

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, April 11, 2022 - 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) Governor's Proclamation of Municipal Treasurer's Appreciation Week April 17 – 23, 2022 – Village President Dale Youngquist
 - b) Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting – Village President Youngquist and Finance Director Piergrossi
3. Public Hearings
4. Minutes to Approve/ Minutes and Correspondence to Receive
 - Minutes to Approve
 - Minutes and Correspondence to Receive
 - a) April 5, 2022 Spring Election Results
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 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.**
6. Discussion Items
7. Unfinished Business
8. New Business- Resolutions/Ordinances/Policies
 - a) 220411-1 Award Bid – Cold Spring Road Reconstruction with Trail from Jacobsen Road to Zephyr Drive Project
 - b) 220411-2 Award Bid – Heating, Ventilation, & Air Conditioning (HVAC) System in Street Garage Project
 - c) 220411-3 Award Bid – Ninth Street & Mayer Street Neighborhood Sanitary Sewer Main Lining Project
 - d) 220411-4 Operator License Applicants
 - e) 220411-5 Expenditures
9. Reports
 - a) Assessor Kyle Kabe – Fox Crossing Valuation Update
 - b) President Dale Youngquist – Open Book will be held on Thursday, April 28 from 12:00 p.m. to 2:00 p.m.; additionally, Property Owners may contact Accurate Appraisal at 1-800-770-3927 to Schedule an Appointment with an Assessor; the 2022 Board of Review will be held on Monday, June 6, 2022 from 4:30 p.m. to 6:30 p.m.
 - c) Trustee Kris Koeppe – Spring Electronic Recycling Event will be held on Saturday, April 30, 2022 from 8:00 a.m. to Noon at the Municipal Complex
 - d) Street Superintendent Randy Gallow – Airport Road Reconstruction Project Update
 - e) Utility Superintendent David Tracey – Plank Road Water and Sanitary Sewer Lateral Project Update
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 #220411-1

AWARD BID – COLD SPRING ROAD RECONSTRUCTION WITH TRAIL FROM JACOBSEN ROAD TO ZEPHYR DRIVE PROJECT

WHEREAS, on March 29, 2022, sealed bids for the Cold Spring Road Reconstruction with Trail from Jacobsen Road to Zephyr Drive 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, four (4) bids for the Base Bid were received: (bid tabulation enclosed)

<u>Contractor</u>	<u>Base Bid</u>
Carl Bowers & Sons Construction Co., Inc.	\$560,294.00
Superior Sewer & Water, Inc.	\$623,494.99
Advanced Construction, Inc.	\$638,830.43
De Groot, Inc.	\$667,247.15

WHEREAS, it is the recommendation of Engineer Lee Reibold and Street Superintendent Randy Gallow to award the Base Bid to the lowest responsible bidder, Carl Bowers & Sons Construction Co., Inc., in the amount of \$560,294.00, 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 Base Bid for the Cold Spring Road Reconstruction with Trail from Jacobsen Road to Zephyr Drive project, to the lowest responsible bidder, **Carl Bowers & Sons Construction Co., Inc., N1844 Maloney Road, Kaukauna, Wisconsin**, for the total amount of **\$560,294.00**.

Adopted this 11th day of April, 2022

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 #220411-2

**AWARD BID – HEATING, VENTILATION, & AIR CONDITIONING (HVAC) SYSTEM
IN STREET GARAGE PROJECT**

WHEREAS, on March 30, 2022, sealed bids for the Heating, Ventilation, & Air Conditioning (HVAC) System in Street Garage 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, three (3) bids for the project were received:

<u>Contractor</u>	<u>Bid</u>
Baumgart Mechanical, Inc., Kaukauna	\$181,470 with controls
B&P Mechanicals, Inc., Appleton	\$190,000 with controls
A.F. Ahern Co., Appleton	\$264,905 with controls

WHEREAS, it is the recommendation of Street Superintendent Randy Gallow to award the Bid to the lowest responsible bidder, Baumgart Mechanical, Inc., in the amount of \$181,470.00 with controls.

NOW, THEREFORE BE IT RESOLVED by the Village of Fox Crossing Board of Trustees to hereby award the project Bid for the Heating, Ventilation, & Air Conditioning (HVAC) System in Street Garage project, to the lowest responsible bidder, **Baumgart Mechanical, Inc., N1644 County Highway J, Kaukauna, Wisconsin**, for the total amount of **\$181,470.00 with controls**.

Adopted this 11th day of April, 2022

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 #220411-3

AWARD BID – NINTH STREET & MAYER STREET NEIGHBORHOOD SANITARY SEWER MAIN LINING PROJECT

WHEREAS, on April 1, 2022, sealed bids for the Ninth Street & Mayer Street Neighborhood Sanitary Sewer Main Lining project were due in the office of the Utility Department by 10:00 a.m., at which time they were publicly opened and read; and

WHEREAS, two (2) bids were received: (bid tabulation enclosed)

<u>Contractor</u>	<u>Base Bid</u>
Visu-Sewer, Inc.	\$402,130.00
Instituform Technologies USA, LLC	\$461,016.80

WHEREAS, it is the recommendation of Engineer Brad Werner and Utility Superintendent David Tracey to award the Base Bid to the lowest responsible bidder, Visu-Sewer, Inc., in the total amount of \$402,130.00, 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 Base Bid for the Ninth Street & Mayer Street Neighborhood Sanitary Sewer Main Lining project, to the lowest responsible bidder, **Visu-Sewer, Inc., W230 N4855 Betker Drive, Pewaukee, Wisconsin**, for the total amount of **\$402,130.00**.

Adopted this 11th day of April, 2022

Requested by: David Tracey, Utility Superintendent

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #220411-4

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:

Pratima GC – Approved
Alexandra Olson – Approved
Dhan Raj Kandel – 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, 2020 - June 30, 2022.

Adopted this 11th day of April, 2022

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 #220411-5

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$3,917,373.25

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

Pending:		
General Fund	\$	34,525.10
Special Revenue Fund	\$	4,959.80
Debt Fund	\$	-
Capital Projects Fund	\$	-
Water Fund	\$	40,681.47
Sewer Fund	\$	20,642.45
Stormwater Fund	\$	1,827.37
Trust & Agency Fund	\$	7,013.70
Special Processed Payments	\$	3,807,723.36
Total:	\$	<u>3,917,373.25</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 11th day of April, 2022.

Requested by: Myra R. Piergrossi, 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: April 5, 2022
 For Village Board Meeting of: April 11, 2022

REGULAR PROCESSED CHECKS	AMOUNT
General Fund	\$34,525.10
Special Revenue Funds	\$4,959.80
Debt Fund	\$0.00
Capital Projects Fund	\$0.00
Water Fund	\$40,681.47
Sewer Fund	\$20,642.45
Stormwater Fund	\$1,827.37
Trust & Agency Fund	\$7,013.70
	<hr/>
Total Bills for	April 11, 2022
	<u><u>\$109,649.89</u></u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE	DEPT. /PURPOSE	AMOUNT
	Village Specials	3/23-4/5/2022	\$108,574.39
		See Attached Listing	
ACH	Employee Benefits Corp	3/24-4/5-2022	\$2,835.10
ACH	DTCC	3/31/2022	\$3,166,304.99
ACH	DTCC	3/31/2022	\$280,266.88
ACH	Plug N Play	4/5/2022	\$15.00
ACH	Plug N Play	4/5/2022	\$38.55
ACH	WI Deferred Comp	4/5/2022	\$6,981.01
42908-42911	Payroll	3/31/2022	\$679.79
ACH	Payroll	3/31/2022	\$172,520.74
ACH	Payroll	3/31/2022	\$69,506.91
		Taxes	<hr/>
Total Special Processed Payments			<u><u>\$3,807,723.36</u></u>
 GRAND TOTAL			 <u><u>\$3,917,373.25</u></u>