

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, June 24, 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 Deputy Clerk Chantel Jaenke took roll call and noted those present: President Dale Youngquist, Trustees Michael Van Dyke, Kris Koepp, Gregory Ziegler, Deb Swiertz, and Barbara Hanson.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Jeremy Searl (via teleconference), 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, Engineer Zach Laabs, Engineer Bradley Werner, and Engineer Lee Reibold. There were four attendees.

2. Awards / Presentations

3. Public Hearings

4. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

a) Regular Village Board Meeting – June 10, 2024

Minutes and Correspondence to Receive

b) Board of Review Meeting Minutes – June 5, 2024

c) Park Commission Meeting Minutes – May 8, 2024

d) Planning Commission Meeting Minutes – May 15, 2024

e) Water Main Breaks Report – April 2024 & May 2024

f) Water Pumpage Report – April 2024 & May 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) 240624-1 Supporting and Approving of the New Appleton (Fox Cities) MPO Policy Board Structure and Redesignation Agreement

MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to approve as submitted. Craig Moser from ECRPC gave a brief overview of what ECRPC does and which areas within the Fox Valley they cover. He explained that they are a Metropolitan Planning Organization with the majority of the planning work being in transportation. ECRPC was created by federal law to establish criteria and allows local government officials to have an input and make decisions. Trustee Koepp asked if anything would be different in the funding approval process or if it is the Department of Transportation that makes the final decision. Craig

stated that the MPO makes project recommendations and has a lot of input but it is the DOT that has final authority over project selection. Motion carried via voice vote.

- b) 240624-1:ORD Amend Fox Crossing Municipal Code Chapter §388 Comprehensive Plan – Amend Future Land Use Map for Parcel #12105271301 Located on Deerwood Avenue from Commercial to Industrial *First Reading*
MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to accept the First Reading as submitted. Director Dearborn advised the Planning Commission recommended this for approval. Trustee Hanson questioned if Ogden Properties would still maintain ownership of the property or if they would be selling it once completed. Mr. Ogden was present and stated that they will be maintaining ownership, but will be leasing the property out. Motion carried via voice vote.
- c) 240624-2:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone Parcel #12105271301 Located on Deerwood Avenue from M-1 Mixed Use District to I-2 Heavy Industrial District *First Reading*
MOTION: Trustee Van Dyke, seconded by Trustee Koeppel to accept the First Reading as submitted. President Youngquist attended the Planning Commission meeting and gave a brief overview of what was discussed. He stated that even though it will be industrial, Ogden Properties has agreed to keep the property well-kept and will be adding landscaping. Trustee Koeppel also attended the Planning Commission meeting and reviewed some of the concerns about the rezoning that were addressed. Director Dearborn agreed that there may need to be some adjustments made to the zoning code in the future. Motion carried via voice vote.
- d) 240624-2 Condominium Plat Amendment – Fifth Addendum to Prairie Lake Condominiums
MOTION: Trustee Van Dyke, seconded by Trustee Hanson to approve as submitted. Director Dearborn advised the Planning Commission recommended this for approval. Motion carried via voice vote.
- e) 240624-3 Condominium Plat – 1701 & 1703 Gateway Place
MOTION: Trustee Ziegler, seconded by Trustee Swiertz to approve as submitted. Director Dearborn advised the Planning Commission recommended this for approval. Motion carried via voice vote.
- f) 240624-4 2024 Budget Amendment to Provide Funds for the Police Department
MOTION: Trustee Ziegler, seconded by Trustee Van Dyke to approve as submitted. Chief Blashka gave an overview of the amendment stating that donations were being deposited into an account that was restricted to only being used for public education. This amendment would allow the funds to be used for other things such as equipment. On roll call vote, Motion carried 6-0.
- g) 240624-5 Change Order #1 – Jacobsen Road Reconstruction Project to Include the Installation of Storm Sewer Main, Storm Sewer Laterals, and a 10' Asphalt Trail; to Add the O'Hauser South Park Drainage Improvement Project
MOTION: Trustee Van Dyke, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- h) 240624-6 Designation of July as Parks & Recreation Month in Fox Crossing
MOTION: Trustee Ziegler, seconded by Trustee Swiertz to approve as submitted. Motion carried via voice vote.
- i) 240624-7 Annual Alcohol Beverage License Application for the Term July 1, 2024 – June 30, 2025
MOTION: Trustee Ziegler, seconded by Trustee Van Dyke to approve as submitted. Motion carried via voice vote.

- j) 240610-1:ORD Amend Fox Crossing Municipal Code Chapter §154 Animals, to Add a License Fee Exemption for Dogs that are Service Animals *Second Reading & Adoption*
MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to accept the Second Reading and Adoption as submitted. Motion carried via voice vote.
- k) 240624-8 Operator License Applicants
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.
- l) 240624-9 Expenditures
MOTION: Trustee Ziegler, seconded by Trustee Swiertz to approve the expenditures submitted without exception. Motion carried via voice vote.

9. Reports

a) Village President Dale Youngquist – Village Trustee #4 Vacancy Update

President Youngquist advised that interviews were conducted today and a decision will be made in the near future. They will be extending an offer to one of the candidates soon and will have someone in the position by the next Village Board meeting on July 8th.

b) Public Works Director Joe Hoechst – Valley Road Utility Improvement Project Update

Director Hoechst gave an update on the Valley Road project. He advised when this project was budgeted last year, it was originally thought that only a small amount of the water main would need to be worked on. After receiving updated plans from the County, it was determined that a larger amount of the water main would need to be replaced. Village Engineers did a cost estimate if it was decided to not relocate the water main and just do what was needed to get around Winnebago County's design. This cost would be approximately \$1,535,000. The problem with not relocating the water main is that it would still leave some of the water main vulnerable. Therefore, Village Engineers and Director Hoechst have determined that the best thing to do is to relocate the water main from Midway Road to State Highway 47. The estimated cost for this would be approximately \$2,225,000. Additionally, the water main replacement will extend to Beck Street due to a culvert being replaced in this area. Replacing the water main that runs under the culvert now, will prevent any future conflicts.

Trustee Ziegler asked if there was any way to get Winnebago County's help in covering the cost to do this project. Village Manager Sturgell stated that he did submit a request to Winnebago County to try and get a distribution from their Spirit Funds for \$500,000. Manager Sturgell is also working with Winnebago County Supervisor Maury Cox, who sits on the Grant Committee, and he has agreed to present it to the Chairman of the County Board.

10. Closed Session

11. Adjourn

At 6:41 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppe to adjourn. Motion carried via voice vote.

Respectfully submitted,

Chantel M. Jaenke, Village Deputy Clerk

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