

## Village Board Meeting – December 8, 2025

On December 8, 2025, the Village Board met at the Village Hall, 613 Main St, Colfax, WI at 7:00 p.m. The regular meeting of the Village Board was called to order by President Jeff Prince at 7:01pm. Members present included Trustees Jenson, Stene, Best, Davis, and Rud. Trustee Burcham was excused. Others present were Public Works Director Rand Bates, Rescue Director Chrystal Smith, Deputy Clerk-Treasurer Riemer and Administrator-Clerk-Treasurer Mitchell. LeAnn Ralph with the Colfax Messenger was present. Public present included Scarlett DeLion, Sally Johnson, Tony Draaider, Mark Johnson, Chloe Styer, Dawn Roberts, Travis Borreson, Grayson Borreson, Dennis Klass, and Peter Jain.

**Communication from the Village President** – Special thanks to Bates for getting all the Christmas Lights up before 12/01/2025.

**Public Comment** – None

### **Consent Agenda**

- **Regular Board Meeting Minutes** – November 24, 2025
- **Review Statement of Bills Dairy State Bank** – November 24, 2025 – December 7, 2025
- **Review Statement of Bills Pooled Checking** – November 24, 2025 – December 7, 2025
- **Review Statement of Bills Solid Waste & Recycling Checking** – November 24, 2025 – December 7, 2025
- **Licenses – Operator's License** – December 8, 2025 – June 30, 2025 – Shanna Wayman-Synergy Cooperative; P Picotte-Little Slice of Italy; Lace Valine-Synergy Cooperative

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

### **Consideration Items:**

**Chrystal Smith – Rescue Squad Discussion** – There was much discussion about the Rescue Squad Director position, and communication that was lacking to and from the Village Board. Smith asked the Board for the opportunity to continue to perform this position in lieu of hiring an outside individual.

**Building Inspector Agreement-Josh Melstrom** - Mitchell and Prince said another individual is interested in doing the Building Inspector duties for 2026. A motion was made by Trustee Stene and seconded by Trustee Best to table the Building Inspector agreement. Voting For: Trustees Rud, Davis, Best, Stene, Jenson and Prince. Voting Against: none. Motion Carried.

**New Assessor Hire-January 1, 2026** – A motion was made by Trustee Stene and seconded by Trustee Davis to hire Randy Prochnow and accept his Contract for the Village assessor. Voting For: Trustees Jenson, Stene, Best, Davis, Rud and Prince. Voting Against: None. Motion Carried.

**Cemetery Rule Complaints** – Mitchell stated there were complaints about Christmas and other seasonal decorations being removed from graves. It was determined that the Parks Committee will meet to discuss, and the Board will revisit it at a later date.

**Public Works Employee Ad** – Riemer said that the time it takes to publish the ad, review candidates, interview candidates, make selections and onboard a new hire, it will be spring by the time we get this person working. The Board Members asked Bates what his opinion was on the third person. Trustee Davis asked if Bates can operate with two full-time people in the winter, can he do the same in the summer? This would save the Village paying a full-time wage and benefit package. Bates said with who he has now, with his seasonal employee, he should be able to operate effectively with another part-time either year-round or seasonal employee. The Board decided they would revisit this at a later date.

**Set Review Dates and Times** – Best days are Monday 12/15; Wednesday 12/17; Thursday 12/18. Mitchell and Riemer will set up the times and let the Board and employees know.

**Closed Session** - A motion was made by Trustee Best and seconded by Trustee Davis to convene to closed session pursuant to WI Statutes 1985(1)(c) considering employment promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises. Voting For: Trustees Jenson, Stene, Best, Davis, Rud and Prince. Voting Against: None. Motion carried

**Open Session** – A motion was made to convene into open session by Trustee Best and seconded by Trustee Davis. Voting For: Trustees Jenson, Stene, Best, Davis, Rud and Prince. Voting Against: None. Motion carried.

**Adjourn** – A motion was made by Trustee Jenson and seconded by Trustee Best to adjourn the meeting at 10:01 pm. A voice vote was taken with all members voting in favor. Meeting Adjourned.

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Jeff Prince, Village President

Attest: \_\_\_\_\_  
Julie Mitchell, Administrator-Clerk-Treasurer