Minutes of Regular Meeting of the Oakfield Village Board
Oakfield Community Center
130 N. Main Street Oakfield, WI 53065
Wednesday, September 9, 2026 at 7:00 p.m.

The meeting was called to order at 7:00 p.m. by President Dan Redman.

Roll call found the following trustees present: John Cedar, Chris Cook, Owen Stoppleworth and Julie Franke. Also in attendance: Renee Schuster, Joe Ciesielczyk, Emily Waisanen, Nick Kemp, Lucy Waisanen and Miriam Thomas.

Motion: John Cedar, seconded by Julie Franke, to dispense with the reading of the minutes of the August 12, 2026 regular board meeting and approve them as written. Motion carried 5-0.

Public Comments: None.

Emily Waisanen; Envision FDL: Emily gave an update to the board about the Make My Move campaign, which is a talent acquisition effort to encourage people to move from out of state. The money for this program was received from the state. Recipients receive money for moving expenses. Emily left information on the program with the clerk.

Fire Department: Chief Baker was not present but passed along he had no updates this month.

Public Works:

Wastewater project update: Shane Dennis joined virtually and informed the board the project is nearing the final stages before completion. The fine screen was started up in August, insulation installation is finished and the electricians are finishing the electrical room and making sure everything is working. Cabinets are installed in the lab. A preliminary punch list is being created now to be ready for a final list and walk through in a couple of weeks. The landscapers have completed the final grading and seeding.

Staab pay request #19: The pay request is for $129,066.00. The pay request is approved by MSA.

Motion: John Cedar, seconded by Owen Stoppleworth, to approve pay request #19 for $129,066.00. Motion carried 5-0.

Structure 60 discussion: Shane pointed out that the original bid did not include any exterior painting or full replacement of the railing behind this building. After the completion of all the other exterior work on all buildings it was brought up as a potential change order to paint the building exterior to match all the other buildings as well as sand blast and repaint the peeling railings. Shane informed the board that anything done to the exterior other than repainting would require bringing the building up to current code. Staab submitted a quote to paint the exterior of Structure 60 for $7,500.00 and to sandblast and repaint the railing for $3,500.00 for a total change order of approximately $11,000.00.

Motion: Dan Redman, seconded by John Cedar, to move forward with the change order to repaint Structure 60 and railing surrounding the tank behind it. Motion carried 5-0.

Public Safety: The elementary school has a new drop off/pickup policy that no longer allows drop-offs in the driveway and it makes White Street very congested during both of those times. Chief Schuster has safety concerns with many people exiting vehicles on the road side and how it will be even more of a problem during the winter.

The Wild Goose Trail is full of garbage and Renee has confiscated a large amount of drugs and alcohol from the trail.

There were some recent thefts of lawn mowers that the police department is dealing with.

Two portable breath testers were received through a state grant.

Chief Schuster is in the process of switching cell phone carriers and may have to change the department phone number if it's unable to be transferred. There have been connectivity issues with the internet in the squad car

Ordinance 2026-5; snow removal: The ordinance was discussed at a Public Safety meeting and verbiage was added to include no plowing snow into the street, requiring clearing around fire hydrants and accessible ramps on sidewalks.
Motion: Owen Stoppleworth, seconded by John Cedar, to approve ordinance 2026-5. Motion carried 5-0. A copy of the ordinance can be viewed on the village website.
Plan Commission: The village's current zoning doesn't allow a development plan as is being proposed for the Belle Reynolds Village. MSA and the village's attorney have suggested the village pass a Planned Unit Development ordinance, as they both recommend having one, regardless of the current project being proposed. MSA provided a draft ordinance that was reviewed. Nothing was noted being in need of adjustment.
Motion: John Cedar, seconded by Owen Stoppleworth, to approve the draft ordinance as presented. Motion carried 5-0. The next step is to schedule a public hearing for a zoning ordinance before it can be fully approved. The clerk will work with MSA and the Plan Commission to schedule the hearing.
Parks Committee: Several complaints have been received about the blue playground equipment at Village Park being in poor condition. Dan would like to find a way to purchase a new piece of equipment. Discussions about where to look for local funding and putting together an actual plan on what should be put in the space. A resident had reached out some time ago and offered to possibly head a funding committee to purchase new equipment. The clerk will reach out to them and see if they would still like to do so. John suggested removing the damaged equipment sooner rather than later if it's a safety issue.
New Business:
Monthly check approval: The disbursement sheet for August was passed around.
Right-of-way permit: A permit from Spectrum was submitted for boring along Main Street. It was submitted to Gremmer for approval to ensure it didn't conflict with the upcoming road project. Some depths were adjusted at Gremmer's request and the resubmitted plan was approved. Board members had a brief discussion about making sure Fond du Lac County was aware of the line being placed underground as indicated and would like to double check with Tom Janke, Fond du Lac County's highway commissioner for giving full approval.
Motion: John Cedar, seconded by Julie Franke, to approve the right-of-way permit, pending confirmation from Tom Janke at Fond du Lac County.
Codification: The clerk presented several questions needing to be answered for the codification update. Several questions about keeping penalty ranges as currently listed were discussed and retained as is. A section pertaining to pre-submission conceptual review in regards to subdivision of land was added due to changes in state statute requirements. An updated fireworks chapter was presented as an example to use in place of the current ordinance and the board approved updating to the example as presented.
Trick-or-treat hours: Trick-or-treat will be held Saturday, October 31st from 3:00 p.m. to 5:00 p.m.
Pooled cash: The clerk has been using the new software for several months and has realized the benefits of moving to pooled cash and think it will be easier in the long run and fewer accounting mistakes will be made. There was no opposition to making this change.
Budget sheets: Blank budget sheets were passed out and committees were asked to meet and draft proposed budgets before the October meeting. If trustees have any questions about any dollar amounts in the past or how to budget for the future, they should ask the clerk.
Motion: Julie Franke, seconded by John Cedar, to adjourn at 8:48 p.m.
Respectfully submitted,
Miriam Thomas, Clerk/Treasurer