

**Village of Colfax**  
**Regular Board Meeting**  
**Monday, July 25<sup>th</sup>, 2022**  
**7:00 p.m.**

**Village Hall, 613 Main Street, Colfax, WI 54730**

1. Call the Regular Board Meeting 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 – July 11<sup>th</sup>, 2022
  - b. Review Statement of Bills Pooled Checking–July 11<sup>th</sup>, 2022 to July 24<sup>th</sup>, 2022
  - c. Review Statement of Bills Solid Waste & Recycling Checking- July 11<sup>th</sup>, 2022 to July 24<sup>th</sup>, 2022
  - d. Training Request - none
  - e. Facility Rental - none
  - f. Licenses
    - i. Operator’s License - July 25<sup>th</sup>, 2022 to June 30, 2023- Kristen Shaw – Outhouse
    - ii. Transient Merchant License – August 10, 2022 to November 9, 2022 – Brison Tuschl
7. Consideration Items
  - a. ATV/UTV Club Request to add Business Advertising Signage
  - b. High Street Duplexes – Recommendation from the Planning Commission to combine lots – Lucas Ciszewski -17111-2-291-109-440-0046 & 17111-2-291-109-440-0045
  - c. Dunn Street Phase 2 Pay Request
  - d. Railroad Museum Updates – Herb Sakalaucks
  - e. Parks Committee Recommendations – Gaga Pit Location
  - f. Balsam Street Hydrant Repair – Pay Request - Skid Streer Guy
  - g. Dunn Street Update
8. Committee/Department Reports – (no action)
  - a. Elevator Committee Minutes – July 14<sup>th</sup>, 2022
  - b. Parks Committee Minutes – July 14<sup>th</sup>, 2022
  - c. Planning Commission Minutes – July 19<sup>th</sup>, 2022
  - d. Police Department Report – June 2022
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 July 11<sup>th</sup>, 2022**

On July 11<sup>th</sup>, 2022, the Village Board met at Village Hall at 7:00 p.m. Members present: Trustees M. Burcham, Davis, Jenson, Stene, Prince and Albricht. Excused: Trustee Rud. Others present included Amy Horchem, Sheila Riemer, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger has requested the audio.

### **Minutes**

**Regular Board Meeting Minutes – June 27<sup>th</sup>, 2022-** A motion was made by Trustee M. Burcham and seconded by Trustee Prince to approve the Regular Board meeting minutes from June 27<sup>th</sup>, 2022. A voice vote was taken with all members voting in favor. Motion carried.

### **Review Statement of Bills –June 27<sup>th</sup>, 2022 to July 10<sup>th</sup>, 2022**

#### **Review Statement of Bills Solid Waste & Recycling Checking - June 27<sup>th</sup>, 2022 to July 10<sup>th</sup>, 2022**

A motion was made by Trustee M. Burcham and seconded by Trustee Stene approve both the Village of Colfax Statements of Bills and the Solid Waste & Recycling Bills for June 27<sup>th</sup>, 2022 to July 10<sup>th</sup>, 2022. A voice vote was taken with all members voting in favor. Motion carried.

**Training Request** –none

**Facility Rental** – none

### **Licenses – July 11<sup>th</sup>, 2022 to June 30, 2023 Operator’s Licenses**

#### **Michael Buchner – Fireman’s Ball/Emily Rubenzer-The Blind Tiger/Rachel Radonz-A Little Slice of Italy**

A motion was made by Trustee M. Burcham and seconded by Trustee Stene to approve the list of Operator’s Licenses for July 11<sup>th</sup>, 2022 to June 30, 2023 for Michael Buchner for the Fireman’s Ball, Emily Rubenzer-The Blind Tiger and Rachel Radonz-A Little Slice of Italy. A voice vote was taken with all members voting in favor. Motion carried.

### **Consideration Items**

#### **Gaga Pit Possible Donation-Boy Scouts – Amy Horchem**

A motion was made by Trustee Stene and seconded by Trustee M. Burcham to approve of the donation of a Gaga Pit from the Cub Scouts with the location to be decided at the July 25<sup>th</sup>, 2022 meeting. A voice votes was taken with all members voting in favor. Motion carried.

### **Community Development Block Grant –Housing Committee**

A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve the list of Community Development Block Grant Housing Committee members of Tiffany Prince, Logan Michels and Rick Olson. A voice vote was taken with all members voting in favor. Motion carried.

**Dunn Street Update** – Bates explained that the second layer of asphalt has been placed, shoulder material has been added. The final grading, grass seed, telephone pole removal and the manhole covers are needed to complete the project.

**Lagoon Update** – The contractor has been back on-site to finish the brushing out of the bank to the starting point of the riverbank and the DNR rip rap permit has been issued.

**Closed Session**-A motion was made by Trustee M. Burcham and seconded by Trustee Prince to convene into closed session at 7:25 p.m. 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 exercises. Voting For: Trustees M. Burcham, Davis, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

**Open Session** – A motion was made by Trustee M. Burcham and seconded by Trustee Stene to convene into open session at 8:15 p.m. to take any action resulting from the closed session. Voting For: Trustees M. Burcham, Davis, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

The Board unanimously approved a 2% raise for Public Works Director beginning the next payroll, July 17<sup>th</sup>, 2022.

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

\_\_\_\_\_  
Jody Albricht, Village President

Attest:

\_\_\_\_\_  
Lynn Niggemann  
Administrator-Clerk-Treasurer

POOLED CHECKING ACCOUNT

## Accounting Checks

Posted From: 7/11/2022 From Account:  
Thru: 7/24/2022 Thru Account:

Check Nbr	Check Date	Payee	Amount
78199	7/15/2022	ARAMARK UNIFORM SERVICE, INC	187.26
78200	7/15/2022	BJORKSTRAND METAL ROOFING INC.	9,300.00
78201	7/15/2022	BOUND TREE MEDICAL, LLC	351.30
78202	7/15/2022	CARLTON DEWITT	644.58
78203	7/15/2022	CBS SQUARED, INC	756.50
78204	7/15/2022	COMMERCIAL TESTING LAB	599.80
78205	7/15/2022	CRAMER CONSULTING, LLC	250.00
78206	7/15/2022	DIXON ENGINEERING, INC	1,350.00
78207	7/15/2022	DONS SWEEPER SERVICE/DON LOGSLETT	2,200.00
78208	7/15/2022	DUNN COUNTY HUMANE SOCIETY	588.05
78209	7/15/2022	DUNN ENERGY COOPERATIVE	93.00
78210	7/15/2022	E.O. JOHNSON	40.83
78211	7/15/2022	EXPRESS MART	80.38
78212	7/15/2022	FARRELL EQUIPMENT & SUPPLY CO.	999.50
78213	7/15/2022	GEORGE ENTZMINGER	100.00
78214	7/15/2022	GOTO COMMUNICATIONS INC	71.28
78215	7/15/2022	GREEN OASIS-EAU CLAIRE	728.48
78216	7/15/2022	GROUP HEALTH COOPERATIVE	464.33
78217	7/15/2022	HAWKINS, INC.	1,462.43
78218	7/15/2022	HUEBSCH LAUNDRY CO	111.06
78219	7/15/2022	JOLENE ALBRICHT	26.32
78220	7/15/2022	LISA BRAGG-HURLBURT	39.78
78221	7/15/2022	MUNICIPAL PROPERTY INSURANCE COMPANY	13,599.00
78222	7/15/2022	RACHAEL KROOG	400.00
78223	7/15/2022	SAVVIK BUYING GROUP	260.00
78224	7/15/2022	SPECTRUM INSURANCE GROUP-EC	12,947.37
78225	7/15/2022	SPECTRUM INSURANCE GROUP-EC	874.00
78226	7/15/2022	STAPLES	213.39
78227	7/15/2022	SYNERGY COOPERATIVE	3,551.74
78228	7/15/2022	VIKING DISPOSAL, INC	1,738.00
78229	7/15/2022	VILLAGE OF COLFAX	764.46
78230	7/15/2022	WATER CARE SERVICES	31.50
78231	7/15/2022	WELD RILEY SC	148.50

7/19/2022 9:56 AM

Reprint Check Register - Quick Report - ALL

Page: 2  
ACCT

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 7/11/2022 From Account:  
Thru: 7/24/2022 Thru Account:

Check Nbr	Check Date	Payee	Amount
78232	7/15/2022	ZEMPEL APPRAISAL SERVICE	900.00
BREMER	7/11/2022	CARDMEMBER SERVICE	1,845.11
TRIZETTO	7/20/2022	TRIZETTO	54.10
WEENERGIES	7/19/2022	WE ENERGIES	10.23
WEENERGIES	7/19/2022	WE ENERGIES	60.12
Grand Total			57,842.40

SOLID WASTE & RECYCLING RU

## Accounting Checks

Posted From: 7/11/2022 From Account:  
Thru: 7/24/2022 Thru Account:

Check Nbr	Check Date	Payee	Amount
1144	7/15/2022	DUNN ENERGY COOPERATIVE	117.00
1145	7/15/2022	JOHNSON ROLL-OFF SERVICE, LLC	16,297.65
1146	7/15/2022	KYLES MARKET	11.97
1147	7/15/2022	LIBERTY TIRE SERVICES LLC	244.14
1148	7/15/2022	SPECTRUM INSURANCE GROUP-EC	223.69
1149	7/15/2022	SYNERGY COOPERATIVE	15.98
1150	7/15/2022	VILLAGE OF ELK MOUND	1,504.37
		Grand Total	18,414.80

# Village of Colfax

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

## Application for License to Serve Fermented Malt Beverages and Intoxicating Liquors

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

### TO THE BOARD OF THE VILLAGE OF COLFAX, WISCONSIN:

I, hereby apply for a license to serve, from date hereof to JUNE 30, 2023, 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 Kirsten Kay Shaw  
FIRST NAME MIDDLE NAME LAST NAME  
Telephone Number (803) 800-7549 Email Address Kirsten@shaw17@yahoo.com  
Current Address E7573 850<sup>th</sup> Ave Colfax WI 54730 5 months  
(Street) (City) (Zip Code) (yrs. at address)  
Previous Address 3871 East Kingman AZ 86409  
(City) (Zip Code)  
Date of Birth [REDACTED] Age 25  
Place of Employment Outhouse

### 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 [Signature] 06/29/2022  
(Chief of Police or designated staff Signature) (Date)

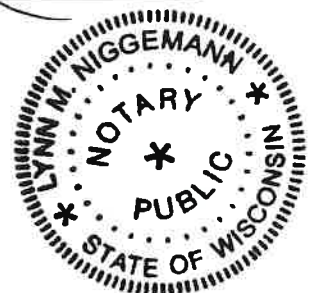
### STATE OF WISCONSIN/ DUNN COUNTY

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 [Signature]  
Signature of Applicant

Subscribed and sworn before me this 28<sup>th</sup> day of June, 20 22.

Lynn M. Niggemann 05-07-2023  
(Signature of Notary Public) (Commission Expires)



Date Received: 6-28-22 Date to the Board: 07-25-2022 Approved or Denied




SNAP TO VERIFY

# Certificate Of Completion

## Responsible Vendor Training Program

This certificate represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a), 125.17(6), and 134.68(2)(b) Wis. Stats.

Name : Kirsten Shaw

  
Steven A. Dean, CEO  
www.educlasses.org

This online responsible alcohol vendor training & assessment program is provided by Seller Server Classes. Having successfully completed the program, the student will be provided with this course completion certificate for their own records.

Name : **Kirsten Shaw**  
Course Name : **Seller Server Course**  
Date Completed : **6/27/2022**  
Expiration Date : **6/27/2024**  
Certificate Number : **95358**  
Provider : **EduClasses.org**

**DSBWorldWide, Inc.** 1800 Teague Dr., Suite 301, Sherman Texas 75090  
www.sellerserverclasses.com



# Village of Colfax

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

Jody Albricht  
Scott A. Gunnafson, President

Lynn M. Niggemann, Administrator-Clerk-Treasurer

## APPLICATION FOR TRANSIENT MERCHANT

Date: 07-18-22

Name: Briison Tuschl

Eff 8-10-2022

Address: 608 Iverson Road

Phone: (715)-704-0303

Date of Birth: 06-30-2005

Seller's Permit No: \_\_\_\_\_

Name of Employer: Briison Tuschl

Description of Merchandise: \_\_\_\_\_

Address of Employer: 608 Iverson Road

Vehicle: Make Pontiac

Model Sunfire

Color Blue

Year 1998

License# \_\_\_\_\_

State of Issuance Wisconsin

Dates Business will be conducted: \_\_\_\_\_

Method of Delivery: In Person/ Door to Door

References in the Area (at least 2): \_\_\_\_\_

Last municipality Business Conducted: \_\_\_\_\_

Location of area you intend to cover: Village of Colfax

\*\*\* Have you ever been convicted of a felony? Yes \_\_\_\_\_ No X

This permit is good only for the date approved by the office of the Village Clerk-Treasurer.

APPLICATION FEE: \$10.00 plus  
NONREFUNDABLE FEE: \$45.00 Quarterly Fee

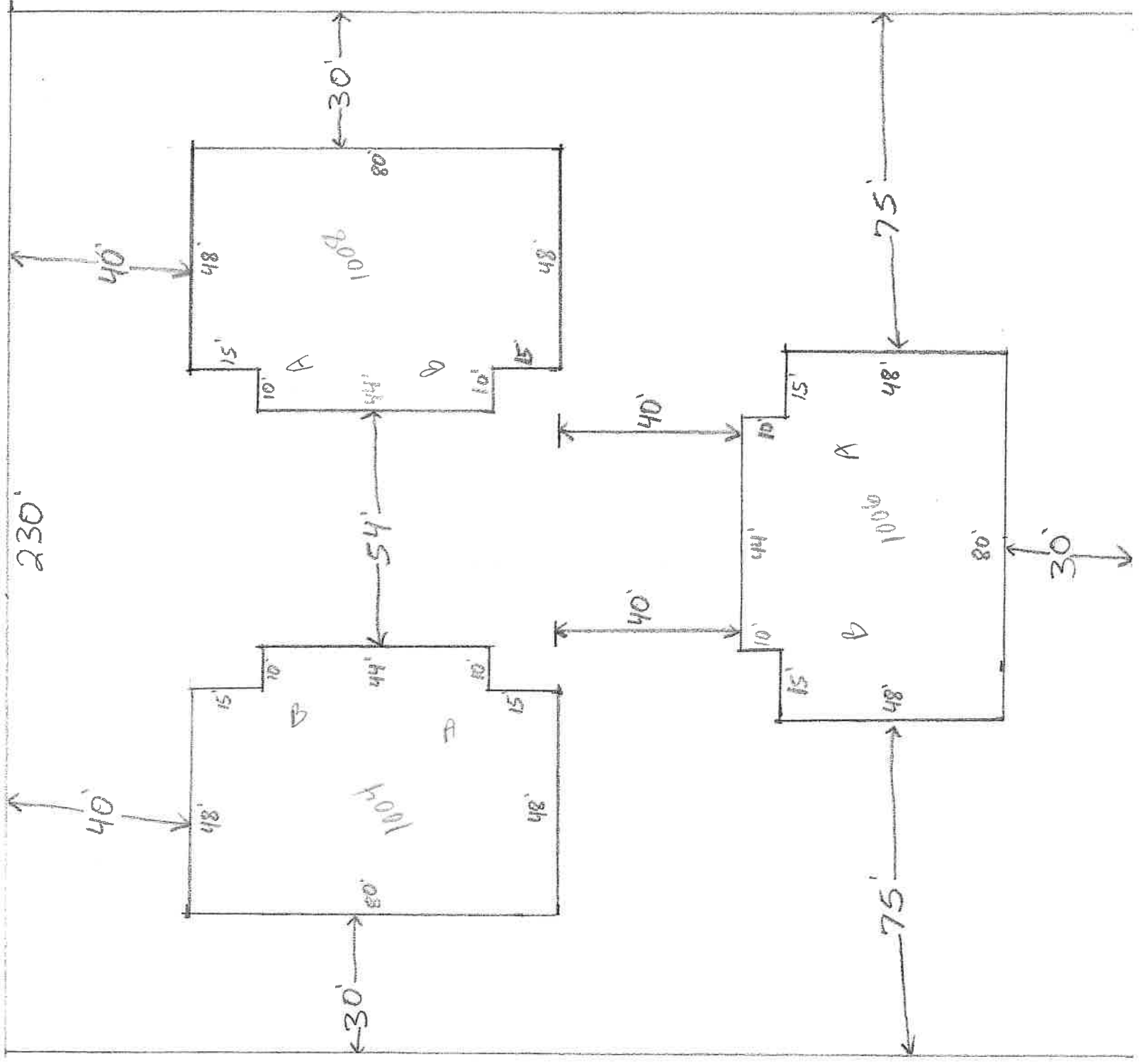
RECEIPT # 16924

Briison Tuschl  
Applicant's Signature

Police Chief Notification: [Signature]

1" = 30'

248'



## Planning Commission, July 19<sup>th</sup>, 2022

On July 19<sup>th</sup>, 2022, the Planning Commission meeting was called to order at 6:00 p.m. at the Village Hall, 613 Main Street, Colfax, WI by Jody Albright. In attendance: Dave Hovre, Jason Johnson, Nancy Hainstock, Mike Buchner and Jody Albright. Excused: Tiffany Prince and Logan Michels. Others Present: Lucas Ciszewski with Precision Builders, Public Works Operator Don Logslett, Administrator-Clerk-Treasurer Lynn Niggemann and LeAnn Ralph with the Messenger.

**Public Appearances** –none.

### High Street Duplexes

Niggemann provided a map of High Street parcels. In the first map, the parcels are outlined and map two shows the border if the two lots were combined. The current Zoning-Ordinance 2021-01 zoning from B-2 to R-5 is provided for review and the Zoning ordinance for R-5 is provided indicating that duplexes are allowable in the R-5 zoning. Provided in the packet is the layout of the combined lot with the three units and the proposed water sewer lines and shut offs. Ciszewski also provide the floorplan of the units.

Ciszewski explained that he would like to combine the two lots to allow him to construct three duplexes rather than two. He would plan to construct the first duplex in the rear of the lot with construction beginning in September and be completed by July 2023. The other two units would be constructed within a 3 to five year window. The floor plan has been provided. Each unit would be approximately 1,562 square feet. They would have three bedrooms and two-car garages. The square footage would be quite a bit larger than the units on University, the double duplexes and current estimate of rent would be \$1,400/month. Estimated assessment value would be between \$350,000 and \$400,000 per building.

Niggemann explained that the request is to combine two parcels into one which a CSM would be required and be recorded at the County Register of Deeds office. The water and sewer end at the driveway so there is no extension of the services needed. The sanitary line is located on the south side of High Street and approximately 10 feet below the surface. Logslett indicated that the water is on the north side of High Street and is about 8 feet below the surface. New Service connection fees are \$750 for water and \$750 for sewer.

A motion was made by Hovre and seconded by Buchner to recommend approval to the Village Board to allow the combination of the two lots. Voting For: Buchner, Johnson, Hainstock, Hovre and Albright. Voting Against: none. Motion carried.

**Adjourn:** A motion was made by Buchner and seconded by Johnson to adjourn the meeting at 6:20 pm. All members voted yes.

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Jody Albright, Chair

Attest: Lynn Niggemann  
Administrator-Clerk-Treasurer

# Village of Colfax

Date: July 15<sup>th</sup>, 2022

To: Planning Commission

From: Lynn Niggemann, Administrator-Clerk-Treasurer

Re: High Street Duplexes

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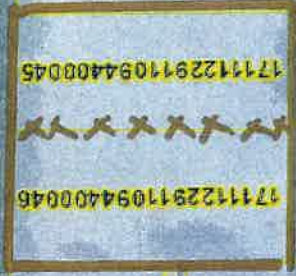
Lucas Ciszewski is the owner of parcels 17111-2-291-109-440-0046 and 17111-2-291-109-440-0045 on High Street. Ciszewski has provided proposed plans for three duplexes in the two lots. In order to approve the request, the Planning Commission would need to recommend to the Village Board approval of the request to combine the two lots listed above. Ciszewski is aware that a new Certified Survey Map (CSM) would be required prior to construction if the request is approved.

If the request to combine the two lots is approved, then the Planning Commission should review the provided plans and ask any questions as they pertain to Village Ordinances, etc. A recommendation to the Board would then be appropriate to approve moving forward with the plans as provided after the CSM is complete.



# Request

Request to  
Combine  
the 2 parcels



0 100 200 300  
feet  
DISCLAIMER: This map is not guaranteed to be accurate, current, or complete and the user assumes all responsibility for any conclusions drawn from the information shown.



9/25/22 to  
Current

CERTIFIED SURVEY MAP NO. 4652

Doc. No. 645878

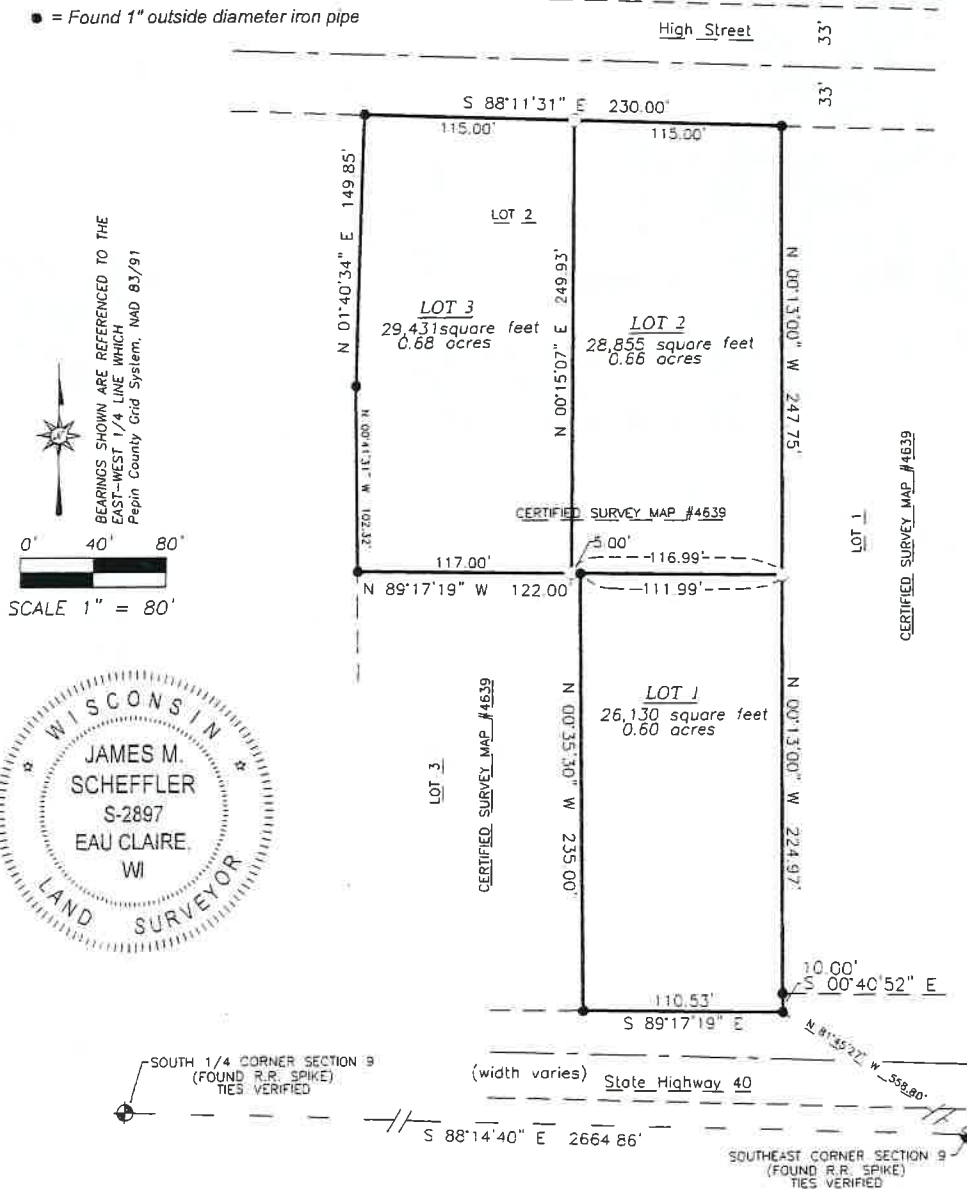
VOLUME 23 PAGE 92

9/25/2022  
Recorded

All of Lot 2 of Certified Survey Map Number 4639  
recorded in Volume 23 on Page 79,  
Located in the Southeast 1/4 of the Southeast 1/4, Section 9  
Town 29 North, Range 11 West, Village of Colfax, Dunn County, Wisconsin.

LEGEND

- = Set 1" outside diameter X 18" iron pipe weighing 1.13 pounds per linear foot
- = Found 1" outside diameter iron pipe



## Ordinance 2021-01

**An Ordinance to Change the Zoning District Designation for a Parcel Described as Part of the Southeast ¼ of the Southeast ¼ section being part of Lot 2 CSM 4639, now known as Lot 1, CSM 4652, Volume 23, page 92 of surveys recorded as Document Number 645567, Village of Colfax, Dunn County, Wisconsin. Lot size 0.6 acres. Zoning change from B-2 Business District to R-5 Multiple Family Residential Zoning District and Amending the Official Zoning Map**

The Village of Colfax Board of Trustees do ordain as follows:

**Section 1.** That a property parcel described as Part of the Southeast ¼ of the Southeast ¼ section being part of Lot 2 CSM 4639, now known as Lot 1, CSM 4652, Volume 23, page 92 of surveys recorded as Document Number 645567, Village of Colfax, Dunn County, Wisconsin. Lot size 0.6 acres. Zoning change from B-2 Business District to R-5 Multiple Family Residential Zoning District

The Board further ordains as follows:

That the Village's Official Zoning Map which is required by the Village Code of Ordinances be changed accordingly

**Section 2.** Except as amended, the zoning map of the Village of Colfax and the zoning ordinances is hereby reaffirmed.

**Section 3.** This ordinance shall take effect after its passage and publication as provided by law.

**Section 4.** Passed, approved and adopted by the Village of Colfax Board of Trustees, Dunn County, Wisconsin, on April 12, 2021.

Village of Colfax  
Scott Gunnufson, President

ATTEST  
Lynn M. Niggemann  
Administrator-Clerk-Treasurer

- b) accessory buildings not exceeding an area of more than 30 percent of the required rear yard; and
  - c) uses customarily incidental to any of the above uses when located on the same lot and not involving the conduct of a business.
3. Requirements. In order to be considered a conforming lot or structure within an R-4 District, a lot or structure must:
- a) have a minimum lot size of 8,000 square feet and a minimum lot width of 90 feet;
  - b) have a front yard setback of 30 feet, a rear yard setback of 25 feet, and a side yard setback of 10 feet;
  - c) have a minimum living area of 1,800 square feet in the principal building;
  - d) not exceed a maximum principal building height of 35 feet; and
  - e) have an accessory building side yard setback of 3 feet, rear yard setback of 3 feet, and not exceed a maximum accessory building height of 15 feet.
4. Conditional Uses. The following uses shall be considered conditional uses within an R-4 District:
- a) churches, public and parochial schools;
  - b) public parks and playgrounds; and
  - c) day care centers.

SEC. 13-1-29 R-5 MULTIPLE FAMILY RESIDENTIAL DISTRICT

1. Purpose. The R-5 District is intended to provide appropriate areas for multi-family land uses only in urban areas served by public sewers. The District is also intended to provide rental housing in an area protected from traffic hazards.
2. Permitted Uses. The following uses are permitted within an R-5 District:
- \* a) multi-family dwellings;
  - b) uses customarily incidental to any of the above uses when located on the same lot and not involving the conduct of a business.
  - c) accessory buildings not exceeding an area of more than 30 percent of the required rear yard.
3. Requirements. In order to be considered a conforming lot or structure within an R-5 District, a lot or structure must:
- ✓ a) have a minimum lot size of 2,500 square feet per family unit up to and including four (4) families, and 2,250 square feet per family thereafter and a minimum lot width of 100 feet; ✓
  - ✓ b) have a front yard setback of 30 feet, a rear yard setback of 25 feet, and a side yard setback of 15 feet; ✓
  - ✓ c) not exceed a maximum principal building height of 45 feet; and
  - ✓ d) have an accessory building side yard setback of 3 feet, rear yard setback of 3 feet, and not exceed a maximum accessory building height of 20 feet. na
- ~~4.~~ Conditional Uses. The following uses shall be considered conditional uses within an R-5 District:
- a) charitable institutions, rest homes or nursing homes, private non-profit clubs and lodges;
  - b) mobile home parks in accordance with mobile home requirements;
  - c) churches; and
  - d) public parks and playgrounds;



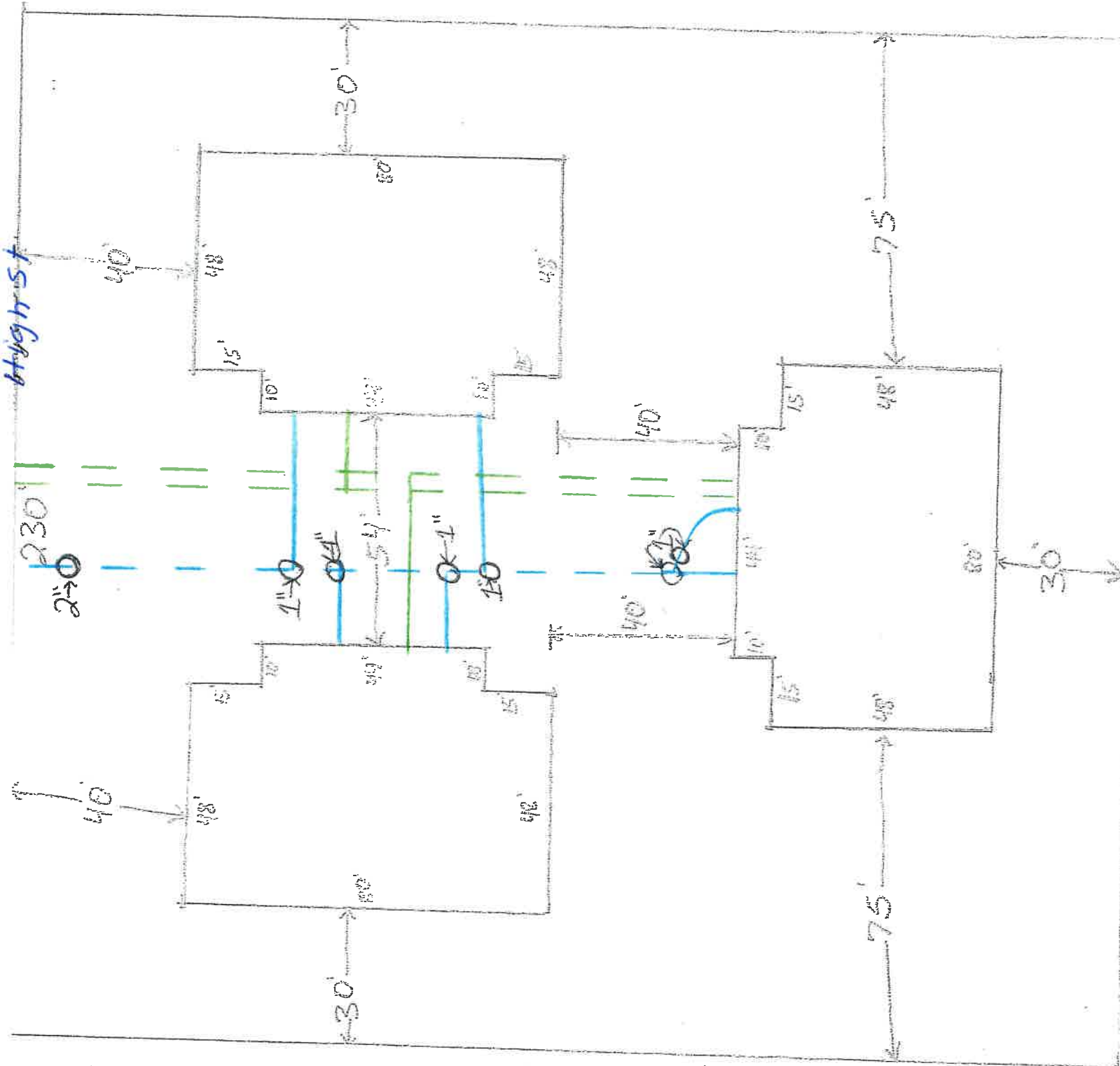
○ = Curb Stand

— — — = 2" Water

— — — = 1" Water

— — — — — = 6" Sanitary

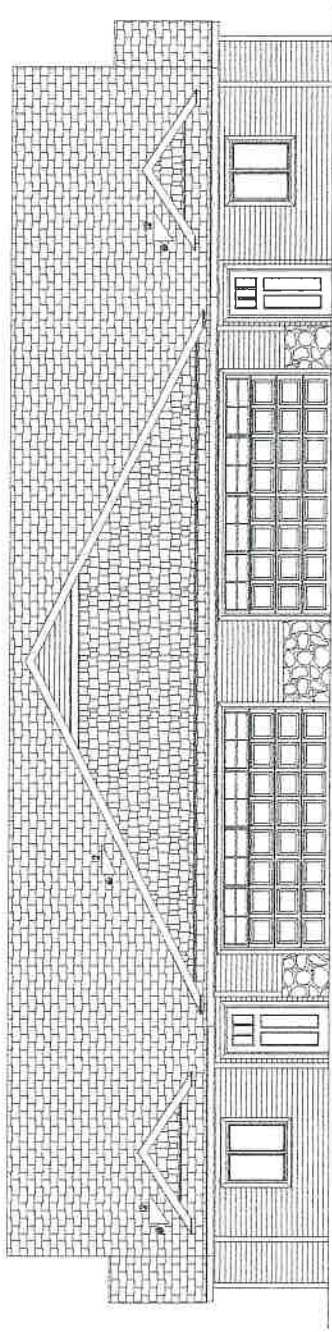
— — — — — = 4" Sanitary



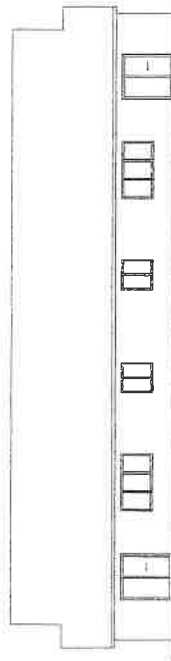
1" = 30'

248'

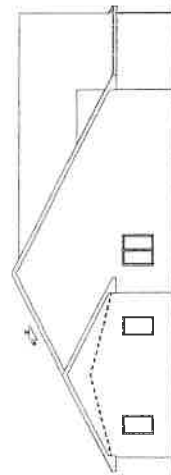
\*\*\* PRELIMINARY DRAWINGS ONLY - NOT FOR CONSTRUCTION USE \*\*\*  
SCALE IS 1/2 AS SHOWN IF PRINTED ON 11X17 PAPER



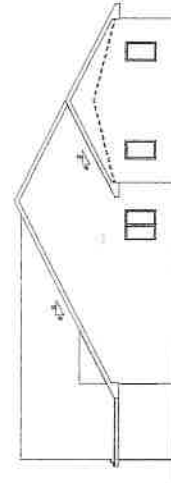
**FRONT ELEVATION**  
SCALE: 1/8" = 1'-0"



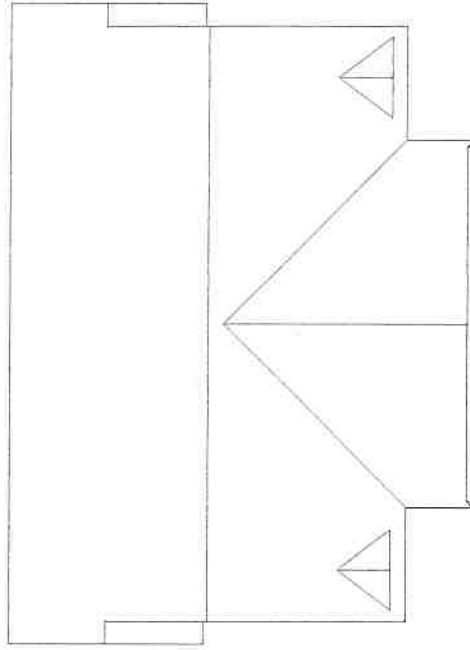
**REAR ELEVATION**  
SCALE: 1/8" = 1'-0"



**LEFT ELEVATION**  
SCALE: 1/8" = 1'-0"



**RIGHT ELEVATION**  
SCALE: 1/8" = 1'-0"



**ROOF PLAN**  
SCALE: 1/8" = 1'-0"

IMPORTANT

1. These drawings were prepared by the Architect for the Client and are to be used only for the project and location specified. 2. No other use, reproduction, or distribution is permitted without the written consent of the Architect. 3. The Architect is not responsible for any errors or omissions in these drawings. 4. The Client is responsible for obtaining all necessary permits and approvals. 5. The Architect is not responsible for any construction or material quality. 6. The Architect is not responsible for any site conditions or environmental factors. 7. The Architect is not responsible for any utility lines or underground structures. 8. The Architect is not responsible for any zoning or regulatory requirements. 9. The Architect is not responsible for any construction delays or cost overruns. 10. The Architect is not responsible for any construction safety or health issues.

Design By: Brandon Kruser  
Eau Claire, WI

FINAL DATE: 03-03-2022

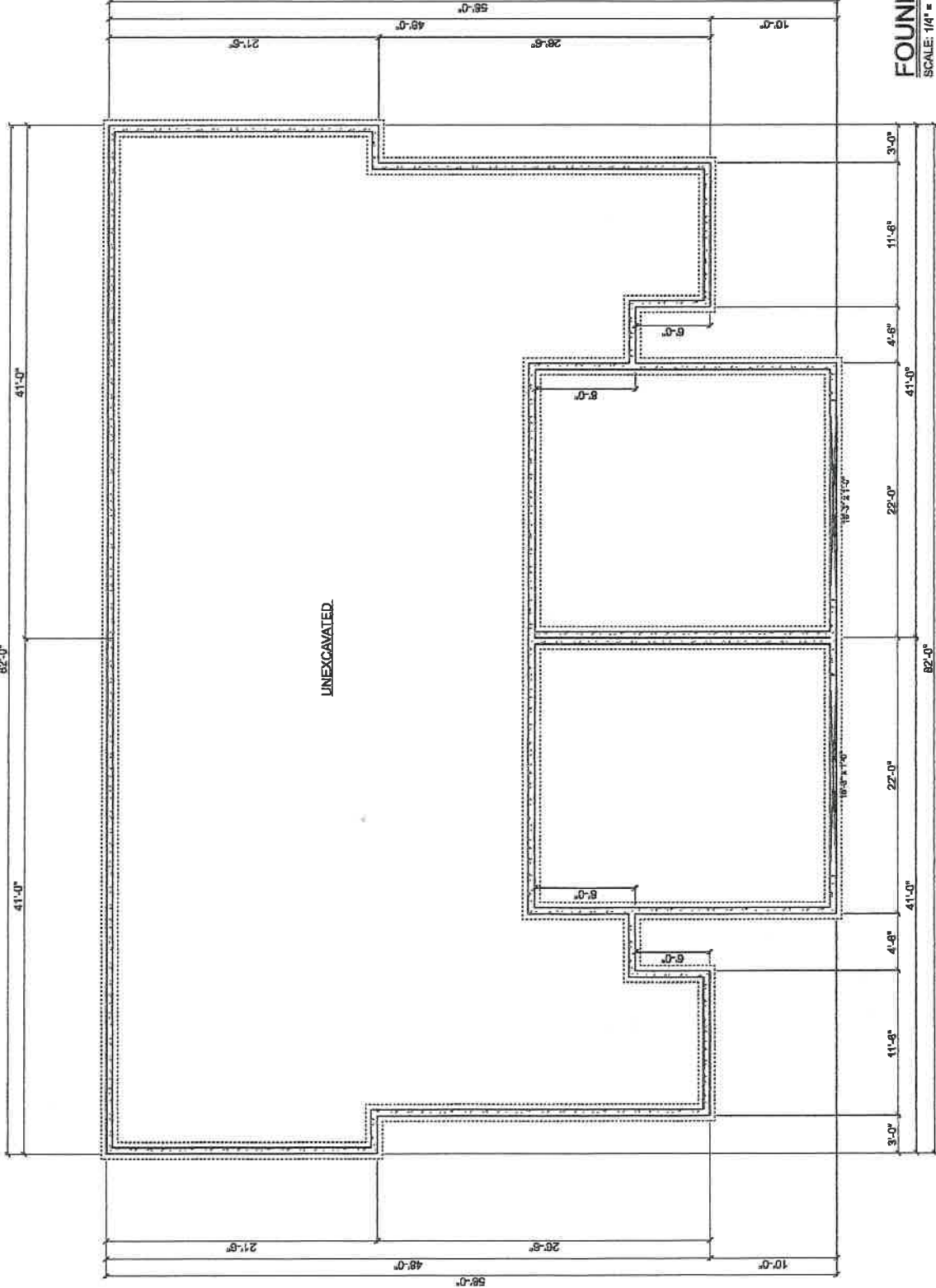
Project #: 22-057  
Rev: 01-22

Precision Builders  
Duplex

FirstSource  
2021 N. Highway 100, Eau Claire, WI 54601  
P: (715) 834-4000 F: (715) 834-4008

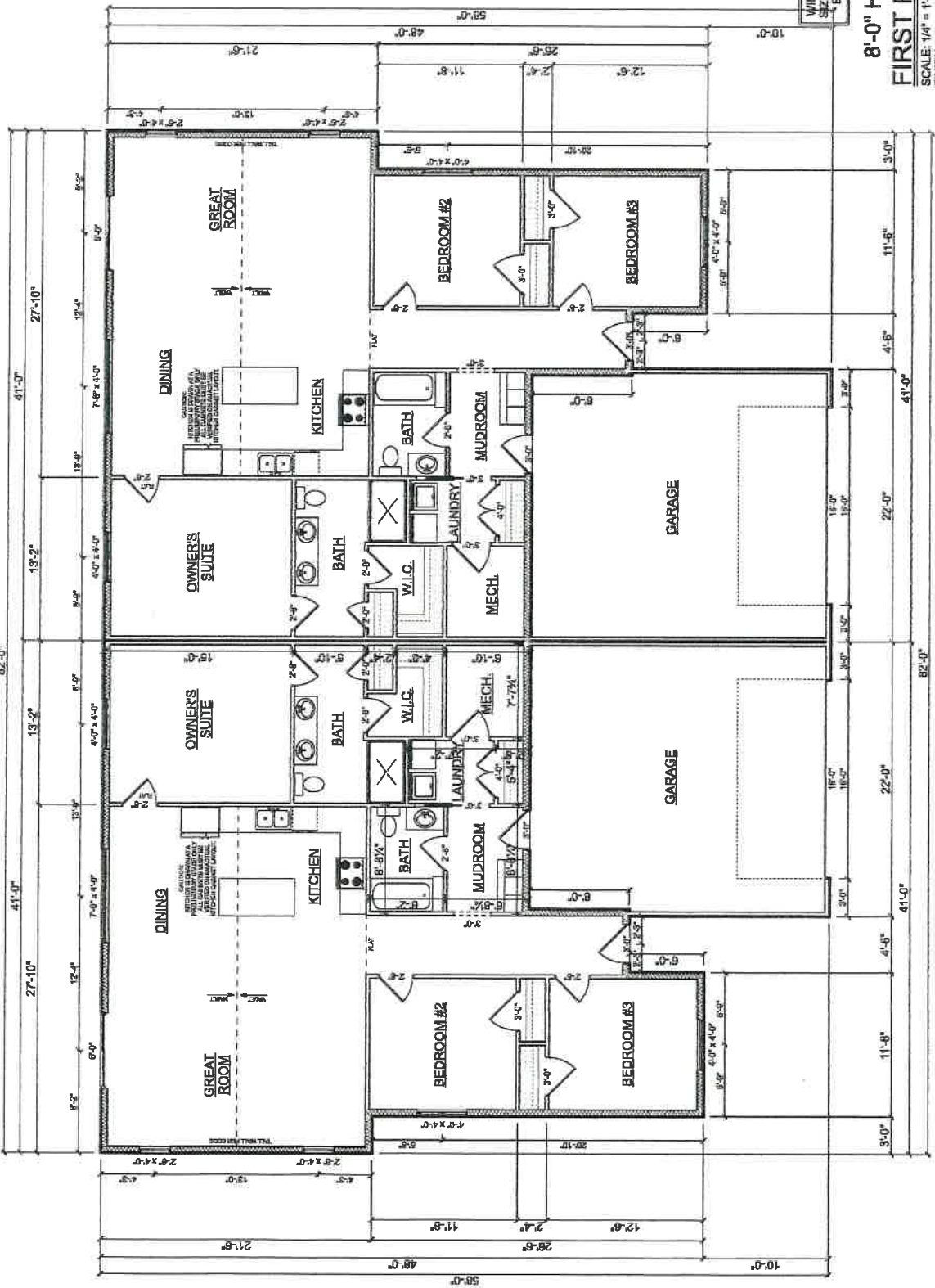
PAGE: A1

\*\*\* PRELIMINARY DRAWINGS ONLY - NOT FOR CONSTRUCTION USE \*\*\*  
SCALE IS 1/2 AS SHOWN IF PRINTED ON 11X17 PAPER



**FOUNDATION PLAN**  
SCALE: 1/4" = 1'-0"  
FINISH S.F. =

\*\*\* PRELIMINARY DRAWINGS ONLY - NOT FOR CONSTRUCTION USE \*\*\*  
 SCALE IS 1/2 AS SHOWN IF PRINTED ON 11X17 PAPER



WINDOW LOCATION &  
 SIZES TO BE VERIFIED  
 BY CONTRACTOR

**8'-0" HOUSE WALLS**  
**FIRST FLOOR PLAN**  
 SCALE: 1/4" = 1'-0"  
 FINISH S.F. = 1,572' EACH SIDE



# UNIT PRICE APPLICATION FOR PAYMENT



Project: 2022 Street & Utility Improvements Project No: 23-1848.00  
 Owner: Village of Colfax Contract For: Street & Utilities  
 Contractor: Skid Steer Guy Contract Date: March 18, 2022  
 Application No: 2 Period Beginning: May 25, 2022  
 Application Date: May 25, 2022 Period Ending: June 6, 2022

Change Order Summary		Dollars		Time	
		Additions	Deductions	Add/Deduct (Days)	Original Completion Date:
Total Change Orders Approved in Previous Months By Owner					New Completion Date:
Change Orders This Period					
Number	Approved (Date)				
Net Change		\$0.00		0	

Original Contract Price (Sum) ..... \$231,411.00  
 Net Change by Change Orders ..... \$0.00  
 Net Change by Change in Final Quantities ..... \$0.00  
 Contract Price (Sum) to Date ..... \$231,411.00

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Total Completed Amount to Date (Col. J on Continuation Sheet) ..... \$227,359.30  
 Material Suitably Stored Not Incorporated Into Work (Col. K on Continuation Sheet) ..... \$0.00  
 Total Completed and Stored to Date (Col. L on Continuation Sheet) ..... \$227,359.30  
 Less 5% Retainage to 50% Complete ..... \$5,785.28  
 Amount Due Less Retainage ..... \$221,574.02  
 Less Previous Payments ..... \$82,532.51  
 Amount Due This Application ..... \$139,041.51

**CONTRACTOR'S CERTIFICATION:**

The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials, and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such lien, security interest, or encumbrance); and (3) All Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Contractor  
 (Authorized Signature and Title)  
 Date: 7/4/2022

**RECOMMENDED:**

By: \_\_\_\_\_ Architect/Engineer  
 (Authorized Signature and Title)  
 Date: \_\_\_\_\_

**APPROVED:**

By: \_\_\_\_\_ Owner  
 (Authorized Signature and Title)  
 Date: \_\_\_\_\_

Copy to:  Owner  Contractor  A/E Proj. Mgr.  A/E Field Rep.

Make Payment to:

# CONTINUATION SHEET (FOR UNIT PRICE APPLICATION FOR PAYMENT)

Project: 2022 Street & Utility Improvements  
 Project No: 23-1848.00  
 Contract For: Street & Utilities  
 Contract Date: March 18, 2022

Application No: 2  
 Application Date: May 25, 2022  
 Period Beginning: May 25, 2022  
 Period Ending: June 6, 2022

Item No.	Description of Work (B)	Unit (C)	Approx. Quantity (D)	Unit Price (E)	Total Price (F)	Completed Quantity			Completed Amount (J)	Stored Material* (K)	Completed & Stored To Date (L) = (J + K)
						Previous Period (G)	This Period (H)	Total to Date (I)			
1	6" Water Main PVC	L.F.	9	100.00	900.00	14		14	1,400.00		1,400.00
2	8" Water Main PVC	L.F.	387	56.00	21,672.00	387		387	21,672.00		21,672.00
3	6" Valve and Box	Each	1	1,800.00	1,800.00	1		1	1,800.00		1,800.00
4	8" Valve and Box	Each	1	2,200.00	2,200.00	1		1	2,200.00		2,200.00
5	Hydrant	Each	1	5,200.00	5,200.00	1		1	5,200.00		5,200.00
6	Connect to Existing Water Main	Each	1	650.00	650.00	1		1	650.00		650.00
7	1" Water Service	L.F.	128	68.00	8,704.00		140	140	<del>9,520.00</del>		<del>9,520.00</del> 11
8	1" Corp Stop, Curb Stop, and Box	Each	7	650.00	4,550.00		8	8	<del>5,200.00</del>		<del>5,200.00</del> 7
9	8" Sanitary Sewer PVC	L.F.	860	40.65	34,959.00	769		860	<del>34,959.00</del>		<del>34,959.00</del> 8
10	Connect to Existing Sanitary	Each	2	650.00	1,300.00	1		2	1,300.00		1,300.00
11	Sanitary Manhole 4 Ft	V.F.	36.7	450.00	16,515.00	36.7		36.7	16,515.00		16,515.00
12	Casting Type J-S	Each	4	500.00	2,000.00		4	4	2,000.00		2,000.00
13	4" Wye	Each	8	95.00	760.00	8		8	760.00		760.00
14	4" Sanitary Lateral PVC	L.F.	270	34.00	9,180.00		270	270	<del>9,180.00</del>		<del>9,180.00</del> 2
15	Tracer Wire Access Box	Each	8	245.00	1,960.00		8	8	1,960.00		1,960.00
16	Sanitary Sewer Televising	L.F.	860	1.30	1,118.00		860	860	1,118.00		1,118.00
17	Silt Fence	L.F.	850	2.00	1,700.00			0	0.00		0.00
18	Trackout Control	L.S.	1	600.00	600.00			0	0.00		0.00
19	Remove Existing Asphalt	S.Y.	2380	2.00	4,760.00	2380		2380	4,760.00		4,760.00
20	Remove Existing Concrete	S.Y.	16	40.00	640.00		16	16	<del>640.00</del>		<del>640.00</del> 0
21	Pavement Saw Cutting	L.F.	235	4.00	940.00		235	235	940.00		940.00
22	Roadway Earthwork	C.Y.	940	14.00	13,160.00		940	940	13,160.00		13,160.00
23	Geotextile Stabilization Fabric	S.Y.	2620	3.00	7,860.00		2620	2620	7,860.00		7,860.00
24	Breaker Run	C.Y.	875	27.00	23,625.00		958	958	<del>25,966.00</del>		<del>25,966.00</del> 87
25	Base Course	C.Y.	590	25.00	14,750.00		744.5	744.5	<del>18,612.50</del>		<del>18,612.50</del> 5
26	Base Course, Shoulders	Ton	42	50.00	2,100.00		0	0	0.00		0.00
27	1-1/2" Asphaltic Concrete Binder Pavi	S.Y.	2300	8.40	19,320.00		2286	2286	19,202.40		19,202.40
28	1-1/2" Asphaltic Concrete Surface Pav	S.Y.	2300	7.40	17,020.00		2286	2286	16,916.40		16,916.40
29	Concrete Driveway Paving	S.F.	248	16.00	3,968.00		248	248	<del>3,968.00</del>		<del>3,968.00</del> 1
30	Turf Replacement	L.S.	1	7,500.00	7,500.00		0	0	0.00		0.00
				0.00	0.00		0	0	0.00		0.00

\* If applicable, attach receipts or other proof of ownership or title to stored products

**CONTINUATION SHEET (FOR UNIT PRICE APPLICATION FOR PAYMENT)**

Subtotal or Total	231,411.00	0	227,359.30	0.00	227,359.30	0.00
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\* If applicable, attach receipts or other proof of ownership or title to stored products

Parks Committee within a couple weeks Pro-Forma Statement to help the Village decide if the campground will be a good investment and what the expected return would be.

### **Gaga Pit Location**

The committee discussed the two locations for the Gaga Pit to be either Iverson Park or the Fairgrounds. There was a motion by Stene and seconded by Prince to recommend to the Board to have the location of the Gaga Pit to be at Iverson Park. A voice vote was taken with all members voting in favor. Motion carried.

### **Evergreen Cemetery Sign**

Prince will talk to the school about whether the shop class would be able to create a new sign for the Cemetery that would be similar to the Veterans sign at the Tom Prince Memorial Park (Ballfield), asking if the school would make picnic tables and the Veteran's Memorial.

### **Footbridge Repairs**

Public Works will pressure wash the footbridge as it is becoming full of moss from being in a damp, shaded area.

### **Any other Parks Business**

- The Veteran's Memorial location discussion has tentative locations of the vacant green space on the north side of the footbridge or the cemetery since that is the location of the Memorial Day event.
- Speed limit on Highway 170 – request to change it to 35 mph due to the increased pedestrian traffic with Felland Park and now the Red Cedar Preservation open.

**Adjourn:** A motion was made by Stene and seconded by Prince to adjourn the meeting at 11:18 a.m. A voice vote was taken with all members voting in favor.

---

Jeff Prince, Chair



Skid Steer Guy LLC  
 N1417 State Rd  
 Mondovi, WI 54755 US  
 skidsteerguy@yahoo.com

# Invoice

BILL TO
Village of Colfax

SHIP TO
Village of Colfax 613 Main Street, PO Box 417 Colfax, WI

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
4260	07/13/2022	\$8,212.35	08/12/2022	Net 30	

**P.O. NUMBER**  
 Balsam St

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
<b>Hydrant</b>	Hydrant installed	1	3,920.00	3,920.00
<b>Materials</b>	hymax, valve, spider and valve box, 10' of 6" ductile, fittings	1	2,172.35	2,172.35
<b>Large Excavator</b>	140 excavator and operator	8	180.00	1,440.00
<b>Misc Labor</b>	Laborer	8	85.00	680.00

SUBTOTAL	8,212.35
TAX	0.00
TOTAL	8,212.35
BALANCE DUE	<b>\$8,212.35</b>

## Elevator Meeting minutes

7/14/22

Attending: Mark Johnson, Gary Swartz, LeAnn Ralph, Nancy Baumgartner and Lisa Bragg-Hurlburt

(no members of the public were in attendance)

- Lisa reported on the group's finances:  
\$106,603.45 Elevator Project total
- We discussed the general future and direction of the Elevator Project:
  1. Gary brought up that we need to work on getting the Village on board with the basement and auditorium being assets. A refurbished basement would more comfortably accommodate the public's space needs at meetings. Also it could provide a much more appropriate set-up for voting.
  2. Mark brought up that the basement is the one part of the building that has not been restored yet, so should be CMBRG's final focus.
  3. Lisa mentioned her conversations with West Central Wisconsin Planning Commission. They write grants for a fee, so could potentially write our application for a Community Development Block Grant. They think it is highly likely we would get that grant. They would charge us to do the grant-writing, but they are a non-profit so would not do it with the aim of making profit for themselves. It would cost us less and we could by-pass the Planning Grant that Cedar Corps had us focusing on.
  4. LeAnn suggested that if we get to the point of hiring WCWPC to write our grant application, we could first invite them to speak to the Village Board so everybody could understand what's going on and agree.
  5. Gary brought a copy of LeAnn's 5-18-22 article in the Colfax Messenger about finances. There are restricted funds of \$77,912 for future hall improvements, \$55,233.03 for future elevator improvements, and assigned funds of \$81,876.65 for Village Hall improvements. With pledges from the Library and CMBRG added, that's \$316,122 that could be used as matching funds. It's actually more than

that, because there have been more donations to the Elevator Fund since the article was written in May.

- We discussed the thrift sale in August. Mark will have a key to the Fairgrounds building on Tuesday morning and will open it up after he closes his shop about 4 pm. We will be there to help set things up and accept drop-off donations 5-8. We still need to arrange for tables, a dumpster, and see if we can use Mona's signs again. Lisa will bring a sign-up sheet to next week's Library Board meeting and we can bring it to our joint CMBRG meeting in August. We will have brochures about the Elevator Project to hand out at the Thrift Sale.
  
- We talked about recent printing projects and voted on spending some Administration Fund money:
  - Gary made a motion that we use \$1500 of the Thrift Sale money to cover administrative costs. Nancy seconded that. Passed unanimously.
  
  - Lisa made a motion that we put three 2"x4" ads in the Messenger to advertise the Thrift Sale. Nancy seconded. Passed unanimously.
  
  - LeAnn made a motion that we have 100 brochures for the Elevator Project printed, with the understanding that if we get a good discount for printing in larger quantity, we'll order more. Seconded by Mark. Passed unanimously.
  
  - Posters for the thrift sale have been made and are posted around town.
  
- We went down to the basement and checked the water condition down there. Some dampness in the usual corners but nothing concerning.

Next meeting is a joint meeting with CMBRG on Sunday, August 7<sup>th</sup>, at 6 pm.

**Parks Committee Meeting**  
**July 14<sup>th</sup>, 2022**  
**9:00 a.m.**

The Village of Colfax Parks Committee met on July 14<sup>th</sup>, 2022 at 9:00 a.m. at Village Hall, 613 Main Street, Colfax, WI. Members present: Chair Jeff Prince, Annie Jenson and Gary Stene. Others present: Bob Bossany the Executive Director of the Dunn County Economic Development Corporation, Jeff Robb with the Dunn County Environmental Health Department (via the telephone), Public Works Director Bates and Administrator-Clerk-Treasurer Niggemann.

**Campground Discussions**

Prince reached out to Dunn County Environmental Health Department to get clarification on the requirements to proceed with the planning of the proposed campground at Stuart Park. Robb discussed each item as it is described in the ATCP Code 79. Some of the items discussed included the following:

**ATCP 79.11**

- Use and Designation – Each site must be clearly marked.
- Map of the campground would be included with the application process.
- Location should not be located in a hazardous area that is subject to accumulation of water or in any other area that would constitute a health or safety hazard. There is a note that Robb will get clarification from Zoning regarding the location of campsites and campground attributes in a flood plain or shore land area needing approval from local zoning or the DNR. DNR has indicated that the Village would not need the DNR approval as long as any work is not interfering with the water or the water level.

**ATCP 79.12**

- Access and a road system are required to be graded, drained and maintained.

**ATCP 79.13**

- There is a required 10 feet distance requirement between sites/campers. The distance is to be calculated from the furthest accessory item such as an awning.

**ATCP 79.14**

- Water supply; water systems and service connections
  - Require potable water supply that meets drinking water standards in Ch. NR 809, water tests prior to each season.
  - Any plumbing systems for toilet building, shower need to comply with Chs. SPS 381 and 84.
  - Distance to well must be within 400 feet.

**ATCP 79.15 Sewage and wastewater treatment and handling.**

**ATCP 79.20 details how garbage and refuse must be handled.**

There are additional conditions in the code regarding toilets and showers as well as some other items that do not apply.

Bossany listened and asked questions during the Environmental Health discussion and then continued to ask additional questions regarding estimated costs and proposed revenues. Bossany will provide the

Parks Committee within a couple weeks Pro-Forma Statement to help the Village decide if the campground will be a good investment and what the expected return would be.

#### **Gaga Pit Location**

The committee discussed the two locations for the Gaga Pit to be either Iverson Park or the Fairgrounds. There was a motion by Stene and seconded by Prince to recommend to the Board to have the location of the Gaga Pit to be at Iverson Park. A voice vote was taken with all members voting in favor. Motion carried.

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Prince will talk to the school about whether the shop class would be able to create a new sign for the Cemetery that would be similar to the Veterans sign at the Tom Prince Memorial Park (Ballfield), asking if the school would make picnic tables and the Veteran's Memorial.

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Public Works will pressure wash the footbridge as it is becoming full of moss from being in a damp, shaded area.

#### **Any other Parks Business**

- The Veteran's Memorial location discussion has tentative locations of the vacant green space on the north side of the footbridge or the cemetery since that is the location of the Memorial Day event.
- Speed limit on Highway 170 – request to change it to 35 mph due to the increased pedestrian traffic with Felland Park and now the Red Cedar Preservation open.

**Adjourn:** A motion was made by Stene and seconded by Prince to adjourn the meeting at 11:18 a.m. A voice vote was taken with all members voting in favor.

---

Jeff Prince, Chair

## Planning Commission, July 19<sup>th</sup>, 2022

On July 19<sup>th</sup>, 2022, the Planning Commission meeting was called to order at 6:00 p.m. at the Village Hall, 613 Main Street, Colfax, WI by Jody Albricht. In attendance: Dave Hovre, Jason Johnson, Nancy Hainstock, Mike Buchner and Jody Albricht. Excused: Tiffany Prince and Logan Michels. Others Present: Lucas Ciszewski with Precision Builders, Public Works Operator Don Logslett, Administrator-Clerk-Treasurer Lynn Niggemann and LeAnn Ralph with the Messenger.

**Public Appearances** –none.

### High Street Duplexes

Niggemann provided a map of High Street parcels. In the first map, the parcels are outlined and map two shows the border if the two lots were combined. The current Zoning-Ordinance 2021-01 zoning from B-2 to R-5 is provided for review and the Zoning ordinance for R-5 is provided indicating that duplexes are allowable in the R-5 zoning. Provided in the packet is the layout of the combined lot with the three units and the proposed water sewer lines and shut offs. Ciszewski also provide the floorplan of the units.

Ciszewski explained that he would like to combine the two lots to allow him to construct three duplexes rather than two. He would plan to construct the first duplex in the rear of the lot with construction beginning in September and be completed by July 2023. The other two units would be constructed within a 3 to five year window. The floor plan has been provided. Each unit would be approximately 1,562 square feet. They would have three bedrooms and two-car garages. The square footage would be quite a bit larger than the units on University, the double duplexes and current estimate of rent would be \$1,400/month. Estimated assessment value would be between \$350,000 and \$400,000 per building.

Niggemann explained that the request is to combine two parcels into one which a CSM would be required and be recorded at the County Register of Deeds office. The water and sewer end at the driveway so there is no extension of the services needed. The sanitary line is located on the south side of High Street and approximately 10 feet below the surface. Logslett indicated that the water is on the north side of High Street and is about 8 feet below the surface. New Service connection fees are \$750 for water and \$750 for sewer.

A motion was made by Hovre and seconded by Buchner to recommend approval to the Village Board to allow the combination of the two lots. Voting For: Buchner, Johnson, Hainstock, Hovre and Albricht. Voting Against: none. Motion carried.

**Adjourn:** A motion was made by Buchner and seconded by Johnson to adjourn the meeting at 6:20 pm. All members voted yes.

---

Jody Albricht, Chair

Attest: Lynn Niggemann  
Administrator-Clerk-Treasurer

WILLIAM J. ANDERSON  
CHIEF OF POLICE



**COLFAX POLICE DEPARTMENT**

P.O. BOX 417, 613 MAIN ST.  
COLFAX, WI 54730

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

JUNE 2022 POLICE REPORT

Printed on July 19, 2022

CFS Date/Time	Description	Primary Units
06/01/22 20:07:38	EMERGENCY	CXMD8
06/01/22 21:04:05	ASSIST OTHER	212
06/02/22 06:58:34	EMERGENCY	CXMD7
06/02/22 09:11:41	ALARM	215
06/02/22 09:13:57	TRAFFIC ACCIDENT -	501
06/02/22 22:18:03	EMERGENCY	CXMD7
06/03/22 00:52:47	EMERGENCY	
06/03/22 00:57:31	EMERGENCY	212, CXMD7
06/04/22 13:24:32	TRAFFIC STOP	216
06/04/22 23:10:50	SUSPICION	508
06/05/22 12:04:12	TRAFFIC STOP	216
06/05/22 12:12:42	TRAFFIC ACCIDENT -	216
06/05/22 13:01:33	TRAFFIC STOP	216
06/05/22 14:43:54	TRAFFIC STOP	508
06/05/22 22:24:51	CIVIL COMPLAINTS	508, 215
06/06/22 11:50:13	ACCIDENTS -	219
06/06/22 15:48:28	911 HANG UP CALL -	215
06/07/22 16:50:47	CIVIL COMPLAINTS	508
06/07/22 19:00:27	PROPERTY	508
06/07/22 20:48:51		508
06/08/22 10:06:19	CHECK WELFARE ON	501
06/08/22 17:30:49	TRAFFIC STOP	508
06/09/22 19:07:38	TRAFFIC STOP	212
06/10/22 03:07:34	DEATH- NATURAL	ME2
06/10/22 14:57:49	THEFT	501
06/11/22 15:05:41	EMERGENCY	CXMD7
06/11/22 23:18:11	TRAFFIC STOP	212
06/13/22 17:44:10	EMERGENCY	CXMD8
06/13/22 22:14:37	SUSPICION	228
06/15/22 08:09:59	ALARM	501
06/15/22 09:19:08	MISCELLANEOUS -	
06/15/22 09:20:58	MISCELLANEOUS -	
06/15/22 09:30:48	911 HANG UP CALL -	
06/16/22 04:42:43	911 HANG UP CALL -	219
06/16/22 08:25:32	STRAY/DEAD ANIMAL	501
06/16/22 13:12:36	EMERGENCY	CXMD7
06/16/22 22:03:17	TRAFFIC STOP	221
06/16/22 23:04:00	TRAFFIC STOP	221
06/17/22 11:00:06	JUVENILE	501
06/17/22 18:01:28	911 HANG UP CALL -	508, 229

<b>CFS Date/Time</b>	<b>Description</b>	<b>Primary Units</b>
06/17/22 20:51:40	ACCIDENTS -	
06/17/22 22:13:40	SUSPICION	229, 508
06/18/22 16:11:38	911 MISDIALS,	508
06/18/22 20:51:07	THEFT	508
06/18/22 22:23:45	EMERGENCY	219, 508
06/18/22 22:58:26	PUBLIC RELATIONS	219, 508
06/19/22 10:44:52	TRAFFIC RELATED	
06/20/22 08:38:07	911 HANG UP CALL -	501
06/20/22 08:53:36	911 HANG UP CALL -	501
06/20/22 09:21:30	ESCORT	501
06/21/22 15:33:41	911 HANG UP CALL -	501
06/21/22 15:52:36	911 HANG UP CALL -	501
06/21/22 16:50:17	EMERGENCY	CXMD7
06/22/22 08:27:58	CRIMESTOPPERS	226, 501
06/22/22 20:10:48	SUSPICION	229, 508
06/22/22 20:48:30	SUSPICION	508
06/23/22 08:13:07	FRAUD/ FORGERY/	501
06/25/22 05:02:18	EMERGENCY	CXMD7
06/25/22 17:16:53	OWI	205
06/25/22 18:43:56	BURNING	
06/26/22 13:17:54	VEHICLE FIRE	212
06/26/22 14:16:32	EMERGENCY	CXMD7
06/26/22 23:39:00	SUSPICION	212
06/28/22 13:49:11	CIVIL COMPLAINTS	501
06/28/22 16:32:30	TRAFFIC STOP	501
06/28/22 22:51:36	EMERGENCY	CXMD7
06/29/22 12:10:55	CIVIL COMPLAINTS	501
06/30/22 02:54:16	DEATH- NATURAL	ME2
06/30/22 15:30:18	JUVENILE	501

**Total Records: 69**