

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, October 26, 2020 - 6:00 p.m.
Municipal Complex - Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956
Agenda

1. **Call to Order, Pledge of Allegiance and Roll Call**
2. **Awards/Presentations**
 - a) Introduction and Oath of Office of Fox Crossing Police Officer Levi Skeens – Police Chief Tim G. Seaver
3. **Public Hearings**
4. **Minutes to Approve/ Minutes and Correspondence to Receive**
Minutes to Approve
Minutes and Correspondence to Receive
 - a) Planning Commission – August 19, 2020
 - b) Park Commission – September 23, 2020
 - c) Water Pumpage Report – September 2020
 - d) Water Main Break Report – September 2020
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) 201026-1 Certified Survey Map – 1172 Weatherwood Drive
 - b) 201026-2 Adoption of the Fox West Regional Sewerage Commission Ordinance-Contract
 - c) 201026-3 2020 Budget Amendment to Provide Funds for the Street Department and Stormwater Utility to Purchase an Excavator, Parks & Recreation Department for the Rydell Bridge Project Rollover, Police Department for Replacement of Damaged Police Squad, and Elections for the Purchase of a Voting Machine
 - d) 201026-4 Change Order #1 & Final – Cooke Road Storm Sewer Improvement and Water Main Replacement Project
 - e) 201026-5 Change Order #2 & Final – Jacobsen Road Cross Culvert Replacement Project
 - f) 201026-6 Change Order #6 & Final – Jacobsen Road Reconstruction from County Highway CB to Cold Spring Road
 - g) 201026-7 Approve Vacant Land Purchase of a Portion of Parcel 1210174, Located on East Shady Lane Between County Highway CB and Cold Spring Road
 - h) 201029-8 Operator License Applicants
 - i) 201026-9 Expenditures
9. **Reports**
 - a) President Dale Youngquist
 - Budget Workshop #4 – Monday, October 26, following the Regular Village Board Meeting
 - 2021 Village of Fox Crossing Budget Public Hearing to be held Monday, November 30, 2020 at 6:00 p.m. in the Arden Tews Assembly Room of the Village Municipal Complex, 2000 Municipal Drive
 - Annual Trick-or-Treat Hours in the Village – October 31, 2020 from 4:00 p.m. to 7:00 p.m.; Use of CDC Guidelines for this Year's Trick-or-Treating is Strongly Recommended
 - b) Clerk Darla Fink – In-person Absentee Voting for the November Presidential Election continues through October 28 from 8:00 a.m. to 4:30 p.m., and October 29 & 30 from 8:00 a.m. to 5:00 p.m. at the Fox Crossing Municipal Complex, 2000 Municipal Drive
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 #201026-1

CERTIFIED SURVEY MAP – 1172 WEATHERWOOD DRIVE

WHEREAS, the applicant, the Mr. Tom Keller, requests approval of a Certified Survey Map (CSM) to combine parcel 1214442, located at 1172 Weatherwood Drive, with the vacant adjacent parcel 1214443; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their October 21, 2020 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 26th day of October, 2020

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 #201026-2

**ADOPTION OF THE FOX WEST REGIONAL SEWERAGE COMMISSION
ORDINANCE-CONTRACT**

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of Trustees for the Village of Fox Crossing:

1. That the Village of Fox Crossing, as a municipal corporation, created pursuant to Charter Ordinance and Wisconsin Statutes, as a Limited Contracting Municipality, does hereby adopt the "Fox West Regional Sewerage Commission" Ordinance-Contract, a copy of which is attached hereto.
2. That the Village President and Village Clerk, for the Village of Fox Crossing, be and they hereby are empowered to execute the "Fox West Regional Sewerage Commission" Ordinance-Contract, as and for the act and deed of the Village.

Adopted this 26th day of October, 2020

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

Number voted for: _____

Number voted against: _____

CERTIFICATE OF AUTHENTICITY

The undersigned, as Village Clerk of the Village of Fox Crossing, does hereby certify that the attached Resolution on behalf of the Village is a duplicate original, in all respects, and was duly authorized and passed at a regular meeting of the Village of Fox Crossing, duly called and held; that the undersigned is the Custodian of all books and records of the Village, and has compared the duplicate original Resolution, Series of 2020, attached, with the original on file and finds it, in all respects, to be a true and duplicate copy thereof.

Dated this ___ day of _____, 2020.

Darla M. Fink, Village Clerk

RES #201026-3

2020 BUDGET AMENDMENTS TO PROVIDE FUNDS FOR THE STREET DEPARTMENT AND STORMWATER UTILITY TO PURCHASE AN EXCAVATOR, PARKS & RECREATION DEPARTMENT FOR THE RYDELL BRIDGE PROJECT ROLLOVER, POLICE DEPARTMENT FOR REPLACEMENT OF DAMAGED POLICE SQUAD, AND ELECTIONS FOR THE PURCHASE OF A VOTING MACHINE

WHEREAS, numerous departments are requesting to rollover funds from the 2019 Budget into the 2020 Budget, or requesting funds for items previously not identified in the 2020 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees that the 2020 Village of Fox Crossing budget is amended, as attached, to provide funds for the various items in the Street Department, Stormwater Utility, Parks & Recreation Department, Police Department and Elections.

Adopted this 26th day of October, 2020

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 #201026-4

CHANGE ORDER #1 & FINAL – COOKE ROAD STORM SEWER IMPROVEMENT AND WATER MAIN REPLACEMENT PROJECT

WHEREAS, on March 9, 2020, Vinton Construction Co. Inc., was awarded the Cooke Road Storm Sewer Improvement and Water Main Replacement project, for the Base Bid amount of \$329,026.35; and

WHEREAS, Change Order #1 reflects an increase of \$10,376.12 for the following items:

Add 4 inch Epoxy Marking Line, 339 Feet / \$3.36 Feet	\$ 1,139.04
Add 8 inch Epoxy Marking Line, 171 Feet / \$6.72 Feet	\$ 1,149.12
Add Roadway Grading due to Road Profile Change	\$ 2,420.00
Add Revised Galvanized Bar Grating	\$ 8,500.00
Add Storm Sewer Revisions due to AT&T Conflict	\$ 3,400.00
Final Quantity Adjustment	<u>(\$ 6,232.04)</u>
Total:	\$10,376.12

WHEREAS, the increase of \$10,376.12 from Change Order #1 items results in a new total contract price of \$339,402.47; and

WHEREAS, it is the recommendation of Village Engineer Lee Reibold and Street Superintendent Randy Gallow to approve Change Order #1 to Vinton Construction Co. Inc. for an increase in the amount of \$10,376.12, resulting in a new contract amount of \$339,402.47.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves Change Order #1 for an increase in the amount of \$10,376.12, for the Cooke Road Storm Sewer Improvement and Water Main Replacement project, to **Vinton Construction Co. Inc., 1332 33rd Street, Two Rivers, Wisconsin**, reflecting a final contract amount of \$339,402.47.

Adopted this 26th day of October, 2020

Requested by: Randy Gallow, Street Superintendent

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #201026-5

**CHANGE ORDER #2 & FINAL – JACOBSEN ROAD CROSS CULVERT
REPLACEMENT PROJECT**

WHEREAS, on February 10, 2020, Advanced Construction, Inc., was awarded the Jacobsen Road Cross Culvert Replacement project, for the Base Bid amount of \$326,630.39; and

WHEREAS, on September 14, 2020, Change Order #1 was approved reflecting a total increase of \$26,755.87 for the additional asphalt and gravel restoration for the project; and

WHEREAS, Change Order #2 reflects a decrease of \$9,522.28 for final quantity adjustments; and

WHEREAS, the decrease of \$9,522.28 from Change Order #2 items results in a new total contract price of \$343,863.98; and

WHEREAS, it is the recommendation of Village Engineer Lee Reibold and Street Superintendent Randy Gallow to approve Change Order #2 to Advanced Construction, Inc. for a decrease in the amount of \$9,522.28, resulting in a new contract amount of \$343,863.98.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves Change Order #2 for a decrease in the amount of \$9,522.28, for the Jacobsen Road Cross Culvert Replacement project, to **Advanced Construction, Inc., 2141 Woodale Avenue, Green Bay, Wisconsin**, reflecting a final contract amount of 343,863.98.

Adopted this 26th day of October, 2020

Requested by: Randy Gallow, Street Superintendent

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #201026-6

CHANGE ORDER #6 & FINAL – JACOBSEN ROAD RECONSTRUCTION FROM COUNTY HIGHWAY CB TO COLD SPRING ROAD

WHEREAS, on February 10, 2020, Dorner, Inc., was awarded the Jacobsen Road Reconstruction from County Highway CB to Cold Spring Road project, for the Base Bid amount of \$1,710,544.20; and

WHEREAS, on April 6, 2020, Change Order #1 was approved reflecting an increase of \$2,320.00 for the addition of two (2) electronic message boards, including setup and take down, for eight (8) days; and

WHEREAS, on April 20, 2020, Change Order #2 was approved reflecting a decrease in the amount of \$61,812.66 for the lowering of a water main west of Cold Spring Road, and open cutting the storm sewer main under the ANR gas line rather than boring the main; and

WHEREAS, on August 10, 2020, Change Order #3 was approved reflecting an increase in the amount of \$1,949.47 for additional manhole and storm sewer work; and

WHEREAS, on August 10, 2020, Change Order #4 was approved reflecting an increase in the amount of \$3,075.00 for yard drain work, storm sewer covers, and loop detector testing; and

WHEREAS, on September 14, 2020, Change Order #5 was approved reflecting an increase in the amount of \$10,767.00 for Hydro Mulch and Type I Geogrid; and

WHEREAS, Change Order #6 consists of the following items:

Seal sawed joint at CTH CB, 20 Feet at \$58.00 Foot	\$ 1,160.00
Lighting work at Cold Spring Road	\$ 900.00
Move advance Loop #61	\$ 700.00
Final Quantity Adjustment	<u>\$19,786.70</u>
Total:	\$22,546.70

WHEREAS, the increase of \$22,546.70 from Change Order #6 items results in a new total contract price of \$1,689,389.71 (bid tabulation attached); and

WHEREAS, it is the recommendation of Village Engineer Lee Reibold and Street Superintendent Randy Gallow to approve Change Order #6 to Dorner, Inc., for an increase in the amount of \$22,546.70, resulting in a new contract amount of \$1,689,389.71.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves Change Order #6 in the amount of \$22,546.70, for the Jacobsen Road Reconstruction from County Highway CB to Cold Spring Road project, to **Dorner, Inc., E506 Luxemburg Road, Luxemburg, Wisconsin**, for the adjusted final contract amount of \$1,689,389.71.

Adopted this 26th day of October, 2020

Requested by: Randy Gallow, Street Superintendent
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #201026-7

**APPROVE VACANT LAND PURCHASE OF A PORTION OF PARCEL NO. 1210174,
LOCATED ON EAST SHADY LANE BETWEEN COUNTY HIGHWAY CB AND COLD
SPRING ROAD**

WHEREAS, vacant parcel No. 1210174, located on East Shady Lane between County Highway CB and Cold Spring Road (as shown in Exhibit A), is owned by Integrated Public Resources, LLC (IPR); and

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

WHEREAS, the construction of a stormwater detention pond on a portion of the vacant property located on East Shady Lane between Cold Spring Road and County Highway CB would aid the Village in meeting the mandated TSS requirements; and

WHEREAS, the current owner of the property, Integrated Public Resources, LLC, is a willing seller of the parcel, and has negotiated a purchase price with the Village of Fox Crossing.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby authorizes the Village Manager and/or Village President to enter into a binding contract for vacant real estate (3.321 acres of parcel number 1210174 as shown in Exhibit A) located on East Shady Lane between Cold Spring Road and CTH CB, in exchange for \$90,000 to be paid by the Village at closing on a standard WB-13 offer to purchase form; subject to review and approval by the Village Attorney, and said parties are authorized to close said transaction on the terms contained therein.

BE IT FURTHER RESOLVED, the Village of Fox Crossing Board of Trustees directs the Finance Director to prepare a check in an amount to be determined by the Village Attorney to cover the purchase cost of Ninety Thousand Dollars (\$90,000) and other necessary closing costs.

Adopted this 26th day of October, 2020

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 #201026-8

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:

Shannon Peterson - 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 26th day of October, 2020

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 #201026-9

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,464,805.21

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

Pending:		
General Fund	\$	176,213.73
Special Revenue Fund	\$	160,158.84
Debt Fund	\$	-
Capital Projects Fund	\$	425,192.62
Water Fund	\$	29,086.98
Sewer Fund	\$	6,756.38
Stormwater Fund	\$	121,277.60
Trust & Agency Fund	\$	7,455.89
Special Processed Payments	\$	538,663.17
Total:	\$	<u>1,464,805.21</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 26th day of October, 2020

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

Dale A. Youngquist, Village President

Attest: Darla Fink, Village Clerk