

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, September 27, 2021 - 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 – September 13, 2021
 - b) Regular Village Board Meeting – September 13, 2021Minutes and Correspondence to Receive
 - c) Park Commission Meeting Minutes – August 25, 2021
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) 210927-1 Certified Survey Map – 953 & 959 Twelve Oaks Lane
 - b) 210927-2 2021 Budget Amendments to Provide Funds for Water and Wastewater Capital Projects, the West American Drive Median Improvement & Concrete Panel Replacement Project, the Midway Road Pedestrian Crossing Project, Police Chief Recruitment, and Stormwater Payment Adjustments
 - c) 210927-3 Appointment of Housing Appeals Board Member – Aaron Meloan
 - d) 210927-4 Operator License Applicants
 - e) 210927-5 Expenditures
9. **Reports**
 - a) President Dale Youngquist
 - Announcement of Budget Workshop Dates
 - 2022 Village of Fox Crossing Budget Public Hearing to be Held Monday, November 29, 2021, at 6:00 p.m. in the Arden Tews Assembly Room of the Village Municipal Complex, 2000 Municipal Drive
 - b) Trustee Kris Koeppel – Fall Electronic Recycling Event will be held Saturday, October 9, 2021 from 8:00 a.m. to Noon at the Municipal Complex
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 #210927-1

CERTIFIED SURVEY MAP – 953 & 959 TWELVE OAKS LANE

WHEREAS, the applicants request approval of a Certified Survey Map (CSM) to combine the parcels located at 953 Twelve Oaks Lane (parcel #12103400503) & 959 Twelve Oaks Lane (parcel #12103400504); and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their September 15, 2021 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 CSM.

Planning Commission: 7 Aye 0 Nay 0 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 27th day of September, 2021

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

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #210927-2

2021 BUDGET AMENDMENTS TO PROVIDE FUNDS FOR WATER AND WASTEWATER CAPITAL PROJECTS, THE WEST AMERICAN DRIVE MEDIAN IMPROVEMENT & CONCRETE PANEL REPLACEMENT PROJECT, THE MIDWAY ROAD PEDESTRIAN CROSSING PROJECT, POLICE CHIEF RECRUITMENT, AND STORMWATER PAYMENT ADJUSTMENTS

WHEREAS, Fox Crossing Utilities requests funds to conduct the Capped Sanitary Sewer Interceptor Installation project, and the County Highway II Water and Sanitary Sewer Main Extension project (both projects related to the Neenah Joint School District New Neenah High School project); and

WHEREAS, the Street Department requests funds from Tax Increment District #1 to fund the West American Drive Median Improvement & Concrete Panel Replacement project; and

WHEREAS, the Street Department requests funds to participate in the joint Midway Road Pedestrian Crossing project with the City of Menasha, Menasha School District, and Winnebago County; and

WHEREAS, the Police Department requests funds for the recruitment of a successor Police Chief; and

WHEREAS, the Village Manager requests to delay the \$25,000 reimbursement payment from the Stormwater Utility to the General Fund from 2021 to a future year.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees that the 2021 Village of Fox Crossing budget is amended, as attached, to provide funds for Water and Wastewater Capital Projects, the West American Drive Median Improvement & Concrete Panel Replacement project, the Midway Road Pedestrian Crossing Project, Police Chief Recruitment, and Stormwater Payment Adjustments.

Adopted this 27th day of September, 2021

Requested by: Myra Piergrossi, Finance Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #210927-3

APPOINTMENT OF HOUSING APPEALS BOARD MEMBER – AARON MELOAN

WHEREAS, long time Housing Appeals Board member, Pat Gambsky, has elected to retire from his seat on the Housing Appeals Board;

WHEREAS, Housing Appeals Board member Pay Gambsky's current term expires on June 30, 2022; and

WHEREAS, Village President Dale Youngquist is recommending the appointment of Aaron Meloan for the remainder of Mr. Gambsky's three (3) year term that commenced July 1, 2019 and expires June 30, 2022; and

WHEREAS, upon reappointment, 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 appointment of Aaron Meloan to the Housing Appeals Board for the remainder of the vacant three (3) year term, commencing on July 1, 2019 and expiring on June 30, 2022.

Adopted this 27th day of September, 2021

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 #210927-4

OPERATOR LICENSE APPLICANTS

WHEREAS, the operator license applicants for the upcoming two-year term, listed below, have made proper application with the Police Department; and

WHEREAS, all applicants either currently hold a valid two-year server license elsewhere, or have successfully completed the mandatory alcohol awareness training program, or have scheduled the course; and

WHEREAS, background checks have been conducted by the Police Department; and

WHEREAS, the Police Chief submits the applicants with a recommendation of approval as follows:

Trevor Holley – Approved
David Glick – Approved
Emily Smith – Approved
Charles Quimby – Approved
Christina Schmitz – Approved
Tyler Bechle – Approved
Mary Hauser – 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 27th day of September, 2021

Requested by: Tim G. Seaver, Police Chief

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #210927-5

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,439,625.99

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

Pending:		
General Fund	\$	62,241.66
Special Revenue Fund	\$	89,869.98
Debt Fund	\$	-
Capital Projects Fund	\$	6,405.68
Water Fund	\$	337,899.80
Sewer Fund	\$	264,673.96
Stormwater Fund	\$	9,746.59
Trust & Agency Fund	\$	-
Special Processed Payments	\$	668,788.32
Total:	\$	<u>1,439,625.99</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 27th day of September, 2021

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

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

VILLAGE OF FOX CROSSING
2000 Municipal Drive
Neenah, WI 54956

EXPENDITURE SUMMARY

For Accounts Payable Period Ending: September 21, 2021
 For Village Board Meeting of: September 27, 2021

REGULAR PROCESSED CHECKS	AMOUNT
General Fund	\$62,241.66
Special Revenue Funds	\$89,869.98
Debt Fund	\$0.00
Capital Projects Fund	\$6,405.68
Water Fund	\$337,899.80
Sewer Fund	\$264,673.96
Stormwater Fund	\$9,746.59
Trust & Agency Fund	\$0.00
Total Bills for	September 27, 2021
	<u><u>\$770,837.67</u></u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE	DEPT. /PURPOSE	AMOUNT
	Village Specials	9/8-9/21/21	\$219,956.82
	Employee Benefits Corp	9/8-9/21/21	\$4,548.13
	ETF	9/10/2021	\$136,778.24
	WI Retirement	9/20/2021	\$72,016.63
	WI Deferred Comp	9/17/2021	\$6,734.42
	Employee Benefits Corp	9/21/2021	\$126.30
40976-40984	Payroll	9/16/2021	\$1,130.51
	Payroll	9/16/2021	\$158,975.73
	Payroll	9/16/2021	\$68,521.54
			<u><u>\$668,788.32</u></u>
Total Special Processed Payments			<u><u>\$668,788.32</u></u>

GRAND TOTAL \$1,439,625.99