

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, March 9, 2020 - 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) Oath of Office for Deputy Clerk Carla Molder – Clerk Karen Backman
3. Public Hearings
4. Minutes to Approve/ Minutes and Correspondence to Receive
 - Minutes to Approve
 - a) Regular Village Board Meeting – February 24, 2020
 - Minutes and Correspondence to Receive
 - b) Neenah-Menasha Sewerage Commission Meeting– January 28, 2020

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 will be permitted. Commenters must wait to be called, must speak from the podium, directing their comments to the board. Comments must be orderly. A maximum of **2-minutes** per person is allowed and you must return to the audience when signaled to do so. 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.**

5. Discussion Items
6. Unfinished Business
7. New Business- Resolutions/Ordinances/Policies
 - a) 200309-1 Award Bid – Cooke Road Storm Sewer Improvement and Water Main Replacement Project
 - b) 200309-2 Approve GIS Coordinator Work Agreement Letter for Philip Ohlinger
 - c) 200309-3 Issue Mechanical Amusement License – Missing Links Indoor Golf, 976 American Drive
 - d) 200309-4 Operator License Applicants
 - e) 200309-5 Expenditures
8. Reports
 - a) Assessor Addie Ebert – Fox Crossing Valuation Update
 - b) Trustee Kris Koeppe – LED Street Light Conversion Project
 - c) Fire Chief Brian Harbison – Completion of Fire Station #40 Renovations
 - d) Clerk Karen Backman – Absentee Voting Begins March 16, 2020 through April 3, 2020 for the April 7, 2020 Spring Election
9. Closed Session
10. 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 #200309-1

AWARD BID – COOKE ROAD STORM SEWER IMPROVEMENT AND WATER MAIN REPLACEMENT PROJECT

WHEREAS, on March 3, 2020, sealed bids for the Cooke Road Storm Sewer Improvement and Water Main Replacement project were due in the office of the Street Department by 10:00 a.m., at which time they were publicly opened and read; and

WHEREAS, five (5) bids were received: (bid tabulation enclosed)

<u>Contractor</u>	<u>Base Bid</u>
Vinton Construction Co., Inc.	\$329,026.35
De Groot, Inc.	\$339,896.39
PTS Contractors, Inc.	\$354,957.95
Advance Construction, Inc.	\$460,261.05
Carl Bowers & Sons Construction	\$524,392.00

WHEREAS, it is the recommendation of Engineer Lee Reibold and Street Superintendent Randy Gallow to award the bid to the lowest responsible bidder, Vinton Construction Co. Inc., in the amount of \$329,026.35, with final quantity adjustments made by change order to reflect actual quantities.

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees to hereby award the bid for the Cooke Road Storm Sewer Improvement and Water Main Replacement project, to the lowest responsible bidder, **Vinton Construction Co. Inc., 1332 33rd Street, Two Rivers, Wisconsin**, for the total amount of **\$329,026.35**.

Adopted this 9th day of March, 2020

Requested by: Randy Gallow, Street Superintendent

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Karen Backman, Village Clerk

RES #200309-2

**APPROVE GIS COORDINATOR WORK AGREEMENT LETTER FOR PHILIP
OHLINGER**

WHEREAS, in the 2020 Village of Fox Crossing Budget, the Village Board created a new GIS Coordinator position to manage the vast GIS system for the Village of Fox Crossing; and

WHEREAS, Philip Ohlinger has been selected by Village Manager Jeffrey Sturgell to serve as the new GIS Coordinator; and

WHEREAS, the benefit package negotiated between Village Manager Sturgell and Mr. Ohlinger slightly deviates from the benefit package offered by the Personnel Manual; and

WHEREAS, Village Manager Sturgell has offered additional vacation days in the first and third years of employment than is offered by the Personnel Manual; and

WHEREAS, Village Manager Sturgell recommends the Village Board approve the work agreement letter for Philip Ohlinger, as attached.

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees that the work agreement letter for Philip Ohlinger is approved, as attached.

Adopted this 9th day of March, 2020

Requested by: Jeffrey Sturgell, Village Manager

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Karen Backman, Village Clerk

RES #200309-3

**ISSUE MECHANICAL AMUSEMENT LICENSE – MISSING LINKS INDOOR GOLF,
976 AMERICAN DRIVE**

WHEREAS, the applicant listed below has made proper application for a mechanical amusement license with the Village Clerk's office and the proper fees have been paid and receipted; and

WHEREAS, the Village Clerk submits the following for Village Board approval:

Mechanical Amusement License
Missing Links Indoor Golf
976 American Drive

NOW, THEREFORE, BE IT RESOLVED that the Village Board of Trustees hereby grants a Mechanical Amusement License to the above applicant, for the licensing period ending June 30, 2020.

Adopted this 9th day of March, 2020

Requested by: Karen Backman, Village Clerk

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Karen Backman, Village Clerk

RES #200309-4

OPERATOR LICENSE APPLICANTS

WHEREAS, the operator license applicant(s) listed below have made proper application with the Police Department; and

WHEREAS, all applicant(s) either currently holds a valid two-year server license elsewhere, 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 applicant(s) as follows:

Sidney Short	Approve
Mitchell Schenzel	Approve
Yasmine Burmeister	Approve

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees recommend the above applicant(s) be approved pending payment, successful background check, and completion of a state-approved alcohol awareness training program for the licensing period of **JULY 1, 2018 – JUNE 30, 2020.**

Adopted this 9th day of March, 2020

Requested by: Tim G. Seaver, Police Chief

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Karen Backman, Village Clerk

RES #200309-5

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$ 1,408,192.62

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

Pending:		
General Fund	\$	81,020.65
Special Revenue Fund	\$	15.00
Debt Fund	\$	-
Capital Projects Fund	\$	113,902.25
Water Fund	\$	29,423.73
Sewer Fund	\$	6,009.22
Stormwater Fund	\$	7,102.55
Trust & Agency Fund	\$	-
Park Commission Processed Payments	\$	-
Special Processed Payments	\$	1,170,719.22
Total:	\$	<u>1,408,192.62</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 March, 2020

Requested by: Myra R. Piergrossi, Finance Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Karen Backman, Village Clerk