

**Village of Colfax
Regular Board Meeting Agenda
Monday, December 22nd, 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 –December 8th, 2025
 - b. Review Statement of Bills Dairy State Bank Checking – December 8th, 2025 – December 21st, 2025
 - c. Review Statement of Bills Solid Waste & Recycling - December 8th, 2025 – December 21st, 2025
 - d. Review Statement of Bills Pooled Checking – December 8th, 2025 – December 21st, 2025
 - e. Licenses – Operator’s License-December 22, 2025 – June 30, 2026- Kaitlyn Papineau, Viking Bowl
 - f. Training Request – Julie Mitchell-Ehler’s 2026 Finance Seminar, Wisconsin Dells-\$816.40
6. Consideration Items
 - a. Splash Pad Location Decision – Allie Petznick
 - b. Building Inspection Agreement-Josh Melstrom
 - c. SEH Environmental Monitoring at Colfax Landfill 2026 Agreement-\$6000
 - d. Seasonal Ad-Discussion and Possible Action
7. Committee/Department Reports/Discussions – (no action)
 - a. Public Hearing Meeting Minutes-December 8, 2025
 - b. Holiday Gathering Discussion
 - c. Building Permits-November- Josh Melstrom
8. Closed Session- Motion to convene into closed session pursuant to WI Statutes 19.85(1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises.
 - a. Police Officer Review
 - b. ACT Review
 - c. Other Wage Review
9. Open Session – Motion to convene into open session to take any action resulting from the closed session.
 - a. Police Officer Review
 - b. ACT Review
 - c. Other Wage Review
10. Motions from closed session
11. 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 – 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.

Jeff Prince, Village President

Attest: _____
Julie Mitchell, Administrator-Clerk-Treasurer

1 DSB CHECKING ACCOUNT

Accounting Checks

Posted From: 12/08/2025 From Account:
Thru: 12/21/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
1077	12/15/2025	AYRES ASSOCIATES	2,873.07
1078	12/15/2025	CAPITAL ONE	29.86
1079	12/15/2025	CARLTON DEWITT	1,023.85
1080	12/15/2025	CHLOE STYER	159.99
1081	12/15/2025	CINTAS CORPORATION	139.47
1082	12/15/2025	CLOUD PCR LLC	475.23
1083	12/15/2025	COMMERCIAL TESTING LAB	343.80
1084	12/15/2025	CRAMER CONSULTING, LLC	250.00
1085	12/15/2025	DAKOTA SUPPLY GROUP	10.36
1086	12/15/2025	DEANNE THOMPSON	500.00
1087	12/15/2025	DUNN COUNTY REGISTER OF DEEDS	49.50
1088	12/15/2025	DUNN ENERGY COOPERATIVE	103.00
1089	12/15/2025	ELAN FINANCIAL SERVICES	399.32
1090	12/15/2025	GOTO COMMUNICATIONS INC	151.74
1091	12/15/2025	HANNAH PARROTT	105.00
1092	12/15/2025	HAWKINS, INC.	1,544.70
1093	12/15/2025	HOTSY CLEANING SYSTEMS	288.70
1094	12/15/2025	IFLS LIBRARY SYSTEM	165.81
1095	12/15/2025	KOVO RCM	1,613.20
1096	12/15/2025	MEDPRO MIDWEST GROUP	100.00
1097	12/15/2025	ONE SOURCE IMAGING	204.97
1098	12/15/2025	PENNCARE	107.52
1099	12/15/2025	PERFECT IMAGE SIGN OF RICE LAKE, LLC	750.00
1100	12/15/2025	PITNEY BOWES BANK, INC RESERVE ACCOUNT	500.00
1101	12/15/2025	PITNEY BOWES GLOBAL FINANCIAL SERVICES	168.24
1102	12/15/2025	RIDGELINE UTILITY CO, LLC	1,710.00
1103	12/15/2025	SCHILLING SUPPLY	259.49
1104	12/15/2025	SENN BLACKTOP, INC	9,138.00
1105	12/15/2025	SHEILA RIEMER	222.97
1106	12/15/2025	SYNERGY COOPERATIVE	1,459.11
1107	12/15/2025	VC3 INC	941.32
1108	12/15/2025	VIKING DISPOSAL, INC	1,736.00
1109	12/15/2025	WATER CARE SERVICES	31.50

1 DSB CHECKING ACCOUNT

Accounting Checks

Posted From: 12/08/2025 From Account:
Thru: 12/21/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
1110	12/15/2025	WRWA	425.00
1111	12/15/2025	XCEL ENERGY	17,826.03
1112	12/15/2025	ZEMPEL APPRAISAL SERVICE	950.00
XCEL	12/11/2025	XCEL ENERGY	4,450.54
EFTPS	12/18/2025	EFTPS-FEDERAL-SS-MEDICARE	9,376.89
BREMER	12/10/2025	ELAN FINANCIAL SERVICES	1,660.52
WIDCOMP	12/18/2025	WISCONSIN DEFERRED COMPENSATION	260.00
WEENERGIES	12/19/2025	WE ENERGIES	267.64
WEENERGIES	12/19/2025	WE ENERGIES	436.70
Grand Total			63,209.04

SOLID WASTE & RECYCLING RU

Accounting Checks

Posted From: 12/08/2025 From Account:
Thru: 12/21/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
1612	12/15/2025	DUNN ENERGY COOPERATIVE	221.00
1613	12/15/2025	GERALD WIELAND	59.99
1614	12/15/2025	PLASTIC BAGS UNLIMITED	220.00
1615	12/15/2025	UNEMPLOYMENT INSURANCE	128.00
1616	12/15/2025	VALLEY BUILDERS HARDWARE	6,902.76
1617	12/15/2025	VILLAGE OF COLFAX	42.21
		Grand Total	7,573.96

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: CR6223

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 Kaitlyn Michelle Papineau
FIRST NAME MIDDLE NAME LAST NAME

Telephone Number 715-704-1704 Email Address albrichtkatie@gmail.com

Current Address E 5612 CTH BB Menomonie WI 54751 2 1/2
(Street) (City) (Zip Code) (yrs. at address)

Previous Address E 1636 833rd Ave Colfax WI 54730
(City) (Zip Code)

Date of Birth [REDACTED] Age 24

Place of Employment Viking Bowl

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] 12/14/2005
(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 Kaitlyn Papineau
Signature of Applicant

Subscribed and sworn before me this 1st day of December 25.

[Signature] 7-17-26
(Signature of Notary Public) (Commission Expires)

Date Received: 12/1/25 Date to the Board: 12/22/25 Approved or Denied



VILLAGE OF COLFAX

Training / Travel Request Form

Employee Information

Name	Julie Mitchell
Department	Administration
Job Title	Administrator-Clerk-Treasurer

Training / Event Information

Training / Event Name	Ehlers 2026 Public Finance Seminar
Sponsor / Organization	Ehlers
Location (City, State)	Wisconsin Dells, WI
Date(s) of Training / Event (From / To)	02/12/26 - 02/13/26
Purpose / Objectives of Attendance	Expand knowledge of TIF/TID, Econ Development, etc. (see attached)
How will this training improve your ability to perform your job?	I will be better able to identify TIF opportunities as well as learn other general public finance information.

Estimated Costs

Registration / Tuition	\$250	Includes pre-conference sessions
Transportation (Airfare, Mileage, etc.)	\$207.20	~296 miles
Lodging / Hotel	\$359.20	2 Nights
Parking	\$	
Other/per diem	\$	
Total Estimated Cost	\$816.40	

Travel Method

Personal Vehicle (Mileage Rate \$.70 per mile)


Village Vehicle

Air / Train / Bus

Other: _____

Funding Source / Account to Charge: Training/Travel Admin Budget

Signatures & Approvals

		Signature	Date
Employee			12/15/25
Dept. Head	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	—	—
Administrator / Clerk-Treasurer	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	—	—
Village Board	<input type="checkbox"/> Approved <input type="checkbox"/> Denied		

2026 Seminar Agenda

DAY 1 - THURSDAY, FEBRUARY 12, 2026		
8:00 am	Pre-Seminar Workshop Check-In & Continental Breakfast (Guava, Tamarind, Portia, Wisteria)	
8:40 am	Tax Increment Financing 101	
9:50 am	Municipal Debt 101	
11:00 am	Municipal Budgeting 101	
12:00 pm	Full Seminar Attendee Check-In & Lunch (Guava/Tamarind/Portia/Wisteria)	
1:15 pm (choose one)	Inside the Capital Stack: What Economic Development Staff Need to Know (E/F Convention Center)	Alternative Funding Sources & Covered Services (G Convention Center)
2:15 pm	Break	
2:30 pm (choose one)	Affordable Housing Extension Case Studies (E/F Convention Center)	Key Financial Indicators for Utilities (G Convention Center)
3:30 pm	Break	
3:45 pm	General Session: Economic Development Case Studies (E/F Convention Center)	
5:00 pm	Reception (Guava/Tamarind/Portia/Wisteria)	
DAY 2 - FRIDAY, FEBRUARY 13, 2026		
7:30 am	Hot Breakfast Buffet (Guava/Tamarind/Portia/Wisteria)	
8:30 am (choose one)	Defendable TIF Project Plans (E/F Convention Center)	Protecting Public Funds in Today's Market Environment (G Convention Center)
9:45 am	General Session: The State of Housing in Wisconsin (E/F Convention Center)	
10:45 am	Break	
11:00 am	General Session: Innovative Strategies for Economic Development, Staff Recruitment, and Municipal Communications (E/F Convention Center)	
12:00 pm	Departure	

AGREEMENT FOR BUILDING INSEPTION SERVICES

Village of Colfax
Dunn County, Wisconsin

WHEREAS, the Village of Colfax; Dunn County, Wisconsin is in need of an inspector certified to inspect buildings for building code compliance and

WHEREAS, Melstrom Inspections, LLC is an Inspection Agency certified to hire licensed inspectors to inspect buildings for building code compliance and

WHEREAS, the Village of Colfax; Dunn County, Wisconsin and Melstrom Inspections, LLC desire to commit to the terms of their agreement to writing.

THEREFORE, THIS AGREEMENT is made by and between the Village of Colfax; Dunn County, Wisconsin, hereinafter referred to as "Village" and Melstrom Inspections, LLC. The purpose of this agreement is to appoint Melstrom Inspections, LLC as the Building Inspection Agency to provide, on an "as needed basis", building inspection services within the Village to ensure compliance with the applicable building codes, zoning codes, and/or other ordinance requirements. The limits of this agreement are within the adopted building code ordinances of the Village.

NOW THEREFORE, The Village and Melstrom Inspections, LLC in consideration of the mutual promised hereinafter set forth, do promise, and agree as follows:

1. **SERVICES.** The Village hereby appoints Melstrom Inspections, LLC to serve The Village in such a manner and capacity to meet the needs of the Village and to provide the following services:
 - A. Receive building permits applications per The Village's adopted building code ordinance;
 - B. Review building plans and building applications for building permits; all building plans and fees are to be submitted to Melstrom Inspections, LLC by the property owner or owner's representative;
 - C. Conduct inspections of Commercial and UDC for new and existing construction for building code compliance in the following areas:
 1. Erosion control
 2. Footings
 3. Setbacks
 4. Foundations
 5. Drain tile
 6. Basement floor area
 7. Under basement floor vapor barrier
 8. Construction
 9. Electrical
 10. Heating, Ventilation, and Air Conditioning (HVAC)
 11. Plumbing
 12. Energy conservation
 13. Final occupancy
 - D. Issue orders to correct the discrepancies in building code violations;
 - E. Create reports per items B, C, and D above;
 - F. Consult with the property owners, Village residents, builders with the building codes and/or ordinances;
 - G. Attend meetings of the Village Board and other boards, committees, and commissions upon request.
 - H. Provide documentation of insurance to the Village for General Liability and E&O Insurance against claims that might occur in carrying out this agreement.
 - I. Investigate complaints of property concerns related to building ode issues.
2. **REPORTS/RECORDS.** As fulfillment of this contract, Melstrom Inspections, LLC shall:

- A. Develop and maintain property files including all plans, applications, permits, forms, and inspection reports. Melstrom Inspections, LLC shall retain all files. All files shall be deemed public record and open to the public.
 - B. Provide to the Village on a monthly basis a list of permits issued, permits closed, and inspections made for the month.
 - C. Provide reports, documents, and files relating to building inspections to the Village Clerk on request.
- 3. ITEMS PROVIDED BY THE VILLAGE TO MELSTROM INSPECTIONS, LLC.** During the term of this contract, The Village agrees to provide to Melstrom Inspections, LLC:
- A. Current Village Ordinances and other required Village forms.
 - B. Assistance with legal counsel associated with any litigation, administrative proceedings or any other matter arising out of the performance of this contract by Melstrom Inspections, LLC, subject to the limitations authorized by Wisconsin Statutes.
- 4. COMPENSATION.** The Contractor's duties, term of engagement, compensation and provisions for payment thereof shall be as set forth below, which may be amended in writing from time to time, or supplemented with subsequent estimates for services to be rendered by the Contractor and agreed to by the Village, and which collectively are hereby incorporated by reference. During the term of this agreement, the Contractor shall devote as much of his productive time, energy, and abilities to the performance of his duties under this Agreement as is necessary to perform the required duties in a timely and productive manner. The Contractor is expressly free to perform services for other parties while performing services for the Village.

UDC Rates

- A. New one and two-Family Dwellings
\$675 base fee + \$.10/square foot of total square footage.
 - B. New modular or manufactured homes
To be placed on a slab only. \$350 flat fee.
To be placed on a permanent foundation. \$350 plus \$.10 per square foot of the total additional square footage in addition to the modular or manufactured home.
 - C. Additions
Additions to existing structures will have a flat fee of \$350 plus \$.10 per square foot of the total added space. If the addition is greater than 1000 square feet, the fee will per (A) above.
 - D. Alterations/Remodeling
Fees for alterations or remodeling will be charged per inspection. The first inspection will be \$125.00 plus and additional \$60.00 each additional inspection required.
be calculated on a per inspection basis.
 - E. Start Early
Footing and Foundation permit. \$150.
 - F. Erosion Control Fee
\$60 Erosion control fee will be included for any project that disturbs more than 1000 square feet of land. This fee does not apply to subsections (A), (B), and (C).
 - G. Accessory garages, sheds, or buildings over 200 square feet.
G1. Base Fee: Covers two inspections. Footings/Mono Slab and a Final. \$175
G2. With services: gas, above ground plumbing, below ground plumbing, HVAC, electrical, concrete slab and/or to be finished. Add \$60 per item to (G1) above.
- **If any portion of the finish detached garage, shed, or building has a living space used for sleeping, the rate will per Item (A) above.
- H. Decks or gazebos.
Flat fee of \$150.
 - I. Pools
Below ground pool. \$150.
W/Deck, see sub section (H).
 - J. Service Inspections

If not included in any of the inspections above. Service inspections for electrical, water service, waste, and/or gas will be \$125.00 for the first service item plus \$60 per additional item.

K. Residential Solar Photovoltaic

20 KW and less \$175.00
Larger than 20 KW \$275.00

L. An additional \$35 fee will be added for the Wisconsin State Seal. If applicable.

Commercial Building Rates

M. New commercial construction and additions for all types of construction, unless per (N) below:

Base fee will be \$800 PLUS:

\$.20 per square foot up to 15,000 square feet, PLUS:

\$.10 per square foot for the balance.

Added fee for multi-family, educational, and medical facilities:

Add \$100 per room

Reduced rate for Storage facilities and warehouses:

Deduct 20%

N. Alterations:

\$200.00 Flat fee up to \$35,000 project valuation PLUS:

\$6.00 per \$1,000 of project valuation over \$35,000 up to \$300,000 PLUS:

\$3.00 per \$1,000 of project valuation over \$300,000

Commercial Electrical Rates

O. Commercial Electrical

For a combination commercial building and commercial electrical:

Add 45% to the total cost of the commercial building permit fee calculated under (M) or (N) Above.

For individual commercial electrical:

Electrical Services:

Up to 200 Amp Service \$150 PLUS:

\$35 per 100 amps over 200 amps

All Other Electrical:

\$200 Flat Fee up to \$20,000 of electrical project cost PLUS

1%, or fraction thereof, of electrical project cost between \$20,000 and \$300,000 PLUS

.5% over \$300,000 of electrical project cost between

P. Plan review fee:

Residential will be 10% of UDC permit costs

Individual Commercial Electrical, if applicable, will be 10% of electrical permit costs

Commercial Building, if applicable, will be per Table 302-31-2 on form SBD-118

Q. An administration fee of 10% will be added to the "would be" calculated total permit fee and charged for a building permit only. No inspections are charged and no other fees will be charged for this type of permit.

R. Signs, fences, and raze permits shall be a flat fee of \$100.00

S. Total square footage is based on all finished space, unfinished space and any attached structures such as decks, porches, and/or garages.

T. Starting without a permit is subject to double the total building permit fee.

U. Permit renewal fee will be half of the original permit fee with a minimum fee of \$150.00 and a maximum fee of \$300.00.

V. Re-inspection fee of \$80.00 will be applied to 2 or more re-inspections.

W. Other Village fees, if applicable will be in addition to the above fees.

- X. At the request of the Village, properties that need inspections due to complaints will be investigated at a rate of \$100.00 a site visit, invoiced to the Village. The rate includes a report or letter.
- 5. **INVOICING.** The total amount of permit fees that are submitted to Melstrom Inspections, LLC by the property owner or owner’s representative per section(1B) above will be made out to the Melstrom Inspections, LLC. There is not a cost to the Village for said building permits.
- 6. **STATUS OF THE INSPECTOR.** Both parties acknowledge that the relationship created by this agreement is that of independent contractor for purposes of compensation and not that of employer and employee. It is intended that Melstrom Inspections, LLC shall be considered as an agent of the Village for the purpose of the authority to act on behalf of the Village for building inspection purposes to uphold statutes, ordinances, and regulations if applicable.
- 7. **NOTICE.** Any notice required or permitted to be given under this agreement shall be given in writing either delivered in person or by certified mail to the addresses below:
 - Village of Colfax**
PO Box 417
613 Main Street
Colfax, WI 54730-0417
 - Melstrom Inspections, LLC**
P.O. Box 351
Glenwood City, WI 54013
- 8. **TERM OF THE AGREEMENT.** The Term of this agreement shall commence on January 1, 2026 and continue through December 31, 2026.
- 9. **TERMINATION OF THE AGREEMENT.** Upon 60 days written notice either party written to the other party may terminate this agreement without cause. All such notices shall be delivered in person or by certified mail.
- 10. **ENTIRE AGREEMENT.** This contract contains the entire agreement between the parties regarding this matter. This agreement can only be modified by another written agreement signed by parties and their respective heirs, legal representatives, successors, assigns.
- 11. **GOVERNING LAW.** This Agreement and all questions arising in connection here within shall be governed by the laws of the State of Wisconsin.

IN WITNESS WHEREOF, the parties have executed this four-page agreement on this _____ Day of December, 2025.

Melstrom Inspections, LLC:



(Joshua Melstrom; Owner)

11-25-25

(Date)

Village of Colfax:

(Jeff Prince; Village President)

(Date)

Village of Colfax:

(Julie Mitchell; Village Clerk)

(Date)

Agreement for Professional Services

This Agreement is effective as of November 14, 2025, between Village of Colfax (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **Environmental Monitoring at Colfax Landfill 2026**

Client's Authorized Representative: Rand Bates
Address: PO Box 417, 613 Main Street, Colfax, Wisconsin 54730, United States
Telephone: 715.962.3311 **Email:** Clerk@vi.colfax.wi.gov

Project Manager: Veronica Aranda
Address: 10 North Bridge Street, Chippewa Falls, Wisconsin 54729
Telephone: 715.933.2351 **Email:** varanda@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 07.14.16), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

Consultant will provide equipment, labor, analyses, and reporting for monitoring of four groundwater monitoring wells at the landfill and two private wells located down gradient of the landfill. Environmental monitoring will be conducted as specified in the Wisconsin Department of Natural Resources' (WDNR) April 12, 2002 Expedited Plan Modification Acknowledgement letter and as summarized on the attached Table 1. The results of the monitoring will be reported in accordance with s. NR 507.26 Wisconsin Administrative Code. Please note that the historically the private well located at E8016 State Road 17 had not been sampled as access had been denied. Our scope of work and fee assumes that this private well will not be sampled.

OPTIONAL

In the past the Client has expressed interest to pursue a reduction in environmental monitoring frequency from semi-annual to annual. Our experience with other similar sites suggests that such a reduction would likely be reviewed favorably by the WDNR. However, our experience suggests that the WDNR will likely require a minimum of 4 rounds of samples be collected from all site monitoring wells for select heavy metals including arsenic, boron, cadmium, chromium, lead and nickel. Should the Client wish to initiate this additional monitoring, a separate OPTIONAL cost item can be provided for your consideration.

Schedule: We will begin our services upon receiving a signed copy of this agreement. The duration of this agreement is the 2026 calendar year.


Payment: Consultant will complete the above described scope of services for a fee of \$6,000 including expenses and equipment. Consultant will invoice the Village of Colfax \$2,500 in April and \$3,500 in October. This price will be in effect through December 2026, at which time we will contact you to renew this contract or negotiate any further work. The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-2.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:
None

Short Elliott Hendrickson Inc.

Village of Colfax

By: 
Full Name: Brian Kent
Title: Principal

By: _____
Full Name: _____
Title: _____

Exhibit A-2
to Agreement for Professional Services
Between Village of Colfax (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated November 14, 2025

Payments to Consultant for Services and Expenses
Using the Lump Sum Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Lump Sum Basis Option

The Client and Consultant select the Lump Sum Basis for Payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. Necessary expenses and equipment are provided as a part of Consultant's services and are included in the initial Lump Sum amount for the agreed upon Scope of Work. Total payments to Consultant for work covered by the Lump Sum Agreement shall not exceed the Lump Sum amount without written authorization from the Client.

The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses and equipment charges. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete Consultant's services at their normal charge out rates as published by Consultant or as available commercially.

B. Expenses Not Included in the Lump Sum

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

1. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
2. Other special expenses required in connection with the Project.
3. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses not included in the Lump Sum amount.

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

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

B. Schedule

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

C. Additional Services

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

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon seven days written notice or, at its option, accept an equitable adjustment of compensation provided for elsewhere in this Agreement to reflect costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the Services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for Services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

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

2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling, and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's Services, such as previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning; deed; and other land use restrictions; as-built drawings; and electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's Services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements, and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide Services in a timely manner.
4. Client shall require all utilities with facilities within the Project site to locate and mark said utilities upon request, relocate and/or protect said utilities to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review, and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.
6. Client agrees to reasonably cooperate, when requested, to assist Consultant with the investigation and addressing of any complaints made by Consultant's employees related to inappropriate or unwelcomed actions by Client or Client's employees or agents. This shall include, but not be limited to, providing access to Client's employees for Consultant's investigation, attendance at hearings, responding to inquiries and providing full access to Client files and information related to Consultant's employees, if any. Client agrees that Consultant retains the absolute right to remove any of its employees from Client's facilities if Consultant, in its sole discretion, determines such removal is advisable. Consultant, likewise, agrees to reasonably cooperate with Client with respect to the foregoing in connection with any complaints made by Client's employees.
7. Client acknowledges that Consultant has expended significant effort and expense in training and developing Consultant's employees. Therefore, during the term of this Agreement and for a period of two years after the termination of this Agreement or the completion of the Services under this Agreement, whichever is longer, Client shall not directly or indirectly: (1) hire, solicit or encourage any employee of Consultant to leave the employ of Consultant; (2) hire, solicit or encourage any consultant or independent contractor to cease work with Consultant; or (3) circumvent Consultant by conducting business directly with its employees. The two-year period set forth in this section shall be extended commensurately with any amount of time during which Client has violated its terms.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Services or deliverables until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding Services, deliverables, or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable

- costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
- Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
 - Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

- The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its Services.
- Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods, or procedures of construction. Consultant's Services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
- Consultant's Opinions of Probable Construction Cost are provided if agreed upon in writing and made on the basis of Consultant's experience and qualifications. Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Probable Construction Cost prepared by Consultant. If Client wishes greater assurance as to construction costs, Client shall employ an independent cost estimator.

B. Indemnity for Environmental Issues

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

C. Limitations on Liability

- The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars (\$500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
- Neither Party shall be liable to the other for consequential damages, including without limitation lost rentals; increased rental expenses; loss of use; loss of income; lost profit, financing, business, or reputation; and loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them. Consultant expressly disclaims any duty to defend Client for any alleged actions or damages.
- It is intended by the parties to this Agreement that Consultant's Services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or

asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

- Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued, and the applicable statutes of limitations shall commence to run, not later than either the date of Substantial Completion for acts or failures to act occurring prior to substantial completion or the date of issuance of the final invoice for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the Services are substantially completed.

D. Assignment

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

E. Dispute Resolution

- Any dispute between Client and Consultant arising out of or relating to this Agreement or the Services (except for unpaid invoices which are governed by Section III) shall be submitted to mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.
- Any dispute not settled through mediation shall be settled through litigation in the state and county where the Project at issue is located.

SECTION V – INTELLECTUAL PROPERTY

A. Proprietary Information

- All documents, including reports, drawings, calculations, specifications, CAD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service"). Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
- Notwithstanding anything to the contrary, Consultant shall retain all of its rights in its proprietary information including without limitation its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge, and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be work product or work for hire and Consultant shall not be restricted in any way with respect thereto. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities.

B. Client Use of Instruments of Service

- Provided that Consultant has been paid in full for its Services, Client shall have the right in the form of a nonexclusive license to use Instruments of Service delivered to Client exclusively for purposes of constructing, using, maintaining, altering and adding to the Project. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
- Records requests or requests for additional copies of Instruments of Services outside of the scope of Services, including subpoenas directed from or on behalf of Client are available to Client subject to Consultant's current rate schedule. Consultant shall not be required to provide CAD files or documents unless specifically agreed to in writing as part of this Agreement.

C. Reuse of Documents

- All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify, and hold harmless Consultant from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.

**Employment Opportunity
Village of Colfax-Public Works
Seasonal Part-Time Laborer**

The Village of Colfax, WI is accepting applications until Friday, July 7, 2023 at 12:00 p.m. for a Seasonal Part-Time Laborer, with a current wage of \$13-\$15/hour. This position receives no benefits other than those required by law.

The Seasonal Part-Time Laborer works under the policy direction of the Public Works Director. Position performs a variety of routine general tasks, primarily in parks and cemetery work areas, but could also include tasks in water, sewer, streets and solid waste areas. Position hours will vary depending upon weather and an as needed basis Monday-Friday.

It is the policy of the Village to ensure equal employment opportunity for all employees and appointed representatives.

Application and job description are available on the Village website: www.villageofcolfaxwi.org, and at the Colfax Village Hall: 613 Main Street, Colfax, WI 54730. Completed applications can be mailed to: P.O. Box 417, Colfax, WI 54730 or dropped off to the Village Clerk's Office, 613 Main St. Colfax, WI 54730.

Administrator-Clerk-Treasurer

Village of Colfax Public Hearing Meeting – December 8, 2025

On December 8, 2025, the Village Board met at the Village Hall, 613 Main Street, Colfax, WI at 6:07 p.m. for a public hearing for the Budget and Tax Levy for 2026. Members present: Trustees Rud, Best, Jenson and Stene (acting as President). President Prince arrived at 6:32pm. Excused: Trustees Burcham and Davis. Others present included Keith Burcham, Scarlett DeLion, Sally Johnson, and Administrator-Clerk-Treasurer Mitchell. No media was present.

Public Appearances

- a. Open Public Hearing –2026 General Fund Public Budget Hearing was opened by Acting President Stene.

Public Comments – There were questions by Keith Burcham, which the Board and/or ACT Mitchell answered. No other public input or questions were asked.

Close Public Hearing – A motion was made by Trustee Jenson and seconded by Trustee Davis to close the public hearing. A voice vote was taken with all members voting in favor.

Discussion of public comments and consideration of Tax Levy Resolution No. 2025-32

- a. Approval or denial of Tax Levy and 2026 Budget

A motion was made by Trustee Jenson and seconded by Trustee Davis to approve the Tax Levy Resolution No. 2025-32
Voting For: Trustees Jenson, Best, Rud, Prince and Stene. Voting Against: none. Motion carried.

Adjourn – A motion was made by Trustee Jenson and seconded by Trustee Best to adjourn the meeting at 6:39 p.m. A voice vote was taken with all members voting in favor. Meeting Adjourned.

Gary Stene, Acting Village President

Attest: _____
Julie Mitchell, Administrator-Clerk-Treasurer

Village of Colfax Building Inspector's Report for the Month of: November, 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	Dolgenscorp, 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	No Payment-Denied	David Rosenbrook	112 Dunn Street; Colfax, WI 54730	Twin Home	\$200,000.00	\$1,059.65	Denied	10/31/2025

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	No Payment-Denied	David Rosenbrook	114 Dunn Street; Colfax, WI 54730	Twin Home	\$200,000.00	\$1,059.65	Denied	10/31/2025
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	Cancelled	Matt Tuschi	716 Sletten Street; Colfax, WI 54730	Re-roof	\$1,000.00	\$100.00	Cancelled	8/11/2025
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	Closed	9/25/2025
CX25-20	8/20/2025	Derek Westholm	908 University Avenue; Colfax, WI 54730	7.2 KW PV Installation	\$10,000.00	\$192.50	Open	
CX25-21	9/9/2025	Sarah Bolz	711 University Avenue; Colfax, WI 54730	Single Family Home	\$225,000.00	\$848.12	Open	
CX25-22	9/30/2025	Carrie & Tylar Spielman	913 University Avenue; Colfax, WI 54730	Drop Shed	\$5,900.00	\$125.00	On File	9/30/2025
CX25-23	9/18/2025	Susan Hill	505 Pine Street; Colfax, WI 54730	Re-Roof	\$18,300.00	\$125.00	Closed	9/30/2025
CX25-24	9/25/2025	Susan Hill	505 Pine Street; Colfax, WI 54730	Electrical Service	\$1,200.00	\$125.00	Closed	9/30/2025
CX25-25	10/27/2025	Melissa Hodowanic	609 County Road M; Colfax, WI 54730	Deck	\$8,000.00	\$165.00	Open	

All 2025 Issued Building Permits Continued

Permit Number	Date Issued	Owners Names	Address	Project	Project Valuation	Total Permit Fee	Permit Status	Date Closed
CX25-26	<i>Pending Payment</i>	KM Construction	113 Dunn Street; Colfax, WI 54730	New Single Family Home			Permission to Start	
CX25-27	<i>Pending Payment</i>	KM Construction	107 Dunn Street; Colfax, WI 54730	New Single Family Home			Permission to Start	
CX25-28	11/25/2025	Nate McMahon	925 HighStreet; Colfax, WI 54730	Deck	\$5,000.00	\$165.00	Open	
CX25-29	<i>Pending Payment</i>	Jim Harris	304 Dunn Street; Colfax, WI 54730	Shed				
CX25-30	Pending Submittal	KM Construction	111 Dunn Street; Colfax, WI 54730	New Single Family Home	\$265,000.00	\$0.00	Permission to Start	
CX25-31	11/24/2025	Keith Knutson	201 Main Street; Colfax, WI 54730	Electrical Service	\$3,999.00	\$125.00	Closed	11/25/2025

Total Number of Permits issued for the Month: 2

Total Number of Closed for the Month: 1

Monthly Project Valuation: \$8,999.00

Year to Date Project Valuation: \$1,558,830.00

Village of Colfax Completed Inspections for the Month of: November, 2025

Permit Number	Date Issued	Owners Names	Address	Project	Inspection Type	Date of Inspection	Status
CX25-20	8/20/2025	Derek Westholm	908 University Avenue; Colfax, WI 54730	7.2 KW PV Installation	PV Final	11/3/2025	Fail
CX25-21	9/9/2025	Sarah Bolz	711 University Avenue; Colfax, WI 54730	Single Family Home	Plumbing	11/6/2025	Approved
					Framing	11/13/2025	Approved.
					Rough HVAC	11/13/2025	Approved.
					Rough Electrical	11/13/2025	Approved.
					Insulation	11/18/2025	Approved.
CX25-31	11/24/2025	Keith Knutson	201 Main Street; Colfax, WI 54730	Electrical Service	Electrical Service	11/24/2025	Approved
CX25-26	<i>Pending Payment</i>	KM Construction	113 Dunn Street; Colfax, WI 54730	New Single Family Home	Underground Plumbing	11/12/2025	Approved.
CX25-27	<i>Pending Payment</i>	KM Construction	107 Dunn Street; Colfax, WI 54730	New Single Family Home	Underground Plumbing	11/13/2025	Fail
CX25-30	<i>Permission to Start</i>	KM Construction	111 Dunn Street; Colfax, WI 54730	New Single Family Home	Footings	11/20/2025	Approved
					Foundation	11/24/2025	Approved

Total Number of Inspections Completed for the Month:

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