

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, January 9, 2023 - 6:00 p.m.
Municipal Complex - Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956
Agenda

1. **Call to Order, Pledge of Allegiance and Roll Call**
2. **Awards/Presentations**
 - a) Introduction and Oath of Office of Fox Crossing Police Officer Adam Kurczek – Police Chief Scott Blashka
 - b) Promotion of Police Officer Corey Haag to Police Lieutenant Presentation – Police Chief Scott Blashka
 - c) Recognition of Village of Fox Crossing Adult School Crossing Guards – Police Chief Scott Blashka
3. **Public Hearings**
4. **Minutes to Approve/ Minutes and Correspondence to Receive**

Minutes to Approve

 - a) Special Village Board Meeting – December 12, 2022
 - b) Regular Village Board Meeting – December 12, 2022

Minutes and Correspondence to Receive

 - c) Park Commission Meeting Minutes – November 9, 2022
 - d) Water Main Breaks Report – November 2022
 - e) Water Pumpage Report – November 2022
5. **Public Comments Addressed to the Village Board.** Individuals properly signed in may speak directly to the Village Board on non-repetitive Village matters whether on, or not on the agenda. However, no announcements of candidacy for any elected position or “electioneering” will be permitted. Commenters must be orderly, wait to be called, speak from the podium, and direct their comments to the Board. A maximum of 2-minutes per person is allowed and you must return to the audience when signaled to do so. The total time allocated for public comments shall not exceed 30 minutes. Public comment is not permitted outside of this public comment period. *Note:* The Board’s ability to act on or respond to public comments is limited by Chapter 19, WI Stats. To address the Village Board, complete the Public Participation signup sheet.
6. **Discussion Items**
7. **Unfinished Business**
8. **New Business- Resolutions/Ordinances/Policies**
 - a) 230109-1 Proclamation by the Village of Fox Crossing for Wisconsin Adult School Crossing Guard Recognition Week
 - b) 230109-2 Implement Public Service Commission Approved Water Rates
 - c) 230109-3 Change Order #3 – West American Drive Stormwater Pond Construction Project
 - d) 230109-4 Establish Polling Places for 2023 Elections
 - e) 230109-1:ORD An Ordinance to Adopt the Village of Fox Crossing Municipal Code Approved to Date as the General Ordinances for the Village of Fox Crossing *First Reading, Second Reading & Adoption*
 - f) 230109-5 Operator License Applicants
 - g) 230109-6 Expenditures
9. **Reports**
 - a) Trustee Kris Koeppel – 2023 Fox-Wolf Watershed Cleanup to be held Saturday, May 6, 2023; Registration will Open in February at the Fox-Wolf Website www.fwwa.org
 - b) Clerk Darla Fink – Announce Candidates for Village Offices for the April 4, 2023 Spring Elections
10. **Closed Session**
11. **Adjourn**

A quorum of Police & Fire, Planning, and Park Commissions may be present, although official action by those bodies will not be taken; the only business to be conducted is for Village Board action.

Those individuals requiring the assistance of a sign language interpreter to participate in this meeting may call 720.7101 a minimum of five business days prior to the meeting.

RES #230109-1

**A PROCLAMATION BY THE VILLAGE OF FOX CROSSING FOR WISCONSIN
ADULT SCHOOL CROSSING GUARD RECOGNITION WEEK**

WHEREAS, school crossing guards provide an invaluable service in helping to ensure the safe passage of our youngest, most vulnerable pedestrians, children walking between home and school; and

WHEREAS, school crossing guards typically serve with dedication in spite of the rigors of harsh weather, split shifts and heavy traffic; and

WHEREAS, for more than five decades, school crossing guards have served communities across Wisconsin; and

WHEREAS, this service has helped to drive down the rates of young pedestrian deaths and injuries, despite increases in traffic volume; and

WHEREAS, school crossing guards help reinforce in the minds of the young people they assist, the importance of traffic-hazard identification and safe street-crossing behavior; and

WHEREAS, local proclamations, police department honors, local news coverage and especially smiles and kind words from children, will help to convey the gratitude of our communities for the life-saving, injury-reducing role that school crossing guards play.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees, along with the Wisconsin Department of Public Instruction, does hereby proclaim January 9 through 13, 2023, SCHOOL CROSSING GUARD RECOGNITION WEEK.

Adopted this 9th day of January, 2023

Requested by: Scott Blashka, Police Chief

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #230109-2

IMPLEMENT PUBLIC SERVICE COMMISSION APPROVED WATER RATES

WHEREAS, Fox Crossing Utilities submitted to the Public Service Commission (PSC) an application in September 2021 to increase water rates; and

WHEREAS, the PSC created the revenue requirements and rate design based on the cost of service; and

WHEREAS, on November 22, 2022, the PSC held a virtual public hearing before an Administrative Law Judge in Madison, WI; and

WHEREAS, the judge accepted all exhibits, which included the PSC calculated revenue requirement and PSC rate design; and

WHEREAS, the internal setup of the new billing structure will be completed to allow implementation of the new rates to be effective February 15, 2023.

NOW, THEREFORE BE IT RESOLVED by the Village of Fox Crossing Board of Trustees that the Public Service Commission submitted rate design for water rate increases dated December 15, 2022 will be effective February 15, 2023, with Public Service Commission approval.

Adopted this 9th day of January, 2023

Requested by: Jeremy Searl, Finance Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #230109-3

**CHANGE ORDER #3 – WEST AMERICAN DRIVE STORMWATER POND
CONSTRUCTION PROJECT**

WHEREAS, on April 25, 2022, Superior Sewer & Water, Inc. was awarded the West American Drive Stormwater Pond (Rocket Pond) Construction contract, in the amount of \$1,646,627.43; and

WHEREAS, on August 22, 2022, the Village Board approved Change Order #1 for an increase in the amount of \$20,692.56; and

WHEREAS, on October 10, 2022, the Village Board approved Change Order #2 for an increase in the amount of \$6,215.30; and

WHEREAS, Change Order #3 reflects an increase of \$62,068.96, due to the following:

Additional Top Soil (7,118 C.Y @ \$8.72/C.Y.)	\$ 62,068.96
Total:	\$ 62,068.96

WHEREAS, the increase of \$62,068.96 from Change Order #3 items results in a new total contract price of \$1,735,604.25; and

WHEREAS, it is the recommendation of Village Engineer Shawn Jandrey and Street Superintendent Randy Gallow to approve Change Order #3 to Superior Sewer & Water, Inc., for an increase in the amount of \$62,068.96, resulting in a new contract amount of \$1,735,604.25.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves Change Order #3 for the West American Drive Stormwater Pond (Rocket Pond) Construction contract, for an increase in the amount of \$62,068.96 to **Superior Sewer & Water, Inc., 1801 Deer Trail Court, Luxemburg, Wisconsin**, for an adjusted contract amount of \$1,735,604.25.

Adopted this 9th day of January, 2023

Requested by: Randy Gallow, Street Superintendent

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #230109-4

ESTABLISH POLLING PLACES FOR THE 2023 ELECTIONS

WHEREAS, per Wis. Stat. 5.25(3), the Village Clerk requests that the Village Board establish polling places for the 2023 Elections as follows:

Fox Crossing Municipal Complex

2000 Municipal Drive, Neenah

District 27, Wards 7 & 9

District 29, Wards 1 & 2

District 28, Ward 4

Apple Valley Presbyterian Church

1750 Olde Buggy Drive, Neenah

District 27, Ward 8

District 28, Wards 3, 5, & 6

Fox Crossing Community Center

1000 Valley Road, Menasha

District 27, Ward 10

District 26, Ward 12

District 3, Ward 11

Outagamie County District 4, Ward 17

Fox Cities United Pentecostal Church

1445 Midway Road, Menasha

District 26, Ward 14

District 3, Wards 13

District 4, Wards 15 & 16

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees that the polling places for the 2023 Elections are hereby established as indicated above.

Adopted this 9th day of January, 2023

Requested by: Darla M. Fink, Village Clerk

Submitted by: Darla M. Fink, Village Clerk

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

ORD #230109-1:ORD *First Reading, Second Reading and Adoption*
**AN ORDINANCE TO ADOPT THE VILLAGE OF FOX CROSSING MUNICIPAL
CODE APPROVED TO DATE AS THE GENERAL ORDINANCES FOR THE
VILLAGE OF FOX CROSSING**

The Village of Fox Crossing Board of Trustees does ordain as follows:

WHEREAS, it is in the best interest of the Village of Fox Crossing to update the Municipal Code (Code of Ordinances) of the Village of Fox Crossing; and

WHEREAS, ordinances adopted, amended or repealed by the Village Board of Trustees in the year 2021 to date, have been incorporated in the Municipal Code of the Village of Fox Crossing as codified on September 27, 1976, and thereafter, and further incorporated in the Municipal Code of the Village of Fox Crossing have been Ordinances enacted, amended or repealed for years preceding 2022 to date; and

WHEREAS, a copy of the Code of Ordinances, as amended through year 2022 to date, has been on file and open for inspection at the office of the Village Clerk for not less than two (2) weeks pursuant to Section 66.0103, WI Statutes, and posting of which date precedes by not less than two (2) weeks of the date of adoption of this Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby adopts the code of Ordinances in book form, entitled, "Municipal Code of the Village of Fox Crossing" as to all new Ordinances adopted, amended, or repealed, all in the year 2022 to date and including all years prior, as the general Ordinances in and for the Village of Fox Crossing, Winnebago County, Wisconsin.

EFFECTIVE DATE: This Ordinance shall take effect the day following passage, publication, and posting as required by law.

Accepted this 9th day of January, 2023

Requested by: Darla M. Fink, Village Clerk
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #230109-5

OPERATOR LICENSE APPLICANTS

WHEREAS, the operator license applicants for the upcoming two-year term, listed below, have made proper application with the Police Department; and

WHEREAS, all applicants either currently hold a valid two-year server license elsewhere, or have successfully completed the mandatory alcohol awareness training program, or have scheduled the course; and

WHEREAS, background checks have been conducted by the Police Department; and

WHEREAS, the Police Chief submits the applicants with a recommendation of approval as follows:

Ann Driscoll – Approved
Sukhwinder Singn – Approved
Jamie Lutz – Approved

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees recommends the above applicants recommended for approval be approved, pending payment, successful background checks, and completion of a state-approved alcohol awareness training program, for the licensing period beginning July 1, 2022 - June 30, 2024.

Adopted this 9th day of January, 2023

Requested by: Scott Blashka, Police Chief
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #230109-6

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$4,650,677.34

WHEREAS, the disbursements are categorized below & the detail is attached:

Pending:	
General Fund	\$ 338,993.99
Special Revenue Fund	\$ 69,520.72
Debt Fund	\$ -
Capital Projects Fund	\$ 705,205.97
Water Fund	\$ 405,960.56
Sewer Fund	\$ 577,287.55
Stormwater Fund	\$ 75,905.69
Trust & Agency Fund	\$ 6,803.76
Special Processed Payments	\$ 2,470,999.10
Total:	<u>\$ 4,650,677.34</u>

NOW, THEREFORE BE IT RESOLVED, the Village of Fox Crossing Board of Trustees hereby authorizes the above expenditures to be paid by the Finance Department with the exception of none.

Adopted this 9th day of January, 2023.

Requested by: Jeremy Searl, Finance Director
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

VILLAGE OF FOX CROSSING
2000 Municipal Drive
Neenah, WI 54956

EXPENDITURE SUMMARY

For Accounts Payable Period Ending: January 3, 2023
 For Village Board Meeting of: January 9, 2023

REGULAR PROCESSED CHECKS	AMOUNT
General Fund	\$338,993.99
Special Revenue Funds	\$69,520.72
Debt Fund	\$0.00
Capital Projects Fund	\$705,205.97
Water Fund	\$405,960.56
Sewer Fund	\$577,287.55
Stormwater Fund	\$75,905.69
Trust & Agency Fund	\$6,803.76
Total Bills for	January 9, 2023
	<u><u>\$2,179,678.24</u></u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE	DEPT. /PURPOSE	AMOUNT
	Village Specials	**See Attached Listing**	\$2,002,939.24
ACH	Employee Benefits Corp	Flex Spending Claims	\$2,874.29
ACH	Evalon	Nov CC Fees	\$137.51
ACH	WI Deferred Comp	Deferred Comp	\$6,306.77
ACH	ETF	Medical Ins	\$137,585.66
ACH	WI Retirement	Retirement	\$72,690.82
ACH	Paymentus	CC Fees	\$4,311.36
ACH	WI Deferred Comp	Deferred Comp	\$6,131.78
ACH	WI Dot	Suspension Fees	\$42.00
45508-45511	Payroll	Payroll	\$1,044.58
ACH	Payroll	Payroll	\$168,542.71
ACH	Payroll	Taxes	\$68,392.38
Total Special Processed Payments			<u><u>\$2,470,999.10</u></u>
GRAND TOTAL			<u><u>\$4,650,677.34</u></u>