Submitted for approval 6/22/2020

**VILLAGE OF FOX CROSSING**

**BOARD OF TRUSTEES REGULAR MEETING**

**Municipal Complex – Arden Tews Assembly Room**

**Monday, June 8**, **2020**

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, Mark Englebert, Dale McNamee, and Barbara Hanson.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Myra Piergrossi, Director of Community Development George Dearborn, Fire Chief Brian Harbison, Chief of Police Tim G. Seaver, Utility Superintendent David Tracey, Director of Parks & Recreation Amanda Geiser, Director of Information Technology Tim Plagenz, and Attorney Andrew Rossmeissl. Excused: Street Superintendent Randy Gallow, Engineer Lee Reibold, and Engineer Bradley Werner. There were five (5) attendees.

**2. Awards / Presentations**

**3. Public Hearings**

**4. Minutes to Approve / Minutes and Correspondence to Receive**

 **Minutes to Approve**

1. Regular Village Board Meeting – May 18, 2020
2. Special Village Board Meeting – May 18, 2020

 **Minutes and Correspondence to Receive**

1. Fox West Regional Sewerage Commission – May 5, 2020
2. Neenah Menasha Sewerage Commission – March 24, 2020
3. Neenah Menasha Sewerage Commission – April 28, 2020
4. Park Commission Meeting – May 13, 2020
5. Board of Review – June 1, 2020

 **MOTION**: Trustee Van Dyke, 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**

**6. Discussion Items**

**7. Unfinished Business**

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

1. 200608-1:ORD Ordinance to Provide for COVID-19 Temporary Outdoor Seating Areas and Authorize Village Staff Review and Approval of Temporary Outdoor Seating Areas and Expansion of Licensed Premises for Taverns and Restaurants *First Reading, Second Reading, & Adoption*

**MOTION:** Trustee Van Dyke, seconded by Trustee Hansonto accept the First Reading, Second Reading, and Adoption as submitted. Director Dearborn explained he received a request for an expansion of a beer garden area from a business within the Village due to concerns of being able to space out visitors due to COVID-19. The City of Neenah recently passed a very similar Ordinance and the Village wants to encourage businesses to improve and succeed through this time. Director Dearborn stated the requests will need to be reviewed by Community Development and the Police Department to enforce both identification of the expanded area and noise concerns. Trustee Hanson questioned the term of this Ordinance. President Youngquist advised this is a temporary Ordinance and will not be included into the permanent Municipal Code. Trustee McNamee stressed the importance of enforcing any noise complaints and Trustee Van Dyke commented on how quickly the Village acted on this to benefit the local businesses. Motion carried.

1. 200518-1:ORD Amend Fox Crossing Municipal Code Chapter 31 Zoning Ordinance – Text Amendment for Article 3-02 Land Use Definitions, Section 4.07 Definition of Retirement Home *Second Reading & Adoption*

**MOTION:** Trustee Ziegler, seconded by Trustee McNameeto accept the Second Reading and Adoption as submitted. Motion carried.

1. 200608-1 Resolution Waiving Interest on Property Tax Payment Installments Due and Payable after April 1, 2020

 **MOTION:** Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Director Piergrossi stated this is part of Act 185 and we had to wait until Winnebago County approved this before the Village was able to. She stated there is no real change or effect for the Village, but changes how the County processes tax payments. Trustee McNamee commented that County Board Member Paul Eisen, a resident of Fox Crossing, worked hard to push this through the County. Motion carried.

1. 200608-2 Reappointment of Park Commission Member – James Beson

 **MOTION:** Trustee McNamee, seconded by Trustee Hanson to approve as submitted. Mr. Beson confirmed he was willing to serve and Clerk Fink administered the oath of office. Motion carried.

1. 200608-3 Reappointment of Sustainability Committee Member – Michael Scheibe

 **MOTION:** Trustee Koeppe, seconded by Trustee Hanson to approve as submitted. Trustee Koeppe confirmed Michael is willing to continue to serve on this Committee. Motion carried.

1. 200608-4 Reappointment of Sustainability Committee Member – Veronica Kasperek

 **MOTION:** Trustee Hanson, seconded by Trustee Koeppe to approve as submitted. Trustee Koeppe confirmed Veronica is willing to continue to serve on this Committee. Motion carried.

1. 200608-5 Reappointment of Sustainability Committee Member – Susan Garcia-Franz

 **MOTION:** Trustee Hanson, seconded by Trustee Englebert to approve as submitted. Trustee Koeppe confirmed Susan is willing to continue to serve on this Committee. Motion carried.

1. 200608-6 Issue Class “A” Beer Retail License – Speedway 7187, 670 N. Green Bay Road

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

1. 200608-7 Annual Alcohol Beverage License Renewal Applications for the Term July 1, 2020 – June 30, 2021

 **MOTION:** Trustee Van Dyke, seconded by Trustee Ziegler to approve as submitted. Motion carried.

1. 200608-8 Annual Beer Garden License Renewal Applications for the Term July 1, 2020 – June 30, 2021

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

1. 200608-9 Annual Mechanical Amusement License Renewal Applications for the Term July 1, 2020 – June 30, 2021

 **MOTION:** Trustee Van Dyke, seconded by Trustee Ziegler to approve as submitted. Motion carried.

1. 200608-10 Expenditures

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

**9. Reports**

1. Village Manager Jeffrey Sturgell – Clayton Utilities Update

Manager Sturgell stated we received the first installment payment from the Town of Clayton, with the second installment being due in two years.

He stated he will be attending a pre-application meeting on Wednesday with the Town of Clayton and representatives from the DNR and PSC to go over concept plans for water and sewer service in hopes of ironing out any issues prior to submitting the application.

**10. Closed Session**

At 6:23 p.m., **MOTION:** Trustee Van Dyke, seconded by Trustee Hanson to go into Closed Session, pursuant to WI Statute 19.85(1)(g), specifically to confer with legal counsel regarding the potential annexation of, and potential extension of utility services to, land located in the Town of Neenah currently being purchased by the Neenah Joint School District.

 Pursuant to WI Statute 19.85(2), the Village Board will convene into open session.

The Board conferred with legal counsel regarding the potential annexation of, and potential extension of utility services to land located in the Town of Neenah currently being purchased by the Neenah Joint School District.

At 7:04 p.m., **MOTION:** Trustee Van Dyke, seconded by Trustee Hanson to convene into open session.

1. 200608-1 ORD: CL An Ordinance Attaching Certain Lands from the Town of Neenah, Winnebago County to the Village of Fox Crossing, Winnebago County, Wisconsin – Wirth Annexation *First Reading, Second Reading, & Adoption*

**MOTION:** Trustee Van Dyke, seconded by Trustee McNamee to deny the Ordinance as submitted. On roll call vote, motion carried 7-0.

**11. Adjourn**

At 7:05 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppeto 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.