

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, January 14, 2026, 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, Wastart, Zacharias and Martin. Others in attendance were Police Chief Kowalski, Public Works Director Mullens, Clerk-Treasurer Maier, Deputy Clerk-Treasurer Flohr, and Terry Berndt.

Motion made by L. Drinkwater/Holtz to approve the agenda as printed. **Motion made by Wastart/Sorensen** to accept the minutes of December 10, 2025, regular board meeting. Both motions carried.

The Treasurer's Report for December 31, 2025, was reviewed by the board, with a **motion to approve by Wastart/Holtz**. Motion carried.

Citizen Inquiries: None

Committee Reports:

Finance & Business Affairs / Clerk/Treasurer's Office – Clerk Maier reported that the Workhorse Program Accounts Payable, Payroll and Utility are in use and working great. QuickBooks needs to be canceled by Monday, January 19, 2026, and she is hoping to do that this Friday, the 16th. Johnson Block, CPAs will be here on the 27th of January for their field work on the Audit of 2025. The gWorks Utility billing program update from Village attorney: He states the Board should have him send a letter requesting a refund/partial refund and that ALL litigation would have to be in the state of Nebraska, so chasing after it would not be feasible. The board approves of this letter being sent by him. There have been some issues with the Microsoft program, overcharging by Microsoft Azure for the Police Dept. We will get answers between Chief Kowalski and the clerk's office and report to the board in February.

Public Works - Public Works Director Mullens clarified that he did not salt in November, and that the County did salt once in December. No vendors were used for snow removal; the Public Works Department handled it alone. The three light pole sockets with wiring and dusk till dawn receptacles have been replaced at no charge. All Christmas lights have been taken down and wrapped for storage. The yellow dump truck tune up has been completed and it is running smoothly. All equipment has been washed along with the floors in the shop. The DOT/WISLR road ratings have been completed and submitted. The objections to our Wastewater permit have been submitted to the DNR and we are waiting for a formal response.

Parks & Recreation – Public Works Director and Oxford Lions President made a presentation to the board of the updates for the Food Stand. He is waiting for a quote from Hartje Lumber for the cost of the building. Between the Lions and the Marquette Adams Telephone Company, the building will be paid for. It will cost the Village of Oxford nothing. Trustee L. Drinkwater requested that the family/handicap bathrooms be quoted as well and that the Village should pay for the extra cost of adding these to the plans, engineering costs, and for the bathrooms to be placed in the building. Public Works Director Mullens departed at 7:25 PM.

Library Board – Three new cards were issued this month. Jackson Township participation is down, however one of the new cards issued was from the township. New power bars are being installed and there are two more to go. It is recommended they be replaced every five (5) years due to unknown power surges, etc. Director Kongsli is working on the Summer Reading Program ideas. The theme this year is dinosaurs, but she plans on also doing something on the history of our area. The Little Free Library at the laundromat has been booming and helps to get rid of unneeded books. Fifty (50) of them have already been recycled and more put in the basket.

Public Safety – Municipal Court: Chairman Sorensen reports nothing new as far as the Municipal Court. There is a new Fire Chief – Jarrad Jungenberg; this also brings Cameron Klump up to the 2nd in Command, more information to follow next month. **Police Report** – The December and Annual 2025 Police Reports were distributed to the Board. Chief Kowalski reported: The CIB Audit is still open as we are awaiting a date for Danny B. the I.T. Manager at the County to have an opening in his schedule. There was one business that he hasn't been able to contact regarding snow removal, KD's Pub & Grub, he will continue to try and contact them. The Healthy Community Healthy Youth are in the area doing alcohol compliance checks. This is run by the Marquette County Sheriff's Department. There was one Class "B" License that failed in December. The court date for the pit bull bite is January 26, 2026.

Old Business: Dilapidated houses updates: They are still being worked on by the owners. Two of the owners have passed away and those properties will have to go through a waiting period before anything can be done with them.

Ordinance Updates: Trustee Wastart will have copies of the Setbacks for the board at the February meeting, and a public safety committee meeting will be set for early in March 2026.

Previously approved: None

Items held over from previous meeting: Employee Handbook: President Drinkwater is continuing work on the Standards of employment for the Public Works Director and Clerk/Treasurer's office. Clerk/Treasurer Maier has almost completed all the updates. Employees will sign at the beginning of each year.

New Business:

- a. **Hydro Plant Quote:** Public Works Committee Chair Zacharias received a quote from Wild Rose Machine, LLC, to install a dewatering gate gantry system on the Hydro Plant with a jib crane. They will teach Village personnel how to operate the gates and will teach them how to inspect and adjust the turbine. This is a much-needed update to the dewatering process, which has been done by placing wooden stop logs, which are very unsafe, to dewater the system to do an inspection. After a lengthy discussion, a **motion by Zacharias/L. Drinkwater** to approve the bid with a jib crane, an engineered stamp certification of the gates, and for the funds to be taken out of the LGIP Hydro Plant fund with the balance to be taken out of the General Fund. Motion carried with a roll call vote taken and all voting "aye".
 - b. **Warning Siren Quote:** Public Works Committee Chair Zacharias received quotes from Sheboygan Warning Systems with several different options, some with electrical power and some with battery power. After discussion, a **motion by Wastart/Sorensen** to approve the expenditure for refurbished electrically powered (not battery), with a 2-year warranty, in the amount of \$10,096.00, to be taken out of the General Fund Surplus account. This will be placed on the existing pole and transferred to the County by them as well. Motion carried with a roll call vote and all voting "aye".
 - c. **Sweeper Quote:** The quote from Riesterer & Schnell was reviewed by the board, with a **motion by Zacharias/Martin** to approve the quote for \$18,718.13, with 60% of the cost to be taken out of the LGIP Street Equipment Account and 40% out of the Sewer Fund, as the forks needed will mostly be used by the Sewer Utility. Motion carried with a roll call vote and all voting "aye".
 - d. **Tree Planting Proposal:** Public Works Committee Chair Zacharias would like to apply for a grant that would include the board approving the Oxford Lions Club planting smaller trees to replace the trees that were just removed around the school. The trees will be smaller in stature and size. The grant requires that Village employees do NOT do the work, and it is made into a community project. A **motion by L. Drinkwater/Holtz** to approve with Chairman Zacharias and Public Works Director Mullens to supervise the operation. Motion carried.
 - e. **CDBG Updates to MSA Contract & Possible Action:** The board approves the one-year (2026) contract with MSA to oversee the CDBG account. This is revisited each year by MSA and the board.
 - f. **Adding Deputy Clerk/Treasurer Flohr** to the bank accounts. **Motion by Sorensen/Holtz** to approve adding Ms. Flohr to the bank accounts. Motion carried.
 - g. **Operator License** –None
 - h. **Building Permits** – None
- Motion by L. Drinkwater/Zacharias** to pay the bills. Motion carried.
Motion to Adjourn by Holtz/ L. Drinkwater at 8:16 PM. Motion carried.

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