

Village of Fox Crossing Board of Trustees Regular Meeting  
Monday, May 4, 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
3. Public Hearings
4. Minutes to Approve/ Minutes and Correspondence to Receive  
Minutes to Approve
  - a) Special Village Board Meeting – April 20, 2020
  - b) Regular Village Board Meeting – April 20, 2020
  - c) Special Village Board Meeting – April 27, 2020Minutes and Correspondence to Receive
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) 200504-1 Proclamation of National Police Week 2020
  - b) 200504-2 Approve Vacant Land Purchase of Parcel No. 1210235, Located on Jacobsen Road between Irish Road and County Highway CB
  - c) 200504-3 Reappointment of Police & Fire Commission Member – Mike Lettier
  - d) 200504-4 Reappointment of Housing Appeals Board Member – Mike Gibbons
  - e) 200504-5 Reappointment of Village of Fox Crossing Representative to the Fox Cities Transit Commission – Community Development Director George Dearborn
  - f) 200504-6 Operator License Applicants
  - g) 200504-7 Expenditures
9. **Reports**
  - a) President Dale Youngquist – Board of Review will be held Monday, June 1, 2020 at 4:30 p.m. at the Municipal Complex in the Arden Tews Assembly Room, 2000 Municipal Drive, Neenah; Teleconference and Telephonic Appearances will be Accepted; Objectors shall provide Written or Oral Notice of Intent to Object to their Assessment to the Village Clerk at least 48 Hours in Advance of Board of Review
  - b) Village Manager Jeffrey Sturgell – COVID-19 Information Update
  - c) Utility Superintendent David Tracey & Street Superintendent Randy Gallow – Capital Projects Update
10. Closed Session
11. Adjourn

\*Some Board members may be participating telephonically\*

The meeting will be live streamed on Facebook at [www.facebook.com/foxcrossingwi/](http://www.facebook.com/foxcrossingwi/)

***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 #200504-1

**PROCLAMATION OF NATIONAL POLICE WEEK 2020**

WHEREAS, in 1962, President John F. Kennedy designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls, as National Police Week; and

WHEREAS, the members of the Village of Fox Crossing Police Department play an essential role in safeguarding the rights and freedoms of the Village of Fox Crossing; and

WHEREAS, it is important for all citizens to understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and all members of our law enforcement agency to recognize their duty to serve the people by: safeguarding life and property, protecting them against violence and disorder, and protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the Village of Fox Crossing Police Department unceasingly provide a vital public service.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees calls upon all citizens of the Village of Fox Crossing to observe the week of May 10-16, 2020, as National Police Week. During this week, citizens are encouraged to join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

BE IT FURTHER RESOLVED, that the Village of Fox Crossing Board of Trustees call upon all citizens of the Village of Fox Crossing to observe Friday, May 15, 2020, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

Dated this 4<sup>th</sup> day of May, 2020

*Requested by: Tim G. Seaver, Police Chief*

*Submitted by: Dale A. Youngquist, Village President*

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Dale A. Youngquist, Village President

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Attest: Karen Backman, Village Clerk

RES #200504-2

**APPROVE VACANT LAND PURCHASE OF PARCEL NO. 1210235, LOCATED ON JACOBSEN ROAD BETWEEN IRISH ROAD AND COUNTY HIGHWAY CB**

WHEREAS, vacant parcel No. 1210235, located on Jacobsen Road between Irish Road and County Highway CB (as shown in Exhibit A), is owned by Cross Point Church; and

WHEREAS, the Village of Fox Crossing is required to meet total suspended solids (TSS) requirements as set forth in the Village's Municipal Separate Storm Sewer System (MS-4) permit issued by the Wisconsin Department of Natural Resources (DNR); and

WHEREAS, the construction of a stormwater detention pond on the vacant property located on Jacobsen Road between Irish Road and County Highway CB would aid the Village in meeting the mandated TSS requirements; and

WHEREAS, the current owner of the property, Cross Point Church, is a willing seller of the parcel, and has negotiated a purchase price with the Village of Fox Crossing.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby authorizes the Village Manager and/or Village President to enter into a binding contract for vacant real estate (parcel number 1210235) located on Jacobsen Road between Irish Road and CTH CB, in exchange for \$440,000 to be paid by the Village at closing on a standard WB-13 offer to purchase form; subject to review and approval by the Village Attorney, and said parties are authorized to close said transaction on the terms contained therein.

BE IT FURTHER RESOLVED, the Village of Fox Crossing Board of Trustees directs the Finance Director to prepare a check in an amount to be determined by the Village Attorney to cover the purchase cost of Four Hundred and Forty Thousand Dollars (\$440,000) and other necessary closing costs.

Adopted this 4th day of May, 2020

*Requested by: Dale A. Youngquist, Village President*

*Submitted by: Dale A. Youngquist, Village President*

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Dale A. Youngquist, Village President

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Attest: Karen Backman, Village Clerk

RES #200504-3

**REAPPOINTMENT OF POLICE & FIRE COMMISSION MEMBER – MIKE LETTIER**

WHEREAS, Police & Fire Commissioner Mike Lettier's current term expires on May 31, 2020;  
and

WHEREAS, it is the recommendation of the Village President to reappoint Mike Lettier to the  
Police & Fire Commission; and

WHEREAS, an Oath of Office shall be administered by the Village Clerk upon appointment.

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees to  
hereby approve the reappointment of Mike Lettier to the Police & Fire Commission for the five  
(5) year term commencing June 1, 2020 and expiring May 31, 2025.

Adopted this 4<sup>th</sup> day of May, 2020

*Requested by: Dale A. Youngquist, Village President*

*Submitted by: Dale A. Youngquist, Village President*

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Dale A. Youngquist, Village President

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Attest: Karen Backman, Village Clerk

RES #200504-4

**REAPPOINTMENT OF HOUSING APPEALS BOARD MEMBER – MIKE GIBBONS**

WHEREAS, the term of Housing Appeals Board member Mike Gibbons expires on June 30, 2020; and

WHEREAS, Village President Dale Youngquist is recommending the reappointment of Mike Gibbons for a term commencing July 1, 2020 and expiring June 30, 2023; and

WHEREAS, upon reappointment, an Oath of Office shall be administered by the Village Clerk.

NOW, THEREFORE BE IT RESOLVED by the Village of Fox Crossing Board of Trustees to approve the reappointment of Mike Gibbons to the Housing Appeals Board for a three (3) year term, commencing on July 1, 2020 and expiring on June 30, 2023.

Adopted this 4<sup>th</sup> day of May, 2020

*Requested by: Dale A. Youngquist, Village President*

*Submitted by: Dale A. Youngquist, Village President*

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Dale A. Youngquist, Village President

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Attest: Karen Backman, Village Clerk

RES #200504-5

**REAPPOINTMENT OF VILLAGE OF FOX CROSSING REPRESENTATIVE TO THE  
FOX CITIES TRANSIT COMMISSION—COMMUNITY DEVELOPMENT DIRECTOR  
GEORGE DEARBORN**

WHEREAS, in 2014 the City of Appleton increased the number of members on the Fox Cities Transit Commission from nine (9) members to fifteen (15) members; and

WHEREAS, under the previous Fox Cities Transit Commission organizational structure the Village of Fox Crossing held one (1) seat on a rotating basis with the Town of Grand Chute; and

WHEREAS, under the revised structure approved in 2014, the Village of Fox Crossing holds one (1) permanent seat; and

WHEREAS, Community Development Director George Dearborn currently serves as the Fox Crossing representative to the Fox Cities Transit Commission, and is willing to serve another term; and

WHEREAS, Village President Dale Youngquist nominates Director Dearborn for reappointment to the Fox Cities Transit Commission for a three (3) year term beginning May 1, 2020 and ending April 30, 2023.

NOW, THEREFORE BE IT RESOLVED, that the Village of Fox Crossing Board of Trustees hereby reappoints Community Development Director George Dearborn as the Village of Fox Crossing representative to the Fox Cities Transit Commission for a three (3) year term beginning May 1, 2020 and ending April 30, 2023.

Adopted this 4<sup>th</sup> day of May, 2020

*Requested by: Dale A. Youngquist, Village President*

*Submitted by: Dale A. Youngquist, Village President*

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Dale A. Youngquist, Village President

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Attest: Karen Backman, Village Clerk

RES #200504-6

**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:

Mystic Dombrowski

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 4<sup>th</sup> day of May, 2020

*Requested by: Tim G. Seaver, Police Chief*

*Submitted by: Dale A. Youngquist, Village President*

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Dale A. Youngquist, Village President

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Attest: Karen Backman, Village Clerk

RES #200504-7

**EXPENDITURES**

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling:     \$     2,746,787.63

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

Pending:		
General Fund	\$	73,061.96
Special Revenue Fund	\$	539.13
Debt Fund	\$	154.75
Capital Projects Fund	\$	344,105.78
Water Fund	\$	41,104.56
Sewer Fund	\$	7,591.56
Stormwater Fund	\$	30,661.50
Trust & Agency Fund	\$	-
Park Commission Processed Payments	\$	-
Special Processed Payments	\$	2,249,568.39
Total:	\$	<u><u>2,746,787.63</u></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 4th day of May, 2020

*Requested by:                   Myra R. Piergrossi, Finance Director*

*Submitted by:                 Dale A. Youngquist, Village President*

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Dale A. Youngquist, Village President

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Attest: Karen Backman, Village Clerk