

**Village of Colfax
Regular Board Meeting Agenda
Monday, August 25, 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 –August 11th, 2025
 - b. Review Statement of Bills Pooled Checking – August 11th, 2025 – August 24th, 2025
 - c. Review Statement of Bills Solid Waste & Recycling Checking – August 11th, 2025 – August 24th, 2025
 - d. Licenses –Operator's License-Audrey Ebert-August 15, 2025 – June 30, 2026-Synergy Cooperative
 - e. Temporary Class "B" License- Colfax Firefighters Ball-September 6th, 2025
6. Consideration Items
 - a. Parks Equipment/Grant Update-Allie Petznick-possible action
 - b. Firewall Replacement – Cramer Consulting-Discussion/possible action
 - c. Weed Ordinances – Jen Rud -possible action
 - d. Simplified Rate Case percentage to increase-Approval
 - e. Banking Option-Discussion-possible action
 - f. End Loader Discussion-possible action
 - g. Assessor Ad-Discuss/Approve
 - h. Bauman Agreement Extension-possible action (available Monday)
7. Committee/Department Reports/Discussions – (no action)
 - a. ACT Report-8/11/25-8/22/25
 - b. Building Permits-Melstrom Inspections-July 2025
 - c. Parks Meeting Minutes-August 13, 2025
 - d. Street Meeting Minutes-August 20, 2025
 - e. Dropbox cancelled – no refund
8. Closed Session- Motion to convene into closed session pursuant to 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.
 - a. Personnel
9. Open Session- Motion to convene into open session to take any action resulting from the closed session.
 - a. Personnel
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: Julie Mitchell, 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 – August 11, 2025

On August 11th, 2025, the Village Board met at the Village Hall, 613 Main St, Colfax, WI at 7:00 p.m. Members present included Trustees Stene, Rud, Jenson, Davis, Burcham and Prince. Trustee Best was absent. Others present were Public Works Director Bates, Mitch Nichols with Ayres, Kris Meyer with KM Construction, Deputy Clerk-Treasurer Riemer, Administrator-Clerk-Treasurer Julie Mitchell and LeAnn Ralph with the Mesenger.

Communication from the Village President – Prince introduced Julie Mitchell as the new Administrator. Everyone welcomed her.

Consent Agenda

Regular Board Meeting Minutes –July 28th, 2025

Review Statement of Bills Pooled Checking– July 28th, 2025 to August 10th, 2025

Review Statement of Bills Solid Waste & Recycling Checking – July 28th, 2025 to August 10th, 2025

Training Request – none

Licenses – Operator’s License-Kelli Schindler-August 11, 2025-June 30, 2025-Synergy Cooperative, Micke Buchner-August 11, 2025-June 30, 2025-Colfax Fire, Tanner Logslett- August 11, 2025-June 30, 2025-Colfax Fire

A motion was made by Trustee Stene and seconded by Trustee Burcham to approve consent agenda 5a-5d. A voice vote was taken with all members voting in favor. Motion carried.

Consideration Items:

Scope of Services-Ayres Associates-Approval- Mitch Nichols presented the scope of service agreement. This is for the extension of water and sewer down Dunn Street to the KM Construction property at the end of Dunn Street. The hook up, depending on when permits can be issued, will more than likely be spring, if all goes well it could be early fall. Nichols says it all depends on the timeline of permits and if anyone will be able to complete the work with their schedules. It will not be a total street reconstruct so someone may be able to fit it in their schedule. Meyer stated he could start with the basements and hook up at a later date if needed. He wanted to let the Board know he plans on having the new construction done by the spring. Nichols also stated the hydrant will be located on the east side while the sewer would be on the west side along the right of way in the ditch. Trustee Stene made a motion to accept the scope of service agreement not to exceed \$54,000, Trustee Burcham seconded. Voting For: Trustees Stene, Jenson, Rud, Davis, Burcham and President Prince. Voting Against: none. Motion carried.

Colfantastic Events-Request for Temporary Street Closure for Spooktastic Kid Parade -Riemer stated this would be for an hour-hour and half for the parade only. The route would be Synergy (near EMS building to the fairgrounds. A motion was made by Trustee Burcham and seconded by Trustee Davis to approve the temporary street closure for the Spooktastic Parade. A voice vote was taken with all members voting in favor. Motion carried

Bremer Accounts-Motion needed to add Julie Mitchell to all accounts as a full signor- Riemer stated after contacting the banks they required only the minutes to add Julie to accounts. A motion was made by Trustee Burcham and seconded by Trustee Davis to add Julie Mitchell to both Bremer and Dairy State Accounts as a full signor. Voting For: Trustees Stene, Jenson, Rud, Davis, Burcham and President Prince. Voting Against: none. Motion carried.

Dairy State Accounts-Motion needed to add Julie Mitchell to all accounts as a full signor -Combined Motion made above.

Street Use Permit-Options for Women-September 20, 2025- Riemer stated she thought it was not necessary for a street use to be completed since they would not be walking on the street but the sidewalks, but they wanted to cover just in case. This will be a memorial walk from the Bethany Lutheran Church to the bridge to place memorial flowers on the fence for women who have had a pregnancy loss. President Prince wanted to know if a motion was needed at all. Trustee Burcham thought there should be so it is on record and will give recognition in the paper. Trustee Burcham made a motion to approve the street use permit for Options for Women on September 20, 2025, Trustee Rud seconded. A voice vote was taken with all members voting in favor. Motion carried.

DropBox Invoice-Discussion and possible action-Riemer stated Johnson had purchased this without approval and was now automatically renewed on the credit card, she had tried cancelling but since she was not an admin on the account she was unable to do so. Trustee Stene suggested Julie and Sheila work to try and get this resolved and update the Board on what they find out.

President Prince wanted to remind everyone there was a Parks Committee meeting Wednesday at 6:30, and a Streets meeting Wednesday August 20th at 6:00.

Trustee Stene asked Bates if we had any updates on where the numbers were for the street project. He stated he had to contact them yet since there were some changes made since the walk-through and where we were on the user agreement between Grassland and the Village, it needs to be done through the lawyer so we are just waiting on them to complete.

Adjourn – A motion was made by Trustee Burcham and seconded by Trustee Stene to adjourn the meeting at 7:27 pm. A voice vote was taken with all members voting in favor. Meeting Adjourned.

Jeff Prince, Village President

Attest: _____
Sheila Riemer, Deputy Clerk-Treasurer

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 8/11/2025 From Account:
Thru: 8/24/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
SHP	8/20/2025	SECURITY HEALTH PLAN	17,185.80
WMCA	8/20/2025	WI MUNICIPAL CLERKS ASSOC.	100.00
80572	8/15/2025	ADAM'S AUTO REPAIR	772.94
80573	8/15/2025	CARLTON DEWITT	696.01
80574	8/15/2025	CARLTON DEWITT	98.00
80575	8/15/2025	CINTAS CORPORATION	136.20
80576	8/15/2025	CLOUD PCR LLC	1,982.17
80577	8/15/2025	COMMERCIAL TESTING LAB	866.80
80578	8/15/2025	CRAMER CONSULTING, LLC	250.00
80579	8/15/2025	CREDIT SERVICE INTERNATIONAL	233.18
80580	8/15/2025	DAIRY STATE BANK	74,983.13
80581	8/15/2025	DUNN ENERGY COOPERATIVE	139.00
80582	8/15/2025	EXPRESS MART	181.27
80583	8/15/2025	GALLS, LLC	120.14
80584	8/15/2025	HANNAH PARROTT	70.00
80585	8/15/2025	HENRY SCHEIN	12.79
80586	8/15/2025	HYDROCORP	440.56
80587	8/15/2025	JOLENE ALBRICHT	17.43
80588	8/15/2025	JULIE MITCHELL	103.00
80589	8/15/2025	KYLES MARKET	60.07
80590	8/15/2025	MENARDS-EAU CLAIRE	80.28
80591	8/15/2025	MID-AMERICAN RESEARCH CHEMICAL	2,025.20
80592	8/15/2025	NORTHERN LAKE SERVICE, INC	1,020.55
80593	8/15/2025	ONE SOURCE IMAGING	204.97
80594	8/15/2025	PITNEY BOWES BANK, INC RESERVE ACCOUNT	500.00
80595	8/15/2025	PITNEY BOWES INC	107.88
80596	8/15/2025	RYAN STRZOK	350.25
80597	8/15/2025	SYNERGY COOPERATIVE	1,926.96
80598	8/15/2025	TOWN OF COLFAX	645.49
80599	8/15/2025	VIKING DISPOSAL, INC	1,736.00
80600	8/15/2025	WATER CARE SERVICES	31.50
80601	8/15/2025	WELD RILEY SC	318.00
80602	8/15/2025	WOODS RUN FOREST PRODUCTS	119.20

8/22/2025 9:41 AM

Reprint Check Register - Quick Report - ALL

Page: 2
ACCT

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 8/11/2025 From Account:
Thru: 8/24/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
EFTPS	8/15/2025	EFTPS-FEDERAL-SS-MEDICARE	9,774.69
WIETF	8/15/2025	WI DEPT OF EMPLOYEE TRUST FUNDS	13,595.86
BREMER	8/12/2025	CARDMEMBER SERVICE	3,174.38
WI DOR	8/15/2025	WI DEPARTMENT OF REVENUE	1,565.25
CHARTER	8/23/2025	CHARTER COMMUNICATIONS	512.67
WI DCOMP	8/14/2025	WISCONSIN DEFERRED COMPENSATION	185.00
WEENERGIES	8/20/2025	WE ENERGIES	30.31
WEENERGIES	8/21/2025	WE ENERGIES	10.89
Grand Total			136,363.82

SOLID WASTE & RECYCLING RU

Accounting Checks

Posted From: 8/11/2025 From Account:
Thru: 8/24/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
1560	8/15/2025	DUNN ENERGY COOPERATIVE	150.00
1561	8/15/2025	HAROLD FAIRCHILD	300.00
1562	8/15/2025	JACK P BEVER	150.00
1563	8/15/2025	KARIN WOLF	459.98
1564	8/15/2025	PLASTIC BAGS UNLIMITED	140.00
1565	8/15/2025	TERRY STAMM	103.39
1566	8/15/2025	UNEMPLOYMENT INSURANCE	77.00
1567	8/15/2025	VILLAGE OF COLFAX	36.93
Grand Total			1,417.30

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 Audrey Sue Ebert
FIRST NAME MIDDLE NAME LAST NAME
Telephone Number 715-308-9777 Email Address ebertaudreysue@gmail.com
Current Address County road M Colfax 54730 7
(Street) (City) (Zip Code) (yrs. at address)
Previous Address _____
(City) (Zip Code)
Date of Birth [REDACTED] Age 18
Place of Employment Colfax cenex synergy

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] 08/12/25
(Chief of Police or designated staff Signature) (Date)

STATE OF WISCONSIN/ DUNN COUNTY

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

X [Signature]
Signature of Applicant

Subscribed and sworn before me this 11 day of August, 20 25.
[Signature] 7-17-26
(Signature of Notary Public) (Commission Expires)



Date Received: 8/11/25 Date to the Board: _____ Approved or Denied

Wisconsin Responsible Beverage Seller/Server Training

AUDREY EBERT

has met all training requirements and successfully completed the above course and/or exam.

Certification Number: SL196210

Date of Completion: 07/17/2025

Kelly Bailey

Authorized Signature

This certificate represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats. Present this certificate to your local municipal clerk's office to receive your Operator's or Retail license.

Diversys Learning, Inc.
1101 Arrow Point Drive, Suite 302
Cedar Park, TX 78613

Temporary Alcohol Beverage License

Municipality
Village of Colfax

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

Part A: Organization Information				
1. Organization Name Colfax Firefighters				
2. Organization Permanent Address 407 County Rd 4m				
3. City Colfax		4. State WI	5. Zip Code 54730	
6. Mailing Address (if different from permanent address) PO Box 368				
7. FEIN		8. Date of Organization/Incorporation 1921		9. State of Organization/Incorporation WI
10. Phone 715-962-9184		11. Email colfaxfire@outlook.com		
12. Organization type (check one) <input 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 checked="" 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 checked="" 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
Hill	Gary	Chief	715-495-7247
Logglett	Tanner	Firefighter	715-596-1673

Continued →

Part C: Event Information

1. Name of Event (if applicable) Colfax Firefighters Ball			
2. Dates of Operation Sept 6-7, 2025		3. Hours of Operation 7 am - 2 am	
4. Premises Address 831 East Railroad Ave			
5. City Colfax		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: Colfax		10. Aldermanic District
11. Organizer of Event (if not the named applicant) Colfax Firefighter's		12. Email and/or Phone Number for Organizer of Event 715-495-7247 / Gary Hill	
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. All of grounds till 9 pm and then just the beer tent.			

Part D: Attestation

Who must sign this application?

- one officer or director of the nonprofit organization

READ CAREFULLY BEFORE SIGNING: 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 Hill		First Name Gary		M.I. D
Title Chief	Email colfaxfire@outlook.com		Phone 715-495-7247	
Signature Gary Hill			Date 8-14-25	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 8/15/2025	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Shane Dunn	



COLFAX FAIRGROUNDS
SPLASHPAD
COLFAX, WI

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REVISIONS:

REV #	DATE	DESCRIPTION

NOT FOR
CONSTRUCTION

PROJECT NO: 25068

DATE: AUG. 5, 2025

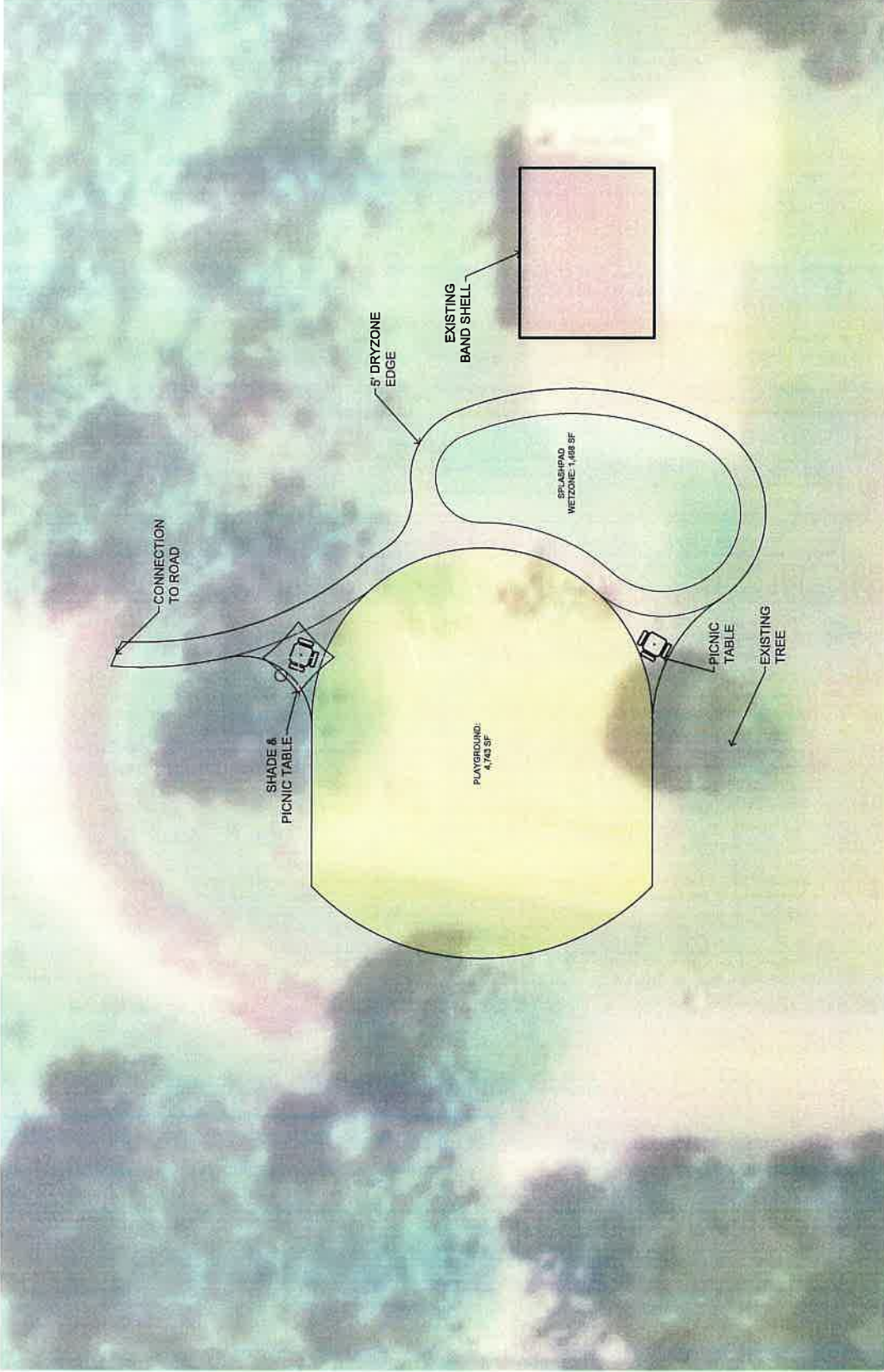
DRAWN: BS CHECKED: BMD

SHEET NAME:

CONCEPTUAL
SITE LAYOUT

SHEET #:

L-01



CONCEPTUAL LAYOUT
1"=20'-0"





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

Prepared For
Sheila Riemer
Village of Colfax
P.O. Box 417
Colfax, WI 54730

Estimate Date
08/12/2025

Estimate Number
0000510

Description	Rate	Qty	Line Total
UDM-Pro Unifi dream machine pro firewall, includes 1-year IDS/IPS subscription. After first year, optionally billed at \$100/year	\$650.29	1	\$650.29
IT Consulting Labor to install new firewall	\$95.00	3	\$285.00
Subtotal			935.29
Tax			0.00
Estimate Total (USD)			\$935.29

Notes

Firewall Replacement.

Includes first year of IDS/IPS service, billed at \$100/year after first year.

Terms

Estimate is valid for 30 days.

Ordinance 2022-02

Ordinance changing time to comply from five (5) days to forty-eight (48) hours and maximum length of grass is changed from eight (8) inches to six (6) inches, therefore

THE VILLAGE OF COLFAX BOARD OF TRUSTEES DO ORDAIN AS FOLLOWS:

Section 1. Section 8-1-6 Regulation of Length of Lawn and Grasses of the Code of Ordinances of the Village of Colfax, Wisconsin, is hereby repealed and replaced as follows:

Sec. 8-1-6 Regulation of Length of Lawn and Grasses.

(a) **Purpose.** This Section is adopted due to the unique nature of the problems associated with lawns, grasses and noxious weeds being allowed to grow to excessive length in the Village of Colfax.

(b) **Public Nuisance Declared.** The Village Board finds that lawns, grasses and noxious weeds on non-agricultural lots or parcels of land, as classified under the Village Zoning Code, within the Village of Colfax which exceed six (6) inches in length adversely affect the public health and safety of the public in that they tend to emit pollen and other discomforting bits of plants, constitute a fire hazard and a safety hazard in that debris can be hidden in the grass, interferes with the public convenience and adversely affects property values of other land within the Village. For that reason, any non-agricultural lawn, grass or weed on a lot or other parcel of land which exceeds six (6) inches in length is hereby declared to be a public nuisance, except for property located in a designated floodplain area and/or wetland area or where the lawn, grass or weed is part of a natural lawn approved pursuant to Section 8-1-5 above.

(c) **Nuisances Prohibited.** No person, firm or corporation shall permit any public nuisance as defined in Subsection (b) above to remain on any premises owned or controlled by him/her within the Village.

(d) **Inspection.** The Weed Commissioner or his/her designee shall inspect or cause to be inspected all premises and places within the Village to determine whether any public nuisance as defined in Subsection (b) above exists.

(e) **Abatement of Nuisance.** If the Weed Commissioner or other authorized Village official shall determine with reasonable certainty that any public nuisance as defined in Subsection (b) exists, said official shall immediately cause a forty-eight hour (48) written notice to be served upon the occupant or owner of the property by mail or personal service. Said notice shall inform the occupant or property owner that, after the expiration of forty-eight (48) hours, the Village will have the lawn or grasses cut so as to conform with this Section and that the cost thereof will assessed as a tax upon the lands upon which such public nuisance are located. Service by mail is complete upon the mailing of the notice to the occupant or the last known address of the property owner. Such written order, in addition to specifying and describing the lawn or grasses to be cut, shall also set forth on the face thereof the provisions of Subsection (f). In case the owner or occupant shall further neglect to comply within such forty-eight (48) hour notice, then said official shall cut or have cut the lawn or grasses in the manner deemed to be the most economical method and the expense thereof, including the cost of billing and other necessary administrative expenses. Notice of the bill for abatement of the public nuisance shall be mailed to the

- owner of the premises. If such bill is not paid within sixty (60) days, the Village Clerk-Treasurer shall enter those charges onto the tax roll as a special tax.

(f) Due Process Hearing. Any occupant or property owner served with a written notice under Subsection (e) may request a hearing before the Board of Appeals. The request for said hearing must be made in writing to the Village Clerk-Treasurer's office within forty-eight (48) hours of the date of the notice. The Board of Appeals shall hold a hearing within seven (7) days from the date of the occupant's or property owner's request. The Village shall not mow the property in question until such time as the requested hearing is held. At the hearing, the occupant or property owner may appear in person and/or by attorney and may subpoena, present and cross-examine witnesses. At the close of the hearing, the Board of Appeals shall make its determination in writing specifying its findings of facts and conclusions. If the Board of Appeals determines that a public nuisance did exist, the Board of Appeals shall order the Village to cut or have cut the lawn or grasses unless the grass or lawn has been cut by the owner within forty-eight (48) hours of the Board of Appeals' decision. If the owner does not abate the nuisance within the prescribed forty-eight (48) hours, the Village shall cause said nuisance to be abated.

(g) Penalty.

(1) Any person, firm or corporation which does not abate the nuisance within the required time period or who otherwise violates the provisions of this Section shall be subject to the general penalties found in Section 1-1-6.

(2) Any person receiving a ticket or demand for a general penalty under Section 1-1-6 regarding a violation of this Section, may request a hearing in front of the Board of Appeals by following the procedures in Subsection (f).

Section 2. This ordinance shall take effect upon passage and publication as required by law.

Adopted: June 13th, 2022

Jody Albricht, Village President

Published: June 22nd, 2022

Attested: *Lynn Niggemann*, Village Clerk



Public Service Commission of Wisconsin

Summer Strand, Chairperson
Kristy Nieto, Commissioner
Marcus Hawkins, Commissioner

4822 Madison Yards Way
P.O. Box 7854
Madison, WI 53707-7854

July 18, 2025

Colfax Municipal Water And Sewer Utility
PO Box 417
Colfax, WI 54730-0417

Re: Simplified Rate Case Outreach

Utility: 1270

To Whom It May Concern:

To help ensure that Wisconsin water utilities provide safe, reliable, environmentally responsible, and affordable water service in a sustainable manner, the Public Service Commission (Commission) establishes customer rates and tariffs and monitors the financial integrity of water utilities.

This year, Commission staff reviewed the rate case history of water utilities using data from the water tariff database and PSC Annual Reports to identify utilities that are eligible for a simplified rate case (SRC).

This letter notifies Colfax Municipal Water And Sewer Utility (Utility) that Commission staff has determined that the Utility is eligible for an SRC. An SRC is a simple and convenient way to adjust rates that accounts for inflationary increases to maintain revenue continuity. An SRC helps sustain a utility's financial health and avoid significant rate hikes for customers.

About the SRC Process

Commission staff encourages the Utility to apply for a rate increase through an SRC. An SRC is a streamlined process for adjusting water rates that is available to municipal utilities that meet certain specific criteria. Eligibility is assessed based on historical and current financial criteria, including rate case frequency and the Commission's current benchmark rate of return.

An SRC provides an inflationary increase to public fire protection and general service rates that helps utilities maintain revenue continuity. The current rate increase factor is 3 percent.

The SRC process includes an application and a notice to customers but does not require a public hearing. Commission staff typically processes an SRC application within 30 days after it is submitted. The rates can be made effective 45 or more days after the application is submitted.

END LOADER REPAIRS 2024-2025

- June 2024 – Service & Inspection-\$735.63
- August 2024 – Hydraulics, bushings & washer-\$4839.39
- September 2024 – Bearings-\$656.09
- October 2024 – Overhaul-\$9311.76
- November 2024 – Overhaul completion-\$1707.89
- February 2025 – Thermostat & gaskets-\$1274.97
- March 2025 – Fuel sender replacement-\$926.69
- July 2025 – End bit, cutting edge, plow bolts-\$872.10
- August 2025 – Replaced pins, seal, bushings & cap screw-\$2931.96

Total = \$23,256.48

The Village of Colfax is seeking bids for an assessor for 2026 maintenance assessment of 549 parcels, including 440 residential and 85 commercial properties. Bids are to include Open Book and Board of Review. The Village of Colfax reserves the right to accept or reject any or all bids. Submit proposals and qualifications to Village of Colfax, P.O. Box 417, Colfax, WI 54730 or via email to clerk@vi.colfax.wi.gov by December 1, 2025.

Administrator-Clerk-Treasurer Report

08/11/2025 - 08/22/2025

- Met with Mike Morgen, Jeff P and Rand B to discuss the alley behind Morgen's Auto Body. It was determined it is in the best interest of the Village to proceed with discontinuation of the alley. I went forward with the required Class 3 notice, and had the adjacent landowners served papers for the public hearing scheduled for 09/22/2025 at 6:00pm.
- Obtained Deeds from Fairgrounds, Iverson Park & Eighteen-mile Creek. No restrictions or covenants will affect Park Committee discussions.
- The new ambulance has a defect in the exhaust that caused damage to the electronic system. I sent a letter to enforce the warranty to Brickman's of Wausau, the dealership that arranged purchase of the vehicle and where the ambulance is waiting to be fixed. If that does not work, I will get the attorney involved. Cost of repair is ~\$8,000.
- Started very preliminary work on understanding the budget and getting ready for 2026 budget activities. Met with Lynn N on 08/18/2025.
- Updated posted employee notices required by federal and state law for all departments
- Attended New Clerk Training through Wisconsin Municipal Clerk's Association (WMCA) on 08/19/25 in LaCrosse. I learned a lot of good information and networked with other Clerks in WI. I also signed up for a Mentor program that will match me with a veteran Clerk/Treasurer in the state to share ideas and get advice.
- Attended Parks and Streets Committee meetings.
- Considering adding a timekeeping mechanism (time clock) for everybody to use instead of paper timesheets. I have a meeting with Workhorse to demo their portal as well as get ideas for other timeclocks that integrate with Workhorse.
- Met with Eric Davidson, the auditor from Bauman on 08/21/2025. We had a very productive discussion. He will offer training throughout the rest of this year and less going forward to ensure this office is operating as it should. Jeff P was present for the second half of the meeting.
- Met with Jake Ricci, IT Director with Dunn County. I am looking at eliminating the cost of a new server and the associated support that is needed and instead having Dunn County IT host our network. Joe Cramer, our current IT guy, strongly recommends this course of action, even though it will be less business for him. A meeting is set for 8:30am on Thursday, 08/28 between Dunn Co. IT, Bill A, Chrystal S, and me.
- Reached out to Dept. Heads to meet regarding their respective departments and board meeting participation. Meetings will take place the week of 08/25/2025.

This is a summary of activities over the time period that is noted above. It is not all-inclusive, but is meant to provide transparency into the Administrator-Clerk-Treasurer office.

Respectfully,
Julie Mitchell

Village of Colfax Building Inspector's Report for the Month of: July, 2025

All 2025 Issued Building Permits

Permit Number	Date Issued	Owners Names	Address	Project	Project Valuation	Total Permit Fee	Permit Status	Date Closed
CX25-01	1/29/2025	Dolgencorp, LLC	120 Main Street; Colfax, WI 54730	HVAC Repair	\$14,400.00	\$150.00	Open	
CX25-02	2/19/2025	Troy Frideres	705 County Road M; Colfax, WI 54730	Fence Replacement	\$43,876.00	\$137.50	On File	2/19/2025
CX25-03	3/18/2025	Lynn Berg	613 Iverson Road; Colfax, WI 54730	Dwelling Alteration	\$100,000.00	\$366.00	Open	
CX25-04	6/3/2025	KM Construction	116 Dunn Street; Colfax, WI 54730	Twin Home	\$187,500.00	\$1,246.94	Open	
CX25-05	6/3/2025	KM Construction	118 Dunn Street; Colfax, WI 54730	Twin Home	\$187,500.00	\$1,246.94	Open	
CX25-06	6/9/2025	Tom & Kathy Dunbar	502 Evergreen Street; Colfax, WI 54730	Re-Roof	\$26,755.00	\$125.00	Open	
CX25-07	Pending Payment	Justin & Michelle Martin	705 Amble Street; Colfax, WI 54730	Fence				
CX25-08	5/19/2025	Everette Freeland	202 Dunn Street; Colfax, WI 54730	12 X24 Drop Shed	\$13,000.00	\$100.00	On File	5/19/2025
CX25-09	6/3/2025	Justin & Michelle Martin	705 Amble Street; Colfax, WI 54730	Siding	\$800.00	\$100.00	Open	
CX25-10	5/28/2025	Lexy Weiss	512 Maple Street; Colfax, WI 54730	Fence	\$1,500.00	\$100.00	On File	5/28/2025
CX25-11	Work with No Permit	Clinton Harshman	705 Park Drive; Colfax, WI 54730	Chicken Coop	\$0.00	\$0.00	Out of Compliance	5/5/2025
CX25-12	Pending Payment	David Rosenbrook	112 Dunn Street; Colfax, WI 54730	Twin Home				

All 2025 Issued Building Permits - Continued

Permit Number	Date Issued	Owners Names	Address	Project	Project Valuation	Total Permit Fee	Permit Status	Date Closed
CX25-13	Pending Payment	David Rosenbrook	114 Dunn Street; Colfax, WI 54730	Twin Home				
CX25-14	7/7/2025	Soloman Plank	510 University Avenue; Colfax, WI 54730	Raze	\$0.00	\$125.00	Closed	7/8/2025
CX25-15	7/3/2025	Todd Hodowanic	609 County Road M; Colfax, WI 54730	Electrical Service	\$2,000.00	\$125.00	Closed	7/7/2025
CX25-16	Pending Payment	Matt Tuschl	716 Sletten Street; Colfax, WI 54730	Re-roof				
CX25-17	7/11/2025	Yvette Flaten	611 River Street; Colfax, WI 540730	Re-Roof	\$19,800.00	\$100.00	Open	
CX25-18	7/15/2025	Meier	108 Viking Drive; Colfax, WI 54730	Electrical Service	\$2,500.00	\$125.00	Closed	7/18/2025
CX25-19	7/23/2025	Kari Zimmerman	811 Riverview Avenue; Colfax, WI 54730	Re-Roof	\$15,800.00	\$100.00	Open	
CX25-20	Pending Reivew	Derek Westhlm	908 University Avenue; Colfax, WI 54730	7.2 KW PV Installation				

Total Number of Permits issued for the Month

Total Number of Closed for the Month

Monthly Project Valuation

Year to Date Project Valuation

5

3

\$40,100.00

\$615,431.00

**Village of Colfax Completed Inspections for the Month of:
July, 2025**

Permit Number	Date Issued	Owners Names	Address	Project	Inspection Type	Date of Inspection	Status
CX25-15	7/3/2025	Todd Hodowanic	609 County Road M; Colfax, WI 54730	Electrical Service	Electrical Service	7/3/2025	Approved.

Total Number of Inspections Completed for the Month

1

Parks Committee Meeting
August 13, 2025
6:30 pm

The Village of Colfax Parks Committee met on August 13, 2025 at 6:30pm at the Village Hall, 613 Main St, Colfax, WI. Members Present were: Jeff Prince and Chair Clint Best. Jenson was excused. Also present were, Administrator-Clerk-Treasurer Mitchell, Rand Bates, Allie Petznick (6:45pm), and Sheila Riemer.

Park, Fairground and Cemetery conditions – any repairs needed – Best stated there are faded tables, some repairs needed on bleachers, and the flower planter at the fairgrounds. Bates said they could fix the tables and bleachers, and that the planter will be removed in the fall. The warning track at the softball field has been taken care of, but the weeds are a problem this year. We are also taking the gill and warped picnic table out at the fairgrounds. Cleaning tables and touching up equipment will be taken care of.

Veteran's Park Update – They have the sand area spread out for the flags. Just waiting for the flag poles to be installed. Riemer wanted to let them know that we got a \$5,000 donation for the cemetery and \$5,000 for the Veterans Memorial.

RV Dumpsite – completion timeframe / advertising and signage – Best questioned where we are at with the station. Bates informed him that it is completed. We need to get signs and decide verbiage and where to post them. Prince asked about advertising and the door to the moneybox building. We thought it would be a good idea to advertise in the newspaper and on Facebook. Bates said he could pick up a metal door to replace the current door. Prince and Best said it works great.

Proposal for Disc Golf Course – Best introduced the idea of a disc golf course in the village. Business can sponsor holes. There would be nine holes. Total package price is ~\$4,500. After walking several areas, they decided along 18 Mile Creek would be the best place for this project. He also stated that we would need gravel pads for the Tee-off area, Bates figured \$50 per hole for cost. Other things discussed were parking, possible basketball court, and foot bridges.

Campground Discussion – Prince stated the berm is working so far. The county is on board for the recreation area. Moving forward steps would have to be installed. Best is checking into mapping out the land for the campground.

Grant Updates – Allie - Allie has met with three reps regarding splashpad and playground. She is working with Dunn County Community Foundation to help with grants. She also mentioned a possible basketball court and agreed with the disc golf course. She will continue to look for grants as the project could range between \$200,000 - \$300,000.

A motion was made by Trustee Prince and seconded by Chair Best to adjourn the meeting at 8:05 pm. A voice vote was taken with all-members voting in favor.

Clint Best, Chair

Attest: Julie Mitchell, Administrator-Clerk-Treasurer

Street Committee Meeting
Wednesday, August 20, 2025
6:00 p.m.

The Village of Colfax Street Committee met on August 20, 2025 at 6:00 p.m. at the Village Hall. Members present were Chair Davis, Trustee Prince, Trustee Jenson arrived at 6:05. Also present were Director of Public Works Bates, Administrator-Clerk-Treasurer Mitchell and Deputy Clerk-Treasurer Riemer. No media was present.

Highway 40 Project Discussion –Bates stated he talked with Brent Miller with the County and the DOT regarding the bridge problems. The sidewalk has raised about 4 inches and there is a hole that keeps sinking. It was stated this was a state issue, but they will be putting in a 2x6 plate to correct the sidewalk. The other issue will be looked into to determine the integrity of the bridge. Regarding the Highway 40 project, no definite price has been released yet, since it is going out for bids, they won't release the pricing. If the Village does no extra work, the Village price will be roughly \$82,000. The project is basically a "band-aid". It is a 10 year plan. If we replaced all the curb and gutter, it would run roughly \$232,000. We will need to set a public meeting once we get the start date, final pricing, decide if we are replacing any sidewalks, etc. Funding was also talked about, Riemer stated we do have CD's that we can cash in at any time for this project depending on final costs. No action taken.

Cedar Street Project- Discussion/Updates - Bates received pricing for the total re-construct of the south portion of Cedar, from 3rd Avenue to 5th Avenue, this includes water, sewer, storm, curb and gutter. The cost estimate from Ayres is \$822,000. We will need to look into funding for this project. No action taken.

Dunn Street Update- The water/sewer lines, to connect to the new construction of KM Construction at the end of Dunn Street, will be roughly \$54,000 to extend the lines through the ditch, which is the Village right of way, instead of extending off of Big Bluestem. KM would like everything to be ready for Spring. Riemer stated this is in TID, so funding should not be an issue. No action taken.

Any other street discussions- Bates and Riemer worked on a sheet showing expenses for a year on the end loader, which was \$23,256.48. It is a 2001 and has about 6000 hours on it, Davis asked if that was a lot of hours, Bates stated not really. Pricing for a new loader is \$200,000, Bates is not looking to purchase new, but the small repairs are "nickel and diming" us. Davis asked about monies set aside for this. Bates said there used to be a line item for the end loader with money in it, but then under interim Morse, everything got put into one equipment account. He is not sure what is available and asked Mitchell & Riemer to look into that to see what funds may be available. He has not gotten any cost estimates because he's not sure what the Board wants to do. He would like the expense sheet to go on the next meeting for discussion.

Adjourn: A motion was made by Trustee Jenson and seconded by Trustee Prince to adjourn Streets Committee meeting at 7:16 p.m. A voice vote was taken with all members voting yes. Motion carried.

Carey Davis, Chair

Attest: Julie Mitchell
Administrator-Clerk-Treasurer