

## **Village Board Meeting –August 14<sup>th</sup>, 2023**

On August 14<sup>th</sup>, 2023, the Village Board met at the Village Hall, 613 Main Street, Colfax, WI at 7:00 p.m. Members present: Trustees Burcham, Davis, Rud, Jenson, Stene, Best and Prince. Others present included Library Director Bragg-Hurlburt, Mitchell Nichols and Gareth Shambeau with Ayres Associates, Sheila Riemer, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

**Public Comments** - none

**Communications by the Village President** – none

### **Consent Agenda**

**Regular Board Meeting Minutes –July 24<sup>th</sup>, 2023**

**Review Statement of Bills –July 24<sup>th</sup>, 2023 to August 13<sup>th</sup>, 2023**

**Review Statement of Bills Solid Waste & Recycling Checking – July 24<sup>th</sup>, 2023 to August 13<sup>th</sup>, 2023**

**Training Request** – none

**Facility Rental – Colfantastic Halloween Event – October 29<sup>th</sup>, 2023 Event Date-Request to waive fee for the use of the Fairgrounds, the FFA Arts & Craft Building and the Pavilion**

**Licenses – Temporary Picnic License – Colfax Firefighters Ball – September 9<sup>th</sup> to September 10<sup>th</sup>, 2023, Operator’s License-Thomas Dunbar-American Legion – August 14<sup>th</sup>, 2023 to June 30, 2024/Chicken License Kevin Kadinger 702 University Avenue -August 14<sup>th</sup>, 2023 to June 30<sup>th</sup>, 2023** – A motion was made by Trustee Stene and seconded by Trustee Burcham to approve the Consent Agenda items which include the Regular Board Meeting Minutes of July 24<sup>th</sup>, 2023, Regular and Solid Waste & Recycling Statement of Bills for July 24<sup>th</sup>, 2023 to August 13<sup>th</sup>, 2023, no Training, Facility Rental for Colfantastic Halloween Event -October 29, 2023 Event Date with the fee waived for use of the Fairgrounds, the FFA Arts & Crafts Building and the Pavilion, Temporary Picnic License-Colfax Firefighters Ball – September 9<sup>th</sup> to September 10<sup>th</sup>, 2023 and the Chicken License for JoAnn Mayfield from July 17<sup>th</sup>, 2023 to June 30, 2024. A voice vote was taken with all members voting in favor. Motion carried.

### **Consideration Items**

**Library Report** –Bragg-Hurlburt wanted to update the Board on the summer events and also included the fall newsletter. Besides updating the Board on the Library events, Bragg-Hurlburt wanted to share her ideas of how to move the library closer to the state suggested minimum standards for a Tier 1 Library, which is based on the service population. With the Tier 1 designation, the library should have 15,000 and currently the library is able to house 10,000 books.

Some visions that Bragg-Hurlburt has to help the Library reach the Tier 1 standards include moving the Police Station to a different and more adequate facility, Village Administration offices could move to the current Police Station location and the Library could utilize the first-floor hallway of Village Hall and use Lynn’s office and the Board Room could be a used as a versatile public meeting space including Board meeting room and voting space until the basement would be finished and accessible.

Bragg-Hurlburt is asking the Board to consider three things:

- 1) Discussion of this building needs to be on a future agenda of the Village’s Properties Committee. I would like to be part of that discussion.
- 2) When property comes up in the downtown area that seems like a possible fit for the police to use, please take that property into serious consideration. Analyze it and crunch the numbers. This would help more than just the police department; it would help the library and the Village as a whole.
- 3) Thirdly, the Elevator Commission would like to have the Village Board give us a strong statement of support, that you are behind this project. We need you to commit to a timeline before we can apply for the CDBG, but if you’re not ready to do that yet, at least come out with a statement of support for construction of the Elevator.

No action, however Stene assured Bragg-Hurlburt that he would work on scheduling a Public Properties committee meeting.

**Zoning Board of Appeals – Fence Variance Request – Sally Kiekhafer** – Niggemann explained that this was a meeting that we had earlier this evening showing the interest level in the black vinyl coated chain link fence. If the Board passes

the ordinance which is later on the agenda, this would eliminate having Zoning Board of Appeals meetings for this request or we need to ask the Zoning Board to not approve the variance requests. No action needed.

#### **Planning commission meeting- Review and Possible Action**

**Re-Zone Request 619 Main Street from B-2 to R-1 Single Family-** Members that attended the Planning Commission explained the concerns that were expressed by the Planning Commission members which included wanting to keep the property zoned for business because once it is a single family, it would never go back, members expressed their understanding of Phillips want to sell the property, but also want to see progress. Stene expressed that he feels that the Village should get a legal opinion. Too often, a problem is found and it is not addressed and the problems arises again. He would like to get the mess with the alley cleaned up even if it includes vacating the alley. Niggemann explained that we should review the Planning Commission recommendation which indicates that the biggest concern is the property lines and the motion was that the first step needs to be a survey to clear up the unknowns regarding the property lines.

A motion was made by Trustee Stene and seconded by Trustee Burcham to hold on the re-zone until the survey is completed and then the Village will get a legal opinion to see what the Village would do with the alley once the completed survey is received from Phillips. Voting For: Trustees Best, Stene, Jenson, Rud, Davis, Burcham and Prince. Voting Against: none. Motion carried.

#### **Sub-Division Request between 608 and 612 University Avenue**

Hoke and Secraw met and have agreed upon extending the 612 University Avenue west property line twelve (12) feet. Both properties will remain within the lot sizes and the set-backs. A motion was made by Trustee Burcham and seconded by Trustee Stene to approve the preliminary sub-division certified survey map created by Kochaver Land Surveying, LLC moving the west property line of 612 University twelve (12) feet. Voting For: Trustees Davis, Rud, Burcham, Jenson, Best, Stene and Prince. Voting Against: none. Motion carried.

**Street Patch Estimates – Review and Possible action (Available at the meeting)** – Bates indicated that one of the vendors did not send one estimate for one of the streets and in comparing the two vendors, Niggemann realized that the estimates did not match the number of square feet for each project so the amounts for all streets needs to be verified prior to comparing for the best price. A motion was made by Trustee Stene and seconded by Trustee Jenson to table the Street Patches estimate comparison until August 28<sup>th</sup>, 2023 meeting. A voice vote was taken with all members voting in favor. Motion carried.

#### **Cedar Street/Payment 2 Request-Skid Steer Guy/Contract Change Order**

Nichols and Shambeau explained that the pay request 2 reflects work that has been completed to date, totaling \$19,041.50. Due to quantities, the final numbers will reflect a deduction in quantiles for some of the items that were part of the original agreement.

The change order reflects the Excavation Below Subgrade (EBS) using sand which would have been cost assumed in the regular contract \$40/cy, 91.6 yd, total of \$3,664, new fabric 262 sq. yd @\$2.50 per sq. yd, total of \$655 plus the new costs EBS with breaker- common excavation 150 yards @ \$15/yd =\$1,950, Breaker Run 124 yd @ \$28/yd, total \$3,472, New fabric, 249 sq. yd @ \$2.50/sq. yd, total \$622.50, Base coarse, 2 loads equaling 30 yd, total \$840, 6" drain tile, 825' @ \$7.65/LF, total \$6,311.25, mobilization equipment \$2,000. The total cost being eliminated is \$35,400.75 and the new cost is \$19,514.75. The total contract actually reflects a decrease cost of \$15,886.00. These costs are variable due to not knowing how much material will be needed so contracts are awarded for the EBS on a cost per LF, sq. yd, etc.

A motion was made by Trustee Stene and seconded by Trustee Burcham to approve the pay request 2 and the change order request for \$19,514.75 which reflects a net savings of \$15,886.00 per the description above. Voting For: Trustees Burcham, Davis, Jenson, Rud, Best, Stene and Prince. Voting Against: none. Motion carried.

**Fence Ordinance Review & Discussion – Possible Action** – Niggemann did additional research and has provided drafted Ordinance 2023-03 Repeal and Replace of the Fence Ordinance Sec. 13-1-142 Fences effective August 23<sup>rd</sup>, 2023 which modifies Sec. 13-1-142 (b) (1) the definition of Boundary Fence to require something in writing and recorded between adjoining property owners if the fence will be less than three feet from the property line and Sec. 13-1-142 (c) (3) adds that fencing that is ornamental in character, includes black vinyl-coated steel chain link fence.

A motion was made by Trustee Stene and seconded by Trustee Jenson to approve the Ordinance 2023-03 Repeal and Replace Sec. 13-1-142 to reflect the boundary fence definition and the exclusion section which defines ornamental fencing to include black vinyl coated chain link fences. Voting For: Trustees Burcham, Davis, Rud, Jenson, Stene, Best and Prince.

**“Class B” License – Alcohol List – Discussion and Possible Action** – Niggemann did not hear back from the proper parties to give enough information. A motion was made by Trustee Stene and seconded by Trustee Davis to postpone any action on the alcohol list until Niggemann gets more information. A voice vote was taken with all members voting in favor. Motion carried.

**Adjourn** – A motion was made by Trustee Burcham and seconded by Trustee Davis to adjourn the meeting at 7:46 p.m. A voice vote was taken with all members voting in favor. Meeting Adjourned.

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Jeff Prince, Village President

Attest:

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Lynn Niggemann  
Administrator-Clerk-Treasurer