

Minutes of Regular Meeting of the Oakfield Village Board  
Oakfield Community Center  
130 N. Main Street Oakfield, WI 53065  
Wednesday, April 9, 2025, at 7:00 p.m.

The meeting was called to order at 7:03 p.m. by President Dan Redman.

Roll call found the following trustees present: Al Kamenski, John Cedar, Chris Cook, Julie Franke, Jody Marcoe and Jim Eckberg. Also in attendance: Joe Ciesielczyk, Renee Schuster, Peter Biermeier, Tom Havey, Michael Merk, Chase Casey, and Miriam Thomas.

**Motion:** Al Kamenski, seconded by Jody Marcoe, to dispense with the reading of the minutes of March 12, 2025, regular board meeting and approve them as written. Motion carried 7-0.

**Public Comments:** None

**Tom Havey:** Tom gave the board an update on his development plans. He has a website set up, bellereynoldsvillage.com, for people to view house plans and share information as it happens. He is planning on putting thirty-four units on the approximate four-acre lot he purchased and setting them up as a Planned Unit Development. None of the units are more than two stories. He intends to sell all the units, not rent them. Estimated cost for one is around \$300,000. There will be a homeowner association that provides for lawn care, snow removal and maintenance of common areas. Tom brought copies of a general plan for the placement of the units and John noted that the entrance road to the development might face directly into a house on Oak Street's front window and asked if Tom could review and possibly adjust the entry point to the development to try to avoid headlights in front windows. Tom agreed to adjust if necessary.

**Motion:** John Cedar, seconded by Chris Cook, to approve the lot change to R-3 since the conditions requested of Tom regarding the development have been met satisfactorily. Motion carried 7-0.

**Public Works:**

**Water:** Laudolff will be coming to dig up the two hydrants needing to be replaced; one near the south village limits on Oak Street and the one near Seneca's entrance on West Waupun St.

**Sewer:** Chris let the board know the village violated the wastewater permit for suspended solids and BODs during the heavy rains on March 30<sup>th</sup> and 31<sup>st</sup>. It was reported to the Department of Natural Resources as required. This year more sewer main line will be lined with cured in place piping to seal existing leaks. Several manholes should also be fixed and sealed. This is something that can be hired out depending on how much work is needed on them.

**Wastewater project update:** Shane Dennis from MSA attended virtually to give an update on the project. Staab will start moving equipment in by late April or early May. He presented pay request #2 from Staab which is for more setup costs.

**Motion:** Al Kamenski, seconded by Jim Eckberg, to approve pay request #2 for \$6,365.00. Motion carried 7-0.

Shane also explained that part of the state's requirements with the upgrade is to combine the parcels the current plant sits on and the land to the south of it. Miriam talked to the county and they stated the parcels would eventually need to be zoned the same eventually as right now the land is zoned agricultural transitional and the plant itself is zone industrial. John questioned whether it would be allowable with the village's permit to land apply sludge if the land were to be zoned industrial. Shane will check with the DNR to see if this would be permitted.

**Motion:** Jody Marcoe, seconded by Chris Cook, to approve the property consolidation for the wastewater treatment plant parcel and the undeveloped parcel to the south. Motion carried 7-0.

Shane also presented a contract for geo-tech services for soil testing. He said they keep it out of the construction contract because then the village doesn't have to pay markup costs for the testing if it is bid as part of the contract. The estimated cost for these services is \$7,695.00.

**Motion:** Al Kamenski, seconded by John Cedar, to approve the geo-tech contract with ECS Midwest, LLC. Motion carried 7-0.

**Sewer rate increase:** Nothing has been received from the state or from Ehlers regarding the increase. Miriam will be checking with Ehlers for an update.

**Public Safety:** Renee reported that she has received her last portable radio as part of the radio upgrade the county is mandating. She informed the board that the Public Safety Committee will need another member appointed to replace Jody.

**Human Resources:**

**Resolution 2025-2:** The committee updated the retirement benefits section of the handbook to include the village's participation in the Wisconsin Retirement System. They also added a carryover of PTO hours at a maximum of 20 hours.

**Motion:** Al Kamenski, seconded by Jody Marcoe, to approve Resolution 2025-2. Motion carried 7-0. A copy of the resolution can be viewed at the village office during regular business hours.

**New Business:**

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

**Sales tax money discussion:** The amount from Fond du Lac County this year is \$15,919.00. During the budget discussion last November, it was suggested that this money could be allocated toward the purchase of a new plow/dump truck.

**Motion:** Dan Redman, seconded by Jim Eckberg, to allocate the sales tax money to the purchase of a new plow/dump truck. Motion carried 7-0.

**Resolution 2025-3; TID #1 termination:** After speaking with the village's auditors, TID #1 has been fully funded and there will be no collection for it on the 2025 taxes. The resolution needs to be filed with the state per statute.

**Motion:** Jim Eckberg, seconded by Julie Franke, to approve Resolution 2025-3, terminating TID #1. Motion carried 7-0.

**Capital Projects discussion:** Dan asked the board to think about all the capital projects that need to be done and that they should make a list and prioritize it. Miriam said a capital improvement list already exists and just needs to be updated. She will email it out to board members to look at. Some of the things needing more immediate attention are a new plow truck, updates to the village garage, and fixing some broken playground equipment. Dan and Chris stated that one quote for village garage has been received but it has been difficult to even get a quote from anyone local so they are going to start reaching out to farther businesses for a couple more. Estimated cost for new siding, replacement/widening of one of the back garage doors and a new shed to replace the old garage moved from the property on Second Street is around \$150,000. Several parts on the teal playground structure at Village Park are broken a present a safety hazard. Cost to fix them is around \$3,750. Miriam reminded Dan that Belle Reynolds funds are still available and perhaps a new piece of equipment could take its place. That structure is old enough that the parts to replace the broken areas have to be manufactured. Capital projects will be on the May agenda for further discussion.

**Committees:** With the election of Owen Stoppleworth to the board on April 1<sup>st</sup>, some of the committee members will have to be adjusted. Chase Casey volunteered to take the open position on the Plan Commission. Miriam will email a current copy of the committee sheet to board members with the changes discussing during the meeting. Committees will be finalized at the May board meeting.

**Bank update:** Miriam told the board the current balance in the TID #1 bank account is \$1,146,857.48. Of this amount, \$107,176 still remains to be paid to the general fund to cover previous advances and \$531,846 due to the utility to also cover previous advances. Anything above those amounts can be transferred to TID #2 to cover the advances totaling \$611,810 owed to TID #2 as that TID is projected to have a shortfall. TID #2 closes in 2027. The board discussed options on how to use these funds when they are available. It has been discussed in prior meetings and in conversations with Ehlers to possibly use the funds due to the utility to help offset the infrastructure cost of the South Main Street project. The board referenced some of the capital projects mentioned above for potential use of the funds. Those projects will continue to be discussed in future meetings and continue planning towards their execution.

Motion: Al Kamenski, seconded by Jody Marcoe, to adjourn the board meeting at 8:55 p.m. Motion carried 7-0.

Respectfully submitted,

Miriam Thomas, Clerk/Treasurer