

Minutes of Regular Meeting of the Oakfield Village Board
Oakfield Community Center
130 N. Main Street Oakfield, WI 53065
Wednesday, November 8, 2023 at 7:00 p.m.

The meeting was called to order at 7:07 p.m. by President Dan Redman.

Roll call found the following trustees present: Al Kamenski, Chris Cook, John Cedar, Julie Franke, Jody Marcoe and Jim Eckberg. Also in attendance: Joe Ciesielczyk, Matt Castillio, Brittney Mitchell, Brandon Kaufman, Josh Thieme, Jackie Sternberg-Fisher, Joe Venhuizen and Miriam Thomas.

Pledge of Allegiance

Motion: Al Kamenski, seconded by John Cedar, to dispense with the reading of the minutes from the October 11, 2023 regular board meeting and approve them as written. Motion carried 7-0.

Public Comments: None

Jon Venhuizen: County board member Jon Venhuizen gave the board an update on what has been taking place at the county level. A Human Services Department was approved to combine several smaller departments. The county budget was approved for \$172 million. A five-year capital improvement plan was also approved. A new county flag was designed and approved as well.

Public Works:

Water: The hydrant on West Waupun Street was moved last week.

Sewer:

Wastewater Treatment Plant facility upgrade: Matt Castillio and Brittney Mitchel from MSA Engineering presented contracts for the design plan for the wastewater treatment plant upgrade and for the Clean Water Fund Application Services. The design cost can be included in the total cost of the project. Not included in the contract is the cost for onsite time during construction, geotech costs such as soil borings, groundwater and any lead and asbestos that might be found. Also included in the cost for the project is a flood study and two extra public hearings. An estimated 6000 hours of employee time will be required of MSA.

Motion: Chris Cook, seconded by John Cedar, to approve the wastewater treatment plant facility upgrade contract as presented by MSA. Motion carried 7-0.

Interim funding will be needed when the project starts. The board can obtain this funding through a loan at Bristol Morgan Bank, the Rural Water Financing Agency or other options. The funding would be needed to cover design and other preliminary costs until the Clean Water Fund loan closes in 2025. The application for the loan is due by September 30, 2024 and the design and specs must be completed by then. Another option is to pay for the design fees up front if the ability to do so is available.

Motion: Al Kamenski, seconded by Chris Cook, to approve the contract for MSA's Clean Water Fund Application Services. Motion carried 7-0.

As part of the facility upgrade a rate study will also need to be completed. Estimates can be used for design planning purposes but rates must be confirmed to approve new debt and a municipal advisor must be involved. The cost of this service can also be included in the Clean Water Fund Loan. Rates must be determined by the time of loan closing. This process should be started soon. The clerk will inquire about a estimate for services.

MCO contract renewal: Brandon Kaufman from MCO was present to discuss the contract for 2024. There is an increase requested for 3.7%, roughly the amount of the updated consumer price index.

Motion: John Cedar, seconded by Chris Cook, to approve the 2024 MCO contract as presented. Motion carried 7-0.

Paying for leaf vac: There is no financing available for the unit and it will need to be paid for in full. The board discussed whether they should take out a short-term loan or try to take unspent funds from the current budget and, if necessary, transfer tax increment funds to cover any balance remaining. There should be some revenue coming from the future sale of the old equipment.

Public Safety: Jody reported that the committee discussed the recreational vehicles ordinance at their last meeting and Renee will try to have an adjusted draft ready for the December meeting as she thought a more concise one would be a good idea. The committee would like to add Brett Handschke as a member.

Motion: Jody Marcoe, seconded by Al Kamenski, to add Brett to the committee. Motion carried 7-0.00

At the public safety meeting Kevin Baker also agreed to take over the vacant position of civil defense director.

Motion: Jody Marcoe, seconded by Al Kamenski, to appoint Kevin Baker as civil defense director. Motion carried 7-0. Jim is looking into NIMS training for board members, per Kevin Baker's suggestion. Julie stated all the courses are offered for free online. Jim will follow up with board members.

New Business:

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

Caucus date: The 2024 caucus will be held prior to the regular board meeting on Wednesday, January 10, 2024 at 6:30 p.m.

Snowmobile trail discussion: Jim told the board the snowmobile club would like to move a section of a trail west of well #5 to run next to the well road and past the well house to avoid going through a ditch and over Thill Road. Jim will meet with the president of the club this weekend when he is marking the trail to make sure it won't interfere with the well road.

December board meeting: The December 13th regular board meeting will be held at 6:00 p.m. instead of 7:00 p.m.

Motion: Al Kamenski, seconded by Chris Cook, to adjourn the board meeting at 8:39 p.m. Motion carried 7-0.

Respectfully submitted,

Miriam Thomas, Clerk/Treasurer