

VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, September 12, 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 Kris Koeppe, Gregory Ziegler, Mark Englebert, and Barbara Hanson. Excused: Trustees Michael Van Dyke and Dale McNamee.

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

2. Awards / Presentations

3. Public Hearings

4. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

a) Regular Village Board Meeting – August 22, 2022

Minutes and Correspondence to Receive

b) Neenah-Menasha Sewerage Commission Meeting Minutes – July 26, 2022

MOTION: Trustee Ziegler, 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

Rick Minks – 1061 Mayer Street, Menasha

Mr. Minks stated he sent an email to the Board about a week ago asking them to get pictures of his specific situation from Director Dearborn and reconsider the concrete driveway permits in the Village. He requested the Board vote to bring back these permits and consider that anytime a garage is being built or added on to, that the potential water and run off problems be considered prior to approval.

Todd Probst – 941 William Street, Menasha

Mr. Probst stated he has been a resident of the Village for nearly 25 years, and feels that he is being unfairly treated by the Police Department in stating his yard is a nuisance and the signs on his property need to be cleaned up and moved back. He stated he has already paid thousands of dollars in fines to the Village and is looking for help from the Board. President Youngquist referred him to discuss his concerns with the Police Department and Chief Blashka.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

- a) 220912-1 Resolution Authorizing the Issuance of \$2,474,000 General Obligation Promissory Notes and the Issuance and Sale of a \$2,474,000 Note Anticipation Note in Anticipation Thereof
MOTION: Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Brad Viegut, financial representative from Baird Financial, was present to give a presentation on this Note issuance. He stated the Village received five bids, with the low interest rate bidder being BMO Harris at 3.52%. The terms of this Note align with what was approved at last month's meeting with a maturity date of December 2023. Motion carried.
- b) 220912-2 2022 Budget Amendment to Provide Funds for the Fiber Optic Installation Project
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Village Manager Sturgell stated there are three portions to this fiber project: the original buy-in cost for the use of the existing Neenah Joint School District fiber conduit that is already in place, the actual cost of the installation of the 72-strand line, and the purchase of the fiber optic material. He further explained the project and timeline reminding the Board that this does not include the section from Clayton Road to Highway 76. On roll call vote, Motion carried 5-0.
- c) 220912-3 Approve Fiber Optic Maintenance Agreement Between the Neenah Joint School District and the Village of Fox Crossing
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Motion carried.
- d) 220912-4 2022 Budget Amendment to Provide Funds for Operating Software for the Municipal Complex HVAC System, and a Replacement Concrete Saw for the Street Department
MOTION: Trustee Englebert, seconded by Trustee Hanson to approve as submitted. Superintendent Gallow stated the HVAC system for this building is obsolete and hasn't been updated since 1996. There have been issues over the last couple years, and contractors were consulted and stated there is not much they can do with this aged software. We are looking to replace the software to be able to control the HVAC for this building and the vehicle storage building. On roll call vote, Motion carried 5-0.
- e) 220912-5 Authorization to Order a Street Department Replacement 20 Ton Trailer in 2022 for Delivery in 2023
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Superintendent Gallow stated we are essentially shopping a year ahead of time due to supply and demand issues as well as cost increases. He stated if we can preorder this equipment, we will save a substantial amount of money and assure delivery in 2023. On roll call vote, Motion carried 5-0.
- f) 220912-6 Authorization to Order a Police Department Replacement F-150 Truck, and Two (2) Ford Explorer Squads in 2022 for Delivery in 2023
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Chief Blashka stated he is in a similar situation to Superintendent Gallow, where the window to order the F-150 Truck and Ford Explorer squads ended two weeks early, but we were able to find some that they would hold for us. This ordering window guarantees delivery in 2023. He suggested a need to adjust how we order vehicles in the future for upcoming budgets due to ongoing supply chain issues. Chief Blashka stated the accessory equipment on our current vehicles will transfer to the new squads. On roll call vote, Motion carried 5-0.

- g) 220912-7 Authorization to Order a Parks & Recreation Replacement One (1) Ton Truck in 2022 for Delivery in 2023
MOTION: Trustee Englebert, seconded by Trustee Hanson to approve as submitted. Director Geiser concurred with Superintendent Gallow and Chief Blashka regarding the ordering window for the Park Department Truck to ensure delivery in 2023. On roll call vote, Motion carried 5-0.
- h) 220912-8 Village of Fox Crossing Appeal to Badgers, LLC, 2022 Manufacturing Real Estate Assessment Objection
MOTION: Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. President Youngquist stated this property has a current assessed value of over \$28 Million, and has been assessed in the \$26 Million range for several years. However, Badgers, LLC has decided to protest the value they are being assessed. The Village will join the State in appealing this objection and therefore, we will be allowed to have some say in the outcome. Motion carried.
- i) 220912-9 Temporary Class “B”/Class B” Retailer’s License – St. Mary’s Catholic Schools
MOTION: Trustee Hanson, seconded by Trustee Englebert to approve as submitted. Motion carried.
- j) 220912-10 Operator License Applicants
MOTION: Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Motion carried.
- k) 220912-11 Expenditures
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve the expenditures submitted without exception. Motion carried.

9. Reports

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

Trustee Koeppe stated the Sustainability Committee will be holding another Electronic Recycling Event on Saturday, October 8th from 8:00 a.m. – 12:00 p.m. in the Municipal Complex garage. Many items are free to recycle, however there is a small charge for some items which is detailed on the flyer that was mailed out and will be on the Village website.

- b) Fire Chief Brian Harbison – Fire Safety Day will be held on Saturday, September 17, 2022 from 10:00 a.m. to 2:00 p.m. at Fire Station #40, 1326 Cold Spring Road

Chief Harbison stated Fire Station #40 will be holding an open house event after a two year break from 10:00 a.m. – 2:00 p.m. on Saturday, September 17th which will include activities to watch and engage in, free hot dogs and apples, a junior firefighter course, firetruck show and tell, a recruitment booth, fire extinguisher training booth, and much more.

10. Closed Session

11. Adjourn

At 6:43 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppe 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.