

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, November 5, 2025, in the Council Room of the Oxford Village Hall.

The meeting was called to order by President Drinkwater at 6:30 PM with the Pledge of Allegiance. The following Board Members were present: President J. Drinkwater; Trustees: L. Drinkwater, Holtz, Sorensen, Zacharias, Martin, and Wastart. Others in attendance were Police Chief Kowalski, Public Works Director Mullens, Clerk-Treasurer Maier; and Terry Berndt.

Motion made by L. Drinkwater/Holtz to approve the agenda as printed. **Motion made by Sorensen/Zacharias** to accept the minutes of October 8, 2025, regular board meeting. **Motion made by L. Drinkwater/Holtz** to accept the minutes of the Park & Recreation Committee Meeting; **motion made by Zacharias/Wastart** to accept the minutes of the Public Works Committee Meeting; **motion made by Sorensen/Wastart** to accept the minutes of the Public Safety Committee Meeting; all above Committee meetings were held on October 14, 2025. **Motion made by L. Drinkwater/Zacharias** to accept the minutes of the Finance Committee Meeting on October 16, 2025. All the above motions carried. The October 2025 Treasurer's Report will be made available on November 18, 2025, at the Budget Hearing.

Citizen Inquiries: None

Committee Reports:

Finance & Business Affairs / Clerk/Treasurer's Office – Clerk Maier reported that she has been working with the Workhorse Accounting program team and will update the Board as everything moves forward. Rustic Oaks sent a bid regarding the 2026 Cemetery Mowing contract. The laptop for the Clerk's office has been ordered and will be a little less expensive than the first quote. Financial Reports and the firewall purchase will need to be added to the Budget hearing agenda for the 18th of November.

Public Works - Public Works Director Mullens reported the finishing mower has been sold on the surplus website for \$6,025.00 and the buyer has paid and picked it up. The new door has been installed at the powerhouse, and the inspection is scheduled for the 2nd week of November. There was a manhole that was knocked of it's base on Hillyer and Franklin which has already been repaired. Christmas decorations are being prepped and should be up before deer season. Last year there were three (3) new eyes and receptacles replaced on light poles. One at the Village Hall and two (2) at the Churches. We will need to replace three (3) more on Hwy 82. The cost should be like last year's, around \$860, H & M Wiring is currently making them, and Alliant Energy will install them. There is an LED light burned out in front of the police dept door. It has a 5-year warranty and H & M Wiring will install a new one free of charge. The leaf dumpster has been compacted and will be scheduled for pickup on November 19th. Chipping has all been completed along with trimming in the park, including the oaks which need to be done in late October due to disease spreading. Everything has been put away for the year. The Warning Siren replacement/fixing quotes.

Parks & Recreation – The park is officially closed except of the mulching of leaves. There is a camera that is broken on the press box, Marquette/Adams will fix this at no charge.

Library Board – Bill Peglar from Jackson Township was a guest at the library meeting tonight to get information to take back to his board. Six new Library Cards were distributed this month. Director Kongsli is working on programs to make things easier to process, especially for the workers and/or volunteers. She is also setting up some Library Training with a check list to make things easier for the workers. The Blood Pressure cuffs are now available for check out. They will be housed in the Community Room during the week and brought back to the library for the weekends. Programming for school children is now in progress. Oxford Prison has reached out to take excess books left over from the book sales.

Public Safety – Municipal Court: Chairman Sorensen stated that the Court has paid the Village back in full for the startup costs. He also added that Bill Pegler, of Jackson Township, is now the President of the Fire Department Board.

Police Report – The October Police Report was distributed to the Board. Chief Kowalski reported: He will not be here this year for the Holiday Parade; other officers will be on duty. They will need help with the list of barricade placement, where the patrol car will go depends on how many officers are available that evening; he requests that barricades be used when the tree work is done at the school; the new body cam setup has been completed and that it was the smoothest transition with Motorola devices that the county has ever done; he received a lot of great comments from residents/businesses regarding having placed the county's Speed Trailer in town and that it did slow down the manure hauling trucks, a report was shown to the board; there will be more hours for other officers in the Village in November and December; regarding the pit bull bite on Vrooman Street last month: a 10 day notice was given to the owner and that the owner would need an ADA Compliant Therapy Dog License to keep the animal.

Old Business:

Previously approved:

- a. **Park Food Stand**: Regarding the Park replacement of the food pavilion, the Lions Club is waiting for Hartje Lumber to give a quote. The plans have been completed. The Ad-Hoc Committee has not had a meeting yet. **Setbacks/Zoning**: The setbacks Trustee Wastart has been working on are completed and ready for a Planning & Zoning Commission meeting. Trustee Wastart will be looking into resizing/redefining lots on Franklin Avenue, fences on alleyways, parking around the Village Hall as it is still zoned as a Fire Department.
- b. **Finance Committee Recommendations – Trees Surrounding School**: Brief discussion regarding the trees that need to be removed and trimmed with a **motion by Zacharias/Wastart** to take the money out of the General Fund Surplus to get them taken care of. Motion carried. Director Mullens has been in contact with Derek of DLD Trees, LLC, and will continue to set up dates and times. Chief Kowalski requests the barricades be used when work is being completed and ongoing.

New Business:

- a. **Closed Bids – Pelican Street Sweeper**: President Drinkwater opened the only bid received from the Town of Lewiston, MN. **Motion by Zacharias/Wastart** to accept the bid of \$9,001.00 from the Town of Lewiston, MN. Motion carried. Further discussion as to the funds from the sale of the asset. A **motion by Zacharias/L. Drinkwater** for the funds to be sent to the LGIP – Street Equipment Account from the sale of the Finishing Mower and the Street Sweeper and for those funds to be used in the spring for the new sweeping broom for the tractor. Motion carried.
- b. **Sidewalk/Tree Maintenance Residential Properties**: Discussion regarding the residents of the Village cleaning and widening the growth going over onto the sidewalks. Some of the sidewalks are very narrow and can't be used with strollers, etc. Public Works Director and Committee Chair Zacharias will look at sidewalks and right of ways, make recommendations to the Board and letters will be sent to property owners.
- c. **Board of Review Schedule 2026**: Village Assessor John Blader sent a schedule for 2026 BOR. Brief discussion with a **motion by Sorensen/Holtz** to approve the requested date of May 12, 2026, from 6 PM to 8 PM for Open Book. Motion carried.
- d. **Johnson Block, CPAs 2025 Audit Agreement**: Discussion with a **motion by L. Drinkwater/Holtz** to approve and sign the contract with Johnson Block, CPAs to conduct the 2025 Audit of the Village Finances. Motion carried.
- e. **Deputy Clerk/Treasurer Updates**: The resumes received for the Deputy position were reviewed at the 4 PM Finance Committee Meeting. One of the applicants was not available for the hours needed. During the meeting Chief Kowalski spoke of background checks and the Village offering a position to a potential candidate. There is an article in the League of Wisconsin Municipalities regarding the topic. The Finance Committee motioned and voted "aye" to hire the interviewee at the Finance Committee meeting, contingent on a passing the employment background check.
- f. **Set Finance Committee Meeting: RE: Updating the Employee Handbook** – tabled to the December meeting with a contemplated Closed Session and possible action.
- g. **Rustic Oaks, LLC – Cemetery Mowing 2026**: **Motion by L. Drinkwater/Holtz** to approve the contract with Rustic Oaks, LLC for mowing the cemetery. Motion carried.

Operator License – Operator License application for Evan R. Sorenson, approved by Chief Kowalski. **Motion by L. Drinkwater/Zacharias** to approve. Motion carried.

Building Permits – None

Motion by L. Drinkwater/Zacharias to pay the bills. Motion carried.

Motion to Adjourn by Zacharias/Holtz at 8:08 PM. Motion carried.

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