

**VILLAGE OF FOX CROSSING  
BOARD OF TRUSTEES REGULAR MEETING  
Municipal Complex – Arden Tews Assembly Room  
Monday, April 8, 2024**

Minutes

1. Call to Order, Pledge of Allegiance, and Roll Call

Meeting called to order by President Youngquist at 6:00 p.m. The Pledge of Allegiance was recited.

Village Clerk Darla Fink took roll call and noted those present: President Dale Youngquist, Trustees Michael Van Dyke, Kris Koeppe, Gregory Ziegler, Jason Patzwald, Deb Swiertz, and Barbara Hanson.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Jeremy Searl, Fire Chief Todd Sweeney, Director of Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, and Engineer Lee Reibold. Excused: Chief of Police Scott Blashka, Director of Community Development George Dearborn, and Engineer Bradley Werner. There were eleven attendees.

2. Awards / Presentations

a) Special Assessments for the Installation of Curb and Gutter, Storm Sewer Main, and Storm Sewer Laterals for the Jacobsen Road Reconstruction Project

Manager Sturgell went over the assessment process and description of the project. He stated the process starts with the preliminary assessment which has already been adopted and set the date for today's Public Hearing. The Public Hearing gives the residents a chance to comment on the project, and then the Final Assessment Resolution where final decisions are made by the Village Board. This project includes the area of Jacobsen Road from Irish Road to County Highway CB, and is a full road reconstruction including installation of curb and gutter, storm sewer main, and storm sewer laterals, along with a limited number of water and sanitary sewer laterals. The assessments cannot be higher than what is provided on the assessment roll published today, however they can come in lower. Manager Sturgell explained the cost breakdown per lineal foot for this project. He then went through payment options for this assessment. Each resident has the option of either paying the balance in full within 30 days of the invoice or utilizing the Village's financing plan to make payments based on the amount of the assessment over a predetermined amount of time at a rate set at 2% higher than what the Village is able to borrow at. There is no penalty for prepayments on this payment plan. The total project cost is approximately \$2.1 Million Dollars.

**MOTION:** Trustee Van Dyke, seconded by Trustee Koeppe to open the Public Hearing. Motion carried via voice vote.

President Youngquist asked the public multiple times if there were any comments on this project. There were no comments from the public.

**MOTION:** Trustee Van Dyke, seconded by Trustee Hanson to close the Public Hearing. Motion carried via voice vote.

3. Minutes to Approve / Minutes and Correspondence to Receive  
Minutes to Approve

a) Regular Village Board Meeting – March 25, 2024

**Minutes and Correspondence to Receive**

## b) Spring Election Results – April 2, 2024

**MOTION:** Trustee Van Dyke, seconded by Trustee Patzwald to approve the minutes and accept other departmental minutes and correspondence into record. Motion carried via voice vote.

4. **Public Comments Addressed to the Village Board**5. **Discussion Items**6. **Unfinished Business**7. **New Business-Resolutions/Ordinances/Policies**a) **240408-1 Final Resolution Authorizing Special Assessments for the Jacobsen Road Reconstruction Project**

**MOTION:** Trustee Van Dyke, seconded by Trustee Koeppel to approve as submitted. On roll call vote, Motion carried 7-0.

b) **240408-2 Award Bid – Jacobsen Road Reconstruction Project to Include the Installation of Storm Sewer Main, Storm Sewer Laterals, and a 10' Asphalt Trail**

**MOTION:** Trustee Ziegler, seconded by Trustee Koeppel to approve as submitted. Director Hoechst stated we received six bids, five of which came in under the engineer's estimates for the project. The contractor being awarded also recently constructed a stormwater pond for the Village. Motion carried via voice vote.

c) **240408-3 Award Bid – 2024 Crack Sealing Program**

**MOTION:** Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Director Hoechst advised the price per pound is lower than last year's most favorable bids. Motion carried via voice vote.

d) **240408-4 Award Bid – 2024 Concrete Work Program**

**MOTION:** Trustee Ziegler, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.

e) **240408-5 Resolution to Establish Municipal Wards and Define Voting Districts for the Village of Fox Crossing, Winnebago County**

**MOTION:** Trustee Van Dyke, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.

f) **240408-6 Preliminary Plat – Jacobsen Prairie Subdivision**

**MOTION:** Trustee Van Dyke, seconded by Trustee Hanson to approve as submitted. President Youngquist advised he previously wanted to defer this action for two weeks until he could meet with the main developer and engineer. He has since been able to have this meeting and is bringing this back before the Village Board. Originally there were a dozen "punch list" items the Planning Commission wanted complete prior to approval, however overall, the biggest desire of the local neighborhoods is to have single family housing in this area as compared to multi-family housing. President Youngquist advised the Park Commission has options of asking for either land or fees from the developer and the Park Commission will vote on Wednesday. Director Geiser advised they are leaning toward accepting fees rather than land which will save quite a few lots for the developer. President Youngquist advised there have been safety concerns about more driveways coming out on to Jacobsen Road, however Chief Blashka feels it's safe to back out of these driveways and his department will continue to monitor, however this won't be a hang-up for the project. Engineer John Davel was present and advised he previously met with President Youngquist and the Developers and they were able to check off many items from the Plan Commission's "punch list". He stated this project was designed to be for workforce or affordable housing and the layout/design of this development reflects that desire and is successful in achieving

that goal. The changes that were discussed to add additional roads or reverse driveways would have become quite costly and would have deterred from the main goal and ultimately would end the project for this developer. Trustee Hanson asked what a price range is for “affordable housing”. Engineer Davel advised prices are expected to be between \$300,000 and \$350,000. Trustee Van Dyke advised he is happy they paused on this approval to fully explain the project to the Village Board and the public. Motion carried via voice vote.

- g) 240408-7 Temporary Class “B” Retailer’s Licenses – Suburban Athletics, Inc.  
**MOTION:** Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.
- h) 240408-8 Temporary Class “B” Retailer’s Licenses – Youth Sports, Inc.  
**MOTION:** Trustee Van Dyke, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- i) 240408-9 Operator License Applicants  
**MOTION:** Trustee Ziegler, seconded by Trustee Patzwald to approve as submitted. Motion carried via voice vote.
- j) 240408-10 Expenditures  
**MOTION:** Trustee Ziegler, seconded by Trustee Koeppel to approve the expenditures submitted without exception. Motion carried via voice vote.

## 9. Reports

a) Assessor Kyle Kabe – Fox Crossing Valuation Update

Assessor Kabe provided an update on what residents will see on valuation updates which will be mailed to affected residents very soon. The residential property’s average increase is 9.16%. Water properties saw a bigger adjustment than off water properties. There were a good number of sales on the water this year to be able to accurately adjust water properties. Commercial properties saw a larger increase of an average of 24.7%, with some sectors seeing 40% increases. Commercial values are finally going up and for most residents that is going to be a wonderful thing to shift the tax burden. The unaffordability of apartments has a lot to do with the large increase and when income/expense information is used to assess, it shows that rent values are much higher which increases the assessed values for these types of properties.

b) Village President Dale Youngquist – Open Book will be held In Person on Monday, April 22 from 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m., & Tuesday, April 23 from 8:00 a.m. to 12:00 p.m. in the Assembly Room, and Virtually on Tuesday, April 23 from 1:00 p.m. to 4:00 p.m. by Scheduling an Appointment with an Assessor at [www.accurateassessor.com](http://www.accurateassessor.com); the 2024 Board of Review will be held on Wednesday, June 5, 2024 from 5:30 p.m. to 7:30 p.m.

President Youngquist provided the dates/times for the upcoming Open Book availability and Board of Review meeting.

c) Trustee Kris Koeppel

- No Mow May Program Update

Trustee Koeppel advised there were very minor issues with this program last year, however new information from Lawrence University found that the data supporting this program wasn’t accurate and this program may not be as helpful as originally thought. The Sustainability Committee made the decision that this was more of a feel good program than actually accomplishing a goal. At this time, they have decided not to renew this program.

- Spring Electronic Recycling Event will be held on Saturday, April 27, 2024 from 8:00 a.m. to Noon at the Municipal Complex

Trustee Koepp advised this event will be held in the Municipal Complex garage, and detailed information can be found on the Fox Crossing website, and was included in the flyers sent out with the latest round of utility bills. The event will run similar to previous years, and residents are asked to remain in their vehicles for safety purposes and their items will be unloaded for them. He stated any questions should go to the Community Development department.

- d) Village Manager Jeffrey Sturgell – Fox Crossing Municipal Complex Summer Hours will be 7:30 a.m. – 4:30 p.m. Monday through Thursday, and 7:30 a.m. to 11:30 a.m. on Friday; Summer Hours will run from Memorial Day through Labor Day

Village Manager Sturgell announced that we will be introducing summer hours at the Municipal Complex for the first time this year. We will be opening earlier every day, but closing early on Fridays from Memorial Day through Labor Day. He advised after COVID, this work schedule became quite popular, and currently the Village is the only community in the Fox Cities that does not offer summer hours. This schedule will be reevaluated at the end of the season.

10. Closed Session

11. Adjourn

At 6:57 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koepp to adjourn. Motion carried via voice vote.

Respectfully submitted,

Darla M. Fink, Village Clerk

**Note:** These minutes are not considered official until acted upon at an upcoming meeting; therefore, are subject to revision.