

**Village of Fox Crossing Board of Trustees Regular Meeting**  
**Monday, May 23, 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**
3. **Public Hearings**
4. **Minutes to Approve/ Minutes and Correspondence to Receive**  
**Minutes to Approve**
  - a) Special Village Board Meeting – May 9, 2022
  - b) Regular Village Board Meeting – May 9, 2022**Minutes and Correspondence to Receive**
  - c) Park Commission Meeting Minutes – April 13, 2022
  - d) Planning Commission Meeting Minutes – April 20, 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 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) 220523-1 Appointment of Village of Fox Crossing Treasurer – Jeremy Searl
  - b) 220523-2 Resolution Providing for the Sale of Approximately \$2,890,000 General Obligation Promissory Notes
  - c) 220523-3 Zero Lot Line Certified Survey Map – 931 & 933 Highland Park Road
  - d) 220523-4 Resolution to Reassign Soccer Lease from Menasha Area Soccer Club, Inc. to Wisconsin United Football Club, Inc.
  - e) 220523-5 Reappointment of Police & Fire Commission Member – Robert Masiak
  - f) 220509-1:ORD Amend Fox Crossing Municipal Code Chapter § 154-5 Dogs/Cats Not to Run at Large, to Address the Use of Dog Parks *Second Reading & Adoption*
  - g) 220509-2:ORD Amend Fox Crossing Municipal Code Chapter § 372-6 Solid Waste Restrictions and Prohibitions, to Clarify Prohibition of Dumping in Municipal Dumpsters *Second Reading & Adoption*
  - h) 220523-6 Operator License Applicants
  - i) 220523-7 Expenditures
9. **Reports**
  - a) President Dale Youngquist
    - Board of Review will be held Monday, June 6, 2022 at 4:30 p.m. at the Municipal Complex in the Arden Tews Assembly Room, 2000 Municipal Drive, Neenah; 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
    - Applications for Appointment to the Sustainability Committee are Being Accepted Until June 3, 2022; Applications for Appointment to the Park Commission are Being Accepted Until June 30, 2022
    - Neenah-Menasha Memorial Day Parade will be held on Monday, May 30, 2022
  - b) Parks & Recreation Director Amanda Geiser & Village Manager Jeffrey Sturgell – Request from Bird Rides, Inc. to Allow Electric Bird Scooters in the Village of Fox Crossing
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 #220523-1

**APPOINTMENT OF VILLAGE OF FOX CROSSING TREASURER – JEREMY SEARL**

WHEREAS, Village Treasurer Myra Piergrossi, who has served as Deputy Treasurer/Deputy Finance Director from 1995 through 2000, and Village Treasurer/Finance Director from 2000 to present, plans to semi-retire on May 23, 2022, and return to serving as Deputy Treasurer/Deputy Finance Director with the Village of Fox Crossing; and

WHEREAS, Village of Fox Crossing Ordinance Chapter § 5-5(D) states that the Village Treasurer shall be appointed by the Village Board for a term of indefinite duration based upon a nomination by either the Village President or Village Manager; and

WHEREAS, Jeremy Searl has served as Deputy Treasurer/Deputy Finance Director for the Village of Fox Crossing since January 2017; and

WHEREAS, Village President Dale Youngquist and Village Manager Jeffrey Sturgell jointly nominate Jeremy Searl to serve as the Village of Fox Crossing Treasurer for an indefinite term beginning May 23, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby appoints Jeremy Searl as the Village of Fox Crossing Treasurer for an indefinite term beginning May 23, 2022.

BE IT FURTHER RESOLVED, the Village Board of Trustees authorizes Jeremy Searl to receive four (4) weeks of vacation per year beginning January 1, 2023, contingent upon his successful completion of a six (6) month trial and training period.

Adopted this 23<sup>rd</sup> day of May, 2022

*Requested by: Jeffrey Sturgell, Village Manager*

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

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Dale A. Youngquist, Village President

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Attest: Darla M. Fink, Village Clerk

RES #220523-2

**RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$2,890,000  
GENERAL OBLIGATION PROMISSORY NOTES**

WHEREAS, the Village of Fox Crossing, Winnebago County, Wisconsin (the "Village") is presently in need of approximately \$2,890,000 for public purposes, including paying the cost of street improvement projects, a fiber optic project, a municipal complex roof project and other capital projects; and

WHEREAS, it is desirable to borrow said funds through the issuance of general obligation promissory notes pursuant to Section 67.12(12), Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village that:

Section 1. Issuance of the Notes. The Village shall issue its General Obligation Promissory Notes (the "Notes") in an amount of approximately \$2,890,000 for the purposes above specified.

Section 2. Sale of the Notes. The Village Board hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Village Board shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Note Sale. The Village Clerk be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Village Clerk may determine and to cause copies of a complete, Official Notice of Sale and other pertinent data to be forwarded to interested bidders as the Village Clerk may determine.

Section 4. Official Statement. The Village Clerk shall cause an Official Statement concerning this issue to be prepared by Robert W. Baird & Co. Incorporated. The appropriate Village officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted this 23<sup>rd</sup> day of May, 2022.

*Requested by: Myra Piergrossi, Finance Director  
Submitted by: Dale A. Youngquist, Village President*

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Dale A. Youngquist, President

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Attest: Darla M. Fink, Village Clerk

(SEAL)

RES #220523-3

**ZERO LOT LINE CERTIFIED SURVEY MAP – 931 & 933 HIGHLAND PARK ROAD**

WHEREAS, the applicant is requesting approval of a zero lot line Certified Survey Map (CSM) for 931 & 933 Highland Park Road; and

WHEREAS, staff finds that this Certified Survey Map complies with the Village of Fox Crossing's Chapter 419 Land Division Ordinance; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their May 18, 2022 meeting and recommended approval of the Certified Survey Map with the following conditions:

1. All taxes and assessments shall be paid prior to the Village affixing signatures on the Certified Survey Map.
2. The applicant shall provide the Village with a final copy of the recorded Certified Survey Map.

Planning Commission:   5   Aye   0   Nay   2   Excused   0   Abstain

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby recommends approval of the Certified Survey Map with the above conditions.

Adopted this 23<sup>rd</sup> day of May, 2022

*Requested by: George Dearborn, AICP, Director of Community Development*

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

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Dale A. Youngquist, Village President

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Attest: Darla M. Fink, Village Clerk

RES #210523-4

**RESOLUTION TO REASSIGN SOCCER LEASE FROM MENASHA AREA SOCCER CLUB, INC. TO WISCONSIN UNITED FOOTBALL CLUB, INC.**

WHEREAS, the Village of Fox Crossing f/k/a the Town of Menasha (hereinafter the “Village”) is a party to that certain lease agreement by and between the Village and the Menasha Area Soccer Club, Inc. (hereinafter “Assignor”) dated April 27, 1998 concerning soccer fields located adjacent to Airport Road (the “Airport Road Lease”); and

WHEREAS, Assignor wishes to dissolve and merge into a similar statewide organization known as Wisconsin United Football Club Incorporated (hereinafter “Assignee”); and

WHEREAS, paragraph 10 of the Airport Road Lease allows assignment of said lease if and only if approved by the Village Board.

WHEREAS, Assignor wishes to assign all rights and obligations under the Airport Road Lease to Assignee, and Assignee wishes to assume all rights and obligations under the Airport Road Lease, and the Village wishes to permit said assignment and assumption.

NOW, THEREFORE BE IT RESOLVED, the Village Board does hereby:

- 1) The Village Board hereby permits Assignor to assign all rights and obligations under the Airport Road Lease to Assignee.
- 2) The Village Board hereby permits Assignee to assume all rights and obligations under the Airport Road Lease.
- 3) Said assignment and assumption may occur only after the Assignee has agreed, in writing, to assume all obligations of Assignor under the Airport Road lease and has demonstrated to the reasonable satisfaction of the Village Attorney that Assignor and Assignee are compliant with all terms of the Airport Road Lease.

Adopted this 23<sup>rd</sup> day of May, 2022

*Requested by: Amanda Geiser, Director of Parks & Recreation*

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

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Dale A. Youngquist, Village President

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Attest: Darla M. Fink, Village Clerk

RES #220523-5

**REAPPOINTMENT OF POLICE & FIRE COMMISSION MEMBER – ROBERT MASIAK**

WHEREAS, Police & Fire Commissioner Robert Masiak’s current term expires on May 31, 2022; and

WHEREAS, it is the recommendation of the Village President to reappoint Robert Masiak 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 Robert Masiak to the Police & Fire Commission for the five (5) year term commencing June 1, 2022 and expiring May 31, 2027.

Adopted this 23<sup>rd</sup> day of May, 2022

*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: Darla M. Fink, Village Clerk

ORD #220509-1 *Second Reading & Adoption*

**AMEND FOX CROSSING MUNICIPAL CODE CHAPTER § 154-5 DOGS/CATS NOT TO RUN AT LARGE, TO ADDRESS THE USE OF DOG PARKS**

*The Village Board of the Village of Fox Crossing do ordain as follows:*

Part I. Chapter § Dogs/Cats Not to Run at Large, is hereby amended to read as follows (amendment in red):

**§ 154-5 Dogs/Cats Not to Run at Large.**

- A. No person shall permit their dog/cat to run at large within the Village of Fox Crossing at any time. A dog/cat shall not be considered running at large if the dog/cat is within the limits of the owner's premises, or when the dog/cat is under immediate control with a leash, except that no dog/cat shall be allowed in any public park in Fox Crossing at any time, unless the dog/cat is on a designated Village of Fox Crossing trail.
- B. Notwithstanding the above, dogs are allowed unleashed in any designated Village of Fox Crossing or Winnebago County dog park, subject to the park rules established by the Village Park Commission and/or Winnebago County Park Department.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. This ordinance shall take effect and be in full force from and after its passage and publication or posting.

Date Introduced: May 9, 2022

Date Adopted: \_\_\_\_\_

*Requested by: Amanda Geiser, Director of Parks and Recreation*

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

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Dale A. Youngquist, Village President

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Attest: Darla M. Fink, Village Clerk

**AMEND FOX CROSSING MUNICIPAL CODE CHAPTER § 372-6 SOLID WASTE RESTRICTIONS AND PROHIBITIONS, TO CLARIFY PROHIBITION OF DUMPING IN MUNICIPAL DUMPSTERS**

*The Village Board of the Village of Fox Crossing do ordain as follows:*

Part I. Chapter § 372-6 Solid Waste Restrictions and Prohibitions, is hereby amended to read as follows (amendments in red):

**§ 372-6. Restrictions and Prohibitions.**

- A. Anti-scavenging. It shall be unlawful for any person other than authorized Village employees or persons having written authorization by the Village Manager to go through, sort or take anything from any solid waste or recyclables that have been set out in bags, cans, or other approved containers for the purpose of being picked up by Village's refuse/recycling hauler.
- B. Dumping. No person, firm or corporation owning land, leasing it or having any interest therein whatsoever which is located in the Village of Fox Crossing shall dump or allow to be dumped any solid waste material (excluding animal waste used as a fertilizer) or waste liquids of any kind on his/her property or on any property which is located in the Village of Fox Crossing, unless express permission has been granted by the owner, in writing, and when the dumping complies with all federal, state and local restrictions.
- C. Village landfill. No individual, person, firm, or corporation shall use or dispose of any solid waste or yard waste materials in the former Village of Fox Crossing landfill site.
- D. Littering prohibited. No person shall throw, place, distribute or deposit any solid waste or yard waste in any street, alley, public place, or private property within the limits of the Village of Fox Crossing, Winnebago County, Wisconsin, except in proper containers for disposal and collection as described herein.
- E. Load limitations. No person shall operate a vehicle on a Village road or other road in the Village of Fox Crossing unless such vehicle is so constructed, loaded and covered or secured as to prevent its contents from dropping, shifting, leaking or otherwise escaping.
- F. Nonresident refuse disposal. No person residing outside the Village limits shall bring into the Village for disposal or collection any solid waste, yard waste, waste oil, tires, oversized items, as defined herein, or any banned landfill materials.
- G. Nuisance. No person shall permit any solid waste, recyclable waste, yard waste or other substance tending to create a nuisance to be thrown out or distributed on or about their premises, including adjacent property, streets, alleys, lakes or streams within the Village. When it has been determined that a property owner's or resident's solid waste or other substance becomes a nuisance to adjoining property owners, including Village streets, by being scattered, the Director of Community Development, or his/her designee, shall require the owner of the facility to provide an adequate enclosure, including fencing, to prevent solid waste or other substances from being blown or scattered to adjoining properties and the Village streets.
- H. Private dump site. No private dump site shall be allowed in the Village of Fox Crossing.



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- I. Recyclable materials separated for recycling. No person may dispose of in a solid waste disposal facility or burn in a solid waste facility any of the materials defined in the policy as "recyclable waste" which have been separated for recycling, except waste tires may be burned with energy recovery in a solid waste treatment facility.
- J. **Municipal Dumpsters.** It shall be unlawful for any person other than authorized Village employees or persons having written authorization by the Village Manager, or his/her designated employee, to dump any solid waste material or waste liquids of any kind into dumpsters located at Village of Fox Crossing municipal facilities, to include but not limited to, the Municipal Complex, Community Center, fire stations, utility office, water plants, lift stations, wastewater department shop, and parks.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. This ordinance shall take effect and be in full force from and after its passage and publication or posting.

Date Introduced: May 9, 2022

Date Adopted: \_\_\_\_\_

*Requested by: Jeffrey Sturgell, Village Manager*

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

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Dale A. Youngquist, Village President

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Attest: Darla M. Fink, Village Clerk

RES #220523-6

**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:

Finnegan Kane – Approved  
Sharon Ambrosius – Approved  
Rachel Anderson – 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 23<sup>rd</sup> day of May, 2022

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

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Dale A. Youngquist, Village President

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Attest: Darla M. Fink, Village Clerk

RES #220523-7

**EXPENDITURES**

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$942,766.16

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

Pending:		
General Fund	\$	129,612.84
Special Revenue Fund	\$	53,992.60
Debt Fund	\$	-
Capital Projects Fund	\$	5,871.18
Water Fund	\$	81,261.56
Sewer Fund	\$	6,059.97
Stormwater Fund	\$	3,716.67
Trust & Agency Fund	\$	-
Special Processed Payments	\$	662,251.34
Total:	\$	<u>942,766.16</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 23rd day of May, 2022.

*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: Darla M. Fink, Village Clerk

**VILLAGE OF FOX CROSSING**  
**2000 Municipal Drive**  
**Neenah, WI 54956**

**EXPENDITURE SUMMARY**

For Accounts Payable Period Ending: May 17, 2022

For Village Board Meeting of: May 23, 2022

<b>REGULAR PROCESSED CHECKS</b>	<b>AMOUNT</b>
General Fund	\$129,612.84
Special Revenue Funds	\$53,992.60
Debt Fund	\$0.00
Capital Projects Fund	\$5,871.18
Water Fund	\$81,261.56
Sewer Fund	\$6,059.97
Stormwater Fund	\$3,716.67
Trust & Agency Fund	\$0.00
<b>Total Bills for</b>	<b>May 23, 2022</b>
	<u><u>\$280,514.82</u></u>

**SPECIAL PROCESSED PAYMENTS**

<b>CHECK #</b>	<b>PAYEE</b>	<b>CHECK #</b>	<b>DEPT. /PURPOSE</b>	<b>AMOUNT</b>
	Village Specials	5/4-5/17/2022	**See Attached Listing**	\$216,111.91
ACH	Employee Benefits Corp	5/2-5/17	Flex Spending Claims	\$2,856.22
ACH	Elavon	5/5/2022	April CC Fees	\$15.00
ACH	Elavon	5/5/2021	April CC Fees	\$15.00
VOID	Void	5/12/2022	Void	(\$50.00)
VOID	Void	5/7/2021	Void	(\$60.00)
VOID	Void	7/23/2020	Void	(\$40.00)
VOID	Void	4/20/2020	Void	(\$100.00)
ACH	WI Deferred Comp	5/11/2022	Deferred Comp	\$6,661.58
ACH	WI Dept of Transportation	5/6-5/11/2022	Suspension Fees	\$12.00
ACH	Elavon	5/11/2022	April CC Fees	\$185.24
ACH	Elavon	5/11/2022	April CC Fees	\$55.76
ACH	WI Retirement	5/11/2022	Retirement	\$70,529.68
ACH	ETF	5/11/2022	Medical Ins	\$137,753.08
43341-43347	Payroll	5/12/2022	Payroll	\$797.13
ACH	Payroll	5/12/2022	Payroll	\$161,646.39
ACH	Payroll	5/12/2022	Taxes	\$65,862.35
<b>Total Special Processed Payments</b>				<u><u>\$662,251.34</u></u>
<b>GRAND TOTAL</b>				<u><u>\$942,766.16</u></u>