

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, December 6, 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, Elizabeth Shumate, Clayton Broesch, Jessica Volz, Kathy Terwelp, Ty Weber, Chris Weber, Terry Berndt, and Deputy Clerk-Treasurers Kimmie Kongsle and Amy Maier.

Motion made by Drinkwater/Zacharias to approve the agenda as printed. **Motion made by O'Brien/Sorensen** to accept the minutes of the November 1, 2023 regular board meeting as printed. **Motion made by Drinkwater/Rozek** to accept the minutes of the November 20, 2023 public hearing and special board meeting as printed. **Motion made by Rozek/Zacharias** to approve the Treasurer's Report as printed. All motions carried.

Citizen Inquiries: Trustee Rozek informed the Board she is not running for re-election and submitted a Notification of Non-Candidacy to the Clerk.

New Business: Clayton Broesch addressed the Board to inquire about zoning ordinances of the Village, specifically those relating to accessory structures. The Board reviewed correspondence sent to Mr. Broesch by the Village building inspector regarding the number of accessory structures on Mr. Broesch's property. As the property in question is larger than one acre, it is possible exceed the limit of two with authorization from the Planning and Zoning Commission. (A Planning and Zoning Commission meeting to review the request was later scheduled for Tuesday, December 19, 2023 at 2:00 PM)

Ty Weber addressed the Board to introduce himself and advise he has recently purchased 128 S. Depot St. He stated he intends to establish a manufacturing business there but needs to have potable water, connection to the Village's sanitary sewer system, and an electrical inspection. He stated he can have the new well dug in the winter, but the plumbing contractor would prefer to install the sewer lateral before the ground freezes. On September 14, 2022, the Village Board had moved to approve a sewer connection permit for this property, for the owner at the time, contingent upon the DNR approved well being installed first and the submission of the \$1,250.00 permit application fee. **Motion made by Sorensen/Drinkwater** that the applicant (Ty Weber) be authorized to proceed with the permit to install a connection to the sanitary sewer system contingent upon all applicable fees are paid and the applicant follows through with any requirements from the Marquette County Health Department and the Building Inspector with the caveat that the sewer system may not be utilized until a DNR approved well is installed. Motion carried.

Ty Weber, Chris Weber, and Terry Berndt departed at 7:24 PM.

Elizabeth Shumate of General Engineering Company (GEC) addressed the Board to update them on funding options for the park concession stand improvement project. The cost to resubmit the CDBG (Community Development Block Grant) application will not exceed an amount that still falls within the unused dollar limit of the previously agreed to contract with GEC. Ms. Shumate also explained the DNR Stewardship funding availability and how the grant works. The DNR grant is a 50-50 match, whereas the CDBG grant is a 2-1 match. The possibility of combining grant funds and each application deadline and grant implementation timeline was explained. The DNR grant would require the land of the park to remain a park in perpetuity. A Comprehensive Outdoor Recreation Plan would be required, as well. The Village of Oxford is currently included in the Marquette County Plan, but the plan will expire this year. It may be possible to still use the plan for the purposes of the Stewardship grant. Ms. Shumate will research the grant combination possibilities and attend the next board meeting to provide further details.

Elizabeth Shumate departed at 7:51 PM.

The Board discussed interest rates and the possibility of moving a portion of the sewer reserve funds to the Local Government Investment Pool (LGIP). Trustee Sorensen advised after researching the rates, he recommends transferring the Expense Investment Fund portion of the sewer reserve funds to the LGIP and leaving the Equipment Replacement Funds at One Community Bank. **Motion made by Sorensen/Zacharias** to transfer the Expense Investment Fund Account to the Local Government Investment Pool. Motion carried.

The Board discussed possible changes to the current Employee Policy. These suggested changes will be presented for review and possible approval at another meeting to be scheduled later this month.

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A special board meeting was scheduled for Wednesday, December 20, 2023 at 4:00 PM. The Board will review the revised Employee Policy and discuss possible changes to the Safety and Bloodborne Pathogen Policies. The development of an Emergency Policy will also be addressed.

Clayton Broesch and Jessica Volz departed at 8:50 PM.

The proposed 2024 renewal policy with the League of Wisconsin Municipalities Mutual Insurance (though Baer Insurance Services, Inc.) was presented. **Motion made by Drinkwater/O'Brien** to approve the 2024 insurance policy renewal with Baer Insurance, through the League of Wisconsin Municipalities Mutual Insurance. Motion carried.

President Meyer appointed the Election Workers for the 2024-2025 term. **Motion made by Rozek/O'Brien** to approve the Election Worker appointments. Motion carried on a voice vote with all voting aye and Trustees Bohringer and Drinkwater abstaining from the vote. The election workers for the 2024-2025 term are: Richard Bohringer, Betty Warren, Leanne McGuire, Myra (Jeanie) Wastart, Trina Seger, Loretta Drinkwater, James Drinkwater, Sandra Eberlein, Diane Gower, Pam Larson, William Martin, Diane Martin, Barb Holtz, Sherwin Lloyd, and Julie Jones.

Motion made by Sorensen/Zacharias to change the January board meeting date from January 3, 2024 to January 10, 2024. Motion carried. The meeting time of 6:30 PM will not change.

The building permit report was reviewed.

Operator license applications for Elizabeth Lynch and Theresa Emond were presented. Both have received police recommendation and have completed the Responsible Beverage Server Course. **Motion made by Drinkwater/Zacharias** to grant the licenses. Motion carried.

Committee Reports: Healthy Communities Healthy Youth (HCHY) Report-Trustee Rozek reported a virtual meeting was held for HCHY officers on November 8th. They discussed opioid prevention grant applications, where the purchases of drug lock boxes, community education on Narcan and Fentanyl, and the purchasing of Fentanyl test strips were listed. The alcohol compliance checks are now resuming. **Public Safety**-Chairman Sorensen stated there was no meeting. **Municipal Court**-Trustee Sorensen advised everything is going well. The next meeting will be in a few months. **Police Report**-The October and November monthly police reports prepared by Chief Kowalski were distributed. Chief Kowalski has completed the leadership training and will be graduating on Friday. The new officers worked the holiday parade. The new squad is here and will be changed over some time in January. A drunk driver was arrested the night of the holiday parade. Another driver disobeyed the detour. Additional updates to the holiday events were provided. Trustee Sorensen informed the Board that police staff walked in the parade, alongside the squad, and handed out glow necklaces, and he then praised the Department for community outreach. **Park & Recreation**-Chairperson Drinkwater stated no report. **Library Report**-Trustee Drinkwater advised four new cards were issued. All of the old computers have been sold. The second graders are coming to the library again. The Director is continuing training. The holiday parade events held in the library went well, including the individual stations and the sale of hot chocolate, coffee, etc. A "Last Chance" Santa Claus event will be held December 23rd. **Public Works**-Chairman O'Brien stated the Committee did not meet. The road ratings have been completed for the Department of Transportation, and the "CVT" map has been electronically signed. All of the Christmas decorations have been put up. There is a problem with a light pole located at on the corner of Abbott and Vallette. The electricity on the pole needs to be rebuilt. This will be done as soon as possible. The speed limit sign for Fandrich Street will be installed as soon as it arrives. The old snowblower is being repaired. The Grasshopper is also being repaired. It needs a metal plate welded onto the deck.

Kathy Terwelp departed at 9:17 PM.

Motion made by Rozek/O'Brien to approve payment of vouchers presented. Motion carried.

The minutes of this meeting were read by the Village Clerk.

Motion made by Rozek/Drinkwater to adjourn at 9:58 PM. Motion carried.

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