

**Village of Colfax**  
**Regular Board Meeting Agenda**  
**Monday, July 14, 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 –June 23<sup>rd</sup>, 2025
  - b. Review Statement of Bills Pooled Checking – June 23<sup>rd</sup>, 2025 – July 13<sup>th</sup>, 2025
  - c. Review Statement of Bills Solid Waste & Recycling Checking – June 23<sup>rd</sup>, 2025 – July 13<sup>th</sup>, 2025
  - d. Licenses – Operator's Licenses – Joshua Larson July 14, 2025-June 30, 2026 - Synergy, Christine Hirsch July 14, 2025-June 30, 2026 – Express Mart, Amanda Kikilas-July 14, 2025-June 30, 2026 – Concierge Home Decor
  - e. Temporary "Class B" Wine License- The Concierge Home Décor & More – July 26, 2025 – Margaritas & Mark Downs event
  - f. Transient License-Grumpy Gator-July 14, 2025-October 15, 2025
6. Consideration Items
  - a. Ayres Associates-Mitch Nichols-General Engineering Contract
  - b. Senn Blacktop-Estimates for Cedar Street, Viking Dr & Telemark Circle, 3<sup>rd</sup> Ave-Discussion/Approval
  - c. Cramer Consulting Invoice 1-Approval
  - d. Bauman Invoice-Approval
  - e. Bauman-Estimate for Outsourcing Services
  - f. Market & Johnson Invoice-Approval
  - g. Bremer Bank-Motion to assign Full Signor & Limited Signor
  - h. Kathy Dunbar Letter for Request- lights and signage at Rescue Squad Building
  - i. Planning Commission Recommendation-KM Construction request for re-zone
7. Committee/Department Reports/Discussions – (no action)
  - a. Police Report & Financials – June
  - b. Planning Commission Minutes-June 16, 2025
  - c. Planning Commission Minutes-July 10, 2025
  - d. Set Handbook Committee Meeting
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.
  - i. ACT Applications
9. Open Session – Motion to convene into open session to take any action resulting from the closed session.
  - i. ACT Applications
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: Sheila Riemer Deputy 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 – June 23, 2025**

On June 23<sup>rd</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, Stene, Best, Davis, Jenson and Prince. Trustee Rud was absent. Others present were Public Works Director Bates, Kris Meyer with KM Construction, Eric Davidson and Joe Harrison with Bauman Associates, Carrie Brown, Lynn Niggemann, Bruce Buckley and Deputy Clerk-Treasurer Riemer. No media was present.

**Public Comments** – Prince wanted to let everyone know Bruce Buckley was interested in joining the Planning Commission Committee. Everyone welcomed him and thanked him for joining.

**Communication from the Village President -none**

**Consent Agenda**

**Regular Board Meeting Minutes –June 9<sup>th</sup>, 2025**

**Review Statement of Bills Pooled Checking– June 9<sup>th</sup>, 2025 to June 22<sup>nd</sup>, 2025**

**Review Statement of Bills Solid Waste & Recycling Checking – June 9<sup>th</sup>, 2025 to June 22<sup>nd</sup>, 2025**

**Training Request – none**

**Licenses- Renewals for Operator's, Liquor, Tobacco and Chicken- July 1, 2025-June 30, 2026.**

**Facility Rental – June 28, 2025 – Beer Tent-Emily Rubenzer and Steve Beaudin Wedding**

A motion was made by Trustee Burcham and seconded by Trustee Stene to approve consent agenda 6a-6e, which includes Regular Board Meeting Minutes, June 9<sup>th</sup>, 2025, Review Statement of Bills for Pooled Checking and Solid Waste & Recycling Checking, June 9<sup>th</sup>, 2025 – June 22<sup>nd</sup>, 2025, Renewal licenses for operator's, liquor, tobacco and chicken, and facility rental June 28, 2025 Rubenzer/Beaudin wedding. A voice vote was taken with all members voting in favor. Motion carried.

**Consideration Items:**

**KM Construction Building Plans-** Kris Meyer presented a preliminary on the 2.2 acre lot he is closing on next month. He would like to split it up into 4 lots. Prince wanted to make sure everyone was aware of the lot he was talking about, it is the lot just west of Colfax Prairie Homes. Meyer has been in touch with Bates regarding hooking up water/sewer, Bates has also been in touch with Mitch Nichols from Ayres, who will be working on getting a contract for an easement to us by the next meeting. They are still working on the twin homes and looking at starting the next set of twin homes. Trustee Stene questioned the year extension that was requested, Meyer stated that was not for sure yet and is still working to figure that out. Meyer also stated he wanted to try to keep these under \$325,000, trying to go around \$299,000. Trustee Jenson wanted to know if they were 2 or 3 bedroom and if there was a basement. Meyer stated they were 2, if 3 were requested they would do that and yes they have basements. Trustee Stene inquired about the easement. Bates said everything and everyone had been contacted and are actively working on it. Meyer also was concerned about the zoning, he would want to re-zone from the R-5.

**2024 Audit Presentation-** Eric Davidson with Bauman, along with Joe Harrison, presented the preliminary final draft of the 2024 audit. He stated he was not going to go through the whole thing, it was pretty standard and will touch on a few topics. TID3 & TID5, the street projects, will be replenished with the monies reimbursed in 2025. Davidson does believe everything is on track and increments are pretty healthy. Utilities are in good shape also, the sewer utility rate may want to be revisited. If you don't keep up with the simplified rate, the possibly of a deficit increases. Trustee Stene wants Prince to review the rates for sewer to generate \$30,000 to stay ahead of having a deficit. ARPA funds were there to help aid in the purchase of the ambulance. Fund balances have been separated to show amounts in each section to correct allocations for ease of understanding better. Rescue billing has been exhausting to go through, the third party billing has been hard getting reports, Davidson realizes that a new third party will be taking over and that once billing gets situated the reconciling will hopefully be easier to manage. Davidson feels pretty confident about the audit in general.

**Bauman Associates Contracted Services-** Joe Harrison wanted to relay that Bauman does offer municipality services if needed. They have been building teams that know Workhouse, have been treasurers and can do forecasting and month end financials. This would be an option if we need assistance between the administrator position being filled.

**Resolution 2025-27 Wastewater Compliance Maintenance-** Bates explained this is the annual sewer report. Phosphorus was a grade D, which is below average, because the dumping cannot be treated with alum. They are in the process of changing how they discharge now. The other that is average, C, is under certification. They are doing some updating on that. A motion was made by Trustee Burcham and seconded by Trustee Best to accept the Resolution 2025-27 CMAR. A voice vote was taken with all members voting in favor. Motion carried.

**Office Hours-Change back to 8-4, M-F-** Trustee Burcham wondered how many people actually came in during that time, Riemer stated that since March we maybe had 6 people and 5-10 phone calls. A motion was made by Trustee Burcham and seconded by Trustee Stene to change the office hours back to 8-4, M-F. A voice vote was taken with all members voting in favor. Motion carried.

**Request for noise ordinance extension-June 28, 2025 Wedding-** A motion was made by Trustee Stene and seconded by Trustee Best to approve the noise extension for the wedding on June 28, 2025 to no later than midnight. A voice vote was taken with all members voting in favor. Motion carried.

**Closed Session-** A motion was made by Trustee Burcham and seconded by Trustee Best to go into closed session at 7:55 pm pursuant to WI statute 19.85(1)(c) Voting For: Trustees Burcham, Davis, Jenson, Stene, Best and Prince. Voting Against none. Motion carried.

**Open Session-** A motion was made by Trustee Burcham and seconded by Trustee Stene to reconvene to open session at 9:20 pm. A voice vote was taken with all members voting in favor. Motion carried.  
No action taken.

**Adjourn** – A motion was made by Trustee Burcham and seconded by Trustee Jenson to adjourn the meeting at 9:21 pm. A voice vote was taken with all members voting in favor. Meeting Adjourned.

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Jeff Prince, Village President

Attest: Sheila Riemer, Deputy Clerk-Treasurer

7/11/2025 10:59 AM

Reprint Check Register - Quick Report - ALL

Page: 1  
ACCT

## POOLED CHECKING ACCOUNT

## Accounting Checks

Posted From: 6/23/2025 From Account:  
Thru: 7/13/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
80475	6/30/2025	24-7 TELCOM	44.90
80476	6/30/2025	AIRTEC SPORTS	47.99
80477	6/30/2025	AT&T MOBILITY	536.13
80478	6/30/2025	BADGER STATE ELECTRIC	414.67
80479	6/30/2025	BOBCAT PRO	1,035.00
80480	6/30/2025	CENTURY LINK	129.56
80481	6/30/2025	CINTAS CORPORATION	90.80
80482	6/30/2025	CREDIT SERVICE INTERNATIONAL	219.04
80483	6/30/2025	DAIRY STATE BANK	9.15
80484	6/30/2025	DUNN COUNTY HUMANE SOCIETY	610.28
80485	6/30/2025	E.O. JOHNSON	55.00
80486	6/30/2025	FISH WINDOW CLEANING	450.00
80487	6/30/2025	H & H PLUMBING	42.82
80488	6/30/2025	HANNAH PARROTT	105.00
80489	6/30/2025	HAWKINS, INC.	2,284.56
80490	6/30/2025	IFLS LIBRARY SYSTEM	257.73
80491	6/30/2025	JOHN DEERE FINANCIAL	659.21
80492	6/30/2025	MID-AMERICAN RESEARCH CHEMICAL	671.55
80493	6/30/2025	T-MOBILE	29.40
80494	6/30/2025	TRU LOCK	47.90
80495	6/30/2025	UNION TRAILER & POWER EQUIPMENT	102.41
80496	6/30/2025	WELD RILEY SC	538.63
80497	6/30/2025	WRWA	589.87
AFLAC	6/27/2025	AFLAC	61.86
DELTA	7/01/2025	DELTA DENTAL	868.84
EFTPS	7/09/2025	EFTPS-FEDERAL-SS-MEDICARE	8,014.24
WIDOR	7/09/2025	WI DEPARTMENT OF REVENUE	1,284.86
804832	6/30/2025	DAIRY STATE BANK	-9.15
BREMER	7/11/2025	CARDMEMBER SERVICE	2,089.36
CHARTER	6/28/2025	CHARTER COMMUNICATIONS	160.00
WIDCOMP	7/03/2025	WISCONSIN DEFERRED COMPENSATION	185.00
Grand Total			21,626.61

7/11/2025 10:59 AM

Reprint Check Register - Quick Report - ALL

Page: 2  
ACCT

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 6/23/2025 From Account:  
Thru: 7/13/2025 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	17,579.30
Total Expenditure from Fund # 200 - RESCUE/AMBULANCE	640.66
Total Expenditure from Fund # 610 - WATER FUND	1,194.09
Total Expenditure from Fund # 620 - SEWER FUND	2,212.56
Total Expenditure from all Funds	21,626.61

7/11/2025 11:00 AM

Reprint Check Register - Quick Report - ALL

Page: 1  
ACCT

SOLID WASTE & RECYCLING RU

Accounting Checks

Posted From: 6/23/2025 From Account:  
Thru: 7/13/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
1539	6/29/2025	AT&T MOBILITY	70.57
1540	6/29/2025	DONS SWEEPER SERVICE/DON LOGSLETT	300.00
1541	6/29/2025	FIRST CHOICE	1,123.72
1542	6/29/2025	HAROLD FAIRCHILD	96.19
1543	6/29/2025	PLASTIC BAGS UNLIMITED	180.00
1544	6/29/2025	ROCK OIL REFINING, INC	120.00
1545	6/29/2025	VILLAGE OF COLFAX	24,931.07
1545	6/29/2025	VILLAGE OF COLFAX	-24,931.07
Grand Total			1,890.48

# Village of Colfax

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

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

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

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

I, hereby apply for a license to serve, from date hereof to JUNE 30, 2026, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

Answer the following questions fully and completely: (PLEASE PRINT)

NAME Joshua Christopher Larson  
FIRST NAME MIDDLE NAME LAST NAME  
Telephone Number 715-704-0546 Email Address larsonjoshuac@Outlook.com  
Current Address E8538 State Road 170 Colfax WI, 54730  
(Street) (City) (Zip Code) (yrs. at address)  
Previous Address [Redacted] (City) (Zip Code)  
Date of Birth [Redacted] Age 25  
Place of Employment Colfax Cenex

### POLICE DEPT APPLICABLE OFFENSE CRITERIA

A records check will be conducted for violations of any law or ordinances during the past 10 years that substantially relate to the license applied for. Those convictions are considered by the Village of Colfax in determining whether a license will be granted. You will be notified by the Village of Colfax Police Department if your application is recommended for denial to the Village Board.

Recommendation ☒ Approve ☐ Deny [Signature] 06/13/2025  
(Chief of Police or designated staff Signature) (Date)

### STATE OF WISCONSIN/ DUNN COUNTY

The above named applicant, being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license: that all the statements made by applicant are true.

x Joshua C. Larson  
Signature of Applicant

Subscribed and sworn before me this 12 day of Jun, 20 25.  
[Signature] 7-17-26  
(Signature of Notary Public) (Commission Expires)

Date Received: 6/12/25 Date to the Board: 7-14-25 Approved or Denied



# Village of Colfax

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

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Answer the following questions fully and completely: (PLEASE PRINT)

NAME Christine Marie Hirsch  
FIRST NAME MIDDLE NAME LAST NAME

Telephone Number 715-716-2585 Email Address hirschchristine88@gmail.com

Current Address 403 28<sup>th</sup> Ave. W. 54751 9 months  
(Street) (City) (Zip Code) (yrs. at address)

Previous Address 14252 Vintage St. N.W. Andover MN 55304  
(City) (Zip Code)

Date of Birth [REDACTED] Age 47

Place of Employment Express Mart Colfax

### POLICE DEPT APPLICABLE OFFENSE CRITERIA

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Recommendation ☒ Approve    ☐ Deny    [Signature] 6/19/2025  
(Chief of Police or designated staff Signature) (Date)

### STATE OF WISCONSIN/ DUNN COUNTY

The above named applicant, being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license: that all the statements made by applicant are true.

x Christine Hirsch  
Signature of Applicant

Subscribed and sworn before me this 19<sup>th</sup> day of June, 20 25.

Sheila Riemer 7-17-26  
(Signature of Notary Public) (Commission Expires)

Date Received: 6/19/25 Date to the Board: 7/14/25 Approved or Denied







## CERTIFICATE OF COMPLETION

This certifies that

**Christine Hirsch**

is awarded this certificate for

**Wisconsin Responsible Beverage Server Training**



Completion Date  
**06/17/2025**



Expiration Date  
**06/17/2027**



Certificate #  
**WI-00640019**

A handwritten signature in black ink, appearing to read 'Sarah Hirsch'.

Official Signature

This certificate is non-transferable and represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.86(2m), Wis. Stats.

# Village of Colfax

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

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

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

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

I, hereby apply for a license to serve, from date hereof to JUNE 30, 2026, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

Answer the following questions fully and completely: (PLEASE PRINT)

NAME Amanda L Kikilas  
FIRST NAME MIDDLE NAME LAST NAME

Telephone Number 715-556-1830 Email Address anorthmypo6@gmail.com

Current Address E8577 N County RD E Elk Mound WI 54739 3 yrs  
(Street) (City) (Zip Code) (yrs. at address)

Previous Address 1315 Cornell St Eau Claire 54703  
(City) (Zip Code)

Date of Birth [REDACTED] Age 36

Place of Employment The concierge Home Decor & more  
Eau Claire School District

### POLICE DEPT APPLICABLE OFFENSE CRITERIA

A records check will be conducted for violations of any law or ordinances during the past 10 years that substantially relate to the license applied for. Those convictions are considered by the Village of Colfax in determining whether a license will be granted. You will be notified by the Village of Colfax Police Department if your application is recommended for denial to the Village Board.

Recommendation ☒ Approve ☐ Deny [Signature] 07/02/2025  
(Chief of Police or designated staff Signature) (Date)

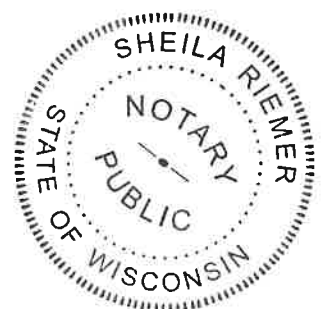
### STATE OF WISCONSIN/ DUNN COUNTY

The above named applicant, being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license: that all the statements made by applicant are true.

x Amanda Kikilas  
Signature of Applicant

Subscribed and sworn before me this 1st day of July, 2025.  
[Signature] 7-17-26  
(Signature of Notary Public) (Commission Expires)

Date Received: 7/1/25 Date to the Board: 7/14/25 Approved or Denied



## Temporary Alcohol Beverage License

Municipality  
Village of Colfax


License(s) Requested	Fees	
<input checked="" type="checkbox"/> Temporary "Class B" Wine <input type="checkbox"/> Temporary Class "B" Beer	License Fees	\$ 10.00
	Background Check	\$ -
	Total Fees	\$ 10.00


Part A: Organization Information		
1. Organization Name Colfax Sno Drifters		
2. Organization Permanent Address 509 Fairview Dr.		
3. City Colfax	4. State WI	5. Zip Code 54730
6. Mailing Address (if different from permanent address)		
7. FEIN	8. Date of Organization/Incorporation 1978	9. State of Organization/Incorporation WI
10. Phone 715-554-2175	11. Email mbuchner@yahoo.com	
12. Organization type (check one) <input checked="" type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary. Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).			
Last Name	First Name	Title	Phone
Buchner	Mike	president	
Erickson	Nate	Vice president	
Larson	Jodi	Secretary	
Hill	Christie	Treasurer	

Continued →

<b>Part C: Event Information</b>			
1. Name of Event (if applicable) margarita's & mark downs			
2. Dates of Operation 7-26-25		3. Hours of Operation 9-3 pm	
4. Premises Address 225 Bremer Ave			
5. City COFAK		6. State WI	7. Zip Code 54730
8. County Dunn	9. Governing Municipality <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: COFAK		10. Aldermanic District
11. Organizer of Event (if not the named applicant) Amanda Kikilas		12. Email and/or Phone Number for Organizer of Event anotherpapa@gmail.com 715-556-1834	
13. Organizer Website		14. Event Website	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. The Concierge will have all margarita's Behind the main counter.			

<b>Part D: Attestation</b>			
Who must sign this application? • one officer or director of the nonprofit organization			
<b>READ CAREFULLY BEFORE SIGNING:</b> Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Last Name Buchner		First Name Mike	M.I. D
Title President	Email mcbuchner@yahoo.com		Phone 715-556-2175
Signature 		Date 6-29-25	

<b>Part E: For Clerk Use Only</b>	
Date Application Was Filed With Clerk 6-30-2025	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk 	

# Village of Colfax

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

Scott A. Gunnufson, President  
Lynn M. Niggemann, Administrator-Clerk-Treasurer

## APPLICATION FOR TRANSIENT MERCHANT

Date: 4-10-25

Name: Christina Rice Grumpy Gator

Address: E7239 1110th Ave

Phone: 715-933-4684

Date of Birth: 2-23-69 Seller's Permit No: 456-1032103507-02

Name of Employer: \_\_\_\_\_ Description of Merchandise: Gator nuggets - burgers

Address of Employer: \_\_\_\_\_

Vehicle: Make Chevy Model Silverado Color grey

Year 2006 License# 4 V H 7147 State of Issuance WI

Dates Business will be conducted: once a week or every other week

Method of Delivery: \_\_\_\_\_

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

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

Location of area you intend to cover: Dollar General

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

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

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

RECEIPT # 918608

Christina Rice

Applicant's Signature

Police Chief Notification: [Signature]

## **INDIVIDUAL PROJECT SUPPLEMENT TO MASTER AGREEMENT FOR PROFESSIONAL SERVICES**

This is an Individual Project Supplement dated July 7, 2025, which is an attachment to the Master Agreement dated December 21, 2021 between the Village of Colfax (OWNER) and Ayres Associates Inc (CONSULTANT).

Project: General Engineering Services

### **ATTACHMENT A - SCOPE OF SERVICES**

The Project consists of various engineering services required to provide support for the Village of Colfax Board and Committees.

CONSULTANT shall provide professional services for OWNER as requested by the OWNER and may include, but not limited to the following:

- Planning Commission reviews and reports.
- Committee meeting attendance, as necessary.
- Review of developments and developers' agreements.
- Miscellaneous meetings, reviews, designs, and surveys deemed necessary by OWNER.



### **ATTACHMENT B - PERIOD OF SERVICES**

The professional services provided by the CONSULTANT shall be performed when requested by the OWNER. The OWNER and CONSULTANT will agree upon the time frame in which the requested scope of services will be provided prior to the services being scheduled.

### **ATTACHMENT C - COMPENSATION AND PAYMENTS**

CONSULTANT shall perform the above services on a Time and Materials basis, based on the charge out and reimbursable rates effective at the time the service was performed for all Basic Services rendered by principals and employees engaged directly on the project.

IN WITNESS WHEREOF, the parties hereto have made and executed this Individual Project Supplement as of the day and year first written above.

<u>Village of Colfax</u>		<u>Ayres Associates Inc</u>
<u>OWNER</u>		<u>CONSULTANT</u>
<u></u>	(Signature)	<u></u>
<u></u>	(Typed Name)	<u>Mitchell G Nichols, PE</u>
<u>Village President</u>	(Title)	<u>Project Manager</u>
<u></u>	(Date)	<u>July 7, 2025</u>
<u></u>	(Attest)	<u></u>
<u></u>	(Typed Name)	<u>Gareth Shambeau, PE</u>
<u></u>	(Title)	<u>Manager, Municipal Services</u>





GRADE • BASE • ASPHALT PAVING

# Senn Blacktop, Inc.

6/10/2025

12154 40th Avenue • Chippewa Falls, Wisconsin 54729 • www.sennblacktop.com  
(715) 723-8527 • (800) 310-3300 • Fax: (715) 723-7928 • email@sennblacktop.com

**Project #: 20251194**

**Project Location: See Below , Colfax**

Village of Colfax - Don  
PO Box 417  
Colfax, WI 54730

Mobile 715-505-2224

Email: dlogslett@gmail.com

**Specs:**

Project Location: Cedar St between 4th Ave & 5th Ave  
26' x 60'  
Cedar St @ 309 Cedar St  
26' x 32'

Excavate existing blacktop and haul away.  
Fine grade, water, and compact existing base coarse.  
Deliver and install 3" compacted hot mix asphalt in  
two lifts (1.5" thick each lift).  
Saw cut blacktop at the beginning and end of each  
patch to allow flush joint match.

Cedar St between 4th Ave & 5th Ave  
1,560 sq ft @ \$3.87/sq ft =

\$6,037.20

Cedar St @ 309 Cedar St  
832 sq ft @ \$3.87/sq ft =

\$3,219.84

Total: \$9,257.04

Thank You,  
Dean Hause

We propose to furnish material and labor - complete in accordance with above specifications, for the sum of:

**NINE THOUSAND TWO HUNDRED FIFTY SEVEN AND 04/100 DOLLARS**

ANY ADDED WORK ADDS COST AND BECOMES PART OF THIS CONTRACT AND MUST BE PAID IN FULL WITHIN 15 DAYS.  
NOTICE REGARDING ACCOUNT BALANCES 15 DAYS PAST DUE. A service charge of 1 % per month will be added to accounts  
over 15 days past due. This is an annual percentage rate of 12%. We do not accept Credit Cards.  
Senn Blacktop is a Construction Company - NOT a Lending Co.

This contract is not subject to cancellation.

I hereby acknowledge receipt and accept  
order with all its specifications and lien notice.

Prices quoted are subject to acceptance  
within 30 days from date.

Owner \_\_\_\_\_

and/or representative of owner and/or general contractor.

Senn Blacktop \_\_\_\_\_

Date \_\_\_\_\_

water

- SEE BACK FOR FULL CONTRACT TERMS AND CONDITIONS -





GRADE • BASE • ASPHALT PAVING

# Senn Blacktop, Inc.

6/10/2025

12154 40th Avenue • Chippewa Falls, Wisconsin 54729 • www.sennblacktop.com  
(715) 723-8527 • (800) 310-3300 • Fax: (715) 723-7928 • email@sennblacktop.com

**Project #: 20251197**

**Project Location: Viking Drive @ Telemark Circle , Colfax**

Village of Colfax - Don  
PO Box 417  
Colfax, WI 54730

Mobile 715-505-2224

Email: dlogslett@gmail.com

**Specs:**

22' x 72'

Sweep existing blacktop.  
Deliver and apply hot tack coat.  
Wedge existing blacktop to establish proper water flow.  
Overlay existing blacktop with 1.5" compacted  
hot mix asphalt.

1,584 sq ft @ \$3.67/sq ft

**Total: \$5,813.28**

Thank You,  
Dean Hause

We propose to furnish material and labor - complete in accordance with above specifications, for the sum of:

**FIVE THOUSAND EIGHT HUNDRED THIRTEEN AND 28/100 DOLLARS**  
ANY ADDED WORK ADDS COST AND BECOMES PART OF THIS CONTRACT AND MUST BE PAID IN FULL WITHIN 15 DAYS.  
NOTICE REGARDING ACCOUNT BALANCES 15 DAYS PAST DUE. A service charge of 1 % per month will be added to accounts  
over 15 days past due. This is an annual percentage rate of 12%. We do not accept Credit Cards.  
Senn Blacktop is a Construction Company - NOT a Lending Co.

This contract is not subject to cancellation.

I hereby acknowledge receipt and accept  
order with all its specifications and lien notice.

Prices quoted are subject to acceptance  
within 30 days from date.

**Owner**

and/or representative of owner and/or general contractor.

Senn Blacktop

**Date**

SEE BACK FOR FULL CONTRACT TERMS AND CONDITIONS



GRADE • BASE • ASPHALT PAVING

# Senn Blacktop, Inc.

6/11/2025

12154 40th Avenue • Chippewa Falls, Wisconsin 54729 • www.sennblacktop.com  
(715) 723-8527 • (800) 310-3300 • Fax: (715) 723-7928 • email@sennblacktop.com

**Project #: 20251195**

**Project Location: 3rd Ave at State Hwy 40 , Colfax**

Village of Colfax - Don

PO Box 417

Colfax, WI 54730

Mobile 715-505-2224

Email: dlogslett@gmail.com

**Specs:**

36' x 57'

Remove and haul away existing blacktop.  
Grade existing base coarse to balance the road.  
Fine grade, water, and compact.  
Deliver and install 4" compacted hot mix asphalt  
in two lifts (2" thick each lift).  
Saw cut blacktop at the beginning and end of  
patch to allow flush joint match.

2,052 sq ft @ \$3.73/sq ft

Total: \$7,653.96

Thank You,  
Dean Hause

We propose to furnish material and labor - complete in accordance with above specifications, for the sum of:

SEVEN THOUSAND SIX HUNDRED FIFTY THREE AND 96/100 DOLLARS

ANY ADDED WORK ADDS COST AND BECOMES PART OF THIS CONTRACT AND MUST BE PAID IN FULL WITHIN 15 DAYS.  
NOTICE REGARDING ACCOUNT BALANCES 15 DAYS PAST DUE. A service charge of 1 % per month will be added to accounts  
over 15 days past due. This is an annual percentage rate of 12%. We do not accept Credit Cards.  
Senn Blacktop is a Construction Company - NOT a Lending Co.

This contract is not subject to cancellation.

I hereby acknowledge receipt and accept  
order with all its specifications and lien notice.

Prices quoted are subject to acceptance  
within 30 days from date.

Owner \_\_\_\_\_  
and/or representative of owner and/or general contractor.

Senn Blacktop

Date \_\_\_\_\_

SEE BACK FOR FULL CONTRACT TERMS AND CONDITIONS



Cramer Consulting, LLC  
888-448-4210  
PO Box 484  
Rice Lake, WI 54868

Billed To  
Sheila Riemer  
Village of Colfax  
P.O. Box 417  
Colfax, WI 54730

Date of Issue  
07/01/2025  
  
Due Date  
07/08/2025

Invoice Number  
0002152

Amount Due (USD)  
**\$1,943.70**

Description	Rate	Qty	Line Total
<b>Deposit Plan Consulting</b> (Village Hall IT Consulting) Jun 27, 2025 Triage server failure at Village Hall and PD, Initial report at 11:10am, found server failed with total loss of data on two virtual servers, must restore from backup, changed DNS server on Bill's PC to bypass down server until restore is complete, procured server for temporary host until permanent solution is in place. Restore plan approved by Bill/Sheila.	\$65.00	6	\$390.00
<b>Deposit Plan After Hours Consulting</b> (Village Hall IT Consulting) Jun 27, 2025 Installed Server 2016 and Hyper-V on Temporary server, installed updates, restored two virtual servers from backup, configured networking, verified AD.	\$110.00	7	\$770.00
<b>Deposit Plan After Hours Consulting</b> (Village Hall IT Consulting) Jun 28, 2025 Finished cleanup post restore job, re-attached backup jobs to restored servers, delivered server at 1:30am Saturday morning, disconnected failed server, connected temporary server, tested connectivity from PD, verified everything was working. Was unable to test from Village Hall with being after hours, will test Village Hall on Monday morning.	\$110.00	2	\$220.00
<b>Deposit Plan After Hours Consulting</b> (Village Hall IT Consulting) Jun 29, 2025 Spot checking restored server backup jobs to make sure they have resumed as scheduled and that there are no data integrity issues. Ran test restores from Saturday night backup to validate backup data.	\$110.00	1.67	\$183.70
<b>Deposit Plan Consulting</b> (Village Hall IT Consulting) Jun 30, 2025 Contacted Sheila at Village Hall, verified connectivity was restored, spot checking data in shares, found 3 folders had older versions, manually restored 3 additional files per Sheila. Contacted Bill to remove	\$65.00	2	\$130.00

temporary server bypass on his computer completing the recovery project.

VH-MG-BKUP	\$125.00	1	\$125.00
Online backup for Village hall server. Includes virtual disaster recovery, 300GB of storage. Priced per server, per month.			
CPD-MG-BKUP	\$125.00	1	\$125.00
Online backup for Police Department server. Includes virtual disaster recovery, 300GB of storage. Priced per server, per month			
Subtotal			1,943.70
Tax			0.00
Total			1,943.70
Amount Paid			0.00
Amount Due (USD)			\$1,943.70

Notes  
Invoice for July 2025  
Thank You for your business.

Terms  
Payment is due within 7 Days.



P.O. Box 1225  
Eau Claire WI 54702-1225  
(715) 834-2001

Invoice #INV23263

Client ID: 30673000  
Date: 07/08/2025

**Bill To**

Carrie Brown  
Village Of Colfax  
613 Main Street  
PO Box 417  
Colfax WI 54730-0417  
United States

**Account Balance \$53,317.10**

**Invoice Amount \$53,317.10**

Due Date

07/08/2025

\* For total due on account, see  
aging at bottom of invoice.

**Terms**

Due on receipt

**Due Date**

07/08/2025

Item	Period Ending	Amount
Completion of audit for the year ending December 31, 2024 per quote: * General Fund (\$14,575.00) * Sewer Fund (\$7,287.50) * Water Fund (\$7,287.50)		29,150.00
Preparation of the Form C for the year ending December 31, 2024 per quote (General Fund).		2,020.00
Preparation of the PSC report for the year ending December 31, 2024 per quote (Water Utility).		3,200.00
Reconciliation of budget to proper basis for presentation in the general fund budgetary comparison schedule per GASB No. 41 per quote (General Fund).		850.00
Preparation of TID Annual Report for the year ending December 31, 2024. * Allocated evenly over TID's 3, 4, and 5		1,575.00
Preparation of 2024 TID compilation for the year ending December 31, 2024. * Allocated evenly over TID's 3, 4, and 5		3,140.00
Preparation of W-2's for the year ending December 31, 2024.		225.00
Preparation of 1099's for the year ending December 31, 2024.		445.00
2024 Accounting Services: * General Fund (\$6,162.50) * Sewer Fund (\$3,081.25) * Water Fund (\$3,081.25)		12,325.00
Out-of-pocket costs related to mileage, depreciation fees and confirmation.com.		387.10

**Subtotal \$53,317.10**

**Invoice Total \$53,317.10**

**Invoice Amount Paid \$0.00**

**Invoice Amount Due \$53,317.10**



INV23263



July 11, 2025

Village Board of Trustees and Management  
Village of Colfax  
Colfax, WI

We look forward to assisting you with the responsibilities listed on the attached page. This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

The goal of this engagement is for Bauman Associates, Ltd. to provide outsourced accounting services detailed on the attached proposal page. The contract runs through August 31, 2025 and is up for renegotiation at that point.

You agree to assume management responsibilities for all the services we will provide and accept responsibility for them.

Our fees for this engagement are not contingent on the results of our service. Rather, our fees for this engagement will be based upon the completion of the monthly services detailed in the attached letter. Our fees for services for this engagement will be billed at \$200 per hour. Invoices unpaid 30 days past the billing date may be deemed delinquent and are subject to a delinquency charge of 1 ½% per month.

The Village agrees to reimburse Bauman Associates for any out-of-pocket costs (travel, meals, etc.) incurred in providing the services in the attached page.

This engagement does not include any services not specifically identified in this letter. Costs associated with the services outside of this agreement that you may request will be billed separately at our hourly billing rates. A price will be agreed upon with you prior to us performing those services.

We reserve the right to suspend or terminate our services at any time your account is past due and will not be resumed until your account is paid in full. Should we elect to terminate our services, you will be responsible for all time charges and expenses through the date of termination. You further acknowledge and agree that in the event we stop work or withdraw from this engagement as a result of your failure to pay on a timely basis for services rendered as required by this engagement letter, we shall not be liable to you for any damages that occur as a result of our ceasing to render services.

In the unlikely event that differences concerning our services or fees should arise as a result of this engagement, each party agrees to submit the dispute to mediation. Each party shall designate an executive officer empowered to attempt to resolve the dispute.

Should the designated representative be unable to agree on a resolution, a competent and impartial third party acceptable to both parties shall be appointed to mediate. Each disputing party shall pay an equal percentage of the mediator's fees and expenses. No suit or arbitration proceedings shall be commenced under this agreement until at least 60 days after the mediator's first meeting with the involved parties. In the event that the dispute is required to be litigated, the court shall be authorized to assess litigation costs against any party found not to have participated in the mediation process in good faith.

We sincerely appreciate this opportunity to be of service to you. If the foregoing is in accordance with your understanding, please sign the copy of this letter in the space provided and return the signed letter to us.

*Bauman Associates, Ltd.*  
CERTIFIED PUBLIC ACCOUNTANTS

RESPONSE:

This letter correctly sets forth the understanding of Village of Colfax.

Officer Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **Village of Colfax Outsourced Accounting Proposal**

1. Provide a bookkeeper to assist and train the Deputy Clerk/Treasurer with reconciling the pooled cash account with Bremer. Our understanding is this was last reconciled in March 2025.
2. Assist Deputy Clerk/Treasurer with post-payroll tasks, filing 941 reports, payroll tax remittances, WRS remittance and reporting, journal entries to match and clear withholding accounts.
3. Assist the Deputy Clerk/Treasurer with reconciling the rescue squad accounts receivable with billing reports and detail from the 3<sup>rd</sup> party billing company. We would also assist in setting up recurring entries to record an estimate of uncollectible accounts, billing adjustments which occur throughout the process with Medicare, Medicaid and 3<sup>rd</sup> party insurance and amounts which go to collection agencies, including the State of WI through the TRIP program.
4. Review and adjust known areas of adjustment, these are: 1) record and reconcile the collection of the 2024 tax roll to be collected in full in August so that good numbers are shown in board reports 2) review and reclassify capital outlay activity in all funds (general, water and sewer 3) review and adjust debt service payments for all funds 4) review and adjust accounts payable and accrual accounts.
5. Assist the Deputy Clerk/Treasurer with the 2026 budget preparation. We can use our experience with the budget preparation process to help develop a sound budget for the various funds of the Village which can be used to provide meaningful budget-to-actual reports for 2026. This can involve the various designated/assigned balances and providing a realistic idea of the amounts available to fund future capital projects.



**Example Scope of Service:**

- Full access to our Municipal accounting and finance experts/consultants to answer any day-to-day questions and accounting support including:
  - o Assistance and advice relative to monthly journal entries, and periodic filings of financial reports.
  - o Availability at department head/other management meetings to address questions.
  - o Questions on financial processes.
  - o Assistance with month end adjustments and reconciliations.
  - o Assistance with interpreting technical questions from the auditors related to financial reporting/GASB standards.
- Full access to our payroll department to answer any day-to-day questions.
- We anticipate the scope of this project to include the following relative to the Budget Ordinance:
  - o Reviewing and preparing worksheets for the 2026 budget at the direction of the Village board, staff, and department heads.
  - o Attend meetings (via remote video where possible) with staff, department heads, Village board and Mayor, the Finance and Taxation committee, and others as necessary to carry out the requirements of the Budget Ordinance.
- Special projects that are prioritized during periodic meetings with the Village of Colfax staff as directed by the Administrator or equivalent including, but not limited to:
  - o Ongoing debt portfolio analysis and options (Significant financial impact) including working with the Village's financial advisor.
  - o Consulting with the Village regarding utility rates, rate cases with the PSC and assistance with rate analyses as needed.
  - o Ongoing planning for capital improvements.
  - o Implementation of best practices related to internal accounting processes and suggestions for improvement and efficiency.
  - o Provide a review of internal controls related to financial operations for all phases of the Village from staff all the way to the Village board.
- Review of upcoming reporting deadlines affecting financial reporting (i.e. Form C, TID annual reports, WI DOR filings).
- A Bauman representative will be available for Village of Colfax board meetings as deemed necessary to answer any questions that the Council may have, give updates on projects that we may be working on and to provide expert advice whenever the situation arises.



*Adding Value to Everything We Do*

42293

2350 Galloway Street, P.O. Box 630, Eau Claire, WI 54702-0630 Phone: 715-834-1213 Fax: 715-834-2331

## INVOICE

**TO:** City of Colfax  
613 Main Street  
Colfax, WI 54730

**JOB REFERENCE:** 9024-8856  
**P.O. NUMBER:**  
**CUSTOMER NO.:** 3430  
**INVOICE DATE:** 06/20/25

clerktreasurer@villageofcolfaxwi.org

Carrie Johnson <clerktreasurer@villageofcolfaxwi.org>  
Contract : 9024-8856 City of Colfax - Employee Entrance & Police Door

Price Per Quote

15,196.00

Price Per Quote

15,196.00

**CURRENT DUE :** \$15,196.00

**TERMS: NET 30 DAYS. ACCOUNTS OVER 30 DAYS ARE SUBJECT TO A FINANCE CHARGE OF 1 1/2% PER MONTH (18% APR).**

## Sheila Riemer

---

Also, at your next board meeting, here is my suggestion for the village moving forward during this temporary time frame.

Motion (s) as follows:

- 1) Authorize Jeff Prince to be the new "full signor" on all your depository accounts with Bremer Bank.
  - a. Remove Carrie Lynn Johnson as a signor on all accounts (she is currently a full signor)
  - b. Add Sheila Riemer as a limited signor on depository accounts moving forward (otherwise, technically we are not supposed to release any information to you).

Definitions are as follows:

**FULL SIGNOR** - can transact business on behalf of the Village and **add/remove** signors (as needed)

**LIMITED AUTHORITY SIGNORS** – can transact business over the phone and in person; however, **cannot add/remove** signors

Call me with any questions.

**George Brewe**  
Market President

D 715-231-1765

C 715-505-5358

bremer.com | gwbrewe@bremer.com

1500 Broadway St N  
Menomonie, WI 54751

**BREMER**  
**BANK**

A DIVISION OF OLD NATIONAL BANK

As I can't attend the next Village Board meeting, I am submitting this note for consideration.

In the past several months I have been approached to "do something" about people not being able to find the Rescue Squad Building. The sign for the building needs a light.

Also, there should be signage of NO PARKING in front of the sign. Several weeks ago, there was a large trailer parked in front of the sign, totally obscuring it. A man stopped me as I was mowing the lawn and asked where the Rescue Squad building was. I live across the street from the building, so I was able to point him in the right direction.

Therefore, please consider adding a light so the sign is visible at night and placing a NO PARKING sign under it so it is always visible.

Thank You.

  
Kathy Dunbar

WILLIAM J. ANDERSON  
CHIEF OF POLICE



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

JUNE 2025 POLICE REPORT

Printed on July 8, 2025

CFS Date/Time	Description	Primary Units
06/01/25 17:08:06	MISCELLANEOUS - NEVER 911 CALLS UNLESS	231, 508
06/01/25 18:26:05	MENTAL CASE	225, 508
06/01/25 18:45:57	TRAFFIC STOP	225
06/01/25 21:53:52	EMERGENCY MEDICAL SERVICES	508, CXMD8
06/03/25 12:48:41	VIOLATE COURT ORDER-I.E. RESTRAINING, CHILD	501
06/03/25 14:16:16	CHECK WELFARE ON SUBJECT	501
06/03/25 16:11:31	SUSPICION	508
06/03/25 17:43:31	EMERGENCY MEDICAL SERVICES	CXMD8, 508
06/03/25 19:18:01	TRAFFIC STOP	212
06/04/25 18:37:22	EMERGENCY MEDICAL SERVICES	CXMD6
06/05/25 08:45:16	EMERGENCY MEDICAL SERVICES	CXMD6
06/06/25 08:13:47	TRAFFIC STOP	208
06/06/25 11:23:11	EMERGENCY MEDICAL SERVICES	CXMD8
06/06/25 12:23:21	EMERGENCY MEDICAL SERVICES	CXMD6
06/06/25 21:17:12	SUSPICION	508
06/07/25 10:55:25	ESCORT	215
06/07/25 15:59:41	EMERGENCY MEDICAL SERVICES	CXMD6
06/08/25 22:27:17	TRAFFIC STOP	508
06/08/25 23:13:46	EMERGENCY MEDICAL SERVICES	CXMD8
06/09/25 01:11:21	EMERGENCY MEDICAL SERVICES	229, CXMD8
06/09/25 19:05:23	DOMESTIC DISPUTE	225, 508
06/09/25 19:57:54	STRAY/DEAD ANIMAL CALLS	508
06/09/25 22:17:32	TRAFFIC STOP	508, 225
06/09/25 22:21:34	MOTORIST ASSIST - DISABLED OR KEYS IN VEHICLE	225
06/10/25 03:12:18	EMERGENCY MEDICAL SERVICES	CXMD6
06/10/25 03:23:54	STRAY/DEAD ANIMAL CALLS	223
06/10/25 10:32:31	PARKING ORDINANCE VIOLATION	501

CFS Date/Time	Description	Primary Units
06/10/25 16:03:43	EMERGENCY MEDICAL SERVICES	CXMD6
06/11/25 08:38:07	TRAFFIC STOP	501
06/11/25 14:16:11	CHECK WELFARE ON SUBJECT	219, 501
06/11/25 14:32:08	POSSIBLE RADIO ISSUE	501
06/11/25 21:42:55	CHECK WELFARE ON SUBJECT	220
06/12/25 23:06:35	WARRANT ATTEMPTS OR PICK UP	223, 508
06/13/25 00:16:24	STRAY/DEAD ANIMAL CALLS	508
06/13/25 00:19:12	CITY/COUNTY ORDINANCE VIOLATION NOT LISTED	508
06/13/25 23:42:11	HARASSMENT/THREATS - PHONE, IN PERSON,	508, 216
06/14/25 19:52:46	TRAFFIC STOP	501
06/15/25 02:42:17	WARRANT ATTEMPTS OR PICK UP	223
06/15/25 03:10:44	WARRANT ATTEMPTS OR PICK UP	223
06/15/25 03:47:51	SUSPICION	223
06/15/25 13:50:12	EMERGENCY MEDICAL SERVICES	508, CXMD6, 217
06/15/25 15:22:47	EMERGENCY MEDICAL SERVICES	508, BMD11
06/15/25 20:33:05	CITY/COUNTY ORDINANCE VIOLATION NOT LISTED	508
06/16/25 11:05:37	EMERGENCY MEDICAL SERVICES	CXMD6
06/16/25 11:51:19	EMERGENCY MEDICAL SERVICES	CXMD8, BMD11
06/16/25 11:55:45	SUSPICION	501
06/16/25 19:48:55	DEATH- NATURAL CAUSES	ME2
06/17/25 22:24:24	DOMESTIC DISPUTE	231
06/18/25 21:59:12	CHECK WELFARE ON SUBJECT	217
06/20/25 01:26:11	SUSPICION	225
06/20/25 01:44:04	WARRANT ATTEMPTS OR PICK UP	225
06/20/25 10:34:23	ALARM	501, 209
06/20/25 12:45:12	EMERGENCY MEDICAL SERVICES	CXMD8
06/20/25 14:43:42	ALL CALLS RELATED TO ATV/UTV CALLS AND	212
06/21/25 18:09:49	TRESPASSING	508
06/22/25 02:41:59	EMERGENCY MEDICAL SERVICES	CXMD8, 508
06/22/25 21:39:21	CIVIL COMPLAINTS	
06/24/25 17:31:50	EMERGENCY MEDICAL SERVICES	CXMD6, 508
06/25/25 16:04:33	VIOLATE COURT ORDER-I.E. RESTRAINING, CHILD	221, 508
06/27/25 16:54:21	EMERGENCY MEDICAL SERVICES	CXMD6

CFS Date/Time	Description	Primary Units
06/27/25 17:06:10	TRAFFIC ACCIDENT - HIT & RUN	508, 223
06/27/25 17:47:56	CUSTODY DISPUTES	216, 508
06/28/25 00:42:47	EMERGENCY MEDICAL SERVICES	CXMD6
06/28/25 22:49:37	CITY/COUNTY ORD--FIREWORKS	508
06/29/25 22:07:22	DOMESTIC DISPUTE	
06/30/25 13:25:47	DEATH	ME1
06/30/25 19:04:22	TRAFFIC STOP	508
06/30/25 19:18:29	EMERGENCY MEDICAL SERVICES	508, CXMD6
06/30/25 20:08:11	TRAFFIC STOP	508

**Total Records: 69**

7/08/2025

11:06 AM

## Transactions Detail Report - Full Description

Page: 1

Dated From: 6/01/2025

From Account: 100-00-45100-100-000

ACCT

Thru: 7/08/2025

Thru Account: 100-00-45100-100-000

Type of Account: Active

Fund # 100 - GENERAL FUND

Debit

Credit

100-00-45100-100-000

FINES/FORFEITURES-MUNI COURT

Posting	-----	Transaction	-----		
Date	Type	Number	Date	Beginning Balance:	523.38
6/13/2025	RCP	22300	6/13/2025	DUNN COUNTY CLERK	54.17
				Ending Balance:	577.55

Fund Totals:

Beginning

0.00

523.38

0.00

54.17

Ending

0.00

577.55



**Planning Commission**  
**June 16, 2025**

On June 16, 2025, the Planning Commission meeting was called to order at 6:00 p.m. at the Colfax Village Hall, 613 Main St, Colfax . In attendance: Jeff Prince, Jason Johnson, Mike Buchner, Tiffany Prince, Gene Gibson, Nancy Hainstock (6:15) There is one vacancy. Also present – Roger Johnson, Ron Kragness (6:15), Sarah Bolz and Administrator-Clerk-Treasurer Brown.

The property in question is 711 University Ave, Colfax. Owner – Sarah Bolz, requesting a zoning change from R-1 to R-5. Sarah stated she would like to change the zoning to adapt to placing an ADU on the property after reading up on what Dunn County had recently approved. She did provide a rough draft of the property showing the layout. She will be building a small home and will also have a garage.

Discussion included a couple neighbors' concerns. Roger Johnson is at 709 University and shares the driveway and also thinks the lot is not large enough and is concerned about traffic and it becoming a dead end road. He also believes that re-zoning for multi would open a can of worms. Ron Kragness is on his way, no other neighbors were present.

Tiffany Prince wanted to know if this was the intent to begin with when she bought the lot to have it on there. Sarah stated no, she just did some research on ADU's. She did talk with one neighbor that was concerned she wanted apartments but that is not the case. Johnson stated again he didn't think the lot was large enough for an R-5 zoning.

Gene Gibson would like to hear just a little more information. He doesn't have his mind made up and would like to hear from other neighbors, but is leaning against re-zoning. He thinks 2 buildings that close would be a problem.

Mike Buchner is in agreement with Gene, he apologized for not knowing exactly where the property was. After some explanation, he concurs there is limited room for that many units. R-5 states it needs to be 2500 sq. ft and does not believe it is.

Nancy Hainstock is concerned the shared driveway would not be feasible for extra buildings.

Other discussion included Bolz wondering about the zoning or if it would just be a permit, like Dunn County. Prince explained that the Village has its own set of ordinances and rules and do not follow the County's. It opens up a lot of unknowns, and believes it should be zoned for single and also raises concerns about overcrowding lots. Prince does not approve of re-zoning and wants to look out for the neighbors and citizens. Renters were also a concern regarding traffic, wear and tear on driveway etc.

There was no motion and will remain zoned R-1.

A motion to adjourn made by Tiffany Prince and seconded by Mike Buchner – motion passed and meeting was adjourned at 6:28pm.

---

Jeff Prince, Chair

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Attest: Carrie L Brown  
Administrator-Clerk-Treasurer

**Planning Commission**  
**July 10, 2025**

On July 10, 2025, the Planning Commission meeting was called to order at 6:00 p.m. at the Colfax Village Hall, 613 Main St, Colfax . In attendance: Anne Jenson, Jason Johnson, Mike Buchner, Tiffany Prince, Bruce Buckley. Jeff Prince and Gene Gibson were excused. Also present were Kris Meyer, with KM Construction, Sheila Riemer, Deputy Clerk-Treasurer and LeAnn Ralph.

Kris Meyer was present to update on the parcel of land in the NE ¼ of the SE ¼ of Section 16, Colfax. Meyer said he was closing on the sale on Monday and is requesting a zoning change from R5-Multi-Family Residential Large Lot District to R2- Single Family Residential District Medium Lot. The plan is drawn out for 4 lots, the 4<sup>th</sup> lot is larger and will more than likely be split for 2 more houses to be built down the road. He stated 2 of the lots are already spoken for and ready for purchase. He wants to be able to put 3 basements in this year. He has been in touch with the Board and working Public Works Director Bates. Water and sewer will be run in from the adjoining property, Buchner stated from Colfax Prairie Homes. Meyer said they would be bidding out and helping with that process to help bring down the cost. They just want to work with everyone since there is a good amount of interest in the area right now.

**Discussion:** Tiffany Prince wanted to verify that lot 4 was the lot being split. Jenson wondered if someone wanted the whole lot if that would be an option. Meyer stated it could be a possibility but he thinks it would be more profitable to split it, but is open for options. Jenson also wanted to know if they got to pick their home or if they were similar plans. Meyer said the layout will be similar but the outside would be alternated so they are not all exact. Buchner wondered when it was zoned R5, previously talk of a 30 unit complex was discussed and that's when it was re-zoned, however that plan fell through. This parcel was brought to the Commission previously wanting it zoned for Agriculture so horses could be on the property, that was denied so the R5 zoning remained in place. Riemer stated that no one had contacted the office against the re-zone and Colfax Prairie Homes has been good to deal with thus far. Prince wondered if some kind of border would be put up, Meyer stated on the back side, where the Mobile Park is, that he would put a fence up. Prairie Homes had stated they may put storage units in in the future so an easement would be done with them. Buchner wondered what the size was compared to the ones on Dunn Street, Meyer told him they were 200 square feet bigger. They are trying to keep the price range in the \$325,000 range. Johnson didn't see anything to keep them from changing the zoning and everything seemed in order.

A motion was made by Mike Buchner to recommend to the Village Board re-zoning the lot from R5-Multi Family Residential to R2-Single Family Residential. Jason Johnson seconded. Voting For: Tiffany Prince, Mike Buchner, Jason Johnson, Bruce Buckley and Anne Jenson. Voting Against: none. Motion carried.

A motion to adjourn made by Jason Johnson and seconded by Tiffany Prince – all voted in favor and meeting was adjourned at 6:11 pm.

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Anne Jenson, Chair

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Attest: Sheila Riemer  
Deputy Clerk-Treasurer