

PROCEEDINGS OF THE OXFORD VILLAGE BOARD

The Village Board of the Village of Oxford, Marquette County, Wisconsin met in regular session at 6:30 PM on Wednesday, April 9, 2025, in the Council Room of the Oxford Village Hall.

The meeting was called to order by President Meyer at 6:30 PM with the Pledge of Allegiance. The following Board Members were present: President Meyer; Trustees: L. Drinkwater, Holtz, Sorensen, Wastart, Zacharias, J. Drinkwater. Also in attendance were Police Chief Kowalski, Clerk-Treasurer Maier and Deputy Clerk-Treasurer Kongslie, Terry Berndt, Ivy Yanez, and Katy Terwelp.

Motion made by Wastart/Holtz to approve the agenda as printed. **Motion made by L. Drinkwater/J. Drinkwater** to accept the minutes of March 12, 2025, regular board meeting; **motion by Sorensen/Zacharias** to approve the minutes of the February 20, 2025, Finance Committee meeting. **Motion made by J. Drinkwater/Holtz** to approve the Treasurer's Reports for March 31, 2025. All above motions carried.
Citizen Inquiries: None

New Business:

Approval to Split divided Parcel# 165002400000 into Two Tax Keys: This property is zoned commercial, Kathy Terwelp is the owner and wants to sell the portion of the property that is 4.33 acres, but the County needs it split into two tax keys, which requires Board approval. **Motion by Wastart/J. Drinkwater** to split the property into two tax keys from a single tax key. Motion carried.

Ivy Yanez – Business Venture in the Village of Oxford: Iveliss (Ivy) Yanez handed out information regarding a salvage yard and auto sales in the Village, and discussed State of Wisconsin licensing requirements with the board. Brief discussion regarding the property she is wanting to purchase from Kathy Terwelp, the 4.33-acre parcel #165002400000. **Motion by Wastart/J. Drinkwater** to approve the new business venture of a salvage yard and auto sales in the Village of Oxford. Motion carried.

Board of Review: **Motion by Sorensen/J. Drinkwater** to set the Board of Review for Tuesday, May 13, 2025, from 6 – 8 PM; and Board of Review Training for board members for April 22, 2025, from 1:30 – 3:30 PM. Motion carried.

409 S. Miller St: The house at this address was recently removed and the sewer has been capped off per Public Works Director Mullens. **Motion by L. Drinkwater/Holtz** to approve the Sewer Billing Suspension beginning with April – June billing. Motion carried.

HCHY Committee: Former Village Trustee Carrie Rozek explained the request by the HCHY Board to have representation from the Village Board. After brief discussion, President Meyer appointed Trustee Holtz as the new representative for the Village. **Motion by Sorensen/Wastart** to accept the appointment by President Meyer. Motion carried.

Board Trustee Vacancy: Trustee Sorensen informed the board of the statutes and laws regarding board vacancies. Brief discussion with a **motion by Sorensen/Holtz** to follow the statutes and recommendations for the Clerk to post the vacancy and requirements of a Letter of Intent at the following locations: Village website, post office, Village Hall, both Royal and One Community banks, Frannie May's and the Laundromat. Motion carried.

Oaths of Office: The oaths of office are to take place the third Tuesday after elections. Oaths will be taken on Tuesday, April 15, 2025, at 3 PM.

Ordinances: Board Organization: Trustee Sorensen informed the board of the Village Ordinances regarding meeting day and time, and organization of the Board at meetings. **Motion by Wastart/J. Drinkwater to approve Resolution 2025-2** changing Ordinance 2-21 regarding Standing Committees and Board Organization, and Ordinance 2-22 regarding day and time for the regular monthly meeting of the Village Board to the second Wednesday of the month at 6:30 PM. Motion carried with a roll call vote and all members present voting AYE.

Resolution to Close Village Books for 2024: Brief discussion regarding Year End 2024 Accounting with a **motion by Wastart/J. Drinkwater to approve Resolution 2025-1** Closing the General Fund and Sewer Accounting for Year End 2024. Motion carried with a roll call vote with all members present voting AYE.

Records Management: Brief discussion regarding excess of old outdated records in the attic in the Community Room, and in the clerk's closet. **Motion by Wastart/Sorensen** to purge vouchers and invoices as allowed per State Statute of Records Management. Motion carried.

Building Permits: None for March 2025

Operator's Licenses: **Motion by L. Drinkwater/Zacharias** to approve an Operator's License for Gabriel Allen Landers. Motion carried. **Motion by L. Drinkwater/J. Drinkwater** to deny an Operator's License for Bianca Rodriguez until she confers with Chief Kowalski. Motion carried.

Committee Reports: Public Safety: Chairman Sorensen requested a Public Safety meeting at 4 PM on Friday, April 11, 2025, with a Closed Session for Personnel matters. **Municipal Court** – the next Municipal Court meeting is on Wednesday, May 21, 2025, at 6 PM. **Police Report** – Chief Kowalski's monthly report was distributed to the Board. Chief Kowalski informed the board of various matters regarding new vests for officer's grant possibility, Village of Westfield purchase of Officer A. Mayer's vest, and he stated Officer Cuttrell's last official day is May 31, 2025. **Parks & Recreation Report** – Chairman L. Drinkwater states there is no business to report. **Library Board Report** – Chairman L. Drinkwater reported that the library had 2 new cards issued in March. Tutoring and Tech Help is continuing well. Library Assistant Peter Eichstaedt is doing a great job helping Director Kongsli. **Public Works** – Chairman Zacharias gave Director Mullens' report: An inspection was recently completed on the Village's railroad crossings. Signs needed to be ordered and tree trimming needs to be completed within 30 days which is required by the railroad. DLD Tree Service is working on an estimate and will do the work in about a week. They also will be doing the Ash trees on Ormsby Street that has already been approved. There is a dead Elm tree on Chauncey Street that is cracked and hollow. If it falls, it will land on a resident's house. DLD will be quoting this as well. Director Mullens will inform the railroad commissioner when completed. The construction on the sidewalk in front of One Community Bank will start in April. The speed sign on Ormsby Street has been fixed. All fire extinguishers have been inspected and filled in the police car, dump truck, cold storage building and the village hall. The board should consider replacing the floor in the community room at some point in the future. The tiles are curling and peeling in several areas. This is something to consider for budget time 2025. The welcome sign on the East side of town will need to be replaced in the future as well. It is in too bad of shape to repair. It has been coated in polyurethane to help protect it, but this no longer will do the job. Public Works had a young student in this week for community service. He repainted the outfield signs at the park and picked up garbage and sticks in the park as well.

Motion by L. Drinkwater/J. Drinkwater to approve payment of the vouchers. Motion carried.

Motion by Zacharias/J. Drinkwater to adjourn at 8:45 PM. Motion carried.

Amy J. Maier, Clerk-Treasurer
Village of Oxford
Marquette County, Wisconsin