
Clear Lake, WI 54005
Phone: 715-263-3017

Estimate

Date	Estimate #
1/10/2022	1571

Name / Address
Village of Colfax 613 Main St. Colfax, WI 54730

JOB
EMT facility

Qty	Description	Cost	Total
	Material and Labor; Removal and disposal of existing boiler. Supply and install a Weil McLain EcoTec 150-H BLR S1-0015E	7,139.00	7,139.00
All estimate pricing good for 30 days from date of estimate		Total	\$7,139.00

The Plumber
PO Box 341
Clear Lake, WI 54005
715-263-3017
theplumber@cltcomm.net

Village of Colfax,

Today, January 10, 2022 I was at the EMT Facility to perform maintenance on the boiler unit. I conducted a carbon monoxide test and it indicated that the unit is leaking in the mechanical room at the rate of 49ppm which is an unsafe limit. I recommend replacement of this unit and enclosed is an estimate to do so.

Sincerely,

Shawn Monson

RESIDENTIAL, COMMERCIAL
NEW CONSTRUCTION
FARM
SALES AND SERVICE

(715) 263-3017

SHAWN MONSON
CLEAR LAKE, WI 54005

**Regular Meeting of
The Colfax Public Library Board
June 15, 2021**

Vice President Olivia Landon called the meeting to order at 5:30 p.m.

Attendance

- Members present: Nancy Baumgartner, Claudia Kressin, Eve Suckow, Gary Stene, Olivia Landon, and Library Director Lisa Bragg-Hurlburt
- Non-members present: None

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 Comment: None

Approval of Minutes

- Gary Stene moved to approve the minutes, with the correction that it be noted that Rose Lewis was a member of the public also at the May meeting. Claudia Kressin seconded the motion; unanimously approved by the Board.

Approval of May 2021 Bills

- Eve Suckow made a motion to approve the May bills. Gary Stene seconded. Unanimously approved by the Board.

Director's Report

- Tamara Buffalo resigned from the Circulation Librarian position. The job has been posted and there are nine applicants so far. Applicants will be accepted through the end of June.
- We received a grant for \$400 from UW-Madison's African Studies program, to be used for books on their recommended list.
- We received a \$900 grant for audiobooks from the AnnMarie Foundation
- We received gifts from the Farmhouse Restaurant and Kyle's grocery store for our library raffle basket at the Fair
- The Jill Bergeson family and American Family Insurance are donating food for our Summer Reading program
- Timber Technologies is giving us \$250 for the Summer Reading program
- 53 kids have signed up for Summer Reading so far

- In-person programming has resumed at the Library.
- CMBRG voted that all funds raised by CMBRG and the Elevator Commission at the Colfax Free Fair will go to the Elevator Project. The Library will also have information about the project available at the Fair booth.
- Regarding the question of masking at the library, Lisa talked to 11 other directors in the system. 7 had already started allowing people to enter the library without a mask, per the CDC's new guidelines. Also, Lisa consulted with KT Gallagher of Dunn County Health. Based on those discussions and the current Covid infection rates in Dunn County, Lisa recommends that Colfax also adopt this policy of letting people enter the library maskless.

Monthly Reports

Village Board Representative—Gary Stene

County Board Representative—Gary Stene

- Recommends we make two budgets next time around... one for 100% county funding, and one for 70% county funding... just in case.

School Representative—Megan Pawlak

Elevator Project Commission—Nancy Baumgartner

- Discussed fair booth plans

Current Business:

- Vote on following CDC guidelines to no longer require people who are vaccinated to wear masks. Unvaccinated people encouraged to wear masks, but the library will not police.

Gary made a motion that we adopt the new CDC guidelines regarding masking in our library. Eve seconded it. Motion passed unanimously.

- Discuss Chapter 26 of Trustee Essentials: "The Public Library System Board—the Broad Viewpoint"

Adjourn



**dzRegular Meeting of
The Colfax Public Library Board
July 20, 2021**

Claudia Kressin called the meeting to order at 5:51 p.m.

Attendance

- Members present: Nancy Baumgartner, Megan Cormican, Gary Stene, Claudia Kressin, 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 made a motion to accept the agenda. Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

Approval of Minutes

- Gary Stene made a motion to approve the minutes from last regular meeting of June 2021. Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Nancy Baumgartner made a motion to approve the bills for June 2021. Megan Cormican seconded the approval. Unanimously approved by the Board.

Director's Report

- See attachment

Monthly Reports

Village Board Representative—Gary Stene

County Board Representative - Gary Stene

School Representative— Megan Cormican

- Students are encouraged to keep up with their summer reading and taking AR quizzes.

Building Remodel Group Representative—Nancy Baumgartner:

- On August 21, 2021, a thrift sale will be held to raise money.

Current Business

- Discussion of "Trustee Essentials, Chapter 27: Trustee Orientation and Continuing Education"

Next Meeting: August 17th at 5:30 P.M.

Adjourn



**Regular Meeting of
The Colfax Public Library Board
August 17, 2021**

Vice President Olivia Landon called the meeting to order at 5:34 p.m.

Attendance

- Members present: Nancy Baumgartner, Megan Cormican, Eve Suckow, Gary Stene, Claudia Kressin, 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

- Nancy Baumgartner made a motion to accept the agenda. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Minutes

- Gary Stene made a motion to approve the minutes from last regular meeting of July 2021. Eve Suckow seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Gary Stene made a motion to approve the bills for July 2021. Nancy Baumgartner seconded the approval. Unanimously approved by the Board.

Director's Report

- See attachment

Monthly Reports

Village Board Representative—Gary Stene

County Board Representative - Gary Stene

- Budget workshop took place to ensure a better understanding of the budget process for all board members.

School Representative— Megan Cormican

- School resumes next week, Monday, August 23rd with open house.

Building Remodel Group Representative—Nancy Baumgartner:

- Thrift sale donations will be taking place Monday, August 17 and Tuesday, August 18 from 5:00-8:00 PM. The Thrift Sale will take place on Thursday, August 19, Friday, August 20, and Saturday, August 21.

Nancy Baumgartner made a motion to go into a closed session. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Closed Session

Gary Stene made a motion to go out of closed session. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Open Session

Eve Suckow made a motion to increase the Library Director's, Lisa Bragg-Hurlburt's, salary by 4%. Gary Stene seconded the motion. Unanimously approved by the Board.

Vice President Olivia Landon announced that she will resign from the Library Board, August 17, 2021.

Current Business

- N/A

Next Meeting: September 21st at 5:30 P.M.

Adjourn



**Regular Meeting of
The Colfax Public Library Board
September 21, 2021**

President Krista Ottinger called the meeting to order at 5:28 p.m.

Attendance

- Members present: Nancy Baumgartner, Megan Cormican, Jeanne Herrick, 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 made a motion to accept the agenda. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Minutes

- Gary Stene made a motion to approve the minutes from last regular meeting of August 2021. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Gary Stene made a motion to approve the bills for August 2021. Megan Cormican seconded the approval. Unanimously approved by the Board.

Director's Report

- See attachment

Monthly Reports

Village Board Representative—Gary Stene

County Board Representative— Gary Stene

- Recently, the County Board met and presented the County Budget to the Executive Board. The Library Budget was approved at 100% for the coming year.

School Representative— Megan Cormican

- Conferences will be held virtually this year, starting at the end of September. Please keep an eye for a note home from a teacher.

- All sanitizing is still in place. These guidelines are the same as last year in regards to distancing and deep cleaning.

Building Remodel Group Representative—Nancy Baumgartner:

- Recently, there was a meeting with the restoration group about the thrift sale that took place. In talks about the thrift sale success, it is looking at being held annually.

Current Business

- Please welcome our new Library Board Member, Jeanne Herrick.
- Gary Stene made a motion to move Claudia Kressin as Vice President. Jeanne Herrick seconded the motion. Unanimously approved by the Board.
- Krista Ottinger made a motion to remove the Library Director phone number from the Library Policy. Gary Stene seconded the motion. Unanimously approved by the Board.
- Gary Stene made a motion to approve the Annual 2022 Budget. Claudia Kressin seconded the approval. Unanimously approved by the Board.

Next Meeting: October 19th at 5:30 P.M.

Adjourn



**Regular Meeting of
The Colfax Public Library Board
October 19, 2021**

President Krista Ottinger called the meeting to order at 5:31 p.m.

Attendance

- Members present: Nancy Baumgartner, Megan Cormican, Jeanne Herrick, Gary Stene, Claudia Kressin, Krista Ottinger, Eve Suckow 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 made a motion to accept the agenda. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Minutes

- Gary Stene made a motion to approve the minutes from last regular meeting of September 2021 with the change of removing Nancy Baumgartner from being present. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Jeanne Herrick made a motion to approve the bills for September 2021. Eve Suckow seconded the approval. Unanimously approved by the Board.

Director's Report

- See attachment

Monthly Reports

Village Board Representative—Gary Stene

County Board Representative— Gary Stene

- Recently, the County Board met and presented the County Budget to the Executive Board. The Library Budget was approved at 100% for the coming year.

School Representative— Megan Cormican

- End of First Quarter is Friday, November 5, there is also an early release at 12:30 PM this day.
- The Scholastic Book Fair is happening this week in the school library.
- Fall Concert for grades 7-12 on Tuesday, October 26 at 7:00 PM. Please keep an eye out for updates.

Building Remodel Group Representative—Nancy Baumgartner:

- There is a total of \$83,000. The group is hoping to hear from engineers from a planning grant.
- There have been ideas to support fundraising. These ideas range from PayPal, GoFundMe, or buying a brick.

Current Business

- Gary Stene makes a motion to update the Temporary Amendment to our Public Library Personnel Policy (as relates to COVID) with the change to the title “Public Library Personnel Policy in relation to COVID”. Jeanne Herrick seconded the approval. Unanimously approved by the Board.
 - Staff quarantined with covid will follow CDC guidelines
- Gary Stene makes a motion to approve a 4% increase for Library Director Lisa Bragg-Hurlburt and Jolene Albricht. and 2% increase for Lynn. A definitive statement will be made for the record about employee pay raises in 2022. Eve Suckow seconded the approval. Unanimously approved by the Board.
- Discuss Chapter 1 of Trustee Essentials, *The Trustee Job Description*.

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

Adjourn



**Regular Meeting of
The Colfax Public Library Board
November 16, 2021**

President Krista Ottinger called the meeting to order at 5:28 p.m.

Attendance

- Members present: Nancy Baumgartner, Megan Cormican, Jeanne Herrick, Gary Stene, Claudia Kressin, Krista Ottinger, Eve Suckow, 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 made a motion to accept the agenda. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Minutes

- Eve Suckow made a motion to approve the minutes from last regular meeting of October 2021. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Eve Suckow made a motion to approve the bills for October 2021. Jeanne Herrick seconded the approval. Unanimously approved by the Board.

Director's Report

- See attachment
- A Christmas Carol will be held on December 18, 2021. This will be free to the public and there will be a station for free will donations.

Monthly Reports

Village Board Representative—Gary Stene

County Board Representative— Gary Stene

School Representative— Megan Cormican

- Fall Break for students starts on Monday, November 22. School will resume on Monday, November 29.

Building Remodel Group Representative—Nancy Baumgartner:

- Recently, there have been a number of donations from Colfax Alumni. Letters to Colfax Alumni from the 50's, 60's, and 70's were sent and paid for by the Elevator group. Within two weeks, about \$7,000 was donated.

Current Business

- Jeanne Herrick made a motion to cancel the December 2021 Library Board meeting. Eve Suckow seconded the motion. Unanimously approved by the Board.
- Discussion of Trustee Essentials Chapter 2, will be tabled until the next meeting.

Next Meeting: January 18 at 5:30 P.M.

Adjourn



**Regular Meeting of
The Colfax Public Library Board
May 18, 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: Landon Family
-

Quorum: A quorum has been established.

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

Approval of Agenda

- Claudia Kressin to accept the agenda. Olivia Landon seconded the motion. Unanimously approved by the Board.

Public forum: “We should not wear masks so we can see if people are sad or mad,” Avery Landon.

Approval of Minutes

- Gary Stene made a motion to approve the minutes from last regular meeting of April 2021. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Gary Stene made a motion to approve the bills for April 2021. Olivia Landon seconded the approval. Unanimously approved by the Board.

Director’s Report

- See attachment

Monthly Reports

Village Board Representative—Gary Stene

- Meetings will be held in the office for next meeting.

County Board Representative - Gary Stene

- Committee Meetings will be held hybrid, over Zoom, or in person.
- It is encouraged to continue following the County Covid Guidelines.
- Recently, UW-Stout had a vaccination clinic for Covid.
- In talking with Meals on Wheels, there is possible interest in adding on to Colfax.

School Representative— Megan Pawlak

- Students are encouraged to keep up with their summer reading and taking AR quizzes.
- Overall, the school thanks everyone for their support for an awesome (and crazy) school year.
- The official last day of school will be May 28th. Students will have an early release.

Building Remodel Group Representative—Nancy Baumgartner:

- In total, the 22 steps fund has raised \$8050,00.
- The CRBMG and Elevator group will be doing a joint effort at the Colfax Free Fair working together on the 22 steps elevator project. Baskets will be available for raffle.
- On August 21, 2021, a yard sale will be held to raise money.

Current Business

- Krista Ottinger motions that the library not make any changes to the current mask policy until we have reviewed any recommendations from IFLS and the Village Attorney's. Eve Suckow seconded the motion. Six affirmative and one negative. Approved by the Board.
- Discussion of "Trustee Essentials, Chapter 25: Liability Issues"

Next Meeting: June 15th at 6:20 P.M.

Adjourn

**Administrator-Clerk-Treasurer
January 21st, 2022**

Elections for 2022 –

2022 Spring Primary - Village of Colfax **WILL NOT** have a Primary Election
02/15/2022 - The Court of Appeals District 3 only has one candidate running and the Colfax School District does not have a referendum.

2022 Spring Election

04/05/2022

Ballot Placement Random Drawing:

Gary Stene
Carey K Davis
Annie Jenson

2022 Partisan Primary

08/09/2022

2022 General Election

11/08/2022

Things coming up:

- Performance Evaluations – Personnel Committee Meeting
 - How does January 31, 2022 work?
- Year-end processes
- Ordinance review – Parking and Barking Dogs
- Start training on new election equipment
- 2021 Audit Dates
 - Field Audit will take place March 16th, 2022 through March 18th, 2022
 - The auditors will reach out to at least one Board member to ask questions of. (updated)
- Vacation – Lynn February 26th through March 5th, 2022 (updated)

Training for Cody King will be on the next Board meeting to get his water and sewer certifications.

Squad computer – Dunn County will be switching all their Tough Books. The Police Department has requested to be one of the first to consider purchasing one of the surplus laptops.

Internet Providers – Annie has reached out the both Bloomer Telephone and Mosaic. I do have contacts from the Town of Grant since due to their location; they are working with both companies. I will continue to work on this.

Regular Board Meetings

Board Pay and number of meetings pre month communications with the attorney are still in progress.

Rescue Squad Boiler

The new boiler was installed on January 20, 2022 by The Plumber. Don Knutson did get an estimate from another vendor to verify that the estimate received was reasonable and the findings indicated that the price was very fair.

T-Mobile Maintenance

In communicating with Insite, Inc., Project Manager for T-Mobile, the Dixon Engineering fees will be paid up front prior to any building permits being issue.

The outstanding amount, I am working directly with T-Mobile and they have indicated that a payment will be issued.

2022 Solid Waste & Recycling Permits

Sheila mailed out the 2022 permits with water bills.

Water bills

October to December water usage bills were generated and mailed out by Sheila around January 4th, 2022.

Marshfield Mobile Clinic Unit

I am working on scheduling the date and time of the mobile clinic unit visit to Colfax. We will start with a brief meeting at Village Hall and then the tours will take place outside Village Hall in small groups. Anyone participating in the tour will be required to wear a facemask.

Ambulance Software Update

Don and Sheila have been working on getting the new ambulance software, AIM, implemented. They have started training with the test files and are ready to go live. All claims as of January 1, 2022 will be in the new software program. Throughout the month of February, Sheila will work on transferring all patients from the old programs to the new program. Hoping that my March 1, 2022 all patients are in one system☺