

## Village Board Meeting – March 9, 2026

On March 9, 2026, the Village Board met at the Village Hall, 613 Main Street, Colfax, WI at 7:00 p.m. Members present included Trustees Best, Stene, Jenson, Rud, Davis, Burcham and Prince. Others present were Public Works Director Brett Sajdera, EMS Director Chrystal Smith, Deputy Clerk-Treasurer Sheila Riemer, Administrator-Clerk-Treasurer Julie Mitchell, Carrie Spielman, John Scharlau, Pete Scharlau, Mitch Nichols with Ayres, Kris Meyer from KM Construction, Josh Melstrom with Melstrom Inspections and LeAnn Ralph with the Messenger.

**Communication from the Village President** – Prince acknowledged this was Trustee Burcham’s last meeting, as she will move out of the Village prior to the next Board meeting. Prince, on behalf of the entire Board, thanked Burcham for her years of service to the Village of Colfax.

**Public Comment** – None

### Consent Agenda

- a. **Regular Board Meeting Minutes** –February 23, 2026
- b. **Review Statement of Bills Dairy State Bank Checking** – February 23rd, 2026 – March 8th, 2026
- c. **Review Statement of Bills Solid Waste & Recycling** – February 23rd, 2026 – March 8th, 2026
- d. **Review Statement of Bills Old National** – February 23rd, 2026 – March 8th, 2026
- e. **Licenses** – Jewelry License, Nancy Mouledoux-Twice Blessed Treasures, 2026
- f. **Training** – none

A motion was made by Trustee Stene and seconded by Trustee Burcham to approve consent agenda items 5a-5e.

A voice vote was taken with all members voting in favor. Motion carried.

### Consideration Items:

**John Scharlau- Request to place model home:** Scharlau spoke to the Village Board and asked if he could place a model home on his land next to his main office on the grassy area north of Bremer Ave and west of Hwy 40. Prince asked if this would be lived in, and Scharlau responded no and Sajdera confirmed water and sewer would not be hooked up to the building. Mitchell asked whether a sign indicating it was a model home only would be posted, and Scharlau confirmed that yes, such a sign would be posted. A motion was made by Trustee Burcham and seconded by Trustee Jenson to allow a model/manufactured home to be placed on the lot for sales of commercial purposes only. Voting For: Trustees Best, Stene, Jenson, Rud, Davis, Burcham and Prince. Voting Against: None. Motion carried.

**Josh Melstrom-Commercial Inspection:** Melstrom said he currently takes care of residential building permits but has the capability to also do commercial inspection/permitting. The default is for commercial inspections/permitting to go to the State of WI, but they allow private commercial inspectors. Melstrom provides this service to several other municipalities. The benefits, according to Melstrom, would be one stop-shop, fees would be less, single point of contact, and inspection scheduling should be easier. The Village would need to update the ordinances and send an email indicating they would be using a private contractor to do commercial and electrical inspection and permitting. Melstrom stated there was a \$55 fee for this and he would be willing to cover that. A motion was made by Trustee Stene and seconded by Trustee Burcham to approve Melstrom as the Village Commercial Inspector/Permitter and to update the ordinances as needed. Voting For: Best, Stene, Jenson, Rud, Davis, Burcham and Prince. Voting Against: none. Motion carried.

**Mitch Nichols-Ayres-Recommendation for Cedar and Dunn St Bid Award:** Mitch Nichols reminded the Board that these road projects were put together for bid, but each remained a separate project, so it was possible for two different contractors to present lowest bids. The lowest bid for Dunn Street was from Stout Construction, and the lowest bid for Cedar Street was Skid Steer Guy. Trustee Davis pointed out that the bids for both project by Stout Construction were lower than the two bids by the Skid Street Guy. A motion was made by Trustee Davis to give both street projects to Stout Construction. Nichols said we, as a municipality, must take the lowest bid unless we say the other contractor is unqualified. Trustee Davis withdrew his motion. A motion was made by Trustee Best and seconded by Trustee Burcham to award Stout Construction the Dunn Street project for \$181,108.85 and Skid Steer Guy the Cedar Street project for \$557,858.00 as low bidders. Voting For: Trustees Burcham, Davis, Rud, Jenson, Stene, Best and Prince. Voting Against: None. Motion carried.

**Parks Recommendation to Board-Change Rule Signage/Cemetery** – Mitchell suggested that the cemetery allow decorations year-round. There was discussion about neglected items and what to do with those. Sajdera said currently, anything placed after October 1 until April 1 is taken down and put in the shed. Sajdera is in favor of relaxing these rules and allowing decorations year-round. A motion was made by Trustee Stene and seconded by Trustee Best to table this item until next Board meeting and Mitchell will come back with wording to vote on. Voting For: Trustees Burcham, Davis, Rud, Jenson, Stene, Best and Prince. Voting Against: None. Motion carried.

**Parks Recommendation to Board-Removal of Trees/Fairgrounds/Bids:** Sajdera said that there are 15 trees requiring removal due to being infected beyond repair with Ash Borer. The lower of the two bids initially is from Shackelton Tree Service, but that includes 14 trees and no stump grinding clean-up. The bid from Jon Hurlburt includes 15 trees along with clean-up of the stump grindings for \$800 more. Given Hurlburt would clean up the grindings and come in lower than Shackelton, a motion was made by Trustee Stene and seconded by Trustee Burcham to accept Jon Hurlburt’s bid of \$11,800 to remove, grind stumps and clean-up of 15 trees. Voting For: Trustees Burcham, Rud, Stene, Best and Prince. Voting Against: Trustees Davis and Jenson. Motion carried.

**Drainage Culvert - Dunn St:** Sajdera explained that there are water issues behind some of the houses on the east side of Dunn Street. Mitchell said the original developer agreements stated that the developer is responsible for handling the stormwater, and this was not done. Mitchell will forward the issue to the Village Attorney, but we need to do something in the meantime. Different temporary fixes were discussed and a motion was made by Trustee Burcham and seconded by Trustee Best for KM Construction to work with Sajdera to dig a trench in the Village's land between the property and the fields to allow for more water to gather and add a berm alongside the trench. When Mitchell asked Meyer how much he would charge, Meyer said he would not charge the Village, Trustee Burcham suggested Meyer track his time to see if the developers responsible will be held accountable and he could potentially be reimbursed. Voting For: Trustees Best, Stene, Jenson, Rud, Davis, Burcham and Prince. Voting Against: None. Motion carried.

**Bids for Basement- Electrical:** Two bids were received for the 20 amp outlets required for the sump pumps that will be placed when the basement waterproofing project begins. A motion was made by Trustee Burcham and seconded by Trustee Rud for LBR Electric to install the outlets for a cost of \$1235.27. Voting For: Trustees Burcham, Rud, Jenson, Stene, Best and Prince. Voting Against: Trustee Davis. Motion carried.

**Consideration and Possible Action on Proposed Colfax Area EMS District Agreement (Innovation Grant Application):** Mitchell explained that the EMS District group needs a signed agreement to submit for the Innovation Grant that was discussed in previous Board meetings. A motion was made by Trustee Burcham and seconded by Trustee Best to approve the EMS Shared Services Agreement for purposes of participation in the Wisconsin EMS Innovation Grant application, contingent upon attorney review and with the understanding that any creation of an EMS district or transfer of EMS services shall require separate approval by the Colfax Village Board. Voting For: Trustees Burcham, Davis, Rud, Jenson, Stene, Best, and Prince. Voting Against: None. Motion carried.

**Closed Session-**Motion to convene into closed session pursuant to WI Statutes 19.85 (1) (c) considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises. A motion was made by Trustee Burcham and seconded by Trustee Rud to go into closed session at 8:13 pm. Voting For: Trustees Burcham, Davis, Rud, Jenson, Stene, Best, and Prince. Voting Against: none. Motion carried.

**Open Session-** A motion was made by Trustee Stene and seconded by Trustee Burcham to re-convene into open session at 8:51 pm. A voice vote was taken with all members voting in favor. A motion was made during closed session to approve an offer of part-time, temporary, on-call employment with Donald Logslett. Voting For: Trustees Burcham, Davis, Rud, Jenson, Stene, Best and Prince. Voting Against: none. Motion carried.

**Adjourn –** A motion was made by Trustee Stene and seconded by Trustee Jenson to adjourn the meeting at 8:52 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