

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, April 22, 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 (via teleconference), Deb Swiertz, and Barbara Hanson.

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

2. Awards / Presentations

a) Introduction and Ceremonial Oath of Office of Newly Elected Officials – Village Clerk Darla Fink

President Youngquist congratulated Trustee Van Dyke, Trustee Ziegler, and Trustee Swiertz on their re-election. Trustees Van Dyke and Ziegler will be completing their Oaths with the Clerk's Office this week, and President Youngquist administered the Oath of Office to Trustee Swiertz.

b) Governor's Proclamation of Municipal Treasurers Appreciation Week April 21 – 27, 2024 – Village President Youngquist

President Youngquist read the Proclamation from Governor Tony Evers and thanked Director Searl and his staff for their hard work for the Village.

c) Tree City USA Award Presentation – Director of Parks & Recreation Amanda Geiser

Director Geiser stated this is the 18th year the Village has received this Award and provided some highlights of the park system from last year including the planting of new trees and the removal of numerous ash trees.

3. Public Hearings

**4. Minutes to Approve / Minutes and Correspondence to Receive
Minutes to Approve**

a) Regular Village Board Meeting – April 8, 2024

Minutes and Correspondence to Receive

b) Park Commission Meeting Minutes – March 13, 2024

c) Planning Commission Meeting Minutes – March 20, 2024

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

5. Public Comments Addressed to the Village Board

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

- a) 240422-1 Condominium Plat – 1713 & 1715 Midway Road
MOTION: Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. Director Dearborn advised the Planning Commission recommended this for approval. Motion carried via voice vote.
- b) 240422-2 Amend Village of Fox Crossing Fee Schedule for 2024
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Director Hoechst stated most of the changes to the Fee Schedule are associated with any work that is completed in the Village right-of-way. Motion carried via voice vote.
- c) 240422-3 Approve Rocket Placement Agreement Between the Neenah Joint School District and the Village of Fox Crossing
MOTION: Trustee Koeppe, seconded by Trustee Ziegler to approve as submitted. Manager Sturgell advised the School District reached out a few months ago as they needed the Village's assistance as a sponsor in order to obtain a rocket display at the new high school in Fox Crossing. This Agreement meets the Army's requirements to complete the request for a new rocket display. Motion carried via voice vote.
- d) 240422-4 Approve Encroachment Agreement Between the City of Menasha, the Menasha Joint School District, and the Village of Fox Crossing
MOTION: Trustee Van Dyke, seconded by Trustee Swiertz to approve as submitted. Motion carried via voice vote.
- e) 240422-5 Appointment of Representative to the Fox West Regional Sewerage Commission
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to reappoint Michael Van Dyke as Representative to the Fox West Regional Sewerage Commission. Motion carried via voice vote.
- f) 240422-6 Appointment of Representative to the Fox West Regional Sewerage Commission
MOTION: Trustee Van Dyke, seconded by Trustee Koeppe to reappoint Gregory Ziegler as Representative to the Fox West Regional Sewerage Commission. Motion carried via voice vote 5-0-2. **MOTION:** Trustee Swiertz, seconded by Trustee Hanson to appoint Barbara Hanson as Representative to the Fox West Regional Sewerage Commission. Motion rejected via voice vote 2-0-5.
- g) 240422-7 Reappointment of Planning Commission Member – Dennis Jochman
MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to approve as submitted. Motion carried via voice vote.
- h) 240422-8 Reappoint Community Development Director George Dearborn to the Fox Cities Room Tax Commission
MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to approve as submitted. Motion carried via voice vote.
- i) 240422-9 2024 Village of Fox Crossing Arbor Week Celebration
MOTION: Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.
- j) 240422-10 Operator License Applicants
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.
- k) 240422-11 Expenditures
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve the expenditures submitted without exception. Motion carried via voice vote.

9. **Reports**

- a) Village President Dale Youngquist – Open Book will Continue 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; 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 reminded residents of the dates/times for Open Book and Board of Review.

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

Trustee Koeppe reminded residents of the upcoming Electronic Recycling Event in the Municipal Complex Street Garage. He stated more information is on the Fox Crossing website as to what will be collected and any fees associated with item collection.

10. **Closed Session**

11. **Adjourn**

At 6:40 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppe 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.