

**Village of Colfax**  
**Regular Board Meeting Agenda**  
**Tuesday, May 27, 2025**  
**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
  - a. Public Comments
4. Communications from the Village President
5. Consent Agenda
  - a. Regular Board Meeting Minutes –May 12<sup>th</sup>, 2025
  - b. Review Statement of Bills Pooled Checking – May 12<sup>th</sup>, 2025 – May 26<sup>th</sup>, 2025
  - c. Review Statement of Bills Solid Waste & Recycling Checking – May 12<sup>th</sup>, 2025 – May 26<sup>th</sup>, 2025
  - d. Training Requests -Bloodborne Pathogens & Consolidated Safety-All full-time employees-June 3, 2025
  - e. Facility Rental -none
  - f. Licenses –
6. Consideration Items
  - a. Police Department – vehicle quotes
  - b. CBS Squared Inc.-Supplemental Agreement
7. Committee/Department Reports/Discussions – (no action)
  - a. Personnel Minutes-May 12, 2025
  - b. Police Report & Financial-April
  - c. Financial Report
8. Closed Session - Motion to convene into closed session 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 or exercises responsibility and WI Statutes 19.85(1) (f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.
  - i. Administrator-Clerk-Treasurer
  - ii. Deputy Clerk-Treasurer
9. Open Session – Motion to convene into open session to take any action resulting from the closed session.
  - i. Administrator-Clerk-Treasurer
  - ii. Deputy Clerk-Treasurer
10. Adjourn

Any person who has a qualifying disability as defined by the American with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact: Carrie L Brown Administrator-Clerk-Treasurer, 613 Main Street, Colfax, WI (715) 962-3311 by 12:00 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 – May 12, 2025**

On May 12<sup>th</sup>, 2025, the Village Board met at the Village Hall, 613 Main St, Colfax, WI at 7:00 p.m. Members present included Trustees Burcham, Rud, Jenson, Best, Davis and Prince. Excused: Trustee Stene. Others present were Public Works Director Bates, Administrator-Clerk-Treasurer Brown, Library Director Bragg-Hurlburt, Chris Larson with the American Legion and LeAnn Ralph with the Messenger.

**Public Comments – none**

**Communication from the Village President -none**

**Consent Agenda**

**Regular Board Meeting Minutes –April 28<sup>th</sup>, 2025**

**Review Statement of Bills Pooled Checking– April 28<sup>th</sup>, 2025 to May 11<sup>th</sup>, 2025**

**Review Statement of Bills Solid Waste & Recycling Checking – April 28<sup>th</sup>, 2025 to May 11<sup>th</sup>, 2025**

**Training Request – none**

**Facility Rental – none**

**Licenses- Chicken License-May 9, 2025-June 30, 2025-Elizabeth Harshman-207 Park Drive**

A motion was made by Trustee Burcham to approve consent agenda 5a-5f, Trustee Davis wanted her to change it to 5e instead. A motion was made by Trustee Burcham and seconded by Trustee Davis to approve consent agenda 5a-5e, which includes Regular Board Meeting Minutes, April 28<sup>th</sup>, 2025, Review Statement of Bills for Pooled Checking and Solid Waste & Recycling Checking, April 28<sup>th</sup>, 2025 – May 11<sup>th</sup>, 2025. A voice vote was taken with all members voting in favor. Motion carried. Trustee Davis had some questions concerning item 5f, Chicken License for Elizabeth Harshman, 207 Park Drive. He wanted to know how many chicken licenses we have in the Village, Brown stated she thought 3 -4. Other questions involved placement of chicken coops and where they could or couldn't be placed. Brown stated they could not be in the right of way, and the Harshman's have been in contact with the building inspector and are working on correcting everything. A motion was made by Trustee Jenson and seconded by Trustee Best to approve the chicken license for Elizabeth Harshman-207 Park Drive. A voice vote was taken with all members voting in favor.

**Consideration Items:**

**Lisa Bragg-Hurlburt-Library Update/Grant Application-Veteran's Memorial Discuss/Approve-** Bragg-Hurlburt presented to the Board information that they received the \$10,000 ALA Grant for the handicap ramp update. She would like to get together with Rand Bates and come up with the best way to use the money. She thought the landing by the door could be larger and wondered about getting more light in the back area. She also informed the Board they received \$5000 and want to do an endowment for the Library. She also mentioned the chrome books that were donated are now ready for checkout. Chris Larson had approached Lisa about helping the American Legion apply for a Grant with the Community Foundation of Dunn County. Hurlburt has written for the foundation before, but knew either a non-profit or municipality were the ones that could apply. The American Legions' non-profit status had lapsed a few years ago so she wondered if the Board would be interested in doing the Grant for the American Legion Group. Hurlburt and Brown would work together to write the Grant for them. Trustee Jenson wanted to know if the Board did get it if they would donate it to the Legion. Several stated it should be designated to them by the Village. Larson figured the amount needed would be \$27,500. Hurlburt thought they only did \$10,000 but the Board agreed she should ask for the full amount anyway. A motion was made by Trustee Burcham and seconded by Trustee Rud to approve having Bragg-Hurlburt and Brown apply for the Community Foundation of Dunn County Grant in the amount of \$30,000. Voting For: Trustees Best, Jenson, Rud, Davis, Burcham and Prince. Voting Against: none. Motion carried.

**Parks Recommendation-FFA cement at fairgrounds-** Steve Ackerlund had presented to the Parks Committee of adding a handicap accessible cement area at the FFA food stand in addition to a 10-12' slab between their stand and the beer tent so people didn't have to stand in mud if it was wet. Trustee Burcham wanted to know if a permit was needed, the consensus was no, just Board approval for doing the work. A motion was made by Trustee Burcham and seconded by Trustee Best to approve FFA putting in the cement areas. A voice vote was taken with all members voting in favor. Motion carried.

**Parks Recommendation-Sajdera to build picnic tables-** Bates said Sajdera previously built one since they had to get rid of 4-5 damaged ones. He built a 6' one for approximately \$123 using lumber from Woods Run, making the seats wider and reinforcing them so they don't bow. Trustee Burcham wondered if Timber Technologies still had a program where

they would donate. No one was sure since there were new owners now. Trustee Davis wanted to know if it would be on his own time or work time, Bates said work time. Bates also said he would like 4 to be made and be 8' instead of 6'. A motion was made by Trustee Burcham and seconded by Trustee Best to approve Sajdera making 4- 8' picnic tables. A voice vote was taken with all members voting on favor. Motion carried.

**Colfax Free Fair-Sponsor donation-Discuss/Approve** – Trustee Burcham thought we just used to pay for the porta potties, Trustee Jenson they did away with that after some confusion had occurred. Trustee Davis wanted to know what was donated last year, Brown stated it was \$500. A motion was made by Trustee Best and seconded by Trustee Burcham to approve \$500 sponsorship to the Colfax Free Fair. Voting For: Trustees Best, Jenson, Rud, Davis, Burcham and Prince. Voting Against: none. Motion carried.

**Committee/Department Reports/Discussions(no action)**- Prince wondered by the BOR date change was bolded. Brown said the ad in the paper was missed by a day so it was changed from the 28<sup>th</sup> of May to the 29<sup>th</sup> of May from 5:00-7:00. Discussion involved designating a Board member to listen to the required materials, appointing a chair and if all Board members had to be present. Trustee Burcham agreed to listen to required materials, Trustee Jenson said she could not commit for being in attendance and Trustee Davis stated he would not be able to attend.

**Closed Session**- A motion was made by Trustee Best and seconded by Trustee Burcham to go into closed session at 7:30 pm pursuant to WI statute 19.85(1)(c) A voice vote was taken with all members voting in favor. Motion carried.

**Open Session**- A motion was made by Trustee Burcham and seconded by Trustee Best to reconvene into open session at 8:17 pm. A motion was made to approve hiring Robert Kelsall as a full time EMT employee at \$15/hour. Voting For: Trustees Best, Jenson, Rud, Davis, Burcham and Prince. Voting Against: none. Motion Carried.

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

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Jeff Prince, Village President

Attest: \_\_\_\_\_  
Carrie Brown, Administrator-Clerk-Treasurer

5/23/2025 8:57 AM

Reprint Check Register - Quick Report - ALL

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ACCT

## POOLED CHECKING ACCOUNT

## Accounting Checks

Posted From: 5/12/2025 From Account:  
Thru: 5/26/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
SHP	5/20/2025	SECURITY HEALTH PLAN	20,639.20
80378	5/15/2025	A-1 EXPRESS TRUCKING LLC	283.00
80379	5/15/2025	AMAZON CAPITAL SERVICES	484.48
80380	5/15/2025	AYRES ASSOCIATES	2,626.28
80381	5/15/2025	BADGER STATE ELECTRIC	442.20
80382	5/15/2025	BOBCAT PRO	980.00
80383	5/15/2025	CARLTON DEWITT	1,804.57
80384	5/15/2025	CENAGE LEARNING INC	22.10
80385	5/15/2025	CINTAS CORPORATION	90.80
80386	5/15/2025	CLOUD PCR LLC	1,746.22
80387	5/15/2025	COAST TO COAST COMPUTER PRODUCTS	179.98
80388	5/15/2025	COLFAX COMMUNITY FIRE DEPT	5,725.72
80389	5/15/2025	COLFAX FAIR BOARD	500.00
80390	5/15/2025	COMMERCIAL TESTING LAB	321.10
80391	5/15/2025	CRAMER CONSULTING, LLC	250.00
80392	5/15/2025	CREDIT SERVICE INTERNATIONAL	269.36
80393	5/15/2025	DUNN ENERGY COOPERATIVE	109.00
80394	5/15/2025	EXPRESS MART	16.07
80395	5/15/2025	GILBERTS OF SAND CREEK	98.00
80396	5/15/2025	GOTO COMMUNICATIONS INC	76.16
80397	5/15/2025	HANNAH PARROTT	70.00
80398	5/15/2025	HAWKINS, INC.	3,785.48
80399	5/15/2025	HYDROCORP	440.56
80400	5/15/2025	MENARDS-EAU CLAIRE	22.47
80401	5/15/2025	MYERS SEPTIC SERVICE	130.00
80402	5/15/2025	ONE SOURCE IMAGING	204.97
80403	5/15/2025	SHRED AWAY	33.00
80404	5/15/2025	SYNERGY COOPERATIVE	2,154.34
80405	5/15/2025	TRU LOCK	904.50
80406	5/15/2025	VIKING DISPOSAL, INC	1,736.00
80407	5/15/2025	WATER CARE SERVICES	31.50
80408	5/15/2025	WELD RILEY SC	785.50
80409	5/15/2025	WISCONSIN ELECTIONS COMMISSION	95.00

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 5/12/2025 From Account:  
Thru: 5/26/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
80410	5/15/2025	WOODS RUN FOREST PRODUCTS	90.02
BREMER	5/12/2025	CARDMEMBER SERVICE	2,909.09
CHARTER	5/23/2025	CHARTER COMMUNICATIONS	512.67
WEENERGIES	5/21/2025	WE ENERGIES	375.73
WEENERGIES	5/21/2025	WE ENERGIES	247.23
Grand Total			51,192.30

5/23/2025 8:57 AM

Reprint Check Register - Quick Report - ALL

Page: 1  
ACCT

SOLID WASTE & RECYCLING RU

Accounting Checks

Posted From: 5/12/2025 From Account:  
Thru: 5/26/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
1522	5/15/2025	DUNN ENERGY COOPERATIVE	185.00
1523	5/15/2025	LIBERTY TIRE SERVICES LLC	676.39
1524	5/15/2025	PLASTIC BAGS UNLIMITED	140.00
1525	5/15/2025	ROCK OIL REFINING, INC	117.50
1526	5/15/2025	UNEMPLOYMENT INSURANCE	105.42
1527	5/15/2025	VILLAGE OF COLFAX	42.21
Grand Total			1,266.52

## **Meeting / Continuing Education Travel / Meeting Request Form**

Name: Carrie, Sheila, Ryan, Bill, Lisa, Jolene      Position: Full time employees  
Date: June 3, 2025      Department: Admin, Police, Library  
Estimate Costs: \$ 500  
Date(s) of meeting: June 3, 2025      Employee is NOT required to attend (circle one)  
Name of Requested Training: Blood Borne Pathogens

What alternatives are there to attending this meeting? (In- house resources, literature review, participation in meetings closer to Eau Claire, etc.): none

How will you share what you have learned with others? Training Packets

Please include any additional comments on the back of this form INFORMATION INCLUDED

Expense Estimate: \$500	Requested	Approved
Tuition / Registration	See Attached *Are others attending this meeting	<u>YES</u> / NO
Mileage / Airfare	0	(If yes, list names)
Lodging	NONE	see above
*Would like the Registration Fee Miscellaneous pre paid and mailed with your registration		
Total \$500		
Time Request: ½ DAY	Requested	Approved
Number of days absent: ½ DAY		
From Work Setting ½ DAY		
Vacation		
Paid Conference Time YES		
Absent Without Pay (own time)		
Other		

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

  
\_\_\_\_\_  
Supervisor

5/23/25  
\_\_\_\_\_  
Date

Approved by the Board on \_\_\_\_\_

**Meeting / Continuing Education  
Travel / Meeting Request Form**

Name: Rand, Don, Brett

Date: June 3, 2025

Estimate Costs: \$ 345

Date(s) of meeting: June 3, 2025

Name of Requested Training: Blood Borne Pathogens/Consolidated Safety

Position: Full time employees

Department: Public Works

Employee is NOT required to attend (circle one)

What alternatives are there to attending this meeting? (In- house resources, literature review, participation in meetings closer to Eau Claire, etc.): none

How will you share what you have learned with others? Training Packets

Please include any additional comments on the back of this form INFORMATION INCLUDED

Expense Estimate: \$345	Requested	Approved
Tuition / Registration	See Attached	*Are others attending this meeting <u>YES</u> / NO
Mileage / Airfare	0	(If yes, list names)
Lodging	NONE	see above
*Would like the Registration Fee Miscellaneous pre paid and mailed with your registration		
Total \$345		
Time Request: 1 DAY	Requested	Approved
Number of days absent: 1 DAY		
From Work Setting 1 DAY		
Vacation		
Paid Conference Time YES		
Absent Without Pay (own time)		
Other		

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

  
Supervisor

5/23/25  
Date

Approved by the Board on \_\_\_\_\_



## Sheila Riemer

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**From:** Rand Bates <colfaxdpw@colfaxdpw.com>  
**Sent:** Monday, May 12, 2025 11:51 AM  
**To:** Sheila Riemer  
**Subject:** FW: UPCOMING ANNUAL REFRESHER TRAINING

Please note: New Email address effective 4.2.25  
[DPWDirector@vi.colfax.wi.gov](mailto:DPWDirector@vi.colfax.wi.gov)

Rand Bates  
Director, Public Works  
Village of Colfax  
715-308-0861

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**From:** Mary Matarrese <mmatarrese.astinc@yahoo.com>  
**Sent:** Wednesday, April 9, 2025 1:17 PM  
**To:** Graham Gausman <graham@villageofbaldwin.com>; Chris Jackson Clear Lake <clww@cltcomm.net>; Colfax Clerk Treasurer <clerktreasurer@villageofcolfaxwi.org>; Rand Bates Colfax <colfaxdpw@colfaxdpw.com>; Matt Gilles <mgilles@durandwi.gov>; Mark Levra <mark@elkmound.org>; Chuck Ferdie <hammondww@hammondwi.org>; Brent Knegendorf <brent@villageofwoodville.org>  
**Subject:** UPCOMING ANNUAL REFRESHER TRAINING

Good Afternoon,  
Listed below please find 2 dates for Annual Refresher Training for Group #5C:

CLASS: ANNUAL REFRESHER TRAINING  
DATE: TUESDAY, MAY 13, 2025  
START TIME: 8:30 AM  
LOCATION: DURAND FIRE DEPARTMENT, 205 E. MONTGOMERY STREET

OR

CLASS: ANNUAL REFRESHER TRAINING  
DATE: TUESDAY, JUNE 3, 2025  
START TIME: 8:30 AM  
LOCATION: COLFAX FIRE STATION, 407 COUNTY ROAD M

Please continue to check our website for updates. Thanks.  
Enjoy a good day,  
Mary

Mary Matarrese  
Office Administrator

Advanced Safety Technology, Inc.  
14301 W. Lincoln Avenue  
New Berlin, Wisconsin 53151  
(262) 796-8605



Vehicle: [Fleet] 2025 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck (  Incomplete )

Price Summary

PRICE SUMMARY	
	MSRP
Base Price	\$46,000.00
Total Options	\$9,727.00
Vehicle Subtotal	\$55,727.00
Destination Charge	\$2,195.00
Grand Total	\$57,922.00

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Data Version: 25228. Data Updated: Apr 15, 2025 6:47:00 PM PDT.

## Carrie Brown

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**From:** Chief William Anderson <cpd501@colfaxpd.net>  
**Sent:** Thursday, May 15, 2025 11:44 AM  
**To:** Carrie Brown  
**Subject:** FW: Colfax Chevrolet 1500 Quote

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**From:** Scott Psak <assistance@colfaxchev.dsmessage.com>  
**Sent:** Thursday, April 17, 2025 2:40 PM  
**To:** cpd501@colfaxpd.net  
**Subject:** Colfax Chevrolet 1500 Quote

Hello,

The pricing will be as follows on a 2025 Silverado 1500 order out.

MSRP \$58,212  
Colfax Chevrolet discount -\$3,377  
GM Fleet discount -\$3,400  
Your Price \$51,435.00

Let me know if you have any questions.

Scott Psak  
Colfax Chevrolet  
Cell # 715-379-1545

This email was **sent to:** [cpd501@colfaxpd.net](mailto:cpd501@colfaxpd.net).  
**From:** Colfax Chevrolet 505 Main Street Colfax, WI 54730

[Update Preferences](#) - to update your communication preferences.  
[Unsubscribe](#) - to stop all future email communications [REF\_V42979-763325\_NO].  
[Terms and Conditions](#)

[SiteIdRef\_8645\_No]



Preview Order 1111 - W1P - 4x4 Police SuperCrew: Order Summary Time of Preview: 03/07/2025 15:19:12 Receipt: 12/4/2024

Dealership Name: Northtown Ford, Inc.

Sales Code : F58414

Dealer Rep. Eric Mickelson

Type Fleet

Vehicle Line F-150

Order Code 1111

Customer Name HUDSON FIRE

Priority Code B1

Model Year 2025

Price Level 515

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F150 4X4 SUPERCREW POLICE- 145	\$51890	ENGINE BLOCK HEATER	<u>\$190</u>
145 INCH WHEELBASE	\$0	50 STATE EMISSIONS	\$0
TOTAL BASE VEHICLE	\$51890	MIRROR MAN FOLD W/POWER GLASS	<u>\$405</u>
VERMILLION RED	\$0	LED SIDE-MIRROR SPOTLIGHTS	<u>\$180</u>
POLICE 40/BLANK/40	\$0	LED FOG LAMPS	<u>\$145</u>
BLACK	\$0	POWER PASSENGER SEAT 8-WAY	<u>\$300</u>
EQUIPMENT GROUP 150A	\$0	18" ALUMINUM WHEELS	<u>\$485</u>
.XL SERIES	\$0	REMOTE KEYLESS-ENTRY KEY FOB	<u>\$350</u>
3.5L V6 ECOBOOST	\$0	INTEGRATED TRAILER BRAKE CONT	<u>\$280</u>
ELEC TEN-SPEED AUTO TRANS	\$0	PRIVACY GLASS W/REAR DEFROSTER	<u>\$100</u>
.LT265/70R18C BSW ALL-TERRAIN	\$0	WHEEL WELL LINER	<u>\$180</u>
.3.31 ELECTRONIC LOCK RR AXLE	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
7075# GVWR PACKAGE	\$0	FUEL CHARGE	\$0
JOB #2 ORDER	\$0	PRICED DORA	\$0
FRONT LICENSE PLATE BRACKET	\$0	ADVERTISING ASSESSMENT	\$0
BLACK PLATFORM RUNNING BOARDS	<u>\$255</u>	DESTINATION & DELIVERY	\$1995
BADGE DELETE	\$0		
TOTAL BASE AND OPTIONS			MSRP \$56755
DISCOUNTS			NA
TOTAL			\$56755

ORDERING FIN: QW091 END USER FIN: QW091 PO NUMBER: 48632

Customer Name:  
Customer Address:

Customer Email:  
Customer Phone:

# 48,969

GILBERTS OF SAND CREEK  
COUNTY ROAD I  
SAND CREEK, WI 54765

Configuration Preview

Date Printed: 2025-04-04 4:29 PM  
Estimated Ship Date:

VIN:  
VON:

Quantity: 1  
Status: BA - Pending order  
FAN 1: 002DQ City of Chippewa Falls  
FAN 2:  
Client Code:  
Bid Number: TB5097  
PO Number:

Sold to:  
GILBERTS OF SAND CREEK (68824)  
COUNTY ROAD I  
SAND CREEK, WI 54765

Ship to:  
GILBERTS OF SAND CREEK (68824)  
COUNTY ROAD I  
SAND CREEK, WI 54765

Vehicle: 2025 1500 TRADESMAN CREW CAB 4X4 (144.5 in WB 5 ft 7 in Box) (DT6L98)

	Sales Code	Description	MSRP(USD)
Model:	DT6L98	1500 TRADESMAN CREW CAB 4X4 (144.5 in WB 5 ft 7 in Box)	46,875
Package:	21A	Customer Preferred Package 21A	0
	EFH	3.0L I6 Hurricane SO Twin Turbo ESS	2,695
	DFR	8-Spd Auto 8HP75 Trans	0
Paint/Seat/Trim:	PXJ	Diamond Black Crystal P/C	245
	APA	Monotone Paint	0
	*TX	HD Vinyl 40/20/40 Split Bench Seat	0
	-X8	Black/Diesel Gray	0
Options:	4DH	Prepaid Holdback	0
	4ES	Delivery Allowance Credit	0
	MAF	Fleet Purchase Incentive	0
	DMH	3.92 Rear Axle Ratio	195
	AH6	Special Services Prep Group	795
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
	142	Zone 42-Detroit	0
	4EA	Sold Vehicle	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB5097	Government Incentives	0
Discounts:	YGE	5 Additional Gallons of Gas	0
Destination Fees:			1,995

Total Price: 52,800

Order Type: Fleet  
Scheduling Priority: 1-Sold Order  
Salesperson:  
Customer Name:  
Customer Address:

PSP Month/Week:  
Build Priority: 99

Instructions: USA

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.



Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial ( Complete )

## Price Summary

### PRICE SUMMARY

	MSRP
Base Price	\$56,000.00
Total Options	\$1,372.00
Vehicle Subtotal	\$57,372.00
Destination Charge	\$1,995.00
<b>Grand Total</b>	<b>\$59,367.00</b>

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Data Version: 24890. Data Updated: Mar 6, 2025 6:44:00 PM PST.

**CBS Squared Inc.**

**Supplemental Agreement for Professional Services**

This agreement is effective as of May 14<sup>th</sup>, 2025, between Village of Colfax (Client) and CBS Squared, Inc. (Consultant).

This letter agreement describes the scope, schedule, and payment conditions for Consultant's work on the Project described as follows: Preparation of two reports for submission to the WDNR: An Engineering Report with associated plans and specifications for a seasonal chemical addition system and PFOS/PFOA Effluent Discharge Report.

**SCOPE:** The services to be provided by the Consultant for the Project will include the following:

- Development of an Engineering Report and associated technical plans and specifications for the installation of a seasonal/removable chemical addition system for the removal of phosphorus for submission to the Wisconsin Department of Natural Resources.
- Development of PFOS/PFOA Report on Effluent Discharges
- Address questions and comments received from the Wisconsin Department of Natural Resources

**CBS Squared Project ID:** COLFA25001

**PAYMENT:** The Project will be invoiced on a **time and materials basis for an estimated total of \$21,300** excluding expenses and equipment. **Expenses and equipment charges are currently estimated at (\$0).** Expenses will be invoiced based on actual cost and mileage per the current federal mileage rate.

If additional services are required or requested, the Consultant will submit an estimate of additional costs prior to commencement of the proposed work. No additional work will be performed until the amendment has been approved and signed by the Consultant.

The payment method, basis, frequency and other special conditions are set forth below:

**Hourly Basis**

The Client and Consultant agree as to the hourly basis for payment for services provided by Consultant. The Client will be invoiced per the attached Rate Table for personnel. The Rate Table will be updated annually to reflect current Consultant billing rates. Monthly charges for services shall be based on Consultant's Rate Table for personnel for applicable employees plus charges for expenses and equipment as agreed upon between the parties. Consultant shall be paid monthly for work performed.

**Remittance Address for Checks:**

770 Technology Way, Ste 1A  
Chippewa Falls, WI, 54729

**Email for ACH Invoice Remittance:**

accountsreceivable@cbssquaredinc.com

**Expenses**

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in the Agreement.

1. Transportation and travel expenses (mileage).
2. Total station and GPS equipment.
3. Lodging and meal expenses connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, reports, plan and specification reproduction expenses.
6. Postage, handling, and specific delivery services.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project, including but not limited to, additional project specific insurance requirements.
11. The cost of special consultants or technical services (not already included in contracted fees) as required. The cost of sub-consultant services shall include actual expenditure plus 10% markup for the cost of administration and associated insurance.

**Equipment Utilization**

The utilization of specialized equipment, including automation (survey equipment, reproduction equipment etc.), is recognized as benefiting the Client. The Client, therefore, agrees to pay the reasonable cost for the use of such specialized equipment on the project.

Consultant invoices will contain detailed information regarding the use of specialized equipment on the project when it is to be reimbursed by the Client. Charges will be based on the standard rates for the equipment published by Consultant.

**STANDARD TERMS AND CONDITIONS:** See attached General Conditions for Professional Services.



**AGREEMENT SUMMARY:** This Supplemental Agreement for Professional Services, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant within this document. The Agreement for Professional Services (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party, within fifteen (15) calendar days of notification by either party.

The contract is between the following representatives:

**Client's Representative: Randy Bates**

**Address: 613 Main Street, Colfax, WI 54730  
PO Box 417, Colfax, WI 54730**

**Telephone: 715.308.0861 E-mail: colfaxdpw@colfaxdpw.com**

**Project Manager: Alex Roll**

**Address: 615 1<sup>st</sup> Avenue NE, Suite 415, Minneapolis, MN 55413**

**Telephone: 248.884.1685 E-mail: aroll@cbssquaredinc.com**

**CBS Squared, Inc.**

**Client: Village of Colfax**

DocuSigned by:  
**By:** John Beckfield  
75466685F034FF  
**John Beckfield**  
**Title:** vice President

**By:** \_\_\_\_\_  
**Randy Bates**  
**Title:** \_\_\_\_\_

Attach Exhibit 1: Rate Table

Attach Exhibit 2: General Terms & Conditions



- Engineers
- Architects
- Surveyors
- Grant Writers



615 First Avenue, NE, Suite 415  
Minneapolis, MN 55413



info@cbssquaredinc.com



715.861.5226

## EMPLOYEE RATE TABLE 2025

EMPLOYEE TYPE		RATE
<b>ARCHITECTURE</b>	Senior Architectural Project Manager	\$ 198. <sup>00</sup>
	Senior Architectural Design Leader	\$ 166. <sup>00</sup>
	Architectural Designer	\$ 155. <sup>00</sup>
	Senior Architectural Technician	\$ 132. <sup>00</sup>
	Architectural Technician	\$ 100. <sup>00</sup>
<b>CONSTRUCTION</b>	Senior Construction Project Manager	\$ 194. <sup>00</sup>
	Construction Project Manager	\$ 178. <sup>00</sup>
	Senior Construction Project Leader	\$ 169. <sup>00</sup>
	Construction Project Leader	\$ 148. <sup>00</sup>
	Senior Construction Technician	\$ 159. <sup>00</sup>
	Construction Engineer	\$ 135. <sup>00</sup>
	Construction Technician	\$ 110. <sup>00</sup>
	Field Assistant	\$ 100. <sup>00</sup>
<b>DESIGN</b>	Senior Design Leader	\$ 185. <sup>00</sup>
	Design Leader	\$ 170. <sup>00</sup>
	Senior Design Technician	\$ 132. <sup>00</sup>
	Design Engineer	\$ 135. <sup>00</sup>
	Design Technician	\$ 119. <sup>00</sup>
	Engineering Technician	\$ 110. <sup>00</sup>
<b>MUNICIPAL</b>	Senior Municipal Project Manager I	\$ 238. <sup>00</sup>
	Senior GIS Project Manager	\$ 220. <sup>00</sup>
	Senior Municipal Project Manager II	\$ 194. <sup>00</sup>
	Municipal Project Manager	\$ 178. <sup>00</sup>
<b>SURVEY</b>	Senior Survey Project Manager	\$ 238. <sup>00</sup>
	Senior Professional Land Surveyor	\$ 188. <sup>00</sup>
	Senior Plat Specialist	\$ 146. <sup>00</sup>
	Senior Survey Specialist	\$ 142. <sup>00</sup>
	Professional Land Surveyor	\$ 135. <sup>00</sup>
	Plat Specialist	\$ 119. <sup>00</sup>
	Survey Specialist	\$ 119. <sup>00</sup>
	Survey Technician	\$ 110. <sup>00</sup>
<b>STRUCTURAL</b>	Senior Structural Project Manager	\$ 238. <sup>00</sup>
	Structural Project Manager	\$ 178. <sup>00</sup>
	Structural Design Leader	\$ 170. <sup>00</sup>
	Structural Design Engineer	\$ 135. <sup>00</sup>
<b>TRAFFIC</b>	Senior Traffic Project Manager	\$ 231. <sup>00</sup>
	Traffic Project Manager	\$ 194. <sup>00</sup>
	Senior Traffic Engineer	\$ 146. <sup>00</sup>
	Traffic Engineer	\$ 135. <sup>00</sup>
<b>TRANSPORTATION</b>	Senior Transportation Project Manager	\$ 238. <sup>00</sup>
	Transportation Project Manager	\$ 185. <sup>00</sup>
<b>ADMINISTRATION</b>	IT Manager	\$ 178. <sup>00</sup>
	Senior Administrative Leader	\$ 154. <sup>00</sup>
	Senior CAD Leader	\$ 157. <sup>00</sup>
	Administrative Leader	\$ 142. <sup>00</sup>
	Senior Administrative Specialist	\$ 128. <sup>00</sup>
	Administrative Specialist	\$ 105. <sup>00</sup>
	Student Engineer/Intern	\$ 100. <sup>00</sup>
Meals, Per Diem, Mileage		CSA

Note: All rates based on Fiscal Year 2025

**CBS Squared, Inc.**  
**General Conditions for Professional Services**

By entering into this Agreement, Client agrees to utilize the professional services of CBS Squared Inc. (Consultant). Consultant agrees to provide the professional services described in this Agreement, exhibits or attachments. The General Conditions of this Agreement for Professional Services shall apply to all work performed by Consultant on behalf of Client. Individual projects requested by Client on an as needed basis and accepted by Consultant will be described in Supplemental Letter Agreements (SLA) with other optional exhibits and attachments cited. Nothing herein shall be deemed to require Client to retain Consultant or require Consultant to provide services beyond those specified in Supplemental Letter Agreements.

**General Conditions**

Services of the Consultant

Consultant agrees to perform professional service as set forth in the Agreement for Professional Services, Letter Proposal or Supplemental Letter Agreement ("Basic Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of service hereunder.

Schedule

Unless specific period of times or dates for providing services are specified, Consultant's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said service. If Client has requested change in the scope, extent, or character of the Project or the service to be provided by Consultant, the time of performance and compensation for Consultant's services shall be adjusted equitably. The Client agrees that the Consultant is not responsible for damages arising directly, or indirectly, from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform its services in accordance with professional skill and care, then the Consultant shall be entitled to an equitable adjustment in schedule and compensation.

Additional Services

If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for Basic Services, then Consultant shall promptly notify the Client regarding the need for additional services. Upon notification, and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional services and to an extension of time for completion of additional services absent written objection by Client. Additional service shall be billed in accordance with agreed upon rate, or if not addressed, then at Consultant's standard rates as set forth in the rate table.

Suspension and Termination

If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's Services are delayed by actions or inactions of other for more than sixty (60) days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon 7 day written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in the Agreement to reflect reasonable costs incurred by Consultant.

This Agreement may be terminated by either party upon seven day written notice should the other party fail substantially to perform in accordance with its term through no fault of the party initiating the termination.

This Agreement may be terminated by either party upon thirty (30) days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the services hereunder and/or the termination of this Agreement.

If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Consultant may suspend performance of services upon thirty (30) calendar days' notice to the Client. The Consultant shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Upon payment in full by the Client, the Consultant shall resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for the Consultant to resume performance.

In the event of termination, Consultant shall be compensated for services performed prior to termination date, including charges for expense and equipment costs then due and all termination expenses. If the Client fails to make payment to the Consultant in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by the Consultant.

#### Client Responsibilities

The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the services provided by Consultant and access to all public and private land required for Consultant to perform its services.

The Client shall provide all legal, accounting, financial and insurance counseling and other special service as may be required for the Project, along with all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's service, including but not limited to, previous reports; sub-surface explorations; laboratory tests and inspection of sample environmental assessment and impact statements, surveys, property descriptions; zoning, deed and other land use restrictions; as-built drawings, electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.

Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide services in a timely manner.

Client shall require all utilities with facilities within the Client's Project site to locate and mark said utilities upon request, relocate and/or protect aid utilities as determined necessary to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule. Consultant shall not be liable for damage which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.

Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising

from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or service furnished by the Client is in error or is inadequate for its purpose.

## **Payment**

### Invoices

Undisputed portion of invoices are due and payable within 30 days or as stated on the invoice. Client must notify Consultant in writing of any disputed item within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoice 30 day past due. Consultant reserves the right to retain Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding service or Instrument of Service until all invoices are paid in full. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.

If the Client fails to make payments when due and the Consultant incurs any costs in order to collect overdue sums from the Client, the Client agrees that all such collection costs incurred shall immediately become due and payable to the Consultant. Collection costs shall include, without limitation, legal fees, collection agency fees and expenses, court costs, collection bonds and reasonable Consultant staff costs at standard billing rates for the Consultant's time spent in efforts to collect. This obligation of the Client to pay the Consultant's collection costs shall survive the term of this Agreement or any earlier termination by either party.

Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoice in small claims court or through the American Arbitration Association Construction Industry Rules without the necessity of any mediation proceedings and the Client agree to be bound by such venue.

If Owner and Engineer so agree, Owner may make payment of any invoice by electronic means, such as but not limited to wire transfer or ACH. Prior to making any such payment, Owner shall confirm the accuracy of the payment instructions, for example the bank and account number to which a wire transfer is to be sent, by verbally confirming the instructions with Engineer (or the payee if not Engineer) either in person or using a known-valid telephone number. If Owner fails to do so, Owner assumes the risk of any inaccuracy in the payment instructions. Engineer shall not be responsible for any claims or damages, direct, indirect, incidental, consequential, or otherwise, resulting from payment made using inaccurate payment instructions, when Owner has failed to comply with this provision.

### Set-offs, backcharges, discounts.

Payment of invoices shall not be subject to any discounts or set-offs by the Client unless agreed to in writing by the Consultant. Payment to the Consultant for services rendered and expenses incurred shall be due and payable regardless of any subsequent suspension or termination of this Agreement by either party.

### Expenses

The following items may represent reimbursable expenses by Consultant's employees or professional consultants on behalf of the Client and shall be paid for as described in this Agreement.

1. Transportation and travel expenses (mileage).
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expenses connected with the Project.

4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, reports, plan and specification reproduction expenses.
6. Postage, handling, and specific delivery services.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. Any sales tax or use tax (excluding specifically income tax) levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project, including but not limited to, additional project specific insurance requirements.
11. The cost of special consultants or technical services (not already included in contracted fees) as required. The cost of sub-consultant services shall include actual expenditure plus 10% markup for the cost of administration and associated insurance.

#### Equipment Utilization

The utilization of specialized equipment, including automation (survey equipment, reproduction equipment etc.), is recognized as benefiting the Client. The Client, therefore, agrees to pay the reasonable cost for the use of such specialized equipment on the project.

Consultant invoices will contain detailed information regarding the use of specialized equipment on the project when it is to be reimbursed by the Client. Charges will be based on the standard rates for the equipment published by Consultant.

### **General Considerations**

#### Standards for Performance

The standard of care for all professional engineering and related service performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by member of Consultant's profession practicing under similar circumstance at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.

Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omission, nor for it mean, methods or procedures of construction. Consultant's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.

If requested in the scope of a Supplemental Letter Agreement, the Consultant may provide an Opinion of Probable Construction Cost. Consultant's Opinion of Probable Construction Cost provided for herein is to be made on the basis of Consultant's experience and qualification and represent Consultant's best judgment as a professional generally familiar with the industry. However, since Consultant has no

control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's method of determining price, or over competitive bidding or market condition, Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Construction Cost prepared by Consultant. If Client wishes greater assurance as to probable Construction Cost, Client shall employ an independent cost estimator or negotiate additional service and fee with Consultant.

#### Indemnification

Consultant is not a user, generator, handler, operator, arranger, store, transporter or disposer of hazardous or toxic substances, therefore the Client agrees to hold harmless, indemnify and defend Consultant and Consultant's officers, directors, sub-consultant(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to cost of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors and employees (collectively, Client) against all damages or liabilities, to the extent caused by the Consultant's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom the Consultant is legally liable.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees and subconsultants (collectively, Consultant) against all damages or liabilities, to the extent caused by the Client's negligent acts, errors or omissions in connection with the Project as well as the acts, errors or omissions of its contractors, subcontractors or consultants or anyone for whom the Client is legally liable.

Notwithstanding the foregoing agreement to indemnify and hold harmless, the parties expressly agree that the Consultant has no duty to defend the Client from and against any claims, causes of action, or proceedings of any kind.

#### Limitations on Consultant's Liability

The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omission, strict liability, breach of contract or breach of warranty shall not exceed Fifty Thousand dollars (\$50,000) or the fees received whichever the lessor. In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall be modified to cover the additional liability costs to provide the Consulting Services.

Neither Party shall be liable to the other for consequential damages, including, without limitation, lost rentals, increased rental expenses, loss of use, loss of income, lost profit, financing, business and reputation and for loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.

It is intended by the parties to this Agreement that Consultant's service shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's



individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

#### Assignment

Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this sub-section shall be null and void.

### **Dispute Resolution**

#### Mediation

Any dispute between Client and Consultant arising out of or relating to this Agreement or service provided under this Agreement, (except for unpaid invoices which are governed as stated previously), shall be submitted to nonbinding mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.

#### Litigation – Choice of Venue and Jurisdiction

Any dispute not settled through mediation shall be settled through litigation in the state where the Project at issue is located.

### **Intellectual Property**

#### Proprietary Information

All documents including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service") and Consultant retains all ownership interests in Instruments of Service, including all available copyrights.

Consultant shall retain all of its rights in its proprietary information including, without limitation, it methodologies and method of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge and experience processed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be Work Product or Work for Hire and Consultant shall not be restricted in any way with respect thereto.

#### Client Use of Instruments of Service

Provided that Consultant has been paid in full for its services, Client shall have the right in the form of a license to use Instruments of Service resulting from Consultant's efforts on the Project. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its sub-consultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities. Consultant shall be deemed to be the author of such Instrument of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.

Records requests or requests for additional copies of Instruments of Services outside of the scope of services are available to Client subject to Consultant' current rate schedule, or fee negotiations in advance of release of documents or files.

#### Reuse of Documents

All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for



the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify and hold harmless Consultant from all claims, damages, losses and expenses including attorneys' fee arising out of or resulting from reuse of Consultant documents without written consent.

## **Personnel Committee Meeting**

**May 12, 2025**

**6:30 PM**

The Village of Colfax Personnel Committee met on May 12, 2025 at 6:30 pm at 613 Main St, Colfax, WI. Members Present were: Trustees Clint Best, Annie Jenson, Jeff Prince, Carey Davis, Margaret Burcham and Jen Rud. Trustee Stene was excused. Also present were, Administrator-Clerk-Treasurer Brown and Rescue Director Smith.

Director Smith wants to promote Robert Kelsall to a full time position. She states he has just finished his advanced training and goes above and beyond while working. He would be filling the vacant spot that has been open since Smith took the Director position. Brown stated it would be a \$9000 increase in payroll, which includes life and retirement. Smith and Brown also stated it would alleviate some of the overtime issue that has been happening by not having advanced EMT's. Smith did mention there are a couple others that are working to become advanced. Burcham wondered how it would affect the amount that was budgeted for the Rescue. Brown thought it would be fine and within the amount budgeted, which was \$209,500. Davis and Jenson wanted to know how it would help with the overtime. Smith stated that being full time guarantees 40 hours per week instead of the possibility of them only taking on a certain amount of shifts. Prince wanted to know if 2 officers ever worked the same shift. Smith said currently yes, but is hoping in time with more advanced EMT's that will be limited. He also wondered how many go out on calls. Smith said they need at least one advanced and a basic, so 2, unless there is a trainee.

A motion was made by Trustee Davis and seconded by Trustee Burcham to recommend to the Board the hiring of Robert Kelsall full time. Voting For: Trustees Best, Jenson, Rud, Davis, Burcham and Prince. Voting Against: none. Motion carried.

A motion was made by Trustee Jenson and seconded by Trustee Burcham to adjourn the meeting at 6:50 pm. A voice vote was taken with all members voting in favor.

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Jeff Prince, Chair

Attest: \_\_\_\_\_

Carrie Brown, Administrator-Clerk-Treasurer

WILLIAM J. ANDERSON  
CHIEF OF POLICE



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

APRIL 2025 POLICE REPORT

Printed on May 13, 2025

CFS Date/Time	Description	Primary Units
04/01/25 22:44:39	MOTORIST ASSIST - DISABLED OR KEYS IN VEHICLE	223
04/02/25 10:07:50	BURNING INFORMATION/PERMITS ONLY	
04/02/25 12:58:43	CIVIL COMPLAINTS	501
04/02/25 18:08:09	SUSPICION	
04/02/25 19:05:30	CIVIL COMPLAINTS	216
04/03/25 21:53:05	911 HANG UP CALL - NO INITIAL CONTACT MADE	221
04/04/25 14:29:25	CHECK WELFARE ON SUBJECT	501
04/05/25 17:27:14	911 HANG UP CALL - NO INITIAL CONTACT MADE	508
04/07/25 09:23:46	EMERGENCY MEDICAL SERVICES	CXMD8
04/07/25 13:24:38	POSSIBLE RADIO ISSUE	221
04/07/25 21:55:30	DEATH- NATURAL CAUSES	ME2
04/08/25 23:19:05	911 HANG UP CALL - NO INITIAL CONTACT MADE	232
04/09/25 08:15:35	PAPER SERVICE	219
04/09/25 15:03:08	EMERGENCY MEDICAL SERVICES	501, CXMD8
04/10/25 09:22:10	EMERGENCY MEDICAL SERVICES	CXMD8
04/10/25 20:50:29	TRAFFIC STOP	508
04/12/25 06:48:59	EMERGENCY MEDICAL SERVICES	CXMD8
04/12/25 13:53:27	PAPER SERVICE	226
04/13/25 12:43:43	PAPER SERVICE	226
04/14/25 07:22:58	PAPER SERVICE	219
04/14/25 09:45:43	K-9 UTILIZED	212
04/14/25 13:48:43	EMERGENCY MEDICAL SERVICES	CXMD8, M2
04/14/25 19:59:45	CHECK WELFARE ON SUBJECT	508
04/15/25 09:33:19	CIVIL COMPLAINTS	501
04/15/25 10:34:53	PAPER SERVICE	219
04/15/25 16:13:46	EMERGENCY MEDICAL SERVICES	CXMD8
04/15/25 18:44:45	EMERGENCY MEDICAL SERVICES	CXMD6

CFS Date/Time	Description	Primary Units
04/16/25 02:59:33	TRAFFIC RELATED INCIDENT	217
04/16/25 13:43:14	SUSPICION	501
04/17/25 18:29:26	EMERGENCY MEDICAL SERVICES	CXMD8
04/18/25 07:28:39	EMERGENCY MEDICAL SERVICES	CXMD8
04/18/25 13:32:23	TRANSPORT	213
04/18/25 16:57:28	DISORDERLY	217
04/18/25 19:25:04	STRAY/DEAD ANIMAL CALLS	217
04/19/25 15:02:19	SUSPICION	228
04/20/25 07:37:35	USH-STH-CTH CLOSED, DEBRIS OR	207
04/20/25 17:30:06	EMERGENCY MEDICAL SERVICES	CXMD8
04/20/25 23:11:37	MOTORIST ASSIST - DISABLED OR KEYS IN VEHICLE	223
04/22/25 12:17:02	DOMESTIC DISPUTE	501, 226
04/23/25 01:03:59	EMERGENCY MEDICAL SERVICES	CXMD8, 508
04/23/25 13:41:40	911 HANG UP CALL - NO INITIAL CONTACT MADE	501
04/24/25 07:25:26	ALARM	207
04/24/25 17:17:04	FRAUD/ FORGERY/ COUNTERFEITING/ EXTORTION	
04/24/25 19:43:39	DOMESTIC DISPUTE	508, 217
04/24/25 20:32:22	ASSIST OTHER AGENCY INCLUDES P&P	218
04/25/25 13:42:21	MENTAL CASE	216, 501
04/25/25 20:57:30	EMERGENCY MEDICAL SERVICES	CXMD8
04/25/25 21:07:24	PARKING ORDINANCE VIOLATION	
04/26/25 09:13:57	TRAFFIC STOP	226
04/26/25 09:24:05	TRAFFIC STOP	226
04/26/25 11:24:59	SUSPICION	216
04/26/25 20:35:02	PUBLIC RELATIONS	508
04/26/25 20:56:22	EMERGENCY MEDICAL SERVICES	CXMD8
04/26/25 21:19:35	TRAFFIC STOP	508
04/26/25 22:29:31	MENTAL CASE	231, 508
04/26/25 23:30:48	REFERRAL FOR SUBSTANCE ABUSE DISORDERS	508
04/27/25 17:42:59	EMERGENCY MEDICAL SERVICES	508, CXMD8
04/29/25 09:35:54	CIVIL COMPLAINTS	501
04/29/25 10:32:36	911 HANG UP CALL - NO INITIAL CONTACT MADE	501
04/30/25 15:31:37	TRAFFIC STOP	501

CFS Date/Time	Description	Primary Units
04/30/25 16:05:52	TRAFFIC ACCIDENT - NO INJURY	501
04/30/25 16:28:29	ESCORT	214

**Total Records: 62**

5/15/2025 10:31 AM

All Vendors Transaction Detail

Page: 1  
ACCT

Bank Account: All Accounts

	<u>Trans Date</u>	<u>Name</u>
From:	4/09/2025	DUNN COUNTY CLERK
Thru:	4/09/2025	DUNN COUNTY CLERK

<u>Transaction</u>	<u>Posting</u>	<u>Amount</u>
4/09/2025	4/09/2025 DUNN COUNTY CLERK	88.99
Receipt	22213	
100-00-45100-100-000	FINES/FORFEITURES-MUNI COURT	88.99

Expenditures

0.00

Receipts

88.99

# MARCH 2025 BALANCES

## BREMER ACCTS

ENDING BALANCE	RECONCILED	INT EARNED	%APY	GL ACCT	ACCT NAME
\$771,775.81	Y	0	0	610-00-11120-000-132	GENERAL CHECKING
\$115,789.81	Y	95.09		620-00-11120-000-132	2004A REDEMPTION
				620-00-11121-000-132	2004A REDEMPTION
\$19,178.14	Y	15.75		620-00-11121-000-132	LAGOON ESCROW
\$2500.00	Y	N/A		200-00-11100-100	RESCUE CHECKING/PASS THROUGH FOR EIC PAY.
\$130,000.00	Y	106.85		100-0011100-100	PASS THROUGH
					RECREATION SAVINGS(QUARTERLY)

## DAIRY STATE ACCTS

\$21,234.31	Y	1.75	.1000%	CDBG ESCROW	REGULAR CHECKING
\$779,946.26	Y	1015.01	1.7100%	SOLID WASTE & RECYCLE	REGULAR CHECKING
\$286,241.64	Y	1370.83	2.5800%	20500	MUNICIPAL MM
\$627.89	Y	0.05	0.0900%		POLICE CLERGY FUND
\$1778.32	Y	0.58	0.4000%		LIBRARY CHECKING
\$28,199.76	Y	30.13	1.3100%		TID 3 MM

## CD'S

\$5,786.27		36.95	3.7000%	LIBRARY 12 MO CD	RENEW'S IN MARCH 2025
\$5,871.96		25.84	2.5500%	LIBRARY 16 MO CD	RENEW'S IN SEPT 2025
\$6,363.30		2.75	2.7500%	LIBRARY 36 MO CD	RENEW'S IN MARCH 2027
\$100,000.00		.247.12	4.1000%	MUNICIPAL 6 MO CD	AUTOMATIC RENEWAL-MATURITY DATE 10/23/25
\$200,000.00		494.25	4.1000%	MUNICIPAL 6 MO CD	AUTOMATIC RENEWAL-MATURITY DATE 10/23/25
\$200,000.00		494.25	4.1000%	MUNICIPAL 6 MO CD	AUTOMATIC RENEWAL-MATURITY DATE 10/23/25

## DAIRY STATE LOANS

(40,756.48)	(2,148.49)	2.6900%	MUN LOAN	PAYABLE JUNE YEARLY/2025 FINAL PAYMENT
(268,530.39)	(4,533.31)	3.2500%	MUN LOAN	PAYABLE AUGUST YEARLY/2029 FINAL PAYMENT
(539,650.00)	(15,173.15)	5.7500%	MUN LOAN-CDBG	PAYABLE SEPTEMBER YEARLY/REVIEW AND RESTRUCTURE (EVERY 5 <sup>TH</sup> YEAR)