

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, April 25, 2022**

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 (via teleconference), Kris Koeppe, Gregory Ziegler, Mark Englebert, and Barbara Hanson. Excused: Trustee Dale McNamee.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Myra Piergrossi, Director of Community Development George Dearborn, Fire Chief Brian Harbison, Chief of Police Scott Blashka, Street Superintendent Randy Gallow, Utility Superintendent David Tracey, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, Engineer Lee Reibold, and Engineer Bradley Werner. There were six attendees.

2. Awards / Presentations

a) Introduction and Ceremonial Swearing-In of Newly Elected Officials – Village Clerk Darla Fink

Clerk Fink gave the Oath of Office to Trustee Greg Ziegler. President Youngquist congratulated Trustee Ziegler on his re-election. The Oaths for re-elected Trustees Michael Van Dyke and Dale McNamee will be given at a later date.

b) Governor’s Proclamation of Municipal Clerk’s Appreciation Week May 1 – 7, 2022 – Village President Dale Youngquist

President Youngquist announced that the week of May 1st – 7th has been declared Municipal Clerk’s Appreciation Week by Governor Evers and commended the Clerk and Deputy Clerk for their work.

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

Director Geiser stated this is the Village’s 16th year receiving this award. She recapped the year for 2021, stating the Parks Department planted 31 trees throughout the parks and recreation system (five of which were donated), 250 trees were pruned, and they continue to remove ash trees throughout the parks system. She stated Evergreen Credit Union also donated \$1,500 to the Village’s urban forestry program.

3. Public Hearings

4. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

a) Regular Village Board Meeting – March 28, 2022 & April 11, 2022

b) Special Village Board Meeting – April 11, 2022

Minutes and Correspondence to Receive

c) Park Commission Meeting Minutes – March 9, 2022

d) Planning Commission Meeting Minutes – March 16, 2022

e) Water Main Breaks Report – March 2022

f) Water Pumpage Report – March 2022

MOTION: Trustee Englebort, seconded by Trustee Hanson to approve the minutes and accept other departmental minutes and correspondence into record. Motion carried.

5. **Public Comments Addressed to the Village Board**

Garrett Lemons – 728 Lincoln Street, City of Menasha

Mr. Lemons stated he lives in the City of Menasha near the quarry and he continually hears loud noises at odd hours of the night coming from the quarry. He has spoken with police officers from the Village when the noise became frequent and learned it is a local business and the City of Menasha operating heavy equipment at these late hours. The officer he spoke with stated they get numerous calls on this issue and recommended he speak in front of the Village Board and the Menasha Common Council to express his concerns. Mr. Lemons asked for a limit on the time of day when heavy equipment can be operated in this quarry.

6. **Discussion Items**

7. **Unfinished Business**

8. **New Business-Resolutions/Ordinances/Policies**

- a) 220425-1:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone 931 & 933 Highland Park Road from R-3 Suburban Medium Density District to Planned Development District *First Reading*

MOTION: Trustee Hanson, seconded by Trustee Koeppe to accept the First Reading as submitted. Director Dearborn stated this amendment doesn't change the use of the property, but allows for the individual sale of each of the two duplex units at this site. Motion carried.

- b) 220425-2:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone 1818 & 1822 Midway Road, and Vacant Parcel #760159700, from A-2 General Agriculture to B-3 Regional Business District *First Reading*

MOTION: Trustee Ziegler, seconded by Trustee Koeppe to accept the First Reading as submitted. Director Dearborn stated this property was recently attached to the Village, which means by ordinance the land comes in to the Village zoned as A-2 which is not the appropriate zoning for that property to match the future land use map and noted that it is surrounded by commercial developments. The Plan Commission reviewed this and recommended it for approval. Motion carried.

- c) 220425-3:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone Vacant Parcel #121021007 Located on Clayton Avenue from A-2 General Agriculture to R-4 Suburban High Density District *First Reading*

MOTION: Trustee Englebort, seconded by Trustee Ziegler to accept the First Reading as submitted. Director Dearborn stated this property came into the Village zoned as A-2 some time ago, however this area is identified on the future land use map as commercial or mixed use. The Plan Commission reviewed this and recommended it for approval. Motion carried.

- d) 220425-1 Award Bid & Change Order #1 – Midway Road Sanitary Sewer Main Lining Project to Include Viola Street Sanitary Sewer Lining

MOTION: Trustee Ziegler, seconded by Trustee Englebort to approve as submitted. Superintendent Tracey stated these bids were opened in February. The bids showed the cost of the sewer main lining being very low, but the sewer laterals came in very high. They decided to remove the sewer laterals from the only bid that was received and bid that part of the project at a later date. This part of the project is coming in below budget. Motion carried.

- e) 220425-2 Award Bid – Midway Road Sanitary Sewer Lateral Lining Project

MOTION: Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Superintendent Tracey stated they ended up with two bidders for this part of the project,

and the lowest bid did come in under budget. Overall, they saved approximately \$170,000 by bidding these two parts of the project separately. Motion carried.

- f) 220425-3 Award Bid & Change Order #1 – Interstate 41 Water Boring and Stroebe Road Water Main Improvement Project

MOTION: Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Superintendent Tracey stated this was a complicated bidding process which included the Village receiving six bids, all of which came in higher than budget due to the complexity with the results of some of the rock borings. He began working with the lowest bidder on alternate options for this project, however the cost of materials continue to rise, so we can't wait much longer to approve this in order to save as much money as we can. Motion carried.

- g) 220425-4 Award Bid – West American Drive Stormwater Pond Construction Project

MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Superintendent Gallow stated the lowest bidder is a contractor the Village has not used before, but they received great referrals for their work. He stated the construction will not start until the Village receives the proper permits which should be complete by mid-June, with the hopes of the project being complete by mid-September. Motion carried.

- h) 220425-5 Appointment of Representative to the Fox West Regional Sewerage Commission

MOTION: Trustee Ziegler, seconded by Trustee Koeppe to appoint Trustee Michael Van Dyke as representative for the Fox West Regional Sewerage Commission. Trustee Hanson stated she would like to nominate herself for this position. Attorney Rossmeissl advised the Board can either vote on the current motion or withdraw the current motion in order to consider this second nomination. The Motion was voted on and carried, 5-1 with Trustee Hanson voting against.

- i) 220425-6 Appointment of Representative to the Fox West Regional Sewerage Commission

MOTION: Trustee Englebert, seconded by Trustee Koeppe to appoint Trustee Gregory Ziegler as representative for the Fox West Regional Sewerage Commission. Trustee Englebert suggested rotating this position more frequently to allow others on the Village Board to serve. President Youngquist noted there has been almost a complete turnover on that Commission recently, so it might be beneficial to have some continuity as the members from our Board are doing an excellent job. Motion carried, 5-1 with Trustee Hanson voting against.

- j) 220425-7 Reappointment of Planning Commission Member – Tracy Romzek

MOTION: Trustee Koeppe, seconded by Trustee Ziegler to approve as submitted. Motion carried.

- k) 220425-8 Reappointment of Planning Commission Member – James Zielinski

MOTION: Trustee Hanson, seconded by Trustee Ziegler to approve as submitted. Motion carried.

- l) 220425-9 Reappoint Community Development Director George Dearborn to the Fox Cities Room Tax Commission

MOTION: Trustee Hanson, seconded by Trustee Englebert to approve as submitted. Motion carried.

- m) 220425-10 2022 Village of Fox Crossing Arbor Week Celebration

MOTION: Trustee Hanson, seconded by Trustee Ziegler to approve as submitted. Motion carried.

- n) 220425-11 Temporary Class “B” Retailer’s Licenses – Youth Sports, Inc.

MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Motion carried.

- o) 220425-12 Temporary Class “B” Retailer’s Licenses – Suburban Athletics, Inc.
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Motion carried.
- p) 220425-13 Operator License Applicants
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Motion carried.
- q) 220425-14 Expenditures
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve the expenditures submitted without exception. Motion carried.

9. Reports

- a) President Dale Youngquist – Open Book will be held on Thursday, April 28 from 12:00 p.m. to 2:00 p.m.; additionally, Property Owners may contact Accurate Appraisal at 1-800-770-3927 to Schedule an Appointment with an Assessor, the 2022 Board of Review will be held on Monday, June 6, 2022 from 4:30 p.m. to 6:30 p.m.

President Youngquist reminded the public of the Open Book and Board of Review dates, times, and location. He stated residents can also contact Accurate Appraisal to schedule an Open Book meeting outside of the in-person date. Trustee Koeppe also gave a reminder that an increase in assessment does not equal an equivalent increase in taxes as that is a common misconception.

- b) Trustee Kris Koeppe – Spring Electronic Recycling Event will be held on Saturday, April 30, 2022 from 8:00 a.m. to Noon at the Municipal Complex

Trustee Koeppe stated this event will be held in the Municipal Complex garage and thanked the street department for their help cleaning up the garage. He stated this is a rain or shine event and there are charges for some of the items which are listed on the website and was also included in the information that was mailed with the utility billing over the last quarter.

10. Closed Session

11. Adjourn

At 6:48 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Ziegler to adjourn. Motion carried.

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.