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 and half for the parade only. The route would be from 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.

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Jeff Prince, Village President

Attest: ________________________
Sheila Riemer, Deputy Clerk-Treasurer