

**Village of Fox Crossing Board of Trustees Regular Meeting**  
**Monday, June 10, 2024 - 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 Joshua Biocic – Police Chief Scott Blashka
  - b) Annual Audit Report for Fiscal Year 2023 – David Minch, CPA of KerberRose, S.C.
3. Public Hearings
4. Minutes to Approve/ Minutes and Correspondence to Receive
  - Minutes to Approve
    - a) Regular Village Board Meeting – May 20, 2024
  - Minutes 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 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) 240610-1:ORD Amend Fox Crossing Municipal Code Chapter §154 Animals, to Add a License Fee Exemption for Dogs that are Service Animals *First Reading*
  - b) 240610-1 Accept the Electronic Compliance Maintenance Annual Report (eCMAR)
  - c) 240610-2 Reappointment of Park Commission Member – Jordyn Kurer
  - d) 240610-3 Reappointment of Park Commission Member – Jean Wollerman
  - e) 240610-4 Reappointment of Sustainability Committee Member – Thomas Willecke
  - f) 240610-5 Reappointment of Sustainability Committee Member – Susan Garcia-Franz
  - g) 240610-6 Reappointment of Sustainability Committee Member – Megan Horejs
  - h) 240610-7 Reappointment of Sustainability Committee Member – Michael Scheibe
  - i) 240610-8 Annual Alcohol Beverage License Renewal Applications for the Term July 1, 2024 – June 30, 2025
  - j) 240610-9 Annual Beer Garden License Renewal Applications for the Term July 1, 2024 – June 30, 2025
  - k) 240610-10 Annual Mechanical Amusement License Renewal Applications for the Term July 1, 2024 – June 30, 2025
  - l) 240610-11 Issue Class “B” Beer License and Appointment of Agent for Omsai LLC d/b/a Econolodge Neenah, 2000 Holly Road
  - m) 240610-12 Operator License Applicants
  - n) 240610-13 Expenditures
9. Reports
  - a) Village President Dale Youngquist – Village Trustee #4 Vacancy Update
  - b) Village Manager Jeffrey Sturgell – Theodore (Ted) Lang Revocable Trust Gifts to Village Police & Fire Departments
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.*

**VILLAGE OF FOX CROSSING  
BOARD OF TRUSTEES REGULAR MEETING  
Municipal Complex – Arden Tews Assembly Room  
Monday, May 20, 2024**

**Minutes**

**1. Call to Order, Pledge of Allegiance, and Roll Call**

Meeting called to order by Clerk Fink at 6:00 p.m. A Motion was requested to appoint a Trustee to preside over this meeting in President Youngquist's absence. **MOTION:** Trustee Koeppel, seconded by Trustee Hanson to appoint Trustee Ziegler to preside over this meeting. Motion carried via voice vote. The Pledge of Allegiance was recited.

Village Clerk Darla Fink took roll call and noted those present: Trustees Michael Van Dyke (via teleconference), Kris Koeppel, Gregory Ziegler, Jason Patzwald, Deb Swiertz, and Barbara Hanson. Excused: President Dale Youngquist.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Jeremy Searl, Director of Community Development George Dearborn, Fire Chief Todd Sweeney, Chief of Police Scott Blashka, Director of Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, Engineer Zach Laabs, and Engineer Lee Reibold. There were four attendees.

**2. Awards / Presentations**

**3. Public Hearings**

**4. Minutes to Approve / Minutes and Correspondence to Receive  
Minutes to Approve**

a) Regular Village Board Meeting – April 22, 2024 & May 6, 2024

**Minutes and Correspondence to Receive**

b) Park Commission Meeting Minutes – April 10, 2024

c) Planning Commission Meeting Minutes – April 17, 2024

d) Water Main Breaks Report – January 2024, February 2024, & March 2024

e) Water Pumpage Report – January 2024, February 2024, & March 2024

**MOTION:** Trustee Koeppel, seconded by Trustee Swiertz to approve the minutes and accept other departmental minutes and correspondence into record. Motion carried via voice vote.

**5. Public Comments Addressed to the Village Board**

**6. Discussion Items**

**7. Unfinished Business**

**8. New Business-Resolutions/Ordinances/Policies**

a) 240520-1 Certified Survey Map – 1855 O'Leary Road

**MOTION:** Trustee Hanson, seconded by Trustee Patzwald to approve as submitted. Director Dearborn stated the original intent for this CSM was to split one lot into three lots, but has now changed to splitting into two lots. He noted there is a small part of Village trail that crosses over onto this property but the property owner is willing to provide a public easement to the Village. Motion carried via voice vote.

- b) 240520-2 2024 Budget Amendments to Provide Funds for Various Items in Village Departments  
**MOTION:** Trustee Patzwald, seconded by Trustee Swiertz to approve as submitted. Village Manager Sturgell explained each of the budget amendments including the Palisades Park pavilion plumbing repair, the grant for the Fritse Park kayak rental installation, a SCADA software upgrade for utility, funds for additional water meters to be installed this year, and three additional security cameras at the Municipal Complex. He explained the Water Department has been able to replace water meters much faster than in previous years due to the new locate service the Village is using. He also explained the Municipal Complex parking lot is advertised as a safe place for online trading/purchases, custody exchanges, etc., so this new camera on the front parking lot is very important. Director Hoechst explained the security and technology of the new SCADA software will be a big improvement as compared to the current program. On roll call vote, Motion carried 6-0.
- c) 240520-3 Award Bid – Church Pond & Sand Point Pond Prairie Plantings  
**MOTION:** Trustee Koeppe, seconded by Trustee Patzwald to approve as submitted. Motion carried via voice vote.
- d) 240520-4 Approve Professional Fireworks Display Permit – Neenah High School, 500 Rocket Way  
**MOTION:** Trustee Hanson, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.
- e) 240520-5 Operator License Applicants  
**MOTION:** Trustee Patzwald, seconded by Trustee Swiertz to approve as submitted. Motion carried via voice vote.
- f) 240520-6 Expenditures  
**MOTION:** Trustee Koeppe, seconded by Trustee Patzwald to approve the expenditures submitted without exception. Motion carried via voice vote.

## 9. Reports

- a) Village Clerk Darla Fink – Board of Review will be held Wednesday, June 5, 2024 at 5:30 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

Village Clerk Darla Fink advised the Board of Review will be held on June 5<sup>th</sup> at 5:30 p.m. at the Municipal Complex. Any residents that would like to object to their assessment, need to file written or oral notice with the Village Clerk's office at least 48 hours prior to Board of Review.

## 10. Closed Session

## 11. Adjourn

At 6:24 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Swiertz to adjourn. Motion carried via voice vote.

Respectfully submitted,

Darla M. Fink, Village Clerk

**Note:** These minutes are not considered official until acted upon at an upcoming meeting; therefore, are subject to revision.

ORD #240610-1 *First Reading*

**AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §154 ANIMALS, TO ADD A LICENSE FEE EXEMPTION FOR DOGS THAT ARE SERVICE ANIMALS**

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

Part I. Chapter §154-3 License Fees, is hereby amended to read as follows (amendment in red):

**§154-3 License Fees.**

Effective December 1, 2002, license fees for neutered male or spayed female dogs and cats, upon presentation of evidence attesting to the same, and for unneutered male or unspayed female dogs and cats, shall be as set forth in the Village Fee Schedule, reference this Code section. Unless a dog or cat has just been obtained, a late fee shall be assessed to the owner of each dog/cat five months of age or over who fails to obtain a dog/cat license by April 1 of each year.

- (A) Upon acceptance of the license application and fee, the licensing authority shall issue a durable tag stamped with the identifying number and the year of issuance. Tags should be designed so that they may be conveniently fastened or riveted to the animal's collar or harness.
- (B) Dogs and cats shall wear license and rabies vaccination tags at all times. Exception: show dogs or cats during competition.
- (C) A duplicate license may be obtained upon payment of a replacement fee set forth in the Village Fee Schedule, reference this Code section.
- (D) License fee exemption of dogs that are service animals. Every dog that is a service animal, as defined in Wisconsin State Statute §106.52(1)(fm), is exempt from the dog license fee described in Village Code Chapter §154-3, upon an annual application for a dog license.

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: June 10, 2024

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

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

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

\_\_\_\_\_  
Dale A. Youngquist, Village President

\_\_\_\_\_  
Attest: Darla M. Fink, Village Clerk

RES #240610-1

**ACCEPT THE ELECTRONIC COMPLIANCE MAINTENANCE ANNUAL REPORT  
(eCMAR)**

WHEREAS, the Department of Natural Resources (DNR) mandates annual electronic reporting of (CMAR) Compliance Maintenance Reports; and

WHEREAS, the Village Board has reviewed the eCMAR report.

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees that the eCMAR report be accepted as written.

Adopted this 10<sup>th</sup> day of June, 2024

*Requested by: Joe Hoechst, Public Works 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

# Compliance Maintenance Annual Report

Fox Crossing Utilities

Last Updated: Reporting For:  
6/5/2024 **2023**

## Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 300px;" type="text" value="Myra Piergrossi"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="920-720-7106"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="mpiergrossi@foxcrossingwi.gov"/></p>																
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&amp;M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 80px;" type="text" value="2023"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0															
<p><b>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</b></p>																
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 80px;" type="text" value="2023"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>3.2.1 Ending Balance Reported on Last Year's CMAR</b></td> <td style="width: 5%; text-align: center;">\$</td> <td style="width: 35%; text-align: right;"><input style="width: 100%;" type="text" value="385,817.54"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="385,817.54"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="10,394.00"/></td> </tr> <tr> <td style="text-align: right;">+</td> <td></td> <td></td> </tr> </table>	<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$	<input style="width: 100%;" type="text" value="385,817.54"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 100%;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 100%;" type="text" value="385,817.54"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 100%;" type="text" value="10,394.00"/>	+			
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# Compliance Maintenance Annual Report

**Fox Crossing Utilities**

Last Updated: Reporting For:  
6/5/2024 **2023**

<p>3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) - \$ 0.00</p> <p>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year \$ 396,211.54</p> <p>All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.</p> <p>3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>3.3 What amount should be in your Replacement Fund? \$ 396,211.54</p> <p>Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.</p> <p>3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>If No, please explain.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0																																								
<p>4. Future Planning</p> <p>4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?</p> <p><input checked="" type="radio"/> Yes - If Yes, please provide major project information, if not already listed below. <input type="checkbox"/> <input type="checkbox"/></p> <p><input type="radio"/> No</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Project #</th> <th style="width: 60%;">Project Description</th> <th style="width: 15%;">Estimated Cost</th> <th style="width: 15%;">Approximate Construction Year</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Per our 2023 budget: Brighton Beach Rd Sewer Project = \$2,115,623.93  76 laterals were lined 4,000 ft of sewer main was reconstructed</td> <td>\$2,115,623</td> <td>2023</td> </tr> <tr> <td>2</td> <td>110 Manholes were Flex Sealed</td> <td>\$45,680</td> <td>2023</td> </tr> <tr> <td>3</td> <td>Upgraded portable generator to 207 and 480 volts</td> <td>\$13,755</td> <td>2023</td> </tr> <tr> <td>4</td> <td>Replace floats with level transducer and replace PLC and reprogram SCADA at lift stations and purchase spare transducer cable and controller.</td> <td>\$16,500</td> <td>2023</td> </tr> <tr> <td>5</td> <td>Paint (4) Lift Station Generators</td> <td>\$20,000</td> <td>2023</td> </tr> <tr> <td>6</td> <td>Upgrade SCADA Software and Computers - Estimated total cost will be \$78,000.00 in 2024 (This will be split with Swr 40% and Wtr 60%)  \$50,000.00 was budgeted in 2023</td> <td>\$78,000</td> <td>2024</td> </tr> <tr> <td>7</td> <td>SCADA Upgrade to cellular communication for Lift Stations: Lakeshore Dr and Calumet St</td> <td>\$3,400</td> <td>2023</td> </tr> <tr> <td>8</td> <td>Butte Des Morts Beach Rd - Sanitary Sewer Construction  Installed Sanitary Sewer Mainline</td> <td>\$65,000</td> <td>2023</td> </tr> <tr> <td>9</td> <td>County Road II Extension to Clayton Ave</td> <td>\$366,013</td> <td>2023</td> </tr> </tbody> </table>		Project #	Project Description	Estimated Cost	Approximate Construction Year	1	Per our 2023 budget: Brighton Beach Rd Sewer Project = \$2,115,623.93  76 laterals were lined 4,000 ft of sewer main was reconstructed	\$2,115,623	2023	2	110 Manholes were Flex Sealed	\$45,680	2023	3	Upgraded portable generator to 207 and 480 volts	\$13,755	2023	4	Replace floats with level transducer and replace PLC and reprogram SCADA at lift stations and purchase spare transducer cable and controller.	\$16,500	2023	5	Paint (4) Lift Station Generators	\$20,000	2023	6	Upgrade SCADA Software and Computers - Estimated total cost will be \$78,000.00 in 2024 (This will be split with Swr 40% and Wtr 60%)  \$50,000.00 was budgeted in 2023	\$78,000	2024	7	SCADA Upgrade to cellular communication for Lift Stations: Lakeshore Dr and Calumet St	\$3,400	2023	8	Butte Des Morts Beach Rd - Sanitary Sewer Construction  Installed Sanitary Sewer Mainline	\$65,000	2023	9	County Road II Extension to Clayton Ave	\$366,013	2023
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<p>5. Financial Management General Comments</p>																																									

# Compliance Maintenance Annual Report

Fox Crossing Utilities

Last Updated: Reporting For:  
6/5/2024 **2023**

When it comes to budget time, our board is very vigilant. To efficiently run a collection system without major issues, money is budgeted yearly to keep us up to date with our maintenance and 5 year replacement schedule.

## ENERGY EFFICIENCY AND USE

### 6. Collection System

#### 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

#### **COLLECTION SYSTEM PUMPAGE: Total Power Consumed**

Number of Municipally Owned Pump/Lift Stations:

	<b>Electricity Consumed (kWh)</b>	<b>Natural Gas Consumed (therms)</b>
<b>January</b>	25,761	102
<b>February</b>	23,739	110
<b>March</b>	35,603	114
<b>April</b>	43,171	87
<b>May</b>	26,637	65
<b>June</b>	14,973	29
<b>July</b>	13,141	47
<b>August</b>	15,575	25
<b>September</b>	13,341	22
<b>October</b>	13,075	45
<b>November</b>	25,695	61
<b>December</b>	23,741	92
<b>Total</b>	<b>274,452</b>	<b>799</b>
<b>Average</b>	<b>22,871</b>	<b>67</b>

#### 6.1.2 Comments:

In order for us to keep our maintenance and energy costs down, we continually upgrade and maintain our lift stations to keep them working properly and efficiently.

### 6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

#### 6.2.2 Comments:



# Compliance Maintenance Annual Report

Fox Crossing Utilities

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6/5/2024 2023

All our lift stations are checked 3 times a week. Pump hours are recorded at this time also. Preventive maintenance is done on a scheduled basis.

6.3 Has an Energy Study been performed for your pump/lift stations?

No

Yes

Year:

2008

By Whom:

McMahon's Engineering

Describe and Comment:

To keep our equipment working efficiently, yearly we maintain and/or upgrade our pumping equipment at our lift stations.

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

We have an annual inspection performed by Crane Engineering to test our pumping equipment. With this information, we are able to budget for any replacements, upgrades and/or maintenance of our pumping equipment.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Fox Crossing Utilities

Last Updated: Reporting For:  
6/5/2024 2023

## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

1. Compliance with sand/oil interceptor/grease trap cleaning records.
  2. Televising mains and laterals and make necessary repairs as needed.
  3. Conduct I&I Study and make repairs as necessary.
  4. Install Flex Seal on MH to prevent I&I and preserve the MH.
  5. Repair and Replace MH annually under our street program prior to resurfacing.
  6. Continue to inspect MH's while sewer cleaning and televising.
  7. Continue to update CMOM as needed and conduct annual reviews.
  8. Continue to keep and upgrade our GIS programs and mapping. We GPS all our installs and repairs.
  9. Line and replace mains and laterals on an annual basis per our 5 year program.
  10. We will resume our Lateral Repair Program, for our customers who are out of standard lateral materials or have non-working laterals.
  11. Continue to maintain and upgrade our lift stations as needed.

Did you accomplish them?

- Yes
- No

If No, explain:

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Village Sewer Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2023-01-09

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection

# Compliance Maintenance Annual Report

Fox Crossing Utilities

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6/5/2024 **2023**

- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance

Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map
- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- A description of routine operation and maintenance activities (see question 2 below)
- Capacity assessment program
- Basement back assessment and correction
- Regular O&M training

Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- Construction, Inspection, and Testing
- Others:

All contractors follow Fox Crossing Utility's specifications on all projects. We also conduct our own inspections and GPS our projects.

Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- Responsible personnel communication procedures
- Response order, timing and clean-up
- Public notification protocols
- Training
- Emergency operation protocols and implementation procedures

Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

Special Studies Last Year (check only those that apply):

- Infiltration/Inflow (I/I) Analysis
- Sewer System Evaluation Survey (SSES)
- Sewer Evaluation and Capacity Management Plan (SECAP)
- Lift Station Evaluation Report
- Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	10	% of system/year
Root removal	2.0	% of system/year
Flow monitoring	2.0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	20	% of system/year

# Compliance Maintenance Annual Report

**Fox Crossing Utilities**

Last Updated: Reporting For:  
6/5/2024 **2023**

Manhole inspections	<input type="text" value="20"/>	% of system/year
Lift station O&M	<input type="text" value="8"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="5"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="5"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="10"/>	% of system/year
Private sewer I/I removal	<input type="text" value="5"/>	% of private services
River or water crossings	<input type="text" value="0"/>	% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below:		
<input type="text" value="We budget annually to replace our mains and with our Sewer Lateral Program, we assist our customers with replacing their private laterals. We continue to maintain our system and lift stations, while staying proactive with our preventative maintenance."/>		

### 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="31.17"/>	Total actual amount of precipitation last year in inches
<input type="text" value="31.1"/>	Annual average precipitation (for your location)
<input type="text" value="125.85"/>	Miles of sanitary sewer
<input type="text" value="8"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value="4.2"/>	Average daily flow in MGD (if available)
<input type="text" value="13.13"/>	Peak monthly flow in MGD (if available)
<input type="text" value="0"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="3.1"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

### 4. Overflows

# Compliance Maintenance Annual Report

Fox Crossing Utilities

Last Updated: Reporting For:  
6/5/2024 **2023**

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume
None reported			

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

Yes

No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

We continue to see a reduction in our I&I, due to the maintenance and repairs, along with our I&I study and inspections that are done annually.

5.4 What is being done to address infiltration/inflow in your collection system?

We will continue to be proactive at addressing our I&I within our collection system. We use our mainline and manhole pole camera to assist us in completing these inspections. We will continue with our Sewer Lateral Program to assist our customers to pay for the replacement of their private laterals.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Fox Crossing Utilities

Last Updated: Reporting For:  
6/5/2024 2023

## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>4</b>	<b>16</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

RES #240610-2

**REAPPOINTMENT OF PARK COMMISSION MEMBER – JORDYN KURER**

WHEREAS, Park Commissioner Jordyn Kurer’s current term on the Fox Crossing Park Commission expires on June 30, 2024; and

WHEREAS, it is the recommendation of the Village President to reappoint Jordyn Kurer to the Park Commission for a three-year term commencing July 1, 2024 and expiring June 30, 2027; and

WHEREAS, upon appointment and acceptance of the position, 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 hereby approve the reappointment of Jordyn Kurer to the Park Commission for the three-year term commencing July 1, 2024 and expiring June 30, 2027.

Adopted this 10<sup>th</sup> day of June, 2024

*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

RES #240610-3

**REAPPOINTMENT OF PARK COMMISSION MEMBER – JEAN WOLLERMAN**

WHEREAS, Park Commissioner Jean Wollerman’s current term on the Fox Crossing Park Commission expires on June 30, 2024; and

WHEREAS, it is the recommendation of the Village President to reappoint Jean Wollerman to the Park Commission for a three-year term commencing July 1, 2024 and expiring June 30, 2027; and

WHEREAS, upon appointment and acceptance of the position, 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 hereby approve the reappointment of Jean Wollerman to the Park Commission for the three-year term commencing July 1, 2024 and expiring June 30, 2027.

Adopted this 10<sup>th</sup> day of June, 2024

*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



RES #240610-4

**REAPPOINTMENT OF SUSTAINABILITY COMMITTEE MEMBER – THOMAS WILLECKE**

WHEREAS, the term of Sustainability Committee member Thomas Willecke expires on June 30, 2024; and

WHEREAS, the Village President has recommended the reappointment of Thomas Willecke to the Sustainability Committee for a two (2) year term, commencing July 1, 2024 and expiring June 30, 2026.

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

NOW, THEREFORE, BE IT RESOLVED, that the Village of Fox Crossing Board of Trustees hereby approves the reappointment of Thomas Willecke to the Sustainability Committee for a two (2) year term, commencing on July 1, 2024 and expiring June 30, 2026.

Adopted this 10<sup>th</sup> day of June, 2024

*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

RES #240610-5

**REAPPOINTMENT OF SUSTAINABILITY COMMITTEE MEMBER – SUSAN GARCIA-FRANZ**

WHEREAS, the term of Sustainability Committee member Susan Garcia-Franz expires on June 30, 2024; and

WHEREAS, the Village President has recommended the reappointment of Susan Garcia-Franz to the Sustainability Committee for a two (2) year term, commencing July 1, 2024 and expiring June 30, 2026.

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

NOW, THEREFORE, BE IT RESOLVED, that the Village of Fox Crossing Board of Trustees hereby approves the reappointment of Susan Garcia-Franz to the Sustainability Committee for a two (2) year term, commencing on July 1, 2024 and expiring June 30, 2026.

Adopted this 10<sup>th</sup> day of June, 2024

*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

RES #240610-6

**REAPPOINTMENT OF SUSTAINABILITY COMMITTEE MEMBER – MEGAN HOREJS**

WHEREAS, the term of Sustainability Committee member Megan Horejs expires on June 30, 2024; and

WHEREAS, the Village President has recommended the reappointment of Megan Horejs to the Sustainability Committee for a two (2) year term, commencing July 1, 2024 and expiring June 30, 2026.

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

NOW, THEREFORE, BE IT RESOLVED, that the Village of Fox Crossing Board of Trustees hereby approves the reappointment of Megan Horejs to the Sustainability Committee for a two (2) year term, commencing on July 1, 2024 and expiring June 30, 2026.

Adopted this 10<sup>th</sup> day of June, 2024

*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

RES #240610-7

**REAPPOINTMENT OF SUSTAINABILITY COMMITTEE MEMBER – MICHAEL SCHEIBE**

WHEREAS, the term of Sustainability Committee member Michael Scheibe expires on June 30, 2024; and

WHEREAS, the Village President has recommended the reappointment of Michael Scheibe to the Sustainability Committee for a two (2) year term, commencing July 1, 2024 and expiring June 30, 2026.

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

NOW, THEREFORE, BE IT RESOLVED, that the Village of Fox Crossing Board of Trustees hereby approves the reappointment of Michael Scheibe to the Sustainability Committee for a two (2) year term, commencing on July 1, 2024 and expiring June 30, 2026.

Adopted this 10<sup>th</sup> day of June, 2024

*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

RES #240610-8

**ANNUAL ALCOHOL BEVERAGE LICENSE APPLICATIONS FOR THE TERM  
JULY 1, 2023 – JUNE 30, 2024**

WHEREAS, the following alcohol beverage license applicants have made proper application with the Village Clerk's Office for the licensing term beginning July 1, 2024 through June 30, 2025, and the proper fees have been paid and received; and

WHEREAS, the Police Department has performed background checks on all applicants and have no reason to withhold any license; and

WHEREAS, inspections have been completed by the Fire Department, Building Department, and Winnebago County Health Department, and all properties are compliant; and

WHEREAS, the Finance Department reported that outstanding invoices, taxes, and claims have been satisfied; and

WHEREAS, the Village Clerk submits the following license renewal applications for approval, pending final satisfactory inspections by the Fire, Building, Community Development, Winnebago County Health Departments, and State of Wisconsin, background check by Police Department, and a report from the Finance Department indicating real estate taxes, personal property taxes, and all outstanding claims are paid in full:

Class "A" Fermented Malt

Quinto Sol 2, LLC d/b/a Quinto Sol 2 Supermarket, 135 W. Calumet Street; Alexandro Mosqueda-Lopez, Agent

"Class A" Liquor & Class "A" Fermented Malt

AV Foodmart Inc. d/b/a A.V. Food Mart, 975 Racine Road; Virender Singh; Agent  
Banee Corporation d/b/a BB Convenience Center, 2675 American Drive; Parmeet K. Arora, Agent  
Gandaki Marketing LLC d/b/a Good to Go Menasha, 2005 S. Oneida Street; Tuk P. Regmi, Agent  
Kwik Trip, Inc. d/b/a Kwik Trip #883, 1400 West American Drive; William E. Rank, Agent  
Menasha Gas, Inc. d/b/a Menasha Gas, 901 Appleton Road; Satnam Gill, Agent  
Niemuth's South Side Market, LLC d/b/a Niemuth's Southside Market, 2121 S. Oneida Street;  
Richard R. Niemuth, Agent  
True North Energy, LLC d/b/a True North Energy, LLC, 1370 Jacobsen Road; Michelle A. Knox, Agent

"Class B" Liquor & Class "B" Fermented Malt

Dick's Wheel Inn Inc. d/b/a Dick's Wheel Inn, 1105 Appleton Road; Scott D. Pataska, Agent  
George's Steak House, Inc. d/b/a George's Steak House, 2208 S. Memorial Drive; Bradley C. Quimby, Agent  
Michiels Menasha Inn, Inc. d/b/a Michiels Bar & Grill, 1100 Appleton Road; Jennifer J. Michiels, Agent  
Sanjim Inc. d/b/a Saint James Cocktail Lounge, 1525 W. American Drive; Michelle L. Kersten, Agent

Reserve "Class B" Liquor & Class "B" Fermented Malt

Bowlero Menasha, LLC d/b/a Sabre Lanes, 1330 Midway Road, Michael Larue, Agent  
Cinderella21, LLC d/b/a Rella, 1151 Valley Road; Kimberly A. Halbach, Agent  
DGK Holdings LLC d/b/a Jay's Nest, 726 Valley Road; David G. Korth, Agent  
DYNI, Inc. d/b/a Stuc's Pizza, 1350 W. American Drive Suite F, Jason D. Beatty, Agent

Fox Crossings Hotel Group, LLC d/b/a Wissota Chophouse, 1465 Bryce Drive; Kim E. Wogernese,  
Agent

JSBerman LLC d/b/a Prime Time Bar and Grill, 1150 Valley Road, Joshua M. Berman, Agent

Tomsons of Appleton, Inc. d/b/a Holidays Pub & Grill, 1395 West American Drive, Suite B,  
Sarah Fletcher, Agent

TLR Vang d/b/a Passion Restaurant and Bar, 236 W. Calumet Street, Suite 2 & 3, Thongchan Vang,  
Agent

Touchmark on West Prospect, LLC d/b/a Touchmark on West Prospect, 2601 Touchmark Drive;  
Stephanie Buchanan, Agent

Xe 54 LLC d/b/a Xe 54 Wine Bar, 1350 W. American Drive, Suite C; Pamela M. Barnes, Agent

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees that the licenses are hereby granted to the above applicants for the licensing period of July 1, 2024 through June 30, 2025.

Adopted this 10<sup>th</sup> day of June, 2024.

*Requested by: Darla M. Fink, Village Clerk*

*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 #240610-9

**ANNUAL BEER GARDEN LICENSE RENEWAL APPLICATIONS FOR THE TERM  
JULY 1, 2024 – JUNE 30, 2025**

WHEREAS, the annual Beer Garden License applicants listed below have made proper application with the Village Clerk's Office, and the proper fees have been paid and received; and

WHEREAS, an approved site plan is on file in the Community Development Department; and

WHEREAS, satisfactory inspections have been reported by the Police and Fire Departments, and a report from the Finance Department indicates real estate, personal property taxes, and all other outstanding claims have been paid; and

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

Beer Garden Licenses

Dick's Wheel Inn, 1105 Appleton Road

Holidays Pub & Grill, 1395 West American Drive, Suite B

Michiels Bar & Grill, 1100 Appleton Road

Prime Time Bar and Grill, 1150 Valley Road

Rella, 1151 Valley Road

Wissota Chophouse, 1465 Bryce Drive

Xe 54 Wine Bar, 1350 West American Drive, Suite C

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees that the Beer Garden Licenses are hereby granted to the above applicants for the licensing period of July 1, 2024 through June 30, 2025.

Adopted this 10<sup>th</sup> day of June, 2024.

*Requested by: Darla M. Fink, Village Clerk*

*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 #240610-10

**ANNUAL MECHANICAL AMUSEMENT LICENSE RENEWAL APPLICATIONS FOR  
THE TERM JULY 1, 2024 – JUNE 30, 2025**

WHEREAS, the annual Mechanical Amusement License applicants listed below have made proper application with the Village Clerk's office and the proper fees have been paid and received; and

WHEREAS, satisfactory inspections were conducted by the Village Code Compliance Officer and no reason was found to withhold the issuance of any license; and

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

Mechanical and Other Amusements

Burial Chamber Haunted Complex, 500 N. Lake Street

Dick's Wheel Inn, 1105 Appleton Road

Holidays Pub & Grill, 1395 West American Drive, Suite B

Jay's Nest, 726 Valley Road

Michiels Bar & Grill, 1100 Appleton Road

Passion Restaurant and Bar, 236 W. Calumet Street, Suites 2 & 3

Prime Time Bar and Grill, 1150 Valley Road

Rella, 1151 Valley Road

Sabre Lanes, 1330 Midway Road

Tom's Drive In, 1395 W. American Drive, Suite A

Stuc's Pizza, 1350 W. American Drive Ste. F

NOW, THEREFORE, BE IT RESOLVED, the Village Board of Trustees hereby grants annual Mechanical Amusement Licenses to the above applicants for the licensing period of July 1, 2024 through June 30, 2025.

Adopted this 10<sup>th</sup> day of June, 2024

*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 #240610-11

**ISSUE CLASS “B” BEER LICENSE AND APPOINTMENT OF AGENT FOR OMSAI LLC D/B/A ECONOLODGE NEENAH, 2000 HOLLY ROAD**

WHEREAS, OMSAI LLC has made proper application with the Village Clerk’s office for a Class “B” Retail License and the applicant has paid the appropriate fees; and

WHEREAS, OMSAI LLC has submitted a *Schedule of Appointment of Agent* with the Village Clerk to appoint Nilesh Patel as Agent for OMSAI LLC d/b/a Econolodge Neenah; and

WHEREAS, issuance is pending satisfactory inspections by the Fire, Building, Community Development, and Winnebago County Health Departments, background check by the Police Department, and a report from the Finance Department indicating real estate taxes, personal property taxes, and all outstanding claims are paid in full; and

WHEREAS, the Police Chief has certified that upon checking municipal and state criminal records, to the best of his knowledge, said Agent was found satisfactory and he has no objection to the Agent appointment; and

WHEREAS, the Clerk’s office submits the following for Village Board approval:

*Class “B” Fermented Malt License*  
OMSAI LLC d/b/a Econolodge Neenah  
2000 Holly Road, Neenah  
Nilesh Patel (Agent)

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees that the Class “B” Retail License is hereby granted to OMSAI LLC d/b/a Econolodge Neenah, pending the above conditions, for the upcoming licensing period of July 1, 2024 through June 30, 2025.

BE IT FURTHER RESOLVED by the Village Board of Trustees that the appointment of Nilesh Patel as Agent for OMSAI LLC d/b/a Econolodge Neenah is hereby approved.

Adopted this 10<sup>th</sup> day of June, 2024.

*Requested by: Darla M. Fink, Village Clerk*

*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

CLASS B → 25-308

Form AB-200

# Alcohol Beverage License Application

For Municipal Use Only	
Municipality	Fox Crossing
License Period	7/1/24 - 6/30/25

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer ..... \$ 300
- Class "B" Beer ..... \$ 100
- "Class A" Liquor ..... \$ 400
- "Class B" Liquor ..... \$ 500
- "Class A" Liquor (cider only) \$ 0
- Reserve "Class B" Liquor \$ 10,000
- "Class C" Liquor (wine only) \$ 100

Fees	
License Fees	\$ 100
Background Check Fee	\$
Publication Fee	\$ <del>55</del>
<b>Total Fees</b>	<b>\$ 155</b>

## Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship)  
OM Say LLC

2. Business Trade Name or DBA  
Econolodge Neenah

3. FEIN  
450980111

4. Wisconsin Seller's Permit Number  
456 - 102829 8143-02 verified 5/10

5. Entity Type (check one)  
 Sole Proprietor   
 Partnership   
 Limited Liability Company   
 Corporation   
 Nonprofit Organization

6. State of Organization  
Wisconsin

7. Date of Organization  
2013

8. Wisconsin DFI Registration Number

9. Premises Address  
2000 Hollis Road

10. City  
Neenah

11. State  
WI

12. Zip Code  
54956

13. County  
Winnebago

14. Governing Municipality:  City  Town  Village  
of:

15. Aldermanic District

16. Premises Phone  
[REDACTED]

17. Premises Email  
[REDACTED]

18. Website

19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.  
Office Building with Breakfast Area and Conference Room.

20. Mailing Address (if different from premises address)  
Same as above

21. City

22. State

23. Zip Code

## Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages.  Yes  No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . .  Yes  No beverages.

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . .  Yes  No  
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? . . . . .  Yes  No  
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. . . . .  Yes  No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? . . . . .  Yes  No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? . . . . .  Yes  No

**Part C: Individual Information**

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Patel	Nilesh	owner	[REDACTED]
Patel	Mital	owner	[REDACTED]

**Part D: Attestation**

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Patel	First Name Nilesh	M.I.
Title owner	Email [REDACTED]	Phone [REDACTED]
Signature [Signature]		Date 5/22/2024

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk 5/22/2024	License Number 25-308	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

# Alcohol Beverage Appointment of Agent

Date 5/22/24

NILASH

**Agent Type (check one)**

- Original (no fee)       Successor (\$10 fee for municipal licensees only)

**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor)  
Om Sai LLC

2. Business Trade Name or DBA  
Knowledge

3. Entity Type (check one)       Limited Liability Company       Corporation       Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)  
 Municipal Retail License       State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

**Part B: Agent Information**

1. Last Name Patel      2. First Name Nilash      3. M.I.

4. Email [REDACTED]      5. Phone [REDACTED]

6. Home Address 4705 W. Prairie Day Lane

7. City Appleton      8. State WI      9. Zip Code 54913      10. Age 53

11. Drivers License/State ID Number [REDACTED]      12. Drivers License/State ID State of Issuance Wisconsin

**Part C: Agent Questions**

1. Have you satisfied the responsible beverage server training requirement? .....  Yes     No  
Submit proof of completion.

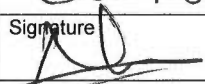
2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire*? .....  Yes     No  
Submit a completed Form AB-100 with this form.

3. Have you been a Wisconsin resident for at least 90 continuous days? .....  Yes     No  
See instructions for exceptions.

Continued →

**Part D: Business Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Patel	First Name Nilesh	M.I.
Title owner.	Email [REDACTED]	Phone [REDACTED]
Signature 	Date 5/22/24	

**Part E: Agent Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Patel.	First Name Nilesh	M.I.
Signature 	Date 5/22/24	

RES #240610-12

**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:

Vicky Esler – Approved	Tara Kastner – Approved
Mary Hauser – Approved	Becky Geiger – Approved
Virender Singh – Approved	Brittany Cardin – Approved
Andrew Peterson – Approved	Carrie Szprejda – Approved
Coral Rosengren – Approved	Sharon Billman – Approved
Molly Greenwood – Approved	Jitandakumar Patil – Approved
Rajwant Mann – Approved	Izaak Jones-Mangione – Approved
Darien Riemer – Approved	Jamie Derouso – Approved
Sheryl Derouso – Approved	Moses VanHorn – Approved
Heather Teskey – Approved	Shannon Tweedale – Approved
Dana Ziegenhagen – Approved	Tyler Reindl – Approved
Miranda Jaskolski – Approved	Tuesday Coon – Approved
Ryley Beltz – Approved	Christian Frauster – Approved
Brooke Schultz – Approved	Candi Huber – Approved
Isabella Peterman – Approved	Timothy Berman – Approved
Charles Quimby – Approved	Laura Spranger – Approved
Crystal Thorpe – Approved	Sharon Ambrosius – Approved
Laila Linley – Approved	Elizabeth Tyson – Approved
Nancy Ohst – Approved	Alexa Miller – Approved
Jill Burge – Approved	James Ehlerfeldt – Approved
Tami Mathes – Approved	Kellie Kaufman – Approved
Tianna Schulz – Approved	Kellie Dilleshaw – Approved
Alexis Borsche – Approved	Kimberly Peterson – Approved
Kathy Rottenstone – Approved	Zachary Van Asten – Approved
Nadia Hentzkill – Approved	Sydney Borchardt – Approved
Amy Taake – Approved	Brian Defferding – Approved
Nicholas Mielke – Approved	Derek Selle – Approved
Stephanie Randerson – Approved	Rena Winkler – Approved
Melissa Poulsen – Approved	Joshua Berman – Approved
Nicole Spranger – 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, 2024 - June 30, 2026.

Adopted this 10<sup>th</sup> day of June, 2024

*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 #240610-13

**EXPENDITURES**

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,308,669.64

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

Pending:		
General Fund	\$	208,136.79
Special Revenue Fund	\$	3,924.64
Debt Fund	\$	-
Capital Projects Fund	\$	400.00
Water Fund	\$	385,578.88
Sewer Fund	\$	56,340.18
Stormwater Fund	\$	32,598.79
Trust & Agency Fund	\$	-
Special Processed Payments	\$	621,690.36
Total:	\$	<u>1,308,669.64</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 10th day of June, 2024.

*Requested by:                   Jeremy Searl, 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: June 4, 2024  
 For Village Board Meeting of: June 10, 2024

<b>REGULAR PROCESSED CHECKS</b>	<b>AMOUNT</b>
General Fund	\$208,136.79
Special Revenue Funds	\$3,924.64
Debt Fund	\$0.00
Capital Projects Fund	\$400.00
Water Fund	\$385,578.88
Sewer Fund	\$56,340.18
Stormwater Fund	\$32,598.79
Trust & Agency Fund	\$0.00
<b>Total Bills for</b>	<b>June 10, 2024</b>
	<u><u>\$686,979.28</u></u>

**SPECIAL PROCESSED PAYMENTS**

<b>CHECK #</b>	<b>PAYEE</b>	<b>DEPT. /PURPOSE</b>	<b>AMOUNT</b>
	Village Specials	5/15-6/4/2024	**See Attached Listing**
			\$349,356.19
ACH	Employee Benefits Corp	5/16-6/4/2024	Flex Spending Claims
			\$1,198.87
ACH	Paymentus	5/22/2024	April CC Fees
			\$2,220.43
ACH	WDC	5/22/2024	Deferred Comp
			\$6,835.04
ACH	North Shore Bank	5/22/2023	Deferred Comp
			\$1,495.00
50430-50437	Payroll	5/23/2024	Payroll
			\$3,883.95
ACH	Payroll	5/23/2024	Payroll
			\$184,167.17
ACH	Payroll	5/23/2024	Taxes
			\$72,533.71
<b>Total Special Processed Payments</b>			<u><u>\$621,690.36</u></u>
<b>GRAND TOTAL</b>			<u><u>\$1,308,669.64</u></u>