

Minutes of Regular Meeting of the Oakfield Village Board  
Oakfield Community Center  
130 N. Main Street Oakfield, WI 53065  
Wednesday, June 12, 2024 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: Chris Cook, John Cedar, Al Kamenski, Julie Franke, Jody Marcoe and Jim Eckberg. Also in attendance: Joe Ciesielczyk, Sarah Poquette, Renee Schuster and Miriam Thomas.

**Motion:** John Cedar, seconded by Julie Franke, to dispense with the reading of the minutes from the May 8, 2024 regular board meeting and approve them as written. Motion carried 7-0.

**Public Comments:** None.

**New School District Administrator:** Sarah Poquette introduced herself as the new Oakfield School District Administrator. She begins July 1<sup>st</sup> and gave the board some of her background.

**Public Works:**

**Water:** Tony is still working on installing meters for the year. The new culvert under the treatment plant road was installed. The cost is being split with Brian Orvis. The cooling lines at the well #5 generator are bad and need replacing.

**Sewer:** Visivu sewer sent a quote for \$40,000.00 to line the sanitary main for the length of West Church Street where many leaks were found during televising this year. The public works committee will be discussing the quote as it is much more cost-effective to line the entire main versus spot repairing at each leak.

**WWTP update/interim financing:** Brian Roemer at Ehlers is seeking the best option for interim financing as bills are starting to come in for the wastewater treatment facility project. Hopefully an option will be presented for approval at the next board meeting.

**Main Street project update:** The 30% plans currently show no parking on the west side of South Main Street from White Street to Filby Street. The board discussed whether they wanted to keep the parking eliminated or still allow it as it is right now. There was some resident concern after the Public Informational Meeting about eliminating the current parking stalls. After discussion the board decided to keep the west side the way it is now with parking allowing between White and Filby.

The current estimated cost for the project is \$3,650,000.00 which is \$500,000-\$600,000 above the initial estimated cost. The county will be asking the state for more funds for the project for the increase in costs since the initial estimate.

**Resolution 2024-4; Compliance Maintenance Annual Report:** The annual report was prepared and submitted to the DNR by Tony.

**Motion:** Jim Eckberg, seconded by John Cedar, to approve resolution 2024-4. Motion carried 7-0. A copy of this resolution can be viewed at the Village Office during regular business hours.

**Public Safety:** Migrant started arriving for the season last weekend. Seneca has a zero-tolerance policy for drugs and Chief Schuster encourage the board to report problems immediately if they hear of them. She also submitted for a Safety Grant through the League of WI Municipalities to help offset the cost of the new bodycams.

**Human Resources:**

**Seasonal employees:** Lincoln Laabs was hired as a seasonal worker. The committee didn't see a need to hire a second seasonal employee at this time.

**Community Center:**

**Air conditioner quote:** Miriam obtained a quote for a new air conditioning unit behind the community center building. This air conditioner is for the bathrooms, lobby and village office areas. Earlier this year it was not cooling. A tech replaced the air compressor but encouraged the board to think about replacing it due to age. Trustees would like to see some comparisons. Miriam will reach out to several other area businesses about getting quotes.

**Community Center policy:** The policy was reviewed and discussed regarding non-profit use. It was proposed that some kind of deposit still be made for non-profits to cover any extra time and/or cleaning needed after an event that doesn't pay a rental fee. No adjustments are being made at this time.

**New Business:**

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

**Bank accounts:** Several board members met with a commercial lender at the bank to discuss the village's accounts and their interest rates. The bank was willing to match the Local Government Investment Pool's monthly rate on nine of the accounts.

**Motion:** Al Kamenski, seconded by Jody Marcoe, to accept the bank's offer of matching the variable monthly rate of the Local Government Investment Pool on the accounts indicated on the handout. Motion carried 7-0.

**Board of Appeals procedures:** After attending training earlier this year on zoning, some board members were made aware that committee members should attend training for their roles to understand the significance of their decisions. Many variances have been passed by the committee over the years that should not be getting approved and the board felt committee members needed more thorough training to understand the implications of approving a variance. A village board member will attend the upcoming Board of Appeals hearing to try to help guide the committee since most of them have received no formal training.

**Electronics recycling event:** The e-cycling event will take place on August 10<sup>th</sup> from 8:00 a.m.-noon and August 12<sup>th</sup> from 3:00 p.m.-6:00 p.m. Containers will be set up inside the village garage for residents only to dispose of approved electronics. The event will be regulated by village employees to ensure compliance. If any board member or employee is willing to help they should let Jim know. There is no cost to village residents or the Village for this event.

**Newsletter articles:** Ideas should be sent to Miriam by early in the week of June 24<sup>th</sup>. Miriam requested that guidelines for article suggestions be provided to make it easier to capture the intent of the article.

**Liquor license renewals:** All applications have been reviewed and approved by Chief Schuster.

**Motion:** Jim Eckberg, seconded by John Cedar, to approve a Class B beer and Class B liquor license for Oak Central LLC for the period July 1, 2024 to June 30, 2025. Motion carried 7-0.

**Motion:** Jody Marcoe, seconded by John Cedar, to approve a Class A beer, Class A liquor, Class A cider and tobacco product license for Path Petroleum for the period July 1, 2024 to June 30, 2025. Motion carried 7-0.

**Motion:** Jim Eckberg, seconded by Jody Marcoe, to approve a Class B beer and Class B liquor license for Katy's Log Cabin LLC for the period July 1, 2024 to June 30, 2025. Motion carried 7-0.

**Motion:** John Cedar, seconded by Al Kamenski, to approve a 6-month Class B beer license for Katy's Log Cabin LLC at the Village Park concessions stand to be effective May 1, 2024 to November 1, 2024. Motion carried 7-0.

**Motion:** John Cedar, seconded by Chris Cook, to approve the following operator's licenses: Amanda Bovee, Laura Deaver, Carla Norenberg, Jennifer Meyer, Vanessa Flury, Brooke Jones, Tracy Hans, Ryan Smeester, Allison Wonser, James Kleinschmidt, Kovi Herman, Adam Lamonska, Brittany Anderson, Jacqueline Rymer, Ricky Schmidt, Mark Schierstedt, Brittany Klosterman, and Craig Chadwick. Motion carried 7-0.

**Motion:** Al Kamenski, seconded by Chris Cook, to adjourn the board meeting at 9:22 p.m. Motion carried 7-0.

Respectfully submitted,  
Miriam Thomas, Clerk/Treasurer