

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, May 6, 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, Deb Swiertz, and Barbara Hanson. Excused: Trustee Jason Patzwald.

Also Present: Village Manager Jeffrey Sturgell, 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 Micheletti, Engineer Lee Reibold, and Engineer Bradley Werner. Excused: Director of Finance Jeremy Searl. There were two attendees.

2. Awards / Presentations

a) Governor's Proclamation of Municipal Clerks Appreciation Week May 5 – 11, 2024, Village President Youngquist

President Youngquist read the Proclamation from Governor Tony Evers and thanked Clerk Fink and Deputy Clerk Jaenke for their hard work.

3. Public Hearings

4. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

Minutes and Correspondence to Receive

5. Public Comments Addressed to the Village Board

Nate Gustafson – 1820 County Road II, Neenah

Mr. Gustafson announced he has organized a blood drive which will be held at the Municipal Complex on Friday, June 14th from 8:00 a.m. to 1:00 p.m. He encouraged residents to sign up and spread the word.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 240506-1 Proclamation of National Police Week 2024

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

b) 240506-2 Amend Village of Fox Crossing Employee Handbook, Chapter 2-3 Organizational Chart, Chapter 9-2 Severe Weather, Chapter 9-6 Working Hours and Schedules, Chapter 10-3.4 Police Lieutenant Additional Compensation, Chapter 11-7.4 Holiday Pay Calculations, Chapter 11-12.3 Post-Employment Healthcare Reimbursement Account (HRA) Plan, and Adding Chapter 10-3.5 Sunday Snow Plow Operations

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

- c) 240506-3 Approve Automatic Assistance Agreement for Structure Fires Between the City of Appleton and the Village of Fox Crossing

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

- d) 240506-4 Change Order #1 – 2024 Road Resurfacing Program to Include the Butte Des Morts Beach Road & Circle Resurfacing Project, and the Cold Spring Road Trail Resurfacing Project

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

- e) 240506-5 Reappointment of Police & Fire Commission Member – Thomas Gritton

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

- f) 240506-6 Reappointment of Housing Board of Appeals Member – Jeff Donato

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

- g) 240506-7 Appointment of Planning Commission Member – Michael Prince

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

- h) 240506-8 Operator License Applicants

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

- i) 240506-9 Expenditures

MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve the expenditures submitted without exception. Motion carried via voice vote.

9. Reports

- a) Public Works Director Joe Hoechst

- Valley Road Utility Improvement Project Update

Director Hoechst advised this is a huge project taken on by Winnebago County for a section of Valley Road to be reconstructed. This project was originally scheduled for 2025, however this has been pushed to 2026 due to some right-of-way acquisition delays for the Wisconsin DOT. The Village has some utility improvements to complete before the road reconstruction begins, however after receiving the plans from the County Engineer, it was discovered that the Village's water main will be in a very vulnerable spot during the reconstruction due to the WI DOT deciding to lower the road. The project now needs to include the lowering of the Village's water main which will increase costs for the Village, but will protect our asset. Director Hoechst advised the Village is involved in an Agreement with Winnebago County and City of Menasha for this project, however the Village is solely responsible for our utility work.

- Jacobsen Road and Green Bay Road Closures Beginning May 6, 2024

Director Hoechst advised Jacobsen Road and Green Bay Road closures are starting today and wanted residents to be aware.

b) Parks & Recreation Director Amanda Geiser – Installation of Kayak Launch Update

Director Geiser advised the Park Commission is looking to move the proposed kayak launch from Butte Des Morts Park due to some difficulties that the project was encountering. Also, the popularity of the kayak rental program at Fritse Park made the Park Commission think construction of the launch may be more successful and preferable at Fritse Park. Director Geiser advised this would not require a budget amendment, she is just looking for the Board's support to move the kayak launch to Fritse Park. The Board agreed with this plan to move the launch. Director Geiser advised the launch should be installed in June.

c) Village President Dale Youngquist – Board of Review will be held Wednesday, June 5, 2024 at 5:30 p.m. at the Municipal Complex in the Arden Tews Assembly Room, 2000 Municipal Drive, Neenah; Objectors shall provide Written or Oral Notice of Intent to Object to their Assessment to the Village Clerk at least 48 hours in Advance of Board of Review

President Youngquist reminded residents of the upcoming Board of Review date and time, and the requirement for a Notice of Intent to be filed with the Village Clerk at least 48 hours prior to Board of Review.

d) Trustee Kris Koeppé – Results of Electronic Recycling Event held on April 27, 2024

Trustee Koeppé advised the Electronic Recycling Event was held last weekend which was very successful collecting over 15,000 pounds of electronics to be properly disposed of. He thanked the Street Department for use of the Municipal Complex garage. He also thanked Jack's Maintenance Service for their monetary donation to cover the Sustainability Committee's cost of this project.

10. Closed Session

11. Adjourn

At 6:56 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppé 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.