

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, December 11, 2023**

Minutes

1. Call to Order, Pledge of Allegiance, and Roll Call

Meeting called to order by President Youngquist at 6:03 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 Koepp, Gregory Ziegler (via teleconference), Jason Patzwald, Deb Sweirtz, 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, Utility Superintendent David Tracey, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, and Engineer Lee Reibold. Excused: Engineer Bradley Werner. There were three attendees.

2. Awards / Presentations

3. Public Hearings

4. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

- a) 2024 Budget Public Hearing – November 27, 2023
- b) Regular Village Board Meeting – November 27, 2023

Minutes and Correspondence to Receive

- c) Planning Commission Meeting Minutes – November 15, 2023

MOTION: Trustee Koepp, 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

- a) 231023-5 Approve Easement and Right-of-Way Agreements, Temporary Access Agreement, and Supplemental Agreement Between the Village of Fox Crossing and ANR Pipeline Company

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

8. New Business-Resolutions/Ordinances/Policies

- a) 231211-1 Preliminary and Final Plat – Tayco Road Subdivision

MOTION: Trustee Patzwald, seconded by Trustee Koepp to approve as submitted. Director Dearborn advised the Planning Commission recommended this for approval. He confirmed any road created with this development will be private and will be maintained by the owner(s), not the Village. Motion carried via voice vote.

- b) 231211-2 Change Order #1 & Final – 2023 Concrete Work Program to Include Trail Ramp Replacements
MOTION: Trustee Patzwald, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- c) 231211-3 2024 Intermunicipal Agreement Between the City of Appleton and the Village of Fox Crossing, to Provide for Cost-Sharing of Transit Services for the Elderly
MOTION: Trustee Patzwald, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- d) 231211-4 Appoint Election Inspectors for 2024-2025 Elections
MOTION: Trustee Hanson, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- e) 231211-5 Issue Annual Secondhand Dealer Licenses – January 1 through December 31, 2024
MOTION: Trustee Hanson, seconded by Trustee Patzwald to approve as submitted. Motion carried via voice vote.
- f) 231211-6 Issue “Class A”/Class “A” Beer and Liquor Retail License and Appointment of Agent for All Star Oil, Inc. d/b/a Pride of Neenah, 670 N. Green Bay Road
MOTION: Trustee Patzwald, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.
- g) 231211-7 Operator License Applicants
MOTION: Trustee Hanson, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- h) 231211-8 Expenditures
MOTION: Trustee Patzwald, seconded by Trustee Hanson to approve the expenditures submitted without exception. Motion carried via voice vote.

9. Reports

a) Village President Dale Youngquist

- *Village Offices Closed December 25 & 26, 2023 and January 1 & 2, 2024 in Observance of Holidays*

President Youngquist advised the Clerk’s Office will be open on January 2nd from 8:00 a.m. to 5:00 p.m. for the submission of candidacy papers for the upcoming Spring Elections.

- *Last Day for In-Person Tax Collection in 2023 at the Municipal Complex Finance Office is Friday, December 29, 2023; Community First Credit Union will Collect Taxes in the Lobby from 8:00 a.m. to Noon on Saturday, December 30, 2023*

President Youngquist advised tax payments can be paid in-person, via mail, paid online, or dropped in the dropbox at the front of the Municipal Complex. The dropbox will be opened on January 1st and any payments in there will be receipted in 2023. Any payments received thereafter, will be receipted in 2024. He advised Accurate Appraisal will have their representatives at the Municipal Complex to answer questions on December 28th from 9:00 a.m.-12:00 p.m. and January 24th from 9:00 a.m.-12:00 p.m.

- *Christmas and Holiday Wishes*

10. Closed Session

11. **Adjourn**

At 6:27 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppel 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.