

Minutes of Regular Meeting of the Oakfield Village Board
Oakfield Community Center
130 N. Main Street Oakfield, WI 53065
Wednesday, October 13, 2021 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: Al Kamenski, Tim Stopplesworth, Julie Franke, Jody Marcoe, and Jim Eckberg. Also in attendance: Ron Engel and Miriam Thomas.

Pledge of Allegiance

Motion: Tim Stopplesworth, seconded by Al Kamenski, to dispense with the reading of the minutes from the September 8, 2021 regular board meeting and approve them as written. Motion carried 6-0.

Public Comments: None.

Sam Kaufman: Mr. Kaufman was unable to attend the meeting.

Public Safety: The request for the exception to the ordinance is no longer needed.

Library Board: Library Director Linda Alsum-O'Donovan presented the library's proposed 2022 budget. The overall budget is approximately a 5% increase over last year. The library board would like to raise the hourly rate for the library director and library assistant \$1.00 per hour for each employee to stay competitive with area libraries. The vacant page position would not have an increase in pay. The board would like to start a reserve account to start saving for capital projects like carpeting and shelving. Funds from Fond du Lac County will be higher in 2022. Phone expenses will also be increased in 2022 due to the phone system upgrade and needing to pay for each individual phone of which the library has four.

Fire Department: Chief Ron Engel spoke to the board about the department's budget for 2022. The amount requested remains unchanged. Chief Engel also informed the board that between the 2021/2022 cash raffle \$35,000.00 was raised to cover the cost of the UTV and trailer. Final cost was approximately \$34,000.00, leaving some money to start saving for the next vehicle replacement which will be the first responder vehicle.

Ron also spoke to the board about the issue with parking space in the fire garage. Vehicles are getting bigger and taking up more space which is making it hard to fit the squad car in to make everything accessible for both departments. The department has been brainstorming solutions to the problem and suggested building a small garage on the back of the building where the trash bins are currently stored or renting space for it in one of the local storage areas. Dan Redman said the village garage doesn't currently have room but the building will need some repairs/updates in the near future so possibly a small heated garage could be built as part of the improvements. Ron said several department members are double checking to make sure there isn't a more effective way to park the vehicles and will report back next month.

Public Works:

East Church Street: All eighteen sidewalks on the project and one intersection will be getting fixed to comply with ADA requirements. Residents are not happy with the landscaping that was done and the board agreed it was unacceptable. Dan will have public works mow the newly landscaped areas and remove as much rock as possible. The village will put grass seed down either this fall or next spring. The board was unhappy with the landscaping done by D&D Landscaping on the County D project and the North Main Street project in 2019. They will look into whether they can refuse them as a responsible bidder should they be contracted through another project again. Earl will be putting gaskets in the manholes that are making noise when vehicles drive over them to reduce the noise. A question about whether the railing by the sidewalk on the north side of East Church Street by the creek will be put back up or not was asked. Dan isn't sure where the railing ended up but the village will probably be purchasing some fencing to reinstall.

Water: The upgrades approved and discussed at last month's meeting are underway. The village is not eligible for a simple rate increase for water in 2022. Rates will remain the same.

Sewer: There was a public informational meeting last week for the next phase of the sewer lateral program. Costs did increase on this bid. Options on how to proceed were discussed; one of them was possibly postponing the project until the spring and try to include a larger amount of properties to hopefully reduce the cost to each property owner. There is a possibility costs could increase by spring so if it is decided to try to postpone, property owners who have already indicated they would like their repair done this year will be contacted to see if they would rather do it this fall or wait and see what the prices are next year.

Figures for a potential sewer rate increase of 3%, 5% and 10% were examined. Miriam reminded trustees that sewer charges are not regulated and the board is able to change the rate at any time of the year and as many times in the year as they see fit, unlike water rates. Several cost estimates have not been received yet so the topic will be tabled until November.

Human Resources update: A copy of the employee handbook was distributed to trustees for review. All vacation and sick time has been converted to a Paid Time Off system with a change in the rate employees earn their PTO. Earl Norenberg is grandfathered in for several of the changes to the PTO scale. PTO for part time employees has been adjusted as well.

New Business:

Monthly check approval: The monthly approval sheet was passed around and signed.

Resolution 2021-10, regarding redistricting: With the completion of the census, municipalities are required to pass resolutions accepting their voting districts. The Village of Oakfield's district are unchanged.

Motion: Jim Eckberg, seconded by Julie Franke, to approve Resolution 2021-10. Motion carried 6-0. A copy of this resolution and accompanying ward map can be viewed at the clerk's office during regular business hours.

2022 Budget: Updated budget sheets were passed out. They should be reviewed before the budget hearing, which was scheduled for November 17th at 6:00 p.m.

A proposal was received from Associated Appraisal for a village-wide revaluation. The last full revaluation was done in 2010. The Department of Revenue requires a full or exterior revaluation every 10 years; this year was the second notice the village received for being out of compliance. The DOR will order a reassessment if one is not conducted by the 2026 assessment year. The cost for a full revaluation is \$20,000.00 and exterior only is \$17,500.00. Both options were discussed and while the board would prefer to do a full versus exterior only due to the small cost difference they felt it would be more easily accomplished by going with an exterior only option.

Motion: Al Kamenski, seconded by Tim Stoppleworth, to schedule an exterior only revaluation for 2022 by Associated Appraisal. Miriam will contact the company and present a contract for it next month along with a contract for renewing regular annual appraisal services for the next five years.

Motion: Tim Stoppleworth, seconded by Al Kamenski, to adjourn at 9:06 p.m. Motion carried 6-0.

Respectfully submitted,
Miriam Thomas, Clerk/Treasurer