Minutes of October 21, 2025
Town Board Meeting

Call meeting to order – Chair Payne called the meeting to order at 6:35 pm. All Supervisors were present. Also, present were Clerk/Treasurer Dascenzo, Public Works Supervisor Jeff Scheel, Attorney Michael Van Kleunen and Police Officer Scott Whiting. Members of the public present are listed on the attached sheet.

Verification of Notice – Clerk/Treasurer Dascenzo confirmed the meeting was properly noticed.

Public Comment – Todd Touton requested an update on the arbitration action from June 2024.

Approval of Minutes from September 16 and October 14, 2025, board meetings - Supervisor DeGidio moved to approve the September 16 minutes with the correction discussed. Supervisor Graffin seconded the motion. Motion carried 5-0. Supervisor Jensen moved to approve the October 14 minutes as presented. Supervisor DeGidio seconded the motion. Motion carried 5-0.

Fire Chiefs Report – none at this meeting.

Police Chiefs Report – Officer Whiting reported that Office Rupprecht resigned on October 1. The department would like to thank him for his years of service. The water patrol logged 191 hours between 3 officers writing several citations and issuing warnings. Officer Jordan Rittenmeyer is in training currently. Extra patrols have been working on Highway 18 and Ripley Road. Chief Leonard signed a contract with Language Line so the department can better communicate with residents.

Road Supervisor's Report – Public Works Supervisor Jeff Scheel reported that staff are finishing up road maintenance and pothole repairs, roadside mowing and sign repair projects. The staff are mixing salt and sand to save on salt for treating rural roads. Brush pickup is underway. The piers are out for the season. Working on a Wake Boat ordinance sign at Lake Ripley Marina.

Discussion and possible action on additional brine storage – Public Works Supervisor Scheel presented the board with a bid for additional brine storage. He stated that the current tank holds 3,000 gallons which is enough to cover 4 snowfalls. An additional tank will double capacity to cover 7-8 snowstorms (each storm uses about 2,800 gallons). Brine is purchased from Jefferson County. The additional storage will ensure that brine is available when needed in case the county is too busy to deliver. Supervisor Jensen moved to purchase the additional brine storage for $3105.00 Supervisor DeGidio seconded the motion. Motion carried 5-0.

Discussion and possible action on temporary Class B Liquor License and operator's license for Jefferson County Snowmobile Alliance – King Blunder Enterprises wishes to hold customer appreciation event on November 8 similar to the event held in 2024. Supervisor Jensen moved to approve the licenses; Supervisor Graffin seconded the motion. Motion carried 5-0

Discussion and possible action on request by Jon and Amanda Biermeier to rezone A-1 to A-3 to create a 4-acre residential lot south of N3127 S Cedar Road, parcel 022-0613-2931-000. Property is owned by Karen Hayes. – Chair Payne reported that this request received a positive recommendation from the Plan Committee. Supervisor Graffin moved to approve a request by Jon and Amanda Biermeier to rezone A-1 to A-3 to create (1) 4-acre residential lot south of N3127 S Cedar Road, parcel 022-0613-2931-000. The county will be notified that the town approves only one building site. Property is owned by Karen Hayes. Supervisor Drews seconded the motion. Motion carried 5-0.

Discussion and possible action on Town of Oakland Financial Guidebook – Clerk/Treasurer presented the guidebook that was created by the clerk's office. This is in response to the annual audit and provides a framework for financial stability. Discussion centered around the legal obligations this document would require and how reserves can be used among others. Attorney Van Kleunen stated that document was for staff internal controls and not something that would cause legal issues for the board. Supervisor DeGidio moved to adopt the financial guidebook with the approval of the town attorney. Chair Payne seconded the motion. Motion carried 5-0.

Discussion and possible action on building inspection proposals – Chair Payne reported that our current building inspector has left the employ of the City of Lake Mills effective October 15, 2025. Chair Payne has called several individuals and firms to inquire about serving the Town of Oakland. All have declined to provide service. The Town of Oakland can contract with MSA Professional Services either through the City of Lake Mills for 2 years or contract with

MSA independently. Chair Payne has met with MSA staff who have assured her that they have sufficient staff to serve the Town of Oakland. The change to MSA Professional Services will require a change in building inspection permit fees. The board tabled this decision for the November meeting in hopes of finding another firm to provide building inspection services.

Discussion and possible action on Fire and EMS contract with the City of Jefferson – Chair Payne presented an amended Fire and EMS contract with the City of Jefferson that covers the new extended area. The amendment on both the Fire and EMS contract states that the contracts will be in effect until December 31, 2027, which aligns with the original contract. No other changes were made to the contract. Supervisor DeGidio moved to approve the 2nd amendment to the Fire Protection contract with the City of Jefferson. Supervisor Drews seconded the motion. Motion carried 4-1.
Supervisor Drews moved to approve the 2nd amendment of the Ambulance and EMS contract with the City of Jefferson. Supervisor DeGidio seconded the motion. Motion carried 4-1.

Discussion and possible action on proposed Jefferson County zoning ordinance amendment for accessory dwelling units – Chair Payne reviewed the proposed zoning ordinance amendment from Jefferson County that supports the county land use plan. Chair Payne highlighted some provisions of the proposed zoning amendment like sanitary sewer, setbacks and adequate parking. The board commented that accessory dwelling units were not to be used as short term rentals. Supervisor Payne moved to approve the proposed zoning ordinance from Jefferson County with the comment prohibiting short term rentals and recommending a smaller size for the ADU. Supervisor DeGidio seconded the motion. Motion carried 5-0. Chair Payne asked the board to forward any additional comments on the ordinance to the Clerk's office.

Discussion and possible action on 2026 Town of Oakland budget – Clerk/Treasurer Dascenzo distributed an updated budget with itemized budget request and more detail on Fire and EMS costs which have increased approximately $100,000 from 2025. The budget presented includes borrowing $600,000 to pay for short-term borrowing plus interest in 2025. Discussion centered around budget items that could be reduced or delayed to the future and items to be added like design work for Hope Lake Road and compost area improvements. No action was taken at this meeting, and it will be on the agenda for the November meeting.

Enbridge update – Chair Payne reported that the complete soil vapor extraction pilot test report is complete A design plan will be submitted in 2026. Enbridge submitted ground water analytical results for the third quarter which are similar to the second quarter. A site investigation report will be released soon. The activity on the site is excavating to add pressure transmitters to the existing pipeline.

Correspondence – none at this meeting

Announcements – cable commission meeting on October 31 at 8:00 am. Clerk interviews will be scheduled for either Tuesday October 28 or Wednesday October 29 at 5:00 pm

Approval of Disbursements -. Supervisor Jensen moved to approve monthly disbursements beginning with electronic fund transfer to the State of Wisconsin in the amount of $1,091.19 and ending with check number 1638 to Wolf Paving Co. in the amount of $3,746.25 for a total amount of $158,325.75. Supervisor DeGidio seconded the motion. Motion carried 5-0.

Next meeting date November 18, 2025, Town Board Meeting – Annual electors meeting beginning at 6:30 pm with regular monthly board meeting to follow.

Future agenda items – draft budget, ordinance #72, letter of credit

Adjournment – Chair Payne moved to adjourn the meeting at 8:23 pm, Supervisor DeGidio seconded. Motion carried 5-0.

Minutes Written and submitted by
Susan Dascenzo
Clerk/Treasurer

Town Chair _____ Clerk _____
Supervisor _____ Supervisor _____
Supervisor _____ Supervisor _____