

Village Board Meeting – December 16, 2024

On December 16th, 2024, the Village Board met at the Village Hall, 613 Main Street, Colfax, WI at 7:00 p.m. Members present: Trustees Jenson, Burcham, Best, Stene, Rud and Prince. Excused: Trustee Davis. Others present included Deputy Clerk-Treasurer Riemer, Public Works Director Bates and Josh Melstrom. No media was present.

Communications from Village President-none

Public Hearing-Re-zone Lots 1 & 2 Dunn Street from R5-Multiple Family Residential District to R6-New Zero Lot Line Single Family District. The public hearing notice for November 25, 2024 were not published correctly, the notices have been done correctly now. The Board is conducting the Public Hearing to re-vote on the re-zoning for Lots 1 & 2 Dunn St. A motion was made by Trustee Burcham and seconded by Trustee Stene to approve the recommendation from the Planning Commission to re-zone Lots 1 & 2 Dunn Street from R5-Multiple Family Residential District to R6-New Zero Lot Line Single Family District. Voting For: Trustees Best, Stene, Jenson, Rud, Burcham and Prince. Voting Against: none. Motion carried.

Consent Agenda

Regular Board Meeting Minutes –November 25th, 2024

Review Statement of Bills Pooled Checking–November 25th, 2024 to December 15th, 2024

Review Statement of Bills Solid Waste & Recycling Checking – November 25th, 2024 to December 15th, 2024

Training Request –Rand Bates – WRWA Wastewater Training-December 19, 2024

Facility Rental –none

Licenses- Operator’s License-December 16, 2024-June 30, 2025-Drake Knutson – Synergy Cooperative

Secondhand Jewelry Permit-Twice Blessed Treasures- January 1, 2025 to December 31, 2025

-A motion was made by Trustee Stene and seconded by Trustee Burcham to approve consent agenda items 6a-f, which includes regular Board meeting minutes November 25, 2024, Statement of bills-pooled checking, Statement of bills-Solid waste & recycling November 25, 2024 to December 15, 2024, Training request Rand Bates-WRWA Wastewater Training, December 19, 2024 and Operator’s License-December 16, 2024-June 30, 2025-Drake Knutson-Synergy Cooperative. A voice vote was taken with all members voting in favor. Motion carried.

Selection of Building Inspector- Josh Melstrom was present to answer any questions the Board had. Trustee Burcham wanted to know how the fees worked. Melstrom indicated there was no cost to the Village, when he issues a permit he collects the fees. Trustee Best wanted to know if he did inspections upon request from the Board, he stated he would. Trustee Best also wondered how many places he had right now and how timely he would be able to issue permits. Melstrom stated he currently has about 8 townships and villages he works for, and can usually respond within a day, 2 days at most. A motion was made by Trustee Jenson and seconded by Trustee Rud to offer the building inspector position to Matt Flatland. Voting For: Trustees Jenson, Rud and Stene. Voting Against: Trustees Best, Burcham and Prince. Tie vote, motion fails. A motion was made by Trustee Stene and seconded by Trustee Best to offer the building inspector position to Josh Melstrom. Voting For: Trustees Burcham, Rud, Stene, Best and Prince. Voting Against: Trustee Jenson. Motion carried. Melstrom will send over a contract and will start January 1, 2025 as the new building inspector for the Village.

Update signage for Cemetery – Public Works Director Bates stated the current signs for removing items at the cemetery needs to be updated and larger. It states all flowers need to be removed by October 1st but does not mention pots, shepherd hooks, etc. Items are currently removed if placed after October 1st and stored in the shed. Some of the sites do not get maintained regularly so there can be 50-60 items in the shed. Bates believes if the signs are larger and explains more, we can reduce any confusion people may have about the policy. There was talk about shepherd hooks possibly being cemented in, Bates stated that would be preferred. Trustee Rud was concerned about them cementing themselves. A motion was made by Trustee Stene and seconded by Trustee Burcham to approve the concept and to get verbage for signs together and bring back before Board for final approval. Trustee Stene also mentioned that including the Village number on the sign so if anyone wanted to come before the Board for special requests. A voice vote was taken with all members voting in favor. Motion carried.

Set policy for Christmas Decorations to be put up – Discussion included putting decorations up before Thanksgiving, before Christmas in the Village parade or by December 1st. Bates presented to the Board a list of surrounding municipalities and when they do theirs. None of them actually had a policy and most were put up the week of Thanksgiving. Trustee Best wondered how long it usually takes, Bates stated roughly 4 hours. He also stated he wasn’t a fan of putting them up before Thanksgiving, but it was up to the Board to decide. A motion was made by Trustee Best and seconded by Trustee Burcham to have Christmas decorations up no

later than December 1st each year. Voting For: Trustees Best, Stene, Rud, Burcham and Prince. Voting Against: Jenson. Motion carried.

Chrome Book Options- Administrator Johnson had put a couple different options together for Chrome Books for the Board to start using at meetings. There is a 14" HP, \$229, and Lenovo, \$204, to choose from. Trustee Best thought the HP would be better since it had more memory, Trustee Burcham agreed. A motion was made by Trustee Best and seconded by Trustee Burcham to approve the purchase of the HP Chrome Books. Voting For: Trustees Burcham, Rud, Jenson, Best and Prince. Voting Against: Trustee Stene. Motion carried. It was stated that one for each member will be purchased and Administrator Johnson is looking into a Grant for this purchase.

Deputy Clerk- Treasurer Riemer wanted to remind everyone to respond to the Christmas party so a head count can be made.

Trustee Stene stated he would like the Veteran's Memorial possible Village contribution to be put on January agenda. It was stated that it should go to Parks Committee first, so will be added at the next Parks meeting.

Adjourn – A motion was made by Trustee Burcham and seconded by Trustee Best to adjourn the meeting at 7:50 p.m. A voice vote was taken with all members voting in favor. Meeting Adjourned.

Jeff Prince, Village President

Attest: _____
Sheila Riemer, Deputy Clerk-Treasurer