

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, May 3, 2023 in the Council Room of the Oxford Village Hall.

The meeting was called to order by President Meyer with the Pledge of Allegiance. The following Board Members were present: Trustees Drinkwater, Rozek, Sorensen, Bohringer, Zacharias, and O'Brien. Also in attendance were Chief Kowalski, Elizabeth Shumate, Jim Nellessen, Deb Walters, and Terry Berndt.

Motion made by Rozek/Sorensen to approve the agenda as printed. **Motion made by Rozek/O'Brien** to accept the minutes of the April 5, 2023 regular board meeting as printed. **Motion made by Sorensen/Rozek** to accept the minutes of the April 5, 2023 Public Hearing as printed. **Motion made by Rozek/Zacharias** to approve the Treasurer's Report as printed. All motions carried.

Citizen Inquiries: Terry Berndt addressed the Board regarding the usage of his property. President Meyer advised Mr. Berndt to contact the building inspector to inquire about any necessary permits required.

New Business: Resolution 2023-6, an authorizing resolution to commit match funds and certification of match funds secured was presented. Elizabeth Shumate of General Engineering Company explained the resolution is a requirement of the CDBG (Community Development Block Grant) application process. **Motion made by Drinkwater/Rozek** to adopt Resolution 2023-6. After discussion, a roll call vote was unanimously in favor.

Jim Nellessen, a structural project engineer from General Engineering Company, presented a proposed and alternate proposed floor plan and exterior elevation to be considered for the CDBG application. Options included in the grant application were masonry construction and wood framing with metal siding to match the existing score booth. **Motion made by Drinkwater/Rozek** to approve the 2023 park concession stand plans. Motion carried.

Elizabeth Shumate and Jim Nellessen departed at 7:29 PM.

Trustee Sorensen noted the Village's current bank interest rates on the Treasurer's report and updated the Board on his research on the Local Government Investment Pool. At the end of March, the rate was up to 4.62%. He recommends transferring one of the money market accounts, the one earmarked for capital outlay expenditures, at Royal Bank be closed and moved to the LGIP (Local Government Investment Pool).

Resolution 2023-7 a resolution to participate in the State of Wisconsin's Local Government Investment Pool was presented. **Motion made by Sorensen/Drinkwater** to adopt Resolution 2023-7. A roll call vote was unanimously in favor. **Motion made by Sorensen/Drinkwater** to transfer the "carryover" capital outlay money market account from Royal Bank to the LGIP. Motion carried.

A proposal from Scott Construction for street contract work was presented. **Motion made by O'Brien/Zacharias** to accept the proposal from Scott Construction in the amount of \$20,552.00 for 2023 street contract work. Motion carried. Road work will include: Oxford St. from Ormsby St. to Hillyer St.; Hillyer St. from Franklin Ave. to dead-end; N. 2nd Ct. from Ormsby St. to end of Village; Jaeger St. from Franklin Ave. to Miller St.; Jaeger St. from Smith St. to Abbott St.; and S. Depot St. from Ormsby St. to railroad tracks.

The Board reviewed the details of a \$500.00 safety grant offered by the League of Wisconsin Municipalities Mutual Insurance. Chief Kowalski suggested items the grant could be used for that the Police Department would find useful, including reflective vests, caution tape, and flashlights. **Motion made by Drinkwater/Rozek** to delegate the authority to the Public Works and Public Safety Chairmen to spend the funds of the grant application. Motion carried.

President Meyer reminded the Board and all meeting attendees that the Village of Oxford recognizes "No Mow May," and will not be issuing any citations for lawn length in May. However, lawns must be in compliance with Village ordinance by June 1st.

The Clerk presented a proposed draft of the advertisement for the Deputy Clerk-Treasurer position. **Motion made by Drinkwater/Rozek** to publish the ad on May 18th and May 25th in the Marquette County Tribune. Motion carried.

President Meyer reappointed Cindy Driscoll and appointed Ruth Holden, Miranda Carter, Jamie Zacharias, and Barb Holtz to the Library Board. **Motion made by O'Brien/Rozek** to approve the Library Board appointments stated. Motion carried with Trustee Zacharias abstaining from the vote.

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President Meyer re-appointed Wayne Phillips and Dina Johnson to a three-year term to the Zoning Board of Appeals. **Motion made by Sorensen/Rozek** that the President's appointments to the Zoning Board of Appeals be approved. Motion carried.

The Clerk updated the Board on the results of the 2022 DNR Annual Report on Recycling Program Accomplishments and Actual Costs. After many years of not meeting per capita standards, the Village has met the annual tonnage and per capita standards for a second consecutive year. The population estimate used in the standard requirement calculation finally reflects the results of the 2020 census for a more accurate evaluation of recycling accomplishments. The Village Board and Clerk want to thank the Village of Oxford residents for their diligent recycling efforts and encourage everyone to keep up the great work. Individually and together, we do make a difference! Recycling instructions can be found on the Village website, www.villageofoxfordwi.com.

Due to some scheduling conflicts, the regular June board meeting date was discussed. **Motion made by Drinkwater/Rozek** to move the June board meeting to June 14th. Motion carried.

There was no building permit report to be reviewed.

An operator license application for Brittney Emanuelson was presented. She has completed the Responsible Beverage Server Course and has received Police Department recommendation. **Motion made by Drinkwater/O'Brien** to grant the license. Motion carried.

Committee Reports: Healthy Communities Healthy Youth (HCHY) Report-Trustee Rozek stated a coalition meeting was held May 10th. **Public Safety**-Chairman Sorensen advised the Police Department will be able to use the funds from the safety grant. US Cellular is moving forward with the tower project at the fire station. The Fire District will get 50% of the proceeds, and the County will get the other 50%. The public safety antenna equipment will still be located at the top of the tower with US Cellular below it. **Municipal Court**-Trustee Sorensen stated a meeting is scheduled for May 18th, and Trustee Drinkwater will be attending. **Police Report**-The monthly police report prepared by Chief Kowalski was distributed. Chief Kowalski informed the Board that he will begin advertising for part-time help for the Police Department. **Park & Recreation**-Chairperson Drinkwater advised all cameras have been installed in the park and have 24-hour surveillance. The batting cage is up. All the litter and branches have been cleaned up. Damaged grass areas have been repaired. The water has been turned on and has been sent for testing. A \$300.00 check from the Village budget is being given to the youth recreation program to help with their program expenses. **Library Report**-Trustee Drinkwater stated the Library Board meeting was moved back to the 17th to allow the new members to attend. The new Director, Kimmie Kongsli, is doing well. **Public Works**-Chairman O'Brien reported the solar panel has been installed in the speed sign on Franklin Ave. It has been recalibrated and is working well. The speed sign on the east side of Ormsby St. has been rewired and now charges when the lights turn on. Large potholes have been patched with cold mix from last year. The smaller ones will be finished when the new mix arrives. The lot on main street by the flag pole has been cleaned up from dumping snow. All of the brush has been picked up in the Village. The water fountain and bottle-refill station in the Community Room has been installed. The old ones will be posted on the WI Surplus website for sale. Three battery back-up packs for the sewer pond influent and effluent monitoring will be ordered. Two have failed and one is to have for a back-up. The approximate cost is \$90.00 each, and they usually last 2-3 years. The Public Works Director has begun working on the CMAR (Compliance Maintenance Annual Report) for the DNR, and it should be completed for the June meeting.

Deb Walters departed at 8:28 PM.

Motion made by Rozek/Drinkwater to approve payment of vouchers presented. Motion carried.

The minutes of this meeting were read by the Village Clerk.

Motion made by Rozek/Drinkwater to adjourn at 8:51 PM. Motion carried.

Shannon McMullin, Clerk-Treasurer
Village of Oxford
Marquette County, Wisconsin