

**Village of Colfax**  
**Regular Board Meeting Agenda**  
**Monday, October 23<sup>rd</sup>, 2023**  
**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 –October 9<sup>th</sup>, 2023
  - b. Review Statement of Bills Pooled Checking–October 9<sup>th</sup>, 2023 to October 22<sup>nd</sup>, 2023
  - c. Review Statement of Bills Solid Waste & Recycling Checking- October 9<sup>th</sup>, 2023 to October 22<sup>nd</sup>, 2023
  - d. Training Request – Badger Book Training at Dunn County Government Center -November 6<sup>th</sup>, 2023 for Lynn Niggemann & Sheila Riemer
  - e. Facility Rental - none
  - f. Licenses - none
7. Consideration Items
  - a. Dunn County Humane Society Contract -January 1, 2024 to December 31, 2024
  - b. Parks Committee Recommendations from October 12, 2023 meeting
  - c. Requests for Donations from Groups
    - i. Financial Contribution Requests
    - ii. Rental of Village Buildings
    - iii. Reserve Park Space
  - d. Resolution 2023-17 – Revised Snowmobile Route -Trails
  - e. Consider possible write-off
  - f. Cedar Street Updates – if any
  - g. Close Village Hall – Monday, November 6<sup>th</sup>, 2023 9:00 am to approximately 1pm - Badger Book Training
  - h. Christmas Board meeting – Cancel or Re-schedule
8. Committee/Department Reports – (no action)
  - a. Parks Committee Meeting Minutes – October 12, 2023
  - b. Rescue Squad – September 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.

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 10/09/2023 From Account:  
Thru: 10/22/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
79226	10/13/2023	A-1 EXPRESS TRUCKING LLC	351.14
79227	10/13/2023	AMAZON CAPITAL SERVICES	1,008.46
79228	10/13/2023	ARAMARK UNIFORM SERVICE, INC	127.24
79229	10/13/2023	CARLO KUMPULA	34.90
79230	10/13/2023	CARLTON DEWITT	515.69
79231	10/13/2023	CLOUD PCR LLC	1,719.31
79232	10/13/2023	COLFAX COMMUNITY FIRE DEPT	1,662.00
79233	10/13/2023	COMMERCIAL TESTING LAB	400.00
79234	10/13/2023	CRAMER CONSULTING, LLC	250.00
79235	10/13/2023	DUNN ENERGY COOPERATIVE	62.00
79236	10/13/2023	E.O. JOHNSON	128.14
79237	10/13/2023	FREEDOM FLAG & POLE	1,960.95
79238	10/13/2023	GEORGE ENTZMINGER	100.00
79239	10/13/2023	GOTO COMMUNICATIONS INC	75.92
79240	10/13/2023	HEATHER LOGSLETT	100.00
79241	10/13/2023	HENRY SCHEIN	152.00
79242	10/13/2023	HUEBSCH LAUNDRY CO	165.66
79243	10/13/2023	KYLES MARKET	30.44
79244	10/13/2023	LIBRARY IDEAS LLC	104.26
79245	10/13/2023	LISA BRAGG-HURLBURT	31.44
79246	10/13/2023	PAAW-PROFESSIONAL AMBULANCE ASSOC. OF WI	400.00
79247	10/13/2023	PUBLIC SERVICE COMMISSION OF WI	257.42
79248	10/13/2023	SENN BLACKTOP, INC	32,676.85
79249	10/13/2023	SKID STEER GUY LLC	99,070.89
79250	10/13/2023	STAPLES	42.86
79251	10/13/2023	SYNERGY COOPERATIVE	2,287.88
79252	10/13/2023	TRIZETTO	52.50
79252	10/13/2023	TRIZETTO	-52.50
79253	10/13/2023	TRU LOCK	53.85
79254	10/13/2023	VIKING DISPOSAL, INC	1,698.00
79255	10/13/2023	VILLAGE OF COLFAX	3,078.48
79256	10/13/2023	WATER CARE SERVICES	31.50
79257	10/13/2023	XCEL ENERGY	2,451.36

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 10/09/2023 From Account:  
Thru: 10/22/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
79258	10/13/2023	ZEMPEL APPRAISAL SERVICE	900.00
EFTPS	10/12/2023	EFTPS-FEDERAL-SS-MEDICARE	7,938.80
WIDOR	10/12/2023	WI DEPARTMENT OF REVENUE	1,222.65
BREMER	10/10/2023	CARDMEMBER SERVICE	1,596.24
WIDCOMP	10/12/2023	WISCONSIN DEFERRED COMPENSATION	260.00
TRIZETTO	10/16/2023	TRIZETTO	52.50
WEENERGIES	10/19/2023	WE ENERGIES	10.89
WEENERGIES	10/18/2023	WE ENERGIES	30.28
<b>Grand Total</b>			<b>163,040.00</b>

SOLID WASTE & RECYCLING RU

Accounting Checks

Posted From: 10/09/2023 From Account:  
Thru: 10/22/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
1307	10/13/2023	DUNN ENERGY COOPERATIVE	104.00
1308	10/13/2023	JOHNSON ROLL-OFF SERVICE, LLC	14,793.20
1309	10/13/2023	LIBERTY TIRE SERVICES LLC	443.83
1310	10/13/2023	ROCK OIL REFINING, INC	65.00
1311	10/13/2023	UNEMPLOYMENT INSURANCE	46.89
Grand Total			15,452.92

## Meeting / Continuing Education Travel / Meeting Request Form

Name Sheila Riemer & Lynn Niggemann  
Date 10/20/2023

Position Deputy Clerk / Clerkt  
Department Administration  
Estimated Costs No cost  
Employee **IS** / not required to attend (circle one)

Date(s) of meeting November 6<sup>th</sup>, 2023

Name of Requested meeting: **BADGER BOOK TRAIING FOR CLERKS AND DEPUTY CLERKS**

How will this improve your ability to perform your job? **New Election registration and check in**

What alternatives are there to attending this meeting? (In- house resources, literature review, participation in meetings closer to Eau Claire, etc.) **No alternatives at this time**

How will you share what you have learned with others? **During Election meetings, however, the election workers have different meetings they are being invited to.**

Please include any additional comments on the back of this form

Expense Estimate:	0.00	Requested	10/20/2023	Approved
Tuition / Registration	0.00	*Are others attending this meeting		
Mileage / Airfare	0.00	names are listed above (If yes, list names)		
Lodging	0.00			
*Would like the Registration Fee Miscellaneous pre paid and mailed with your registration				
<b>Total</b>	<b>\$ 0.00</b>			
Time Request:	Approx. 4 hours	Requested	10/20/2023	Approved
Number of days absent:	NA			
From Work Setting	NA			
Vacation	NA			
Paid Conference Time	YES			
Absent Without Pay (own time)	NA			
Other				

**A COPY OF THE MEETING DESCRIPTION AND AGENDA  
MUST BE ATTACHED TO THIS REQUEST**

Lynn Niggemann / Board  
Supervisor

10/20/23  
Date

## Lynn Niggemann

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**From:** Andrew Mercil <amercil@co.dunn.wi.us>  
**Sent:** Wednesday, October 18, 2023 9:15 AM  
**Cc:** Jacqueline McFaggan  
**Subject:** Badger Book Trainings Nov 6 & Nov 9 2023

Hi team!

I wanted to remind the new Badger Book users and inform previous Badger Book users about some upcoming trainings we're holding. Each of these trainings is JUST related to Badger Books:

<b>Badger Book Trainings</b>	
<b>Room 54 - Dunn County Government Center</b>	
<b>Mon. Nov 6</b>	<b>Thur. Nov 9</b>
9:30 - 12:30 Clerks/Deputy Clerks/Chief Inspectors	5:30 - 7:30 Poll Workers / Refresher Course
2:00 - 4:00 Poll Workers / Refresher Course	

**Monday Nov. 6<sup>th</sup>** from 9:30-12:30 is **JUST** for **NEW Clerks/Deputy Clerks/Chief Inspectors** and this training will be done by the Wisconsin Election Commission.

**Monday Nov 6<sup>th</sup>** from 2:00-4:00 is for **ANY** new **poll workers** and will also serve as a refresher course for anyone who wants to brush up on their Badger Book skills.

**Thursday November 9<sup>th</sup>** from 5:30 - 7:30 is for **ANY** new **poll workers** and will also serve as a refresher course for anyone who wants to brush up on their Badger Book skills.

Sorry if the communication from the Wisconsin Election Commission has been confusing - it's a lot of moving parts with many different people.

Just as a note that I will be out of the office Oct 19 - Nov 4<sup>th</sup> so any questions you have can be directed to Jackie McFaggan.

Thanks, team!!



# Dunn County Humane Society

♥ promoting the humane treatment of animals ♥

302 Brickyard Road, Menomonie, WI 54751  
(715) 232-9790 ♥ www.dunncountyhumanesociety.org

October 12, 2023

**Shelter Manager**  
Harvey Weidman

**Kennel Manager**  
Jamie Wagner

**Volunteer & Events  
Coordinator**  
Lisa Drenckhahn

**Board of Directors**

Jane Pierzina  
*Vice President*

Stephanie Kazmarek  
*Treasurer*

Prudy Shay  
*Secretary*

Vicki Cole

Michele Register

Kimberly L.S. Novotney

Kristin Rubenzer

Nicole Vanderboss

To the Board of the Village of Colfax:

Thank you for your continued support of the Humane Society's mission to find permanent adoptive homes for all unhoused pets in Dunn County. As a no-kill shelter, we remain committed to the belief that space for one animal should not require sacrificing the life of another. Every incoming pet deserves—and receives—thorough medical evaluations, treatment, and rehabilitation. In addition to our medical and adoption services, we offer low-cost microchipping clinics, free pet food and supplies in our Community Pet Pantry for local low-income pet owners, and Trap Neuter Return services for our Community Cat colonies. So far, in 2023, we have rescued over 475 lost dogs & cats in Dunn County. As we continue these dedicated efforts to serve and uplift our community, we earnestly hope for your ongoing partnership and support in our shared mission to provide loving homes for all unhoused pets in the county. Together, we can make a profound and lasting impact on the lives of residents and animals, creating a brighter, more compassionate future for our whole community.

In service of that shared mission, attached you will find a one-year contract with the Dunn County Humane Society for your review. The contract term will run from January 1, 2024 through December 31, 2024 with a rate of \$2.04 per capita. To calculate the annual rate, we multiply the most recent data of your municipality population (as reported by the Wisconsin Department of Administration) by a shelter census assessment of expenses versus income.

We understand the challenges posed by rising service costs, and we are committed to enhancing the value we bring to Dunn County municipalities and citizens. One of our recent successful initiatives has been offering pet license sales for companion animals in the City of Menomonie. We encourage your municipality to partner with us, as this collaboration has not only increased revenue and licensing compliance, but also provided more flexible and convenient registration options for new pet owners. This partnership helps support our services and aids in identifying lost but licensed pets.

Thank you for taking the time to review the attached contract. Should you have any questions or concerns, please don't hesitate to reach out via email. To ensure the uninterrupted service of animals in your municipality, kindly sign, date, and return one executed copy of the attached contract by December 15, 2023. We greatly appreciate your continued partnership in providing a better future for our community's pets.

Sincerely,

**Harvey Weidman** (*they/them*)  
Shelter Manager  
director@dunncountyhumanesociety.org



## **Dunn County Humane Society**

302 Brickyard Road  
Menomonie, WI 54751  
715-232-9790

### **Village of Colfax Municipality Contract**

January 1, 2024 through December 31, 2024

#### **Agreement**

This agreement, made and entered into this First day of January 2024 by and between the Village of Colfax, a municipal corporation hereinafter referred to as the "municipality", and the Dunn County Humane Society, Inc., a nonprofit corporation hereinafter referred to as "the society".

#### **Witnesseth**

Whereas, the municipality by its council deem it advisable and in the best interest of their citizens to turn over and designate to the society the care, sheltering, and placement of dogs and cats found stray within the boundaries of the municipality. The society will be responsible for the management and operation of a licensed animal shelter and the enforcement of state and local animal laws, as permitted by state laws and local ordinances.

Now, therefore, in consideration of these premises it is mutually agreed between the parties hereto as follows:

#### **Article I. Responsibilities of the Dunn County Humane Society Inc.**

The society is hereby designated, employed, assigned, authorized, delegated and empowered to impound all lost, stray or homeless dogs and cats coming into its control as a result of violations of the animal regulations and to place or humanely dispose of such animals. In the furtherance of these obligations, the society shall:

##### **Section 1.01 Manage and Operate an Animal Shelter**

- (a) The society will furnish a state-licensed animal shelter facility located at 302 Brickyard Road in the city of Menomonie, Wisconsin.
- (b) The society will maintain proper and legal housing for dogs and cats which come into its custody. The society will service and impound dogs and cats that are potentially adoptable. The society will serve as a referral agency if possible, for animals not mentioned above.
- (c) The society will maintain suitable office hours at the animal shelter for the purpose of transacting business in connection with the duties under this contract and for the purpose of receiving animals or for accepting applications for the redemption of impounded animals.
- (d) The society shall appoint competent and qualified agents for the carrying out of the responsibilities under this contract who shall be responsible to the elected officers of the society's board of directors.



- (e) The society shall provide proper food, water, shelter and other humane treatment for such animals while they are in the society's possession and until adopted or otherwise humanely disposed of.
- (f) The society will cooperate with the appropriate health department or law enforcement officers by following procedures required by any ordinance concerning persons or animals bitten by an animal at the society's shelter.
- (g) The society will serve as a centralized animal "lost and found" facility for persons within Dunn County.
- (h) The society shall retain all fees for animals reclaimed by their owners during impoundment and shall retain all fees for animals adopted by patrons. This includes, but is not limited to, all fees provided for in Chapter 174 of Wisconsin Statutes.

*Section 1.02*      **Medical Attention**

- (a) The society shall provide an animal with immediate veterinary medical attention if necessary. Each animal is veterinarian inspected as soon as possible and/or as applicable by law, vaccinated, tested for common diseases, de-wormed and spayed or neutered if age and health appropriate. If the animal's owner is able to be identified all expenses incurred for daily boarding and veterinary medical care shall be the responsibility of the pet owner.

*Section 1.03*      **Rabies Quarantine**

- (a) The society will not accept animals requiring quarantine where the owner is known at time of impound (aka seized animals or animals-at-large that are identified at time of capture). All animals where the owner is known, requiring quarantine shall be referred to an appropriate veterinary clinic. The known owner will be responsible for all charges with said veterinary clinic.
- (b) The society will accept animals requiring quarantine where the owner is not known at time of impound (aka strays or animals-at-large that are not identified at time of capture). The society will make appropriate arrangements to complete the legal observation period and be responsible for all charges associated with the quarantine that are not covered by other appropriate agencies.
  - (i) If an owner comes forward during the quarantine period, the animal will need to be claimed, fees paid by the owner, and the quarantine completed at an appropriate veterinary clinic. The society will work with law enforcement to ensure this transition occurs and proper documentation and procedures are followed.
  - (ii) If no owner comes forward during the quarantine period, The society will complete the entire quarantine period and work with law enforcement and the health department to ensure a complete and accurate documentation of the incident per applicable laws.
- (c) The society will cooperate with all appropriate agencies by following procedures required by any ordinance concerning persons or animals bitten by animals in the

municipality. This includes notification, documentation, and record-keeping to the health department.

**Section 1.04 Collection of Fees & Record-keeping**

- (a) The society will collect all impoundment, boarding and adoption fees and shall keep proper financial records to account for same. The society will permit the municipality, at all reasonable times, to inspect and audit such records and shall make such reports of monies available when requested in writing.
- (b) The society shall keep full and accurate records of all animals taken into custody and impoundment, showing the date, place, reason, and manner whereby animals were brought into custody with a description of the animal and a record of its final disposition and shall make such reports of such records available when requested in writing.

**Section 1.05 Assume Responsibility for Owner and Agent Acts**

- (a) The society shall at its own cost and expense, carry insurance for the benefit of and to protect itself against all claims, demands, causes of action or judgments, and from all expenses that may be incurred in investigating or resisting the same. The society shall, at its own cost and expense, cause to be bonded, all its agents, who in the exercise of their duties, collect and have custody of public monies.

**Section 1.06 Contract Not Assignable**

- (a) The society shall not have the right, authority, or power to sell, mortgage, or assign this contract or the powers granted to it without the prior consent of the municipality.

**Article II. Responsibilities of the Municipality**

In compliance with the terms and conditions of this contract, the municipality shall:

**Section 1.01 Supply all Licenses**

The municipality shall purchase and supply to the public all such pet licenses, certificates, numbered (metallic) tags, and receipt forms as shall be required by the state or county in carrying out of its responsibility under law.

**Section 2.01 Animal Control and Rescue of Animals**

- (a) The municipality is responsible for animal control training and services within their boundaries as specified in Chapter 174 of Wisconsin Statutes. The municipality shall be responsible for the search and rescue of any covered injured animal or any covered animal which is trapped or is otherwise unnaturally restrained. The municipality shall be responsible for transporting such animals to the society's shelter in a humane manner.
- (b) Any seizure of animals in excess of quantity of 10 shall be construed as a large scale influx, and shall not be the sole financial and physical responsibility of the shelter. The municipality will be required to assist in the financial and medical care and placement of the animals.

**Section 2.02 Issuance of Fines**

The municipality is responsible for the issuance of fines within their jurisdiction and the collection thereof.

**Section 2.03 Method of Payment, How Computed**

- (a) The one-year contract payment shall be computed on a per capita rate based on the human population estimated in the municipality to be served.
- (b) The one-year contract shall be computed at a rate of \$2.04 per capita for 2024.
- (c) It is understood and agreed that the contract sum shall be paid annually or quarterly with payments due upon receipt of the society's statement.

**Estimated 2024 cost to the municipality:**

Contract rate of \$2.04 per capita of 1105 residents

(per 2022 final estimates from The Wisconsin Department of Administration)= \$2254.2

**Article III. Contract Length**

*Section 3.01* It is mutually understood and agreed by the parties hereto that this agreement shall continue in effect for one year from the date hereof. However, it is fully agreed that during the contract period, this contract may be terminated by either party upon 90 days written notice to the other of an intention to terminate this agreement or enter into a new agreement.

*Section 3.02* It is mutually understood and agreed to by the parties hereto that the municipality will defend this contract with all due and proper diligence should it be challenged by any action in law.

In witness whereof, the parties hereto have signed these presents and affixed their seals the day and year first above written.

\_\_\_\_\_  
Village of Colfax Representative

\_\_\_\_\_  
Date

  
\_\_\_\_\_

10/13/23  
\_\_\_\_\_

Shelter Manager, Dunn County Humane Society

Date

**Lynn Niggemann**

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**From:** Director <director@dunncountyhumanesociety.org>  
**Sent:** Monday, October 16, 2023 5:21 PM  
**To:** Lynn Niggemann  
**Subject:** Re: Village of Colfax contract renewal

Good evening Lynn,

Here is a quick breakdown of intakes DCHS has received from Colfax Village over the past few years:

<b>Intakes from Colfax Village</b>			
	cat	dog	total
2019	12	3	<b>15</b>
2020	2	3	<b>5</b>
2021	4		<b>4</b>
2022	4	1	<b>5</b>
2023	5	1	<b>6</b>
	total:		<b>35</b>

Dunn County Humane Society

Year	Per capita	Total Cost
2019	1.88	2,107.48
2020	1.99	2,230.79
2021	1.99	2,179.05
2022	1.99	2,179.05
2023	2.04	2,254.20
2024	2.04	2,254.20

Does this fit your needs? Or are you looking for a breakdown of each individual case we have received from Colfax Village?

All the best,

**Harvey Weidman** *(they/them)*

*Shelter Manager*

Dunn County Humane Society

302 Brickyard RD  
Menomonie, WI 54751  
(715) 232-9790

On Mon, Oct 16, 2023 at 11:14 AM Lynn Niggemann <[clerktreasurer@villageofcolfaxwi.org](mailto:clerktreasurer@villageofcolfaxwi.org)> wrote:

Good morning,

I would like to see if I can get a summary of the pets that the Dunn County Humane Society has taken in or returned. I am not sure if you track specifically by Village vs. Township. A summary of the last four years would be sufficient, if possible.

# Village of Colfax

Date: October 20, 2023

To: Village Board

From: Lynn Niggemann, Administrator-Clerk-Treasurer

Re: Event Support

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The Village Board has been handling event support requests on an individual basis. At the September 25<sup>th</sup> Board meeting, the Board approved a financial donation to the Colfantastic for the Halloween event and will also process the Detour for Highway 40/University Avenue Christmas parade route.

With that being said, the Messenger article titled “Colfax supports upcoming Colfantastic events for Halloween and Christmas”. The article clearly reflects the actions at the meeting referring to the motion made by Trustee Davis, approving a \$100 donation. Discussions following the motion included Jenson indicating that the Board should make sure they are recognizing who and who they are not contributing to. Directly related to the Board actions of the September 25<sup>th</sup> meeting include the response to the question of whether the Village charges groups to set up the barricades, time associated with preparing the grounds and facilities, etc. Niggemann responded that the village does not charge for the set up or take down of the barricades.

With that being said, in response to the part of the article that was not specifically discussed at the September 25<sup>th</sup> meeting, but at the October 10<sup>th</sup>, 2022 meeting and then at the March 27<sup>th</sup>, 2023 meeting regarding the Colfax Woman’s Club request for a donation for Music in the Park. The Village tabled the donation request until April 2023 because Trustee Jenson offered to assist with additional fund-raising ideas over the winter to help raise additional funds. With assistance from the Board member(s) in contacting donors, the Colfax Woman’s Group reported at the March 27<sup>th</sup>, 2023 meeting that they raised enough money to fund the 2023 Music in the Park and are no longer requesting funds from the Village of Colfax.

Just one additional comment not mentioned in any of the meetings regarding Music in the Park. The Village Board and residents appreciate this event and love that the Woman’s Group works hard to bring the entertainers to the Village. The Village has not contributed financially, but the Village does not charge for use of Tower Park or for the rain location at the Fairgrounds. Any time a group requests park space to be reserved, there is a fee that is charged unless it has been requested to have the fee waived. If the space was not reserved, with a fee being paid or requested that the fee to be waived, another group could set up and then there would be a situation between the two groups. Over time I believe that this has just been assumed that there is no fee for the community summer events.

# Colfax supports upcoming Colfantastic events for Halloween and Christmas

By LeAnn R. Ralph

COLFAX — The Colfax Village Board has approved sponsoring the Colfantastic Halloween Spooktastic event with a \$100 donation.

Sheila Riemer, deputy clerk-treasurer, received an e-mail message dated September 6 that outlines the various levels of sponsorship, said Lynn Niggemann, village administrator-clerk-treasurer, at the Colfax Village Board's September 25 meeting.

The Colfantastic Spooktastic Event is scheduled for Sunday, October 29, beginning at 1 p.m.

The event will feature a costume parade on Railroad Avenue from the Synergy tanks just east of Dunn Street to the Colfax Fairgrounds.

"Trunk and Treats" by various organizations will be set up at the fairgrounds, along with a jumpy

house, games, face-painting, chili and hotdogs and vendors.

The \$100 donated by the village of Colfax is a bronze level donation ("Creep it Real").

The silver level donation is \$250 ("Give 'Em Pumpkin to Talk About").

The gold level donation is \$500 ("The Ghostess with the Mostest").

Several hundred people participated in last year's Colfantastic Halloween event.

The village board waived fees earlier this year for the Colfantastic events at the fairgrounds, Niggemann said.

## Event support

Carey Davis, village trustee, said "this is an event we should strongly support" because it brings families to Colfax and those families will spend money at businesses in town.

"But we should make sure we

know who we are contributing to and not contributing to," said Anne Jenson, village trustee.

Over the past 10 years, the Colfax Village Board has made donations to a variety of groups, such as the Red Cedar Sounds, the Dunn County Barber Shoppers, the Zor Tin Lizzies for the Colfax Firefighters Ball parade, for Porta-potties at the Colfax Free Fair to support the American Legion and the Colfax FFA Alumni and has made donations for after-prom parties.

The village board also has waived fees many times for groups using the fairgrounds or other village facilities, such as the Colfax Municipal Building auditorium.

When the Colfax Woman's Club asked for a donation to help

**Village Board**  
Please see page 10

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# Village Board

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support the Music in the Park Summer Concert Series, the village board declined to make a donation and tabled the issue.

The Colfax Woman's Club pays a nominal fee of \$75 to the 10 or so musical groups that appear over the summer on Thursday evenings to help defray the cost of their mileage to drive to Colfax or to pay for other expenses.

The club sells popcorn and root beer floats to help fund Music in the Park as well as takes donations at the concerts.

The Colfax Woman's Club also buys, plants, weeds and waters the flowers in the planters at Tower Park as a community service.

At the time when the Colfax Woman's Club asked for a donation in October of 2022, village board members said they had to be careful about donating money, because if they gave a donation to one group, such as the Colfax Woman's Club, then they would have to donate to other groups that asked for money as well.

The Colfax Village Board unanimously approved a donation of \$100 for the Colfantastic Spooktastic Event.

Heather Logslett and Jeanna Berge are the coordinators of the Colfantastic events.

## Christmas

Logslett and Berge also are planning a Christmas in the Village event for December 2 with a parade and Love Light Tree Lighting in Tower Park.

The Colfax Village Board unanimously approved sending a request to the Wisconsin Department of Transportation to close Main Street/Highway 40 from 2 p.m. to 7 p.m. on December 2.

One village board member asked if the village charged event holders for the time spent by the Department of Public Works for setting up and taking down street barricades when the street is closed for an event.

Niggemann said the village does not charge anything for setting up and taking down barricades to close and then to open the street.

## Cedar Street

The Cedar Street reconstruction project has now reached the stage of having a "long punch list" to reconcile with the contractor, Skid Steer Guy LLC, said Rand Bates, director of public works.

The Cedar Street project ran into a long delay earlier in the summer after a period of rain softened up clay that was in the road bed.

One of the issues now is that the manhole cover on the north end of the street is too high and the manhole cover on the south end of the street is too low, Bates said.

The remedy for the manhole that was too low was to use a heat source and rings to raise the manhole cover, but hot mix black-top was used instead, he said.

Bates said he told the contractor that the village board would never approve the use of hot mix to fix the manhole.

Skid Steer Guy was talking with Monarch Paving, which is the company that actually paved the street, on how to fix the manholes, he said.

Village board members asked about the substantial completion date.

The street was substantially complete by the deadline of September 1, so Skid Steer Guy met the substantially complete date, Niggemann said.

Gary Stene, village trustee, said he was not willing to approve the final pay request until "the street is done right."

Niggemann noted that there is about \$100,000 left to pay on the contract for Cedar Street.

The Colfax Village Board awarded the low bid to Skid Steer Guy LLC for the Cedar Street project in the amount of \$348,815 at the March 27 meeting.

The highest bid for the project was \$419,827.

## Other business

In other business, the Colfax Village Board:

- Approved the final subdivision map for the East View development 2nd Addition.

- Approved reassigning Lots 8 and 9 in the East View Development from GRIP Development LLC to KM Construction. Work on one of the houses is expected to begin this fall, and construction on the second house is expected to begin next spring. To receive the lot free of charge, the developer will have one year to complete construction and obtain a certificate of occupancy.

## Village Board Meeting October 10<sup>th</sup>, 2022

On October 10<sup>th</sup>, 2022, the Village Board met at the Village Hall, 613 Main Street at 7:00 p.m. Members present: Trustees Prince, Jenson, Rud, Davis, M. Burcham and Albright. Excused: Trustee Stene. Others present included Pat Eggert representing the Colfax Woman's Club, Brian Longdo, Kristy Treichel and Gareth Shambeau with Ayres Associates, Deputy Clerk-Treasurer Sheila Riemer, Police Chief Anderson, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

**Public Comments** – none.

### Minutes

**Regular Board Meeting Minutes – September 26<sup>th</sup>, 2022**

**Special Board Meeting Minutes – October 3<sup>rd</sup>, 2022**

A motion was made by Trustee M. Burcham and seconded by Trustee Rud to approve the Regular Board meeting minutes from September 26<sup>th</sup>, 2022 and the Special Board Meeting Minutes of October 3<sup>rd</sup>, 2022. A voice vote was taken with all members voting in favor. Motion carried.

**Review Statement of Bills – September 26<sup>th</sup>, 2022 to October 10<sup>th</sup>, 2022**

**Review Statement of Bills Solid Waste & Recycling Checking – September 26<sup>th</sup>, 2022 to October 10<sup>th</sup>, 2022**

A motion was made by Trustee M. Burcham and seconded by Trustee Prince to approve both the Village of Colfax Statements of Bills and the Solid Waste & Recycling Bills for September 26<sup>th</sup>, 2022 to October 10<sup>th</sup>, 2022. A voice vote was taken with all members voting in favor. Motion carried.

**Ayres Associates – Pay Request for Skid Steer Guy 2022 Street Project – Pay Request 3 which represents the change order** – A motion was made by Trustee M. Burcham and seconded by Trustee Jenson to approve the Pay Request 3 for Skid Steer Guy in the amount of \$25,890 which represents the change order approved for the 2022 Street Project at a prior meeting. Voting For: Trustees M. Burcham, Davis, Rud, Jenson, Prince and Albright. Voting Against: none. Motion carried.

**Training Request – None**

**Facility Rental - None**

### Licenses

**Chicken License–October 10<sup>th</sup>, 2022 to June 30<sup>th</sup>, 2023 – Mikki McCutcheon -406 Main Street** – A motion was made by Trustee Davis and seconded by Trustee M. Burcham to approve the Chicken License for Mikki McCutcheon at 406 Main Street from October 10<sup>th</sup>, 2022 to June 30<sup>th</sup>, 2023. A voice vote was taken with all members voting in favor. Motion carried.

**Operator's Licenses – October 10<sup>th</sup>, 2022 to June 30, 2023 – Kaylee Lemler – Viking Bowl** – A motion was made by Trustee Jenson and seconded by Trustee Davis to approve the operator's license for Kaylee Lemler for the period October 10<sup>th</sup>, 2022 to June 30<sup>th</sup>, 2023 for the Viking Bowl. A voice vote was taken with all members voting in favor. Motion carried.

### Consideration Items

**Colfax Woman's Club Donation Request–Pat Eggert** – The Board inquired about other possible fund raisers to earn additional money. Eggert explained that each fund raiser is attempting to pay for different projects. For Music in the Park, the group did pass a hat around to help fund the events. Jenson offered to assist with additional fund raising ideas this winter to help raise the donations needed to keep the event going and possibly increase the entertainers payment from \$75 to \$100. A motion was made by Trustee Jenson and seconded by Trustee M. Burcham to table the request for donation until April 2023. A voice vote was taken with all members voting in favor. Motion carried.

**Cedar Street Design Proposal – Ayres Associates** – Shambeau introduced Kristy Treichel with Ayres Associates indicating that the Village may see her in place of Lisa Fleming as Fleming nears retirement. Shambeau explained to the Board that the 2023 Street project master agreement shows the cost for Cedar Street to be \$3,400 for the Topographic Survey,



## Village Board Meeting March 27<sup>th</sup>, 2023

On March 27<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 M. Burcham, Davis, Rud, Jenson, Stene, Prince and Albricht. Others present included Pat Eggert with the Woman's Club, Gareth Shambeau with Ayres Associates, Don Logslett with Public Works, Public Works Director Bates, Administrator-Clerk-Treasurer Niggemann and LeAnn Ralph with the Messenger.

**Communications from the Village President**-none.

**Public Comments**- Pat Eggert advised the Village Board that the Colfax Woman's Group will not be asking for any funds since they were able to raise enough money to fund the Music in the Park for 2023. Eggert also provided a 2023 Music in the Park schedule.

### Minutes

**Regular Board Meeting Minutes –March 13<sup>th</sup>, 2023-** A motion was made by Trustee Stene and seconded by Trustee M. Burcham to approve the Regular Board meeting minutes for March 13<sup>th</sup>, 2023. A voice vote was taken with all members voting in favor. Motion carried.

### Review Statement of Bills –March 13<sup>th</sup>, 2023 to March 26<sup>th</sup>, 2023

#### Review Statement of Bills Solid Waste & Recycling Checking – March 13<sup>th</sup>, 2023 to March 26<sup>th</sup>, 2023

A motion was made by Trustee M. Burcham and seconded by Trustee Rud to approve both the Village of Colfax Statements of Bills and the Solid Waste & Recycling Bills for March 13<sup>th</sup>, 2023 to March 26<sup>th</sup>, 2023. A voice vote was taken with all members voting in favor. Motion carried.

**Training Request**–none.

**Facility Rental** – none.

**Licenses-Brittany Sonnenberg-Operator's License-March 27<sup>th</sup> to June 30<sup>th</sup>, 2023 – A Little Slice of Italy** – A motion was made by Trustee Stene and seconded by Trustee Prince to approve the operator's license for Brittany Sonnenberg from March 27<sup>th</sup> to June 30<sup>th</sup>, 2023-A Little Slice of Italy. A voice vote was taken with all members voting in favor, except Trustee Jenson Abstained. Motion carried.

### Consideration Items

**Cedar Street Bid Award** – Shambeau provided a recommendation letter which he explained the received bids as follows: Skid Steer Guy LLC \$348,815.85, McCabe Construction Inc \$386,099.80, A-1 Excavating \$419,171.00, Haas Sons Inc \$419,827.80. The lowest bidder was Skid Steer Guy from Mondovi, WI. The Village of Colfax has worked with Skid Steer Guy on the previous two projects and the Village staff indicated that they would have no concerns awarding and working with this contractor. A motion was made by Trustee Stene and seconded by Trustee Prince to award the 2023 Street Project - Cedar Street to Skid Steer Guy in the amount of \$386,099.80. Voting For: Trustees M. Burcham, Davis, Rud, Jenson, Stene, Prince and Albricht. Voting Against: none. Motion carried.

**Joint Review Board meeting discussion and possible actions** – Niggemann wanted the Village Board to be aware that there will be a meeting with Ehlers in the near future to discuss the Village current standings in reference to debt. In the past the Village Board had decided to use ARPA funding for a street project that needed water and sewer replaced. With Cedar Street being part of Tax Increment 3, the project is eligible to be funded by TID 3. Niggemann explained that the Joint Review Board met to provide the other taxing jurisdictions of the project. Niggemann would like the Board to acknowledge receipt of the minutes from the JRB meeting. A motion was made by Trustee Stene and seconded by Trustee M. Burcham to approve the Joint Review Board meeting minutes from March 22, 2023. A voice vote was taken with all members voting in favor. Motion carried.

**Street Sweeping Bid Award**- Niggemann explained that the Village of Colfax only received one street sweeping bid. Don's Sweeper Service bid was \$8,460 for one year and \$16,920 for two-year pricing. The hourly rate is \$155 per hour for both years. A motion was made by Trustee Stene and seconded by Trustee Davis to accept Don's Sweeper Service

**Resolution 2023-17**  
**Designation of Snowmobile Route or Trails**

**WHEREAS**, the Village of Colfax Board of Trustees, is designated to identify the routes and trails within the Village of Colfax limits.

**WHEREAS**, the Village of Colfax will meet with the Colfax Sno-Drifters annually to discuss the intended route(s).

**WHEREAS**, the Colfax Sno-Drifters will procure, erect and maintain the trail markers.

**WHEREAS**, the Village of Colfax will publish to the Messenger the approved route(s).

**WHEREAS**, the Village of Colfax has named the 2020-2021 trail routes.

**THEREFORE, BE IT RESOLVED** the Village of Colfax Board of Trustees has designated the Village of Colfax snowmobile trails as follows:

- East side of Dunn Street to Railroad Avenue, east to County Road M, north to Highway 40.
- East side of Dunn Street to Railroad Avenue, east towards the east driveway of the Fairgrounds, to the footbridge, cross Highway 40 to Johnson-Olson Road, west on High Street to the High School.
- East side of Dunn Street to Railroad Avenue, west to Synergy Cooperative.
- Synergy Cooperative parking lot to Blind Tiger via the alley east of Synergy.
- Synergy Cooperative parking lot to Express Mart via the alley east of Synergy.
- Synergy Cooperative parking lot to the Outhouse Bar via Legion Drive and the alley between Highway 40 and Cedar Street.
- Synergy Cooperative parking lot is designated parking if you plan to visit any other businesses on Highway 40/Main Street not listed above.

Adopted this 23<sup>rd</sup> day of October 2023.

\_\_\_\_\_  
Jeff Prince, Village President

Attest:

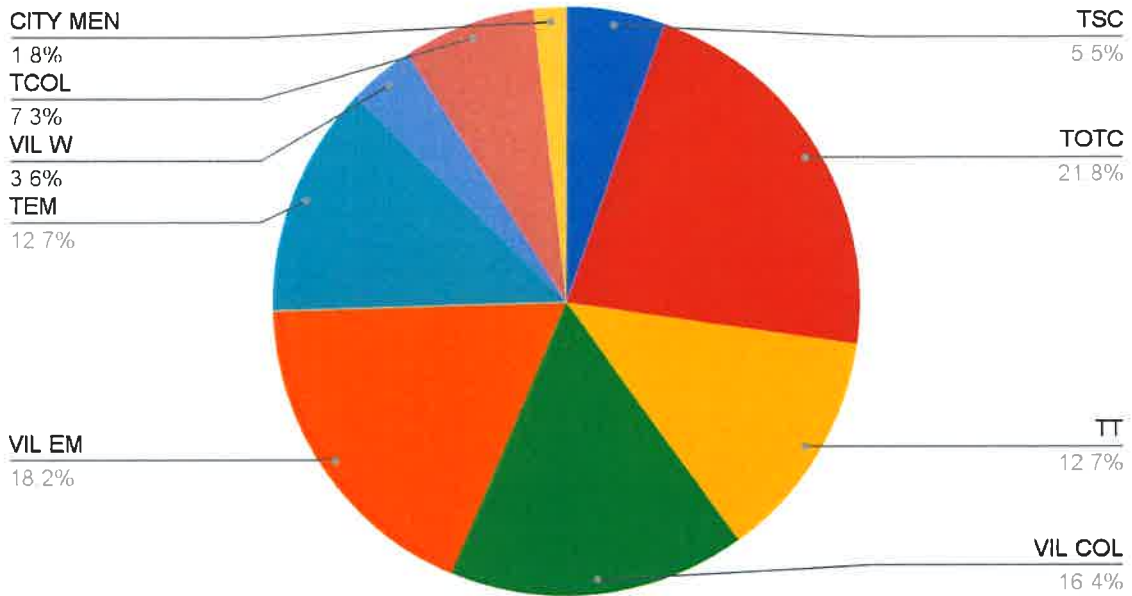
\_\_\_\_\_  
Lynn M. Niggemann  
Administrator-Clerk-Treasurer

# December 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
34	4 TIMESHEETS DUE	5	6	7 PAYROLL	8	9
10	11 BOARD MEETING	12	13	14	15	16
17	18 TIMESHEETS DUE	19	20	21 PAYROLL	22	23
24	25 BOARD MEETING NORMALLY RE- SCHEDULE OR CANCEL? CHRISTMAS VILLAGE HALL CLOSED	26	27	28	29	30
31 CHRISTMAS EVE	JAN 1 VILLAGE HALL CLOSED	JAN 2 TIMESHEETS DUE	JAN 3	JAN 4 PAYROLL	JAN 5	JAN 6

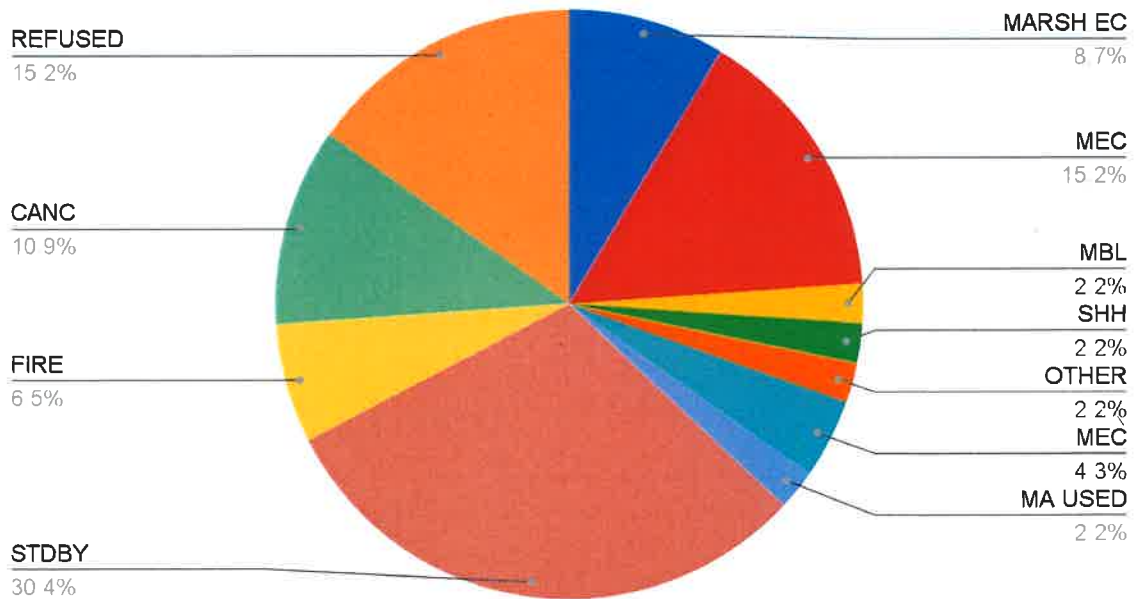
SEPTEMBER 2023 COLFAX RESCUE REPORT  
MUNICIPALITIES

SEPT 23 MUNICIPALITIES



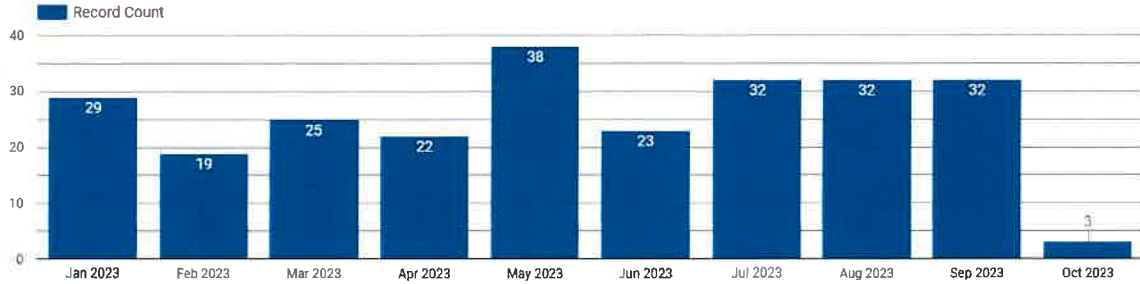
RECEIVING FACILITIES

SEPT 23 RECEIVING FACILITIES



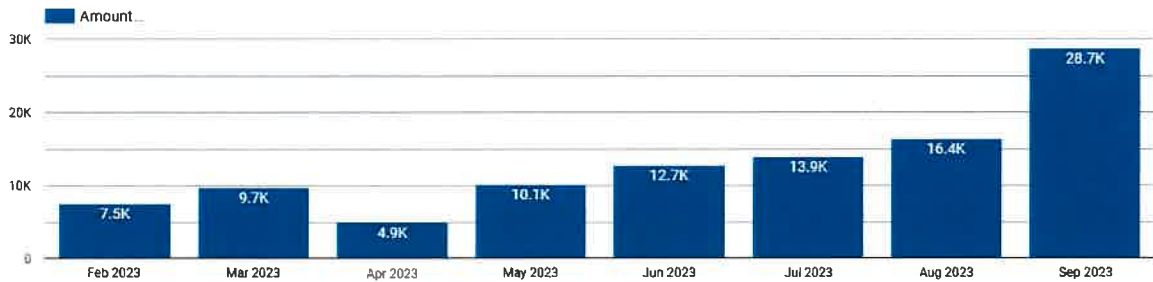
## Claims Submitted By Month

This graph shows the total number of claims submitted by month. This number can be different than the true number of trips completed in a month. If a trip was completed in May however not approved for billing until June, the date in which it was submitted as a claim will be June.

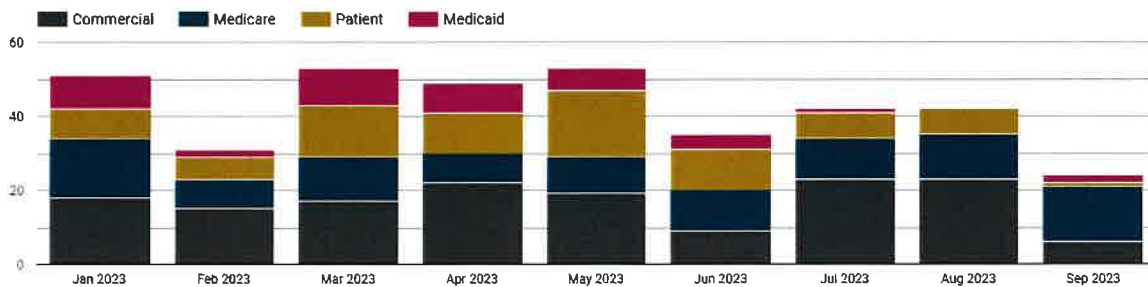


## Total Cash By Posting Date

Calculated based on recieved EOP/EOB's. This graph shows the total payments received each month. These numbers are calculated by using the date of receipt indicated on the explanation of payment received with each insurance payment. Payments each month include payments from claims submitted in previous months.

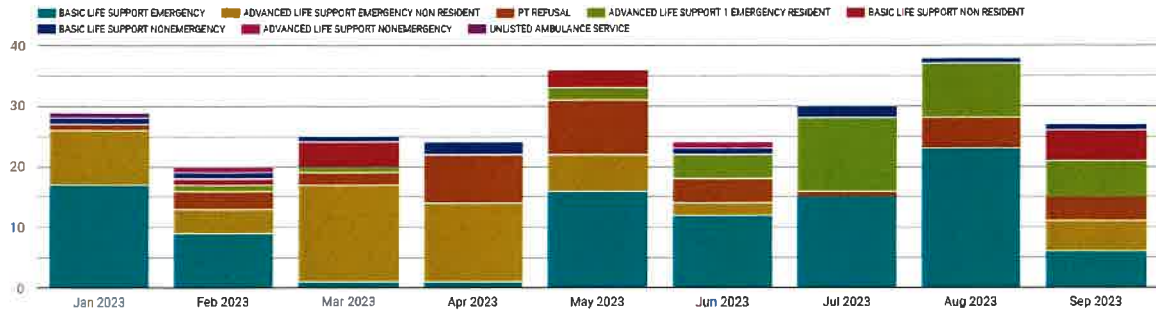


## Primary Payer Breakdown



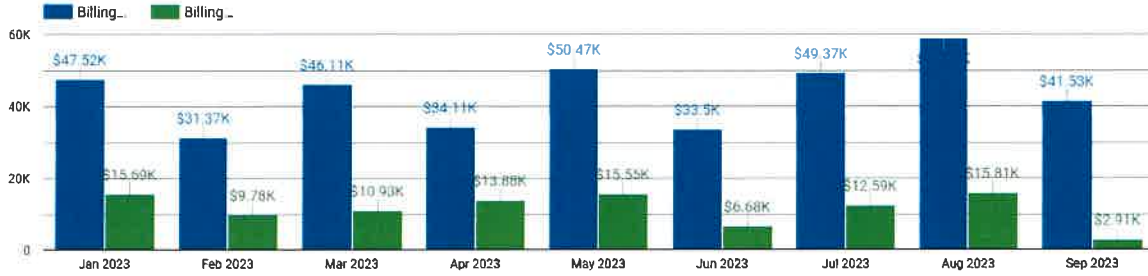
## Service Level Breakdown

This graph shows the total number of trips broken down by CMS Level



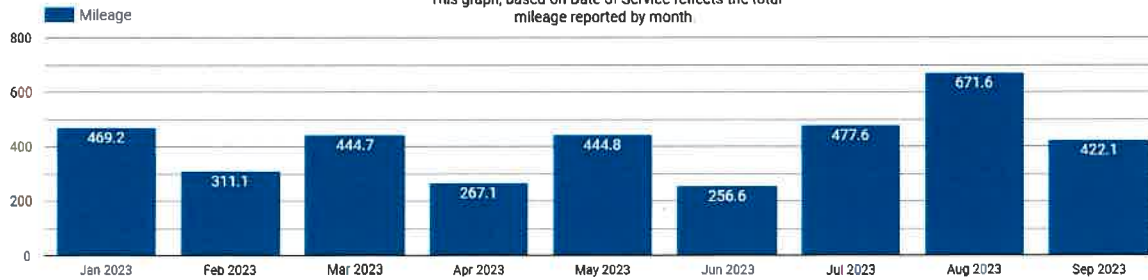
## Billed vs Received

This graph, based on Date of Service reflects amounts billed vs cash received.



## Total Mileage

This graph, based on Date of Service reflects the total mileage reported by month.



## Total Trips

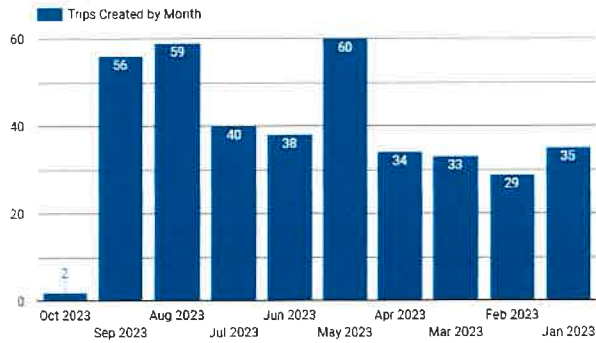
Based on Date of Service Selected Above

You can expand your view by changing the dates above

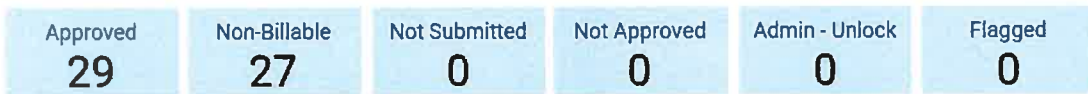
\*These numbers are accurate at the time of report generation and are not realtime.\*

Created  
**56**  
-5.1%

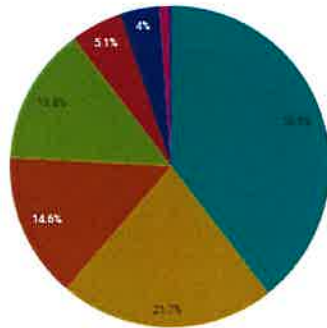
\* The % Difference is based on the timeframe prior to the date selected



## PCR Status Break Down



## Service Level Break Down

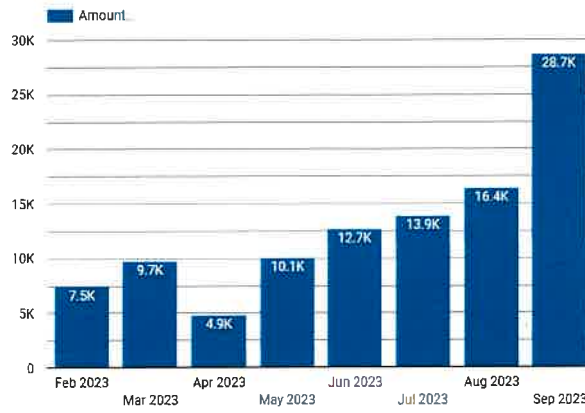


- BASIC LIFE SUPPORT EMERGENCY
- ADVANCED LIFE SUPPORT EMERGENCY NON RESIDENT
- PT REFUSAL
- ADVANCED LIFE SUPPORT 1 EMERGENCY RESIDENT
- BASIC LIFE SUPPORT NON RESIDENT
- BASIC LIFE SUPPORT NONEMERGENCY
- ADVANCED LIFE SUPPORT NONEMERGENCY
- UNLISTED AMBULANCE SERVICE

### Total Cash Received

You can expand your view by changing the dates above

Amount Paid  
**28,655.21**

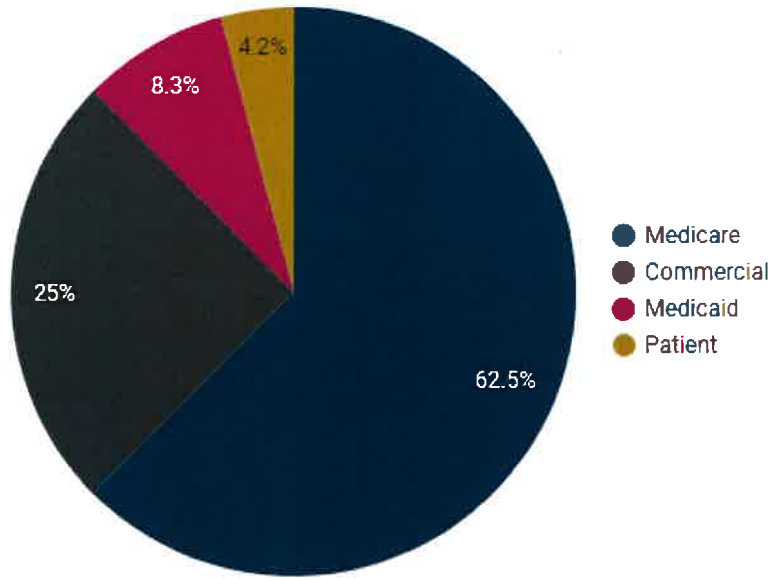


### Breakdown

Record Count	Ave Payment	Medicare	Commercial	Medicaid	Patient
65	440.8	6.6K	20.0K	128.9	1.9K



## Primary Payor Mix



2023 Fleet Summary								
	Beginning Miles	Monthly Ending Miles	2023 Miles	Gallons fuel	Pump Cost	Maintenance Cost	Cost per Mile	Engine Hours
M7	99972.2	102288	2315.8	248.79	\$1,034.74	\$3,402.34	\$1.92	79
M8	76374	86198	9824	4406.71	\$4,686.29	\$224.00	\$0.50	307
Total			12139.8	4655.5	\$5,721.03	\$3,626.34	\$0.77	386

### CRS NOTES

- Good news our new ambulance has been built and should be at the manufacturer and will have the build scheduled. In all likelihood deliveries will be in the second quarter of next year. That will be 10-12 months ahead of schedule. Boyceville who ordered their chassis 2 weeks after ours has the chassis built but it is in Mexico at a shut down plant waiting for a labor agreement. Unknown how long their ambulance will be delayed.
- Shout out to the Colfax School District for being one of the few school districts that has a stop the bleed kit in every classroom with trained staff.
- Our seventeen year old washing machine died. Repair estimate would have been about one third the cost of a new one. With what we repaired last year, the repair cost for 2

years would have been close to two thirds the cost of a new one. Considering the age and reliability I did order a new washer dryer.

- Lynn did finish the Medicare recertification packet. A requirement to receive Medicare payment once every seven years.
- Don will be in the office less for the rest of the year as he tries to use vacation time. He will be in approximately 30 hours a week for the rest of the year.
- Here is the per capita for 2024 based on unanimous recommendation from municipalities at the annual meeting and approved by the Village Board.

2023 EST	2024 EST	Population change	% POPULATION CHANGE	2023 Per capita	2023 Per Capita	2024 Proposed Per Capita	2024 Per Capita	Per Capita change	Per Capita % change after population change	2024 EST SHARED REV INCREASE
1191	1183	-8	-0.68	\$27.52	\$32,776.32	\$40.02	\$47,343.88	\$14,567.34	30.77	\$55,254.00
1246	1243	-3	-0.24	\$27.52	\$34,289.92	\$40.02	\$49,744.88	\$15,454.94	31.07	\$50,933.00
982	973	-9	-0.92	\$27.52	\$27,024.64	\$40.02	\$38,939.46	\$11,914.82	30.60	\$46,500.00
1904	1960	56	2.86	\$27.52	\$52,398.08	\$40.02	\$78,439.20	\$26,041.12	33.20	\$61,974.00
392	387	-5	-1.29	\$27.52	\$10,787.84	\$40.02	\$15,487.74	\$4,699.90	30.35	\$36,589.00
521	529	8	1.51	\$27.52	\$14,337.92	\$40.02	\$21,170.58	\$6,832.66	32.27	\$38,575.00
607	605	-2	-0.33	\$27.52	\$16,704.64	\$40.02	\$24,212.10	\$7,507.46	31.01	\$40,202.00
1329	1326	-3	-0.23	\$27.52	\$36,574.08	\$40.02	\$53,088.52	\$16,492.44	31.08	\$74,631.00
329	326	-3	-0.92	\$27.52	\$9,054.08	\$40.02	\$13,046.52	\$3,992.44	30.60	\$35,530.00
<b>8501</b>	<b>8532</b>	<b>31</b>	<b>0.36</b>		<b>\$233,947.52</b>		<b>\$341,450.64</b>	<b>\$107,503.12</b>	<b>31.22</b>	<b>\$440,188.00</b>