

Village of Colfax
Regular Board Meeting Agenda
Monday, September 23, 2024
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
4. Public Comments
5. Communications from the Village President
6. Consent Agenda
 - a. Regular Board Meeting Minutes –September 9th , 2024
 - b. Review Statement of Bills Pooled Checking– September 9th, 2024-September 22nd, 2024
 - c. Review Statement of Bills Solid Waste & Recycling Checking- September 9th, 2024-September 22nd, 2024
 - d. Training Request – none
 - e. Facility Rental – none
 - f. Licenses –
7. Consideration Items
 - a. Introduction- Matt Flatland, Flatland Inspections LLC
 - b. Homes by Croix Creek-John Fraley-rescinding Lots 1 & 2
 - c. Twin home Lots-KM Construction (Kris Meyer) and Dave Rosenbrook discussion and possible action
 - d. Drug Test- Midwest information – all Village CDL Drivers, EMT Director
 - e. Additional Charges for Well #3 repairs – found after work began- \$15,372
 - f. Bremer Bank – Pledge Release
8. Committee/Department Reports/Discussions – (no action)
 - a. Preliminary budgeting discussion
9. 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: Carrie L Johnson Administrator-Clerk-Treasurer, 613 Main Street, Colfax, WI (715) 962-3311 by 2:00 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 – September 9th, 2024

On September 9th, 2024, the Village Board met at the Village Hall, 613 Main Street, Colfax, WI at 7:00 p.m. Members present: Trustees Jenson, Stene, Best, Burcham, and Prince. Excused: Trustees Davis and Rud. Others present included Public Works Director Bates, Deputy Clerk-Treasurer Riemer, Administrator-Clerk-Treasurer Johnson, Josh Melstrom with Melstrom Inspections and LeAnn Ralph with the Messenger.

Public Comments – none.

Communications by the Village President –none.

Consent Agenda

Regular Board Meeting Minutes –August 26th, 2024

Review Statement of Bills Pooled Checking–August 26th, 2024 to September 8th, 2024

Review Statement of Bills Solid Waste & Recycling Checking – August 26th, 2024 to September 8th, 2024

Training Request – none

Facility Rental -none

Licenses – Operator’s License-Robin Sarauer-September 9th, 2024-June 30, 2025-Synergy Cooperative

A motion was made by Trustee Stene and seconded by Trustee Burcham to approve the Consent Agenda items 6 a. through 6 f. which included the August 26th, 2024 Regular Board Meeting Minutes, Statement of Bills for Pooled Checking and Solid Waste & Recycling for August 26th, 2024 to September 9th, 2024, Operator’s Licenses-Robin Sarauer- September 9th, 2024-June 30, 2025. A voice vote was taken with all members voting in favor. Motion carried.

Consideration Items-Twin Home Lots-KM Construction (Kris Meyer) discussion and possible action-

Johnson asked for this to be tabled since Kris Meyer had an emergency to tend to and could not be present.

A motion was made by Trustee Stene and seconded by Trustee Burcham to table this item. A voice vote was taken with all members voting in favor. Motion carried.

Future Street Projects List-approval – Bates stated the street project list has been updated. The next phase is to be Highway 40.

Although there is not a definite start date, curb, gutter and sidewalks will be something to be looked at with this project. The County was looking at starting the project in 2026, possible 2025 if the funding is available. Trustee Stene advised looking into getting finance assistance with the cost associated with this project sooner than later. Johnson stated she will start looking at our options for financing. No other action was taken.

Consideration of new Building Inspector – Johnson stated we are considering a new building inspector. Josh Melstrom with Melstrom Inspections, LLC came highly recommended. Melstrom was present to answer questions the Board had and to tell a little about his background. He stated he does have all the required licenses and insurance necessary, his main background is in electrical but also is qualified with plumbing, zoning, mechanical, building and construction inspections. There would be no cost to the Village as fees for services are paid by the individual home/business owner. The Board asked some questions about how he would handle some situations, Melstrom answered honestly and effectively. The Village would be finishing out the year with Weber Inspections contract. Trustee Stene made a motion to take Melstrom Inspections, LLC under advisement and reach a decision and bring back to the Board by the first meeting in November. The motion was seconded by Trustee Burcham with a voice vote with all members voting in favor. Motion carried.

Committee/Department Reports/Discussions (no action) – Johnson wanted to touch base on the playground equipment grant information. Most of the grants require payment up front up to a certain dollar amount in order to receive 100% match. There is some concern about whether there will be any extra monies to set aside for the upcoming budget. Johnson will continue to look into other grants. Johnson also wanted the Board to see the new performance review sheets. Johnson feels it is important to have a mid-year review to address situations that may come up early in the year. It will be a numeric valuation for all employees and management.

Adjourn – A motion was made by Trustee Burcham and seconded by Trustee Best to adjourn the meeting at 7:46 p.m. A voice vote was taken with all members voting in favor. Meeting Adjourned.

Jeff Prince, Village President

Attest: _____
Carrie Johnson, Administrator-Clerk-Treasurer

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 9/09/2024 From Account:
Thru: 9/22/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
79915	9/10/2024	DAIRY STATE BANK	25,094.47
79916	9/13/2024	BLM TECHNOLOGIES, INC	42.89
79917	9/13/2024	CARLTON DEWITT	425.27
79918	9/13/2024	CEDAR CORPORATION	1,700.00
79919	9/13/2024	CLOUD PCR LLC	631.30
79920	9/13/2024	COMMERCIAL TESTING LAB	694.00
79921	9/13/2024	CRAMER CONSULTING, LLC	250.00
79922	9/13/2024	CREDIT SERVICE INTERNATIONAL	142.45
79923	9/13/2024	DUNN ENERGY COOPERATIVE	102.00
79924	9/13/2024	EXPRESS MART	95.47
79925	9/13/2024	GALLS, LLC	93.99
79926	9/13/2024	GEORGE ENTZMINGER	100.00
79927	9/13/2024	GOTO COMMUNICATIONS INC	75.92
79928	9/13/2024	HAWKINS, INC.	998.45
79929	9/13/2024	HILL TRUCKING	386.28
79930	9/13/2024	HUEBSCH LAUNDRY CO	88.72
79931	9/13/2024	HYDROCORP	453.00
79932	9/13/2024	KYLES MARKET	27.26
79933	9/13/2024	MCCABE CONSTRUCTION INC	4,337.70
79934	9/13/2024	MEDPRO MIDWEST GROUP	170.00
79935	9/13/2024	MISSISSIPPI WELDERS SUPPLY CO.	124.51
79936	9/13/2024	ONE SOURCE IMAGING	204.97
79937	9/13/2024	PITNEY BOWES BANK, INC RESERVE ACCOUNT	500.00
79938	9/13/2024	PITNEY BOWES GLOBAL FINANCIAL SERVICES	168.24
79939	9/13/2024	POWERPLAN	656.09
79940	9/13/2024	SUMMIT FIRE PROTECTION	257.70
79941	9/13/2024	SYNERGY COOPERATIVE	1,632.06
79942	9/13/2024	VIKING DISPOSAL, INC	1,723.00
79943	9/13/2024	WATER CARE SERVICES	31.50
79944	9/13/2024	WILLIAM ANDERSON	83.35
79945	9/13/2024	ZEMPEL APPRAISAL SERVICE	900.00
EFTPS	9/13/2024	EFTPS-FEDERAL-SS-MEDICARE	8,569.60
WIDOR	9/10/2024	WI DEPARTMENT OF REVENUE	2,515.59

POOLED CHECKING ACCOUNT

Accounting Checks

Posted From: 9/09/2024 From Account:
Thru: 9/22/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
WIETF	9/13/2024	WI DEPT OF EMPLOYEE TRUST FUNDS	14,351.36
BREMER	9/10/2024	CARDMEMBER SERVICE	2,476.61
WIDCOMP	9/12/2024	WISCONSIN DEFERRED COMPENSATION	185.00
WEENERGIES	9/19/2024	WE ENERGIES	26.71
WEENERGIES	9/20/2024	WE ENERGIES	9.57
		Grand Total	70,325.03

9/20/2024 11:01 AM

Reprint Check Register - Quick Report - ALL

Page: 1
ACCT

SOLID WASTE & RECYCLING RU

Accounting Checks

Posted From: 9/09/2024 From Account:
Thru: 9/22/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
1427	9/13/2024	PLASTIC BAGS UNLIMITED	260.00
1428	9/13/2024	UNEMPLOYMENT INSURANCE	105.42
1429	9/13/2024	VILLAGE OF COLFAX	47.49
Grand Total			412.91

Carrie Johnson

From: jfraley25@frontiernet.net
Sent: Thursday, September 19, 2024 10:07 AM
To: Carrie Johnson
Subject: Re: East View Addition lots 1 and 2

Hello Carrie

Congratulations on your new position, One note....We have met quite a few people who grew up in colfax and moved elsewhere..each one one ended our conversation saying " i love colfax!". Very impressive. I have enjoyed working and contributing to theatre project and library in Colfax..

As a builder these high interest rates have delayed planned projects, including.Lots 1 and 2 east view. Go ahead and make these lots available to others as we are unable to provide a timetable for construction.

We would very much like to continue work with the Village on projects. can we stay in touch regarding future building and contributions. Colfax has a bright future and we would enjoy working with you as market conditions improve. Enjoy a great day.

thank you
Sincerely,

John fraley
homes by croix creek

On Tuesday, September 17, 2024 at 03:37:43 PM CDT, Carrie Johnson <clerktreasurer@villageofcolfaxwi.org> wrote:

Good afternoon –

I just wanted to touch base with you; I am the new Admin-Clerk-Treasurer, and I understand you may be interested in building on lots 1 and 2 of East View Addition. I am reading notes, and it appears that the Board made a determination on 5/13/24 that no duplex rentals would be allowed in East View. As we do have a couple of other builders interested in assisting our efforts to expand the Village of Colfax, I am just circling back to make sure you still intend to have those 2 builds completed by August of 2025. We are currently working on future expansion plans and welcome all builders and future home owners to create homes in our community, and of course when we do begin the next phase of our expansion I am happy to reach out and let you know what the plan is.

Kind regards,

Carrie L Johnson

Administrator-Clerk-Treasurer

Carrie Johnson

From: Brian Christ <Brian.Christ@spectruminsgroup.com>
Sent: Thursday, September 12, 2024 10:19 AM
Subject: AED Discount Opportunity

Good Morning,

Our Safety Specialist, Jon Dircks, notified us that he has a code for discounted AEDs through American AED. It sounds like the codes are good through September 30th and will be active until supplies run out.

If you are interested, shoot Jon a message, and he will send you a link: jon.dircks@spectruminsgroup.com

It looks like the normal price is \$1,400, and the code takes \$350 off.

This would be a great way to use your Safety Grant as well that is included with the League.

Let me know if you have additional questions,

Brian Christ

Business Insurance Advisor

Spectrum Insurance Group

4233 Southtowne Dr, Eau Claire, WI 54701
Office: 715-858-9865 x5019 / Cell: 715-491-9547
Email: brian.christ@spectruminsgroup.com



We offer 24/7 online client self-service through our website and mobile app. Visit www.spectruminsgroup.com to sign up for our Spectrum Policy Center. Our Mobile app is also available in your app store.

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We're Social!



DRUG TESTING



September 16, 2024

TO: Village of Colfax
 Attn: Randy Bates
 613 Main Street
 Colfax, WI 54730

Well #3 New Equipment

Dear Randy,

Thank you for the opportunity to provide a proposal to perform maintenance at Well # 3.

Following the removal and inspection of the pumping equipment, MWP will provide a detailed list of recommended and required pump repairs. Authorization will be obtained from the Village of Colfax prior to initiating any repairs. Upon the completion of authorized repairs MWP will remobilize to the site, reinstall the pumping equipment, run a short performance test, and collect bacti samples for lab analysis.

As I stated in earlier emails, the pump is in disrepair and needs to be replaced. The pipe was also in poor condition and needs to be replaced.

Most all of the shafting can be reused, but we will need to replace the shaft off the pump and the top shaft (head shaft).

The following table has up to date pricing on all the equipment that needs to be replaced. Please look through it and let me know if you have any other questions.

7	Replacement Pipe - 5 ft	2	each	405.00	\$810.00
8	Replacement Pipe - 10 ft	9	each	519.00	4,671.00
9	Rubber Bearings	10	each	30.00	300.00
10	Shaft sleeves	10	each	50.00	500.00
11	Stuffing Box Rebuild	1	LS	130.00	130.00
12	New Pump	1	LS	8,660.00	8,660.00
13	New Shafts	2	LS	301.30	301.30
	Total Project Proposal				\$15,372.00

With the new equipment, this will bring the cost to **\$32,168.00.**

Please sign the attached agreement so I can get the new equipment ordered.

Notes:

- 1 Recommended/required pump repairs will be outlined, following the removal and inspection of the pumping equipment as appropriate. Authorization will be obtained from the Village of Colfax prior to initiating any repairs.
- 2 Price includes price of bacteriological water sample kits.
- 3 Prices are good for 30 days.

We would like to thank the Village of Colfax for the opportunity to submit this proposal for your review and consideration. Should you have any questions or concerns regarding this proposal, please contact our offices at your earliest convenience. We hope that our proposal meets your approval and that Municipal Well and Pump will earn the right to be your service provider for this maintenance project.

Thank You,

Kurt Dix



Kurt Dix

Project Manager

Phone: (920) 324-3400

Fax: (920) 324-3431

-Cell: (920) 475-6875

1212 Storbeck Drive, Waupun, WI 53963

www.municipalwellandpump.com



MUNICIPAL
WELL & PUMP

Work Agreement

(Cover Page)

Date: 9/16/2024

MWP Job # MK24-1192

The undersigned Client hereby instructs Municipal Well & Pump, A Division of Midwest Well Services, Inc. to proceed with the work described below with the understanding that the Terms and Conditions shown attached are hereby incorporated as part of this Work Agreement. The Purchaser further understands that all proposals or estimates, if any, are based on the best information available prior to beginning work AND also understands that the final project scope may vary from the original proposal if conditions, depths or other job factors change during the project. All prices are subject to State and Local Sales and Use Taxes unless a certificate of exemption is provided to Municipal Well & Pump.

Client Information

Company Name: Colfax **Contact Name:** Randy Bates

Billing Info: 613 Main St. Colfax WI 54730

Billing Address City State Zip

Phone Fax Email

Project Information

Project Name: Colfax #3 Pull and Inspect with new equipment

Description of Work to be Performed:

This work agreement is in reference to the change order proposal dated 9/16/2024.

This is for agreement on new equipment costs.

The total changed from \$22,650.00. This was before all new equipment with current pricing.

Please sign and return.

Total Project Cost \$ 32,168.00

IN WITNESS WHEREOF, this agreement is executed as of the date shown above:

Client

By: _____
Name: _____
Title: _____
Date: _____
PO Number (if needed) _____

Contractor

Municipal Well and Pump

By: _____
Name: _____
Title: _____
Date: _____

BREMER BANK, NATIONAL ASSOCIATION

380 St. Peter Street, Suite 500
St. Paul, MN 55102-1321
651-964-7251

To: Wells Fargo Pledge Desk

From: Michelle W Finnegan

Subject: Pledge Release

Date: September 11, 2024

Please release the following pledge for **Account #1BA47680**
Bank: Bremer Bank, National Association

RELEASE:

CUSIP Number	Description	Rate	Maturity Date	Amount to Release	TPG #	Pledged To #221050
771614QE7	ROCHESTER MN INDEP SCH DIST #5	3.000000	02/01/2034	720,000.00	3795	Village of Colfax

Signature – Depositor:

Date _____

Village of Colfax

ADDENDUM "A"

(Authorized Officers of Depositor)

One signature of any of the following authorized officers of the Depositor is required to authorize actions to be taken pursuant to the foregoing Depository Pledge Agreement.

1. Carrie L Johnson, Administrator-Clerk-Treasurer _____
(Name) (Signature)

2. Jeffrey Prince, President _____
(Name) (Signature)

3. Carey Davis, Trustee _____
(Name) (Signature)

4. _____
(Name) (Signature)

5. _____
(Name) (Signature)