

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, August 8, 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) Regular Village Board Meeting – July 25, 2022Minutes and Correspondence to Receive
 - b) Park Commission Meeting Minutes – July 13, 2022
 - c) Neenah-Menasha Sewerage Commission Meeting Minutes – May 24, 2022 & June 28, 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) 220808-1 Resolution Providing for the Sale of an Approximately \$2,474,000 Note Anticipation Note
 - b) 220808-2 Change Order #1 & Final – 2021 Reconstruction of Water and Sanitary Sewer Mains on Palisades Lane, Palisades Drive, West Palisades Drive, Riverview Court, Omega Drive, Larkspur Drive, Winwood Drive, and Sumac Lane
 - c) 220808-3 Operator License Applicants
 - d) 220808-4 Expenditures
9. **Reports**
 - a) Clerk Darla Fink – Partisan Primary Election will be held Tuesday, August 9, 2022; Polls will be Open from 7:00 a.m. to 8:00 p.m.
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 #220808-1

RESOLUTION PROVIDING FOR THE SALE OF AN APPROXIMATELY \$2,474,000 NOTE ANTICIPATION NOTE

WHEREAS, the Village of Fox Crossing, Winnebago County, Wisconsin (the "Village") is presently in need of approximately \$2,474,000 for public purposes, including paying the cost of stormwater projects, sanitary sewer projects and water main projects; and

WHEREAS, it is desirable to borrow said funds through the issuance of a note anticipation note pursuant to Section 67.12(1)(b), Wisconsin Statutes.

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

Section 1. Issuance of the Note. The Village shall issue its Note Anticipation Note (the "Note") in an amount of approximately \$2,474,000 for the purposes above specified.

Section 2. Solicitation for Sale of Note. The Village Board hereby authorizes and directs the officers of the Village and Robert W. Baird & Co. Incorporated ("Baird") to take all actions necessary to solicit proposals from potential purchasers of the Note. At a subsequent meeting, the Village Board shall take further action to approve the details of the Note and authorize the sale of the Note.

Section 3. Term Sheet. The Village Clerk shall cause a Term Sheet concerning this issue to be prepared by Baird. The appropriate Village officials shall certify said Term Sheet, such certification to constitute full authorization of the Term Sheet under this Resolution.

Adopted this 8th day of August, 2022

Requested by: Jeremy Searl, Finance Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, President

Attest: Darla M. Fink, Village Clerk

(SEAL)

RES #220808-2

CHANGE ORDER #1 & FINAL – 2021 RECONSTRUCTION OF WATER AND SANITARY SEWER MAINS ON PALISADES LANE, PALISADES DRIVE, WEST PALISADES DRIVE, RIVERVIEW COURT, OMEGA DRIVE, LARKSPUR DRIVE, WINWOOD DRIVE, AND SUMAC LANE

WHEREAS, on February 8, 2021, David Tenor Corporation was awarded the 2021 Reconstruction of Water and Sanitary Sewer Mains on Palisades Lane, Palisades Drive, West Palisades Drive, Riverview Court, Omega Drive, Larkspur Drive, Winwood Drive, and Sumac Lane project, for the Base Bid amount of \$3,456,482.90; and

WHEREAS, Change Order #1 reflects a decrease of \$300,270.32 for the following adjustments:

| | |
|--|---------------------|
| Final Quantity Adjustments for Water | (\$ 34,293.00) |
| Less 8 inch Sanitary Sewer Excavation | (\$306,994.00) |
| Final Quantity for Manhole Adjustments | (\$ 54,684.00) |
| Lateral Pipe Burst Reduced/Removed | (\$151,865.12) |
| Sanitary Sewer Lining Increased | \$225,833.00 |
| Final Quantity Adjustments for Other Sanitary Sewer Work | (\$ 51,153.60) |
| Final Quantity Adjustments for Paving & Restoration | (\$242,468.00) |
| Add 6.5 foot Hydrant Work | \$ 9,200.00 |
| Add Sewer Lining & Manhole Lining in-lieu-of Excavation | <u>\$306,154.40</u> |
| Total: | (\$300,270.32) |

WHEREAS, the decrease of \$300,270.32 from Change Order #1 items results in a new total contract price of \$3,156,212.58; and

WHEREAS, it is the recommendation of Village Engineer Brad Werner and Utility Superintendent David Tracey to approve Change Order #1 to David Tenor Corporation, for a decrease in the amount of \$300,270.32, resulting in a new contract amount of \$3,156,212.58.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves Change Order #1 & Final for a decrease in the amount of \$300,270.32, for the 2021 Reconstruction of Water and Sanitary Sewer Mains on Palisades Lane, Palisades Drive, West Palisades Drive, Riverview Court, Omega Drive, Larkspur Drive, Winwood Drive, and Sumac Lane project, to **David Tenor Corporation, 2759 Dewey Decker Drive, Green Bay, Wisconsin**, reflecting a final contract amount of \$3,156,212.58.

Adopted this 8th day of August, 2022

Requested by: David Tracey, Utility Superintendent
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #220808-3

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:

Ally Butterfield – Approved
Candice Stuber – Approved
Kayla Wetzel – 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, 2022 - June 30, 2024.

BE IT FURTHER RESOLVED that the above applicant recommended for denial be denied.

Adopted this 8th day of August, 2022

Requested by: Scott Blashka, Police Chief

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #220808-4

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,236,439.28

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

| | | |
|----------------------------|----|---------------------|
| Pending: | | |
| General Fund | \$ | 147,505.97 |
| Special Revenue Fund | \$ | 77.01 |
| Debt Fund | \$ | - |
| Capital Projects Fund | \$ | 144,324.81 |
| Water Fund | \$ | 44,799.52 |
| Sewer Fund | \$ | 20,603.05 |
| Stormwater Fund | \$ | 314,979.20 |
| Trust & Agency Fund | \$ | 156.00 |
| Special Processed Payments | \$ | 563,993.72 |
| Total: | \$ | <u>1,236,439.28</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 8th day of August, 2022.

Requested by: Jeremy Searl, Finance Director
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

VILLAGE OF FOX CROSSING
2000 Municipal Drive
Neenah, WI 54956

EXPENDITURE SUMMARY

For Accounts Payable Period Ending: August 2, 2022
 For Village Board Meeting of: August 8, 2022

| REGULAR PROCESSED CHECKS | AMOUNT |
|---------------------------------|----------------------------|
| General Fund | \$147,505.97 |
| Special Revenue Funds | \$77.01 |
| Debt Fund | \$0.00 |
| Capital Projects Fund | \$144,324.81 |
| Water Fund | \$44,799.52 |
| Sewer Fund | \$20,603.05 |
| Stormwater Fund | \$314,979.20 |
| Trust & Agency Fund | <u>\$156.00</u> |
| Total Bills for | August 8, 2022 |
| | <u><u>\$672,445.56</u></u> |

SPECIAL PROCESSED PAYMENTS

| CHECK # | PAYEE | DEPT. /PURPOSE | AMOUNT |
|---|------------------------|--------------------------|----------------------------------|
| | Village Specials | **See Attached Listing** | \$313,031.42 |
| | Employee Benefits Corp | Flex Spending Claims | \$198.15 |
| | WI Deferred Comp | Deferred Comp | \$6,213.11 |
| | American Express | July CC Fees | \$2.13 |
| | Elavon | July CC Fees | \$15.00 |
| | Elavon | July CC Fees | \$15.00 |
| 44098-44102 | Payroll | Payroll | \$1,742.43 |
| | Payroll | Payroll | \$173,322.98 |
| | Payroll | Taxes | <u>\$69,453.50</u> |
| Total Special Processed Payments | | | <u><u>\$563,993.72</u></u> |
| GRAND TOTAL | | | <u><u>\$1,236,439.28</u></u> |