Submitted for approval 7/27/2020

**VILLAGE OF FOX CROSSING**

**BOARD OF TRUSTEES REGULAR MEETING**

**Municipal Complex – Arden Tews Assembly Room**

**Monday, July 13**, **2020**

Minutes

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

Meeting called to order by President Youngquist at 6:04 p.m. The Pledge of Allegiance was recited.

Village Clerk Darla Fink took roll call and noted President Dale Youngquist, Trustees Michael Van Dyke, Kris Koeppe, Gregory Ziegler, Mark Englebert, and Barbara Hanson were present in person. Trustee Dale McNamee appeared via teleconference.

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, Street Superintendent Randy Gallow, Utility Superintendent David Tracey, Director of Parks & Recreation Amanda Geiser, Director of Information Technology Tim Plagenz, and Attorney Kyle Thelen. Excused: Engineer Lee Reibold and Engineer Bradley Werner. There were 3 attendees.

**2. Awards / Presentations**

**3. Public Hearings**

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

 **Minutes to Approve**

1. Special Board Workshop – June 15, 2020
2. Regular Village Board Meeting – June 22, 2020

 **Minutes and Correspondence to Receive**

1. Park Commission – June 10, 2020
2. Park Commission – June 24, 2020
3. Sustainability Committee Meeting – June 3, 2020
4. Neenah Menasha Sewerage Commission – May 26, 2020
5. Fox West Regional Sewerage Commission – June 3, 2020
6. Pumpage Report – June 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. 200713-1:ORD An Ordinance to Adopt a Revision and Codification of the General Ordinances of the Village of Fox Crossing *First Reading, Second Reading, & Adoption*

**MOTION:** Trustee Hanson, seconded by Trustee Van Dyke to accept the First Reading, Second Reading, and Adoption as submitted. Motion carried.

1. 200713-1 Adoption of the Village of Fox Crossing Records Retention Schedule

**MOTION:** Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Manager Sturgell advised this Schedule (previously Appendix A), along with the following two Schedules (previously Appendix B and Appendix D, respectively), will be updated and approved whenever needed going forward. Appendix C remains in the Code which was just adopted. Motion carried.

1. 200713-2 Adoption of Village of Fox Crossing Fee Schedule

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

1. 200713-3 Adoption of the Village of Fox Crossing Bond Schedule

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

1. 200713-4 Reorganization of the Village of Fox Crossing Park Commission

 **MOTION:** Trustee Hanson, seconded by Trustee Van Dyke to approve as submitted. President Younquist explained that the Park Commission will no longer approve their own expenses and Commissioner terms will convert to three year terms following the term lengths noted in this Resolution. Motion carried.

1. 200713-5 First Amendment to Agreement for the Provision of Water Service between the Town of Clayton and the Village of Fox Crossing

 **MOTION:** Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. President Youngquist advised the Town of Clayton is expected to approve this Amendment on Wednesday evening. Motion carried.

1. 200713-6 Intergovernmental Agreement to Satisfy Eligibility for Recycling Consolidation Grant for Calendar Year 2021

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

1. 200713-7 Annual Mobile Home Park Renewal Applications for the Term August 1, 2020 – July 31, 2021

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

1. 200713-8 Operator License Applicants

 **MOTION:** Trustee Ziegler, seconded by Trustee Van Dyke to approve as submitted. Chief Seaver explained he is now recommending approval for a previously denied applicant, conditioned upon successful re-completion of an approved responsible server’s course. Motion carried.

1. 200713-9 Expenditures

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

**9. Reports**

1. Clerk Darla Fink - Partisan Primary Election on Tuesday, August 11, 2020, with Polls Open from 7:00 a.m.-8:00 p.m.

Clerk Fink announced the four polling places used earlier this year will be used again on August 11th, and all absentee ballots will be processed at our Central Count location (Fire Station #40). Sample ballots are currently available on the Village website. Residents can continue to register to vote and request absentee ballots either in-person at the Clerk’s Office or online at [www.myvote.wi.gov](http://www.myvote.wi.gov). The electronic poll books (Badger Books) will be used at this election and we will be taking as many precautions as possible to limit contact and maintain social distancing.

Recently, a few decisions have come down from the Courts including the decision to not allow Special Voting Deputies to assist voters in nursing homes, change of residency requirement to 28 days, and allowing in-person absentee voting during the two weeks prior to each election only. These changes are expected to go into effect when the mandate comes out next week. A further update will be provided at the next Village Board Meeting.

1. Parks & Recreation Director Amanda Geiser – Filthy Fun Kids Run Canceled for 2020, Kids Can Still Sign Up for a Virtual Event and Earn a Medal and T-Shirt

Director Geiser explained this event was originally rescheduled to late August, but is now being moved to a completely virtual format for the safety of all participants and due to lack of staff and volunteers for the event. She explained many other local running events have been following this trend and thought this would be best for our community as well. She thanked the sponsors for their continued support through this challenging decision.

**10. Closed Session**

**11. Adjourn**

At 6:35 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.