

Minutes of Regular Meeting of the Oakfield Village Board
Oakfield Community Center
130 N. Main Street Oakfield, WI 53065
Wednesday, May 14, 2025, at 7:00 p.m.

The meeting was called to order at 7:02 p.m. by President Dan Redman.

Roll call found the following trustees present: Al Kamenski, John Cedar, Chris Cook, Julie Franke, Owen Stoppleworth and Jim Eckberg. Also in attendance: Joe Ciesielczyk, Renee Schuster, Chase Casey, and Miriam Thomas.

Motion: Al Kamenski, seconded by John Cedar, to dispense with the reading of the minutes of April 9, 2025, regular board meeting and approve them as written. Motion carried 7-0.

Public Comments: The Memorial Day ceremony will be at 8:30 a.m. at Avoca Cemetery. Jim recognized Miriam for Clerk Appreciation Week and for her nomination to General Code's Municipal Clerks Honor Roll.

Public Works:

Water: A resident's water spigot leaked during first quarter and a sewer credit form was submitted and approved.

Sewer:

Wastewater project update: Excavation has begun and equipment continues to move in. The first construction meeting was held this afternoon but other than beginning digging the activity has been limited to prep work so far.

Staab Pay Request #3: Costs for this pay request are for supervision and miscellaneous job expenses.

Motion: John Cedar, seconded by Al Kamenski, to approve Pay Request #3 from Staab for \$26,315.00. Motion carried 7-0.

Ehlers; sewer rate increase presentation: Ariana Schmidt from Ehlers presented the recommended sewer rate increase after working with the state to reduce the impact to residents. While the bottom-line adjustment requirement of a 170.5% increase is needed, two options were presented. Option one utilizes only sewer revenues as a pledge for the Clean Water Loan and requires two 73% rate increases; one in 2025 and another in 2026. This option would require the full rate increase to be in place by the substantial completion date which is in late 2026. Option two utilizes one million dollars of general obligation (GO) debt along with sewer revenue and includes three rate increase over three years, a 58% increase in 2025, 36.8% increase in 2026 and 26.9% increase in 2027. Pledging GO debt ensures that if sewer revenues have a shortfall tax revenue can cover the difference and only has to be used if needed. The GO pledge would go against the village's debt capacity until 2031. Option two has never been done with the state before but the Department of Administration recognizes the impact to residents and worked with Ehlers to create a unique rate increase structure to allow for a longer period of time to raise rates to the required level. While the state requires a \$1.10 revenue coverage for every \$1 of debt service issued, Ehlers recommends slightly higher for unforeseen costs and circumstances to ensure debt payments will be covered. Ehlers has designed an even increase for all three years of rate increase to allow for easier planning/budgeting for residents. The state has approved this option.

Resolution 2025-5; sewer rate increase: After the presentation the resolution was presented with the following rate increase structure:

Rate increase #	Effective	Qtrly Charge	Volume Charge
Current rates	Now	\$ 66.71	\$ 7.07
1	7/1/2025	\$ 105.56	\$ 11.19
2	1/1/2026	\$ 144.40	\$ 15.30
3	1/1/2027	\$ 183.25	\$ 19.42

Motion: Al Kamenski, seconded by John Cedar, to approve Resolution 2025-5; three sewer rate increases according to the chart above. Motion carried 7-0. A copy of the resolution can be viewed at the Village Office during regular business hours. The clerk will prepare an informational sheet to post on the village website and Facebook page as well as post on bulletin boards.

Treatment plant road: No trespassing signs are being hung this week as more equipment moves in.

Resolution 2025-6; Deduct meters: An application and instruction sheet was created for property owners wishing to obtain an additional meter in the future. Miriam has had several conversations with the Public Service Commission to ensure the rules are being followed correctly. Instruction on the application are very clear and obtaining a meter will not be a quick process if desired. The application also ensures the village's ability to inspect the meter at least once a year if tampering is suspected. John suggested removing Tony's name and phone number from the form in case an operator change happens in the future.

Motion: John Cedar, seconded by Jim Eckberg, to approve the Deduct Meter Process & Application form pending the removal of Tony's name and phone number. Motion carried 7-0. The form will be available on the village website as well as the Village Office once the changes are complete.

Public Safety: Chief Schuster said the Bike Rodeo would be happening this year on May 21st and May 28th from 3:30 p.m. to 5:00 p.m. There has been excellent turnout in past years. Take Your Tractor to Work Day is this Friday and she will be escorting tractors down Second Street to the school. Migrants are expected to arrive at Seneca in early June.

Ordinance 2025-8; No heavy vehicles: Heavy trucks have been using village streets versus county roads as through streets recently and board members would like to try to keep the newer roads in good condition. Chief Schuster provided a draft of an ordinance and after discussion it was decided that West Church Street needs to be an exception as a heavy traffic route. This ordinance would only allow heavy traffic/vehicles on Class "A" roads (all county roads are Class "A") and prohibit use on Class "B" (village) roads with exceptions as noted in the ordinance. Chris talked about imposing temporary weight limits on some roads as this is done in other communities. Chief Schuster said she would create the map mentioned in the ordinance once she knew which roads would be designated as heavy traffic roads.

Motion: John Cedar, seconded by Chris Cook, to approve Ordinance 2025-8 pending the posting of required signage and the creation of the required map. Motion carried 7-0. A copy of this ordinance can be viewed online and at the Village Office during regular business hours.

New Business:

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

Resolution 2025-3; Appointed Officials: The annual appointed list of officials was read aloud.

Motion: Julie Franke, seconded by Al Kamenski, to approve Resolution 2025-3. Motion carried 7-0. A copy of the resolution can be viewed at the village office during regular business hours.

Resolution 2025-4; fee schedule: Due to the increase cost to the village for color copies the fee schedule needs to be updated. Color copies will now cost \$0.25 each.

Motion: Julie Franke, seconded by Owen Stoppleworth, to approve Resolution 2025-6. Motion carried 7-0. The fee schedule will be posted on the village website and available at the village office during regular business hours.

Capital Projects discussion: An updated 10 Year Capital Improvement Plan sheet was distributed. Speed radar signs were added to the list and Chief Schuster will be looking into the costs for different designs.

Committees: Owen was added to several committees with vacancies.

Codification update: Step one of the codification requires completion by May 27th. The board reviewed the new code organization table of contents and the clerk explained that the standard numbering system General Code uses will be utilized and referenced the disposition list for the current code chapter numbers and what the new chapter numbers will be for each one. The board also

reviewed the list of chapters to see if any chapters are obsolete that can be removed. Miriam will check with Sam Kaufman on the Cable TV chapter and see if it is needed. Chief Schuster also noted that the recent Knox Box ordinance wasn't listed; Miriam will include that on the list of changes needed and well as moving the Truancy chapter under Juveniles instead of where it is currently listed under Peace and Good Order.

Veterans Memorial: A draft of a lease was received from the bank. Some insurance questions need to be verified to ensure the Village could be named as the Renter. Owen told the board that two additional stones need to be ordered due to the number of names received to be placed on the memorial which will require an estimated additional \$30,000.00 to purchase. Several other questions were raised on how the lease is worded and need to be addressed to ensure either the village or the historical society retains ownership of the memorial regardless of any situation that may happen in the future. Motion: Jim Eckberg, seconded by Al Kamenski, to adjourn the board meeting at 8:30 p.m. Motion carried 7-0.

Respectfully submitted,

Miriam Thomas, Clerk/Treasurer