

PROCEEDINGS OF THE OXFORD VILLAGE BOARD

The Village Board of the Village of Oxford, Marquette County, Wisconsin met in regular session at 6:30 PM on Wednesday, October 4, 2023 in the Council Room of the Oxford Village Hall.

The meeting was called to order by President Meyer with the Pledge of Allegiance. The following Board Members were present: Trustees Drinkwater, Rozek, Sorensen, Bohringer, Zacharias, and O'Brien. Also in attendance were Chief Kowalski, Julia Showers, Kathy Terwelp, Jason Zacharias, Terry Berndt, Kimmie Kongsli, and Amy Maier.

Motion made by O'Brien/Zacharias to approve the agenda as printed. **Motion made by Drinkwater/Rozek** to accept the minutes of the September 6, 2023 regular board meeting as printed. **Motion made by Drinkwater/Sorensen** to accept the minutes of the open and closed sessions of the September 21, 2023 Finance Committee meeting as printed. **Motion made by Rozek/Drinkwater** to accept the minutes of the September 26, 2023 Park and Recreation Committee meeting as printed. **Motion made by O'Brien/Zacharias** to accept the minutes of the September 26, 2023 Public Works Committee meeting as printed. **Motion made by Sorensen/Rozek** to accept the open and closed session minutes of the September 28, 2023 Public Safety Committee meeting as printed. **Motion made by Drinkwater/O'Brien** to approve the Treasurer's Report as printed. All motions carried.

Citizen Inquiries: Jason Zacharias advised the Board that a speed limit sign is needed for northbound traffic in the southeast quadrant of the Chauncey and Fandrich Street intersection.

New Business: Julia Showers addressed the Board to inform them that a Girl Scout troop has been reestablished for this area, and she is requesting long-term recurring usage of the Community Room on Thursdays from 4:00 PM to 6:00 PM. **Motion made by Drinkwater/Zacharias** to grant the Girl Scouts use of the Community Room on a long-term basis for Thursdays from 4:00 PM to 6:00 PM. Motion carried.

Julia Showers departed at 6:45 PM.

The renewal of the CD at One Community Bank was discussed and rate and duration options provided from the bank were considered. **Motion made by Sorensen/Drinkwater** to renew at One Community Bank at the 4.70% for one year. Motion carried.

The proposed 2024 Village Hall Improvement Project was explained to the Board by Trustee O'Brien, including the consensus of the Public Works Committee on which roofing materials should be used. The siding and window replacements considered in 2022 will also be included in this proposed 2024 project. Two quotes were received for the roofing, for current budget preparations, but official bids will be sought in 2024. Trustee O'Brien advised approval is required in order to build a budget, and the Board consensus on roofing material to be used was to agree with the recommendation of the Public Works Committee and use architectural shingles rather than a metal roof. **Motion made by O'Brien/Bohringer** to approve going ahead with the 2024 Village Hall Improvement Project for budget purposes. Motion carried.

The possible purchase of a new leaf blower for the Public Works Department was discussed. The cost would be about \$600 for a backpack-style blower. **Motion made by Drinkwater/O'Brien** to purchase the backpack leaf blower, as presented, for approximately \$600.00. Motion carried.

President Meyer advised that the Park and Recreation Committee discussed the existing park surveillance system and recommended purchasing another stationary camera for complete coverage of the park amenities. The additional camera quote is for \$385.00, but the Board consensus was that clarification was needed on the total cost. **Motion made by O'Brien/Sorensen** to table Item E on the agenda (Park Surveillance System and Possible Camera Purchase) until the next meeting. Motion carried.

Terry Berndt departed at 7:00 PM.

Resolution 2023-9 Fire District Mutual Aid Box Alarm System (MABAS) Agreement was presented. Fire Chief Jason Zacharias explained that Marquette County is one of only seven counties in Wisconsin that have not signed on to MABAS and further explained the benefits of the agreement. All three of the participating municipalities in the Fire District would need to approve the resolution in order to join. **Motion made by Sorensen/Zacharias** to adopt Resolution 2023-9. A roll call vote was unanimously in favor.

Halloween Trick-or-Treating and events were discussed. **Motion made by Drinkwater/Rozek** to set Trick-or-Treat hours as Tuesday, October 31st from 5:00 PM to 7:00 PM. Motion carried. **Residents choosing to participate in Halloween Trick-or-Treating should leave a porch light on.**

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President Meyer advised further information is being sought for the employee and safety policies. **Motion made by O'Brien/Sorensen** to table Item H (Employee and Safety Policies Update) until next month. Motion carried.

The leaf dumpster will be set the week of October 23rd and will remain for at least three weeks.

A Finance Committee meeting was scheduled for Wednesday, October 18, 2023 at 6:00 PM.

A Budget Public Hearing and Special Board meeting was scheduled for Monday, November 20, 2023 at 6:00 PM.

There was no building permit report to be reviewed.

An operator license application for Jasmine Fitzgerald was presented. She has received police recommendation and has completed the Responsible Beverage Server Course. **Motion made by Drinkwater/Rozek** to grant the license. Motion carried.

Committee Reports: Healthy Communities Healthy Youth (HCHY) Report-Trustee Rozek stated a meeting was held this past month. The Health Department now has a Narcan program going on that includes the supply of Narcan and training in its use. There are also Fentanyl test strips available. The alcohol compliance checks have resulted, to date, in a 35% failure rate. **Public Safety**-Chairman Sorensen reported two part-time patrol officers have been hired. A leadership training course was approved for Chief Kowalski. **Municipal Court**-Trustee Sorensen stated the \$1,000.00 stipend paid to the court fund was returned to the Village. The Committee made a wage adjustment for the judge and municipal court clerk. **Police Report**-The monthly police report prepared by Chief Kowalski was distributed. The two new hires will start sometime in November. There was a theft at the gas station, and the matter is considered resolved. The new squad is going to be ready earlier than anticipated and should be delivered later this month. The detailing and equipment transfer likely won't occur until after the 1st of next year. **Park & Recreation**-Chairperson Drinkwater advised the water in the park has been shut off and winterized. The restrooms are now closed. New soap dispensers will be needed next year for the restrooms, as the current ones are leaking. Replacing the O-rings did not resolve the problem. New flush valves will also be needed for the urinals. This will be done after January 1st. A new latch has been installed on the breaker box. Keys will be available next week. **Library Report**-Trustee Drinkwater updated the Board on library staffing. There will be a reading challenge for tickets to the haunted hayride. The Library Director was able to acquire a grant for four new computers, including keyboards and mice. The library will be purchasing new monitors for them. **Public Works**-Chairman O'Brien reported the SCADA system issues have been addressed. The chipper was repaired, and brush has been picked up. The street sweeper still has some issues, but most of the streets that were chip sealed were able to be swept. Sweeping, however, is not completed. The maintenance shop has been power washed and prepped for paint. One large side has been painted. The other two sides will be finished next week.

President Meyer announced that, per the agenda, a closed session is proposed to discuss employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility per Wis. Stat. § 19.85 (1)(c). **Motion made by Drinkwater/Rozek** to move to closed session pursuant to Wis. Stat. § 19.85 (1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion carried on a roll call vote with all present voting aye.

Chief Kowalski, Kathy Terwelp, Jason Zacharias departed the Council Room at 7:45 PM.

The closed session per Wis. Stat. § 19.85 (1)(c) began at 7:45 PM to discuss employee wages for 2024 and other employee matters. Present were the village board members, the Clerk-Treasurer, and the Deputy Clerk-Treasurers.

The Clerk-Treasurer and Deputy Clerk-Treasurers were excused at 7:59 PM.

The Clerk-Treasurer rejoined the closed session at 8:50 PM.

Per the agenda, the Board reconvened into open session at 9:06 PM on a **Motion made by Zacharias/Drinkwater** and a roll call vote unanimously in favor. Present were the village board members and the Clerk-Treasurer. **Motion made by Drinkwater/Rozek** to set the hours as 9:00 AM to 5:00 PM and not working later than 6:00 PM effective November 1st. A discussion ensued on the future of the Clerk's Office,

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including hours of operation. **Motion made by Sorensen/Zacharias** to call the question. Motion carried on an open vote by raised hand 6-1. President Meyer called for a vote on the preceding motion. Motion carried on an open vote by raised hand 6-1. **Motion made by Sorensen/Zacharias** to propose to the Finance Committee an increase in hourly wage to \$14.00 for seasonal workers and \$15.00 per hour for regular janitorial wages and to incorporate the 3.44% pay increase using the COLA (Cost of Living Adjustment) figures for all other regular employees. Motion carried.

The Clerk departed at 9:21 PM.

Motion made by Drinkwater/Rozek (as recorded by Trustee Sorensen) to approve payment of vouchers presented. Motion carried.

Motion made by Rozek/Drinkwater (as recorded by Trustee Sorensen) to adjourn at 9:34 PM. Motion carried.

Shannon McMullin, Clerk-Treasurer
Village of Oxford
Marquette County, Wisconsin