

**Village of Fox Crossing Board of Trustees Regular Meeting**  
**Monday, October 11, 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**
  - a) Announcement of Police Captain Scott Blashka Selected as Next Village of Fox Crossing Police Chief – Police & Fire Commission
  - b) Oath of Office for Village of Fox Crossing Police Chief
3. **Public Hearings**
4. **Minutes to Approve/ Minutes and Correspondence to Receive**  
**Minutes to Approve**
  - a) Regular Village Board Meeting – September 27, 2021**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 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) 211011-1 Resolution Providing for the Sale of Approximately \$5,240,000 Note Anticipation Notes
  - b) 211011-2 Resolution Providing for the Sale of Approximately \$1,635,000 General Obligation Promissory Notes
  - c) 211011-3 Resolution to Establish Municipal Wards and Define Voting Districts for the Village of Fox Crossing, Winnebago County
  - d) 211011-4 2021 Budget Amendment to Provide Funds for Street Department Signage Equipment
  - e) 211011-5 Acceptance of a 2021-2022 Seatbelt Enforcement Grant
  - f) 211011-6 Acceptance of a 2021-2022 Task Force OWI Grant
  - g) 211011-7 Temporary Class "B"/"Class B" Retailer's License – St Mary's Catholic Schools
  - h) 211011-8 Operator License Applicants
  - i) 211011-9 Expenditures
9. **Reports**
  - a) President Dale Youngquist
    - Budget Workshop #2 following tonight's Board Meeting
    - Budget Workshop #3 – Monday, October 18, 2021 at 5:00 p.m.
    - Budget Workshop #4 – Monday, October 25 following the Regular Village Board Meeting
  - b) Street Superintendent Randy Gallow – Leaf Vacuum Collection Update
  - c) Parks & Recreation Director Amanda Geiser
    - Fall & Winter Parks & Recreation Special Event Update
    - Annual Trick-or-Treat Hours in the Village – October 31, 2021 from 4:00 p.m. to 7:00 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 #211011-1

**RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$5,240,000  
NOTE ANTICIPATION NOTES**

WHEREAS, the Village of Fox Crossing, Winnebago County, Wisconsin (the "Village") is presently in need of approximately \$5,240,000 for public purposes, including paying the cost of sanitary sewer projects and water projects; and

WHEREAS, the Village intends to issue general obligation promissory notes for the purpose of providing permanent financing for the purposes specified above; and

WHEREAS, it is desirable to anticipate the issuance of such notes through the issuance of note anticipation notes 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 Notes. The Village shall issue its Note Anticipation Notes (the "Notes") in an amount of approximately \$5,240,000 for the purposes above specified.

Section 2. Sale of the Notes. The Village Board hereby authorizes and directs the officers of the Village to take all actions necessary to negotiate the sale of the Notes to a bank or similar financial institution through a private placement. At a subsequent meeting, the Village Board shall take further action to approve the details of the Notes and authorize the sale of the Notes.

Section 3. Offering Document. The Village Clerk shall cause a Term Sheet or other offering document concerning this issue to be prepared by Robert W. Baird & Co. Incorporated. The appropriate Village officials shall determine when the Term Sheet or other offering document is final and shall certify said Term Sheet or other offering document, such certification to constitute full authorization of such Term Sheet or other offering document under this resolution.

Adopted this 11<sup>th</sup> day of October, 2021

*Requested by: Myra Piergrossi, Finance Director*

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

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Dale A. Youngquist, President

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Attest: Darla M. Fink, Village Clerk

RES #211011-2

**RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$1,635,000  
GENERAL OBLIGATION PROMISSORY NOTES**

WHEREAS, the Village of Fox Crossing, Winnebago County, Wisconsin (the "Village") is presently in need of approximately \$1,635,000 for public purposes, including paying the cost of street improvement projects, acquisition of equipment for the fire department, public improvement projects in Tax Incremental District No. 1, water projects and other capital projects; and

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

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

Section 1. Issuance of the Notes. The Village shall issue its General Obligation Promissory Notes (the "Notes") in an amount of approximately \$1,635,000 for the purposes above specified.

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

Section 3. Official Statement. The Village Clerk shall cause an Official Statement concerning this issue to be prepared by Baird. The appropriate Village officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted this 11<sup>th</sup> day of October, 2021

*Requested by: Myra Piergrossi, Finance Director*

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

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Dale A. Youngquist, Village President

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Attest: Darla M. Fink, Village Clerk

RES #211011-3

**RESOLUTION TO ESTABLISH MUNICIPAL WARDS AND DEFINE VOTING DISTRICTS FOR THE VILLAGE OF FOX CROSSING, WINNEBAGO COUNTY**

WHEREAS, Wisconsin Statute 5.15 requires all cities, villages and towns with a population of 1,000 or more to establish municipal wards based on the results of the 2020 census; and

WHEREAS, Section 59.10(3)(be) of the WI Statutes requires that each county board adopt and transmit to each municipal governing body in the county a tentative county supervisory district plan dividing the county into districts and designating the approximate location and population of each ward proposed to effectuate the division of the county into districts; and

WHEREAS, these laws require that each municipality designate by consecutive whole number, geographical description, and population, the various wards to be created within the municipality.

NOW, THEREFORE, BE IT RESOLVED, by the Village of Fox Crossing Board of Trustees that the Village of Fox Crossing, Winnebago County, in order to comply with the requirements of 5.15 of the WI Statutes, shall be divided into seventeen (17) municipal wards as set forth on the attached map, and that the polling places and their assigned wards containing boundary descriptions are defined below.

Polling Place

**Fox Crossing Municipal Complex**

2000 Municipal Drive, Neenah (*Consists of Wards 1, 2, 4, 7 and 9*)

**Ward 1 (Winnebago County Supervisory District 29)**

The first ward, with a population of 1,132, is bounded on the east by the centerlines of County Highway CB, East Shady Lane, and Irish Road, on the south by the centerlines of Dublin Trail, West American Drive, Gateway Meadows Lane, Deerpath Circle, and Smoke Tree Road, and on the north and west by the Village boundary line.

**Ward 2 (Winnebago County Supervisory District 29)**

The second ward, with a population of 1,102, is bounded on the north by the centerlines of Dublin Trail, West American Drive, Gateway Meadows Lane, Deerpath Circle, and Smoke Tree Road, on the east by the centerline of Irish Road, on the south by the centerline of Jacobsen Road, and on the west by the Village boundary line.

**Ward 4 (Winnebago County Supervisory District 28)**

The fourth ward, with a population of 1,051, is bounded on the north by the centerline of East Shady Lane, on the east by the centerline of Cold Spring Road, on the south by the centerline of U.S. Highway 10, and on the west by the centerline of Irish Road.

**Ward 7 (Winnebago County Supervisory District 27)**

The seventh ward, with a population of 1,053, is bounded on the east by the centerlines of Cold Spring Road, Allison Drive, Gail Lane, and Gregory Lane, on the south by the centerline of East Shady Lane, on the west by the centerline County Highway CB, and on the north by the Village boundary line.

**Ward 9 (Winnebago County Supervisory District 27)**

The ninth ward, with a population of 1,817, is bounded on the north by the Village boundary line, on the east by the shoreline of Little Lake Butte des Morts, on the south by the centerline of U.S. Highway 10, and on the west by the centerlines of Interstate 41, East Shady Lane, Gregory Lane, Gail Lane, Allison Drive, and Cold Spring Road.

Polling Place

**Apple Valley Presbyterian Church**

1750 Olde Buggy Drive, Neenah (*Consists of Wards 3, 5, 6 and 8*)

**Ward 3 (Winnebago County Supervisory District 28)**

The third ward, with a population of 1,056, is bounded on the north by the centerline of Jacobsen Road, on the east by the centerline of Irish Road, and on the south and west by the Village boundary line.

**Ward 5 (Winnebago County Supervisory District 28)**

The fifth ward, with a population of 1,336, is bounded on the north by the centerline of U.S. Highway 10, on the east by the centerlines of Cold Spring Road, American Drive, N. Green Bay Road, and Interstate 41, on the south by the centerline of County Highway II, and on the west by the centerline of Irish Road.

**Ward 6 (Winnebago County Supervisory District 28)**

The sixth ward, with a population of 1,381, is bounded on the north by the centerlines of Jacobsen Road, Interstate 41, and U.S. Highway 10, on the east by the shoreline of Little Lake Butte des Morts, on the south by the Village boundary line, and on the west by the centerlines of County Highway II, Interstate 41, N. Green Bay Road, American Drive, and Cold Spring Road.

**Ward 8 (Winnebago County Supervisory District 27)**

The eighth ward, with a population of 1,521, is bounded on the north by the centerline of East Shady Lane, on the east by the centerline of Interstate 41, on the south by the centerline of Jacobsen Road, and on the west by the centerline of Cold Spring Road.

Polling Place

**Fox Crossing Community Center**

1000 Valley Road, Menasha (*Consists of Wards 10, 11, 12 and 17*)

**Ward 10 (Winnebago County Supervisory District 27)**

The tenth ward, with a population of 334, is bounded on the north by the centerline of Annex Lane, on the east by the centerlines of Beck Street, Lakeshore Drive, Tayco Road, and the Village boundary line, on the south by the Village boundary line, and west by the shoreline of Little Lake Buttes des Morts.

**Ward 11 (Winnebago County Supervisory District 3)**

The eleventh ward, with a population of 894, is bounded on the north, east, and south by the Village boundary line, and on the west by the centerlines of Lakeshore Drive and Tayco Road.

**Ward 12 (Winnebago County Supervisory District 26)**

The twelfth ward, with a population of 1,607, is bounded on the north by the Winnebago County boundary line, on the east and south by the Village boundary line, and on the west by the shoreline of Little Lake Butte des Morts.

**Ward 17 (Outagamie County Supervisory District 4)**

The seventeenth ward, with a population of 0, is bounded on the west, north, and east by the Village boundary line, and on the south by the Winnebago County boundary line.

Polling Place

**Fox Cities United Pentecostal Church**

1445 Midway Road, Menasha (*Consists of Wards 13, 14, 15 and 16*)

**Ward 13 (Winnebago County Supervisory District 3)**

The thirteenth ward, with a population of 923, is bounded on the north, east, west, and south by the Village boundary line.

**Ward 14 (Winnebago County Supervisory District 26)**

The fourteenth ward, with a population of 1,567, is bounded on the north, east, west, and south by the Village boundary line.

**Ward 15 (Winnebago County Supervisory District 4)**

The fifteenth ward, with a population of 1,109, is bounded on the north and east by the Village boundary line, on the south by the Village boundary line and the centerlines of Fritsch Street, Goss Avenue, and Sandy's Lane, and on the west by the Village boundary line.

**Ward 16 (Winnebago County Supervisory District 4)**

The sixteenth ward, with a population of 1,091, is bounded on the north by the centerlines of Sandy's Lane, Goss Avenue, and Fritsch Street, and on the east, south, and west by the Village boundary line.

BE IT FURTHER RESOLVED, that upon passage, a copy of this resolution shall be filed with the Village Clerk who shall transmit a copy of this resolution, block number list and ward map to the Winnebago County Clerk and the Legislative Reference Bureau within five days of its adoption and that this resolution shall remain in effect for each election until modified or rescinded in accordance with state statute or until a new division is made following the next federal decennial census.

**Adopted this 11<sup>th</sup> day of October, 2021**

*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 #211011-4

**2021 BUDGET AMENDMENT TO PROVIDE FUNDS FOR STREET DEPARTMENT  
SIGNAGE EQUIPMENT**

WHEREAS, the Street Department requests a budget transfer to transfer funds from the Signs & Pavement Markings account to the Streets Capital Equipment-Other account.

NOW, THEREFORE BE IT RESOLVED by the Village Board of Trustees that the 2021 Village of Fox Crossing budget is amended, as attached, to authorize the transfer of funds from the Signs & Pavement Markings account to the Streets Capital Equipment-Other account.

Adopted this 11<sup>th</sup> day of October, 2021

*Requested by: Myra Piergrossi, Finance Director*

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

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Dale A. Youngquist, Village President

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Attest: Darla M. Fink, Village Clerk

RES #211011-5

**ACCEPTANCE OF A 2021-2022 SEATBELT ENFORCEMENT GRANT**

WHEREAS, while statewide seatbelt use is improving, 180 car and light truck occupants who were killed in Wisconsin traffic crashes last year were unbuckled; and

WHEREAS, it has been estimated that seatbelt use by motor vehicle occupants in Wisconsin prevents more than 200 traffic related fatalities and more than 8,000 serious injuries annually; and

WHEREAS, the Winnebago County Sheriff's Office has been awarded a \$50,000 multi-jurisdictional federal task force Seatbelt grant passed through the State of Wisconsin; and

WHEREAS, the Fox Crossing Police Department will be a partner in that award for the amount of \$7,500; and

WHEREAS, these grants would pay for the associated overtime costs related to seatbelt enforcement; and

WHEREAS, the Village is required to provide a 25% match for this activity, which can be met during normal patrols; and

WHEREAS, the Seatbelt Enforcement Grant runs from October 1, 2021 through September 30, 2022.

NOW, THEREFORE BE IT FURTHER RESOLVED that the Village Board of Trustees hereby accept the 2021-2022 Seatbelt Enforcement Grant in partnership with the Winnebago County Sheriff's Office in the amount of \$7,500 with the Village providing 25% match for the activity.

BE IT FURTHER RESOLVED that the Village of Fox Crossing Board of Trustees authorize paying police lieutenants a stipend of \$55.00 per hour while working assignments related to the Seatbelt Enforcement Grant during regularly scheduled time off from October 1, 2021 through September 30, 2022.

Adopted this 11<sup>th</sup> day of October, 2021

*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 #211011-6

**ACCEPTANCE OF A 2021-2022 TASK FORCE OWI GRANT**

WHEREAS, in Wisconsin during 2019, alcohol was listed as a contributing factor in 5,957 crashes; alcohol-related crashes resulted in 140 deaths, injured 2,918 people, and led to 20,956 OWI convictions; and

WHEREAS, alcohol-impaired driving is associated with other high-risk behaviors that increase the likelihood of a crash and of significant injury or death occurring; these include speeding, and failure to wear seatbelts; and

WHEREAS, the Winnebago County Sheriff's Office has been awarded a \$125,000 multi-jurisdictional federal task force Operating While Intoxicated (OWI) grant passed through the State of Wisconsin; and

WHEREAS, the Fox Crossing Police Department will be a partner in that award for the amount of \$10,000; and

WHEREAS, these grants would pay for the associated overtime costs related to OWI enforcement; and

WHEREAS, the Village is required to provide a 25% match for this activity, which can be met during normal patrols; and

WHEREAS, the OWI grant runs from October 1, 2021 through September 30, 2022.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Village of Fox Crossing Board of Trustees hereby accepts the 2021-2022 OWI Enforcement Task Force Grant in partnership with the Winnebago County Sheriff's Office in the amount of \$10,000 with the Village providing 25% match for the activity.

BE IT FURTHER RESOLVED, that the Village of Fox Crossing Board of Trustees authorize paying police lieutenants a stipend of \$55.00 per hour while working assignments related to the OWI grant during regularly scheduled time off from October 1, 2021 through September 30, 2022.

Adopted this 11<sup>th</sup> day of October, 2021.

*Requested by: Scott Blashka, Chief of Police*

*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 #211011-7

**TEMPORARY CLASS “B”/“CLASS B” RETAILER’S LICENSE – ST. MARY’S CATHOLIC SCHOOLS**

WHEREAS, St. Mary Catholic Schools, has submitted a Temporary Class “B”/“Class B” Retailer’s License application to sell fermented malt beverages and wine in the back parking lot, commons, cafeteria, and lobby of the Fine Arts Center of the High School/Middle School located at 1050 and 1000 Zephyr Drive, Neenah, on October 16, 2021 from 5:00 p.m.-10:00 p.m. during the All Aboard Event; and

WHEREAS, appropriate application has been made and the proper fees have been paid and received; and

WHEREAS, unless waived by a majority vote of the governing body, no “Class B” license or permit may be issued within 300 feet of the main entrance of any church, school or hospital.

NOW, THEREFORE BE IT RESOLVED by the Village of Fox Crossing Board of Trustees, the Temporary Class “B”/“Class B” Retailer’s License is hereby granted to St. Mary Catholic Schools to sell fermented malt beverages and wine in the back parking lot, commons, cafeteria, and lobby of the Fine Arts Center of the High School/Middle School on October 16, 2021.

Adopted this 11<sup>th</sup> day of October, 2021.

*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 #211011-8

**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:

Melissa Lutz – Approved  
Molly Greenwood – 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 11<sup>th</sup> day of October, 2021

*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 #211011-9

**EXPENDITURES**

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$922,523.38

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

Pending:		
General Fund	\$	113,831.40
Special Revenue Fund	\$	6,416.88
Debt Fund	\$	-
Capital Projects Fund	\$	3,744.96
Water Fund	\$	340,590.27
Sewer Fund	\$	66,070.99
Stormwater Fund	\$	12,989.14
Trust & Agency Fund	\$	222.00
Special Processed Payments	\$	378,657.74
Total:	\$	<u>922,523.38</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 11th day of October, 2021

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

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Dale A. Youngquist, Village President

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Attest: Darla M. Fink, Village Clerk

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

**EXPENDITURE SUMMARY**

For Accounts Payable Period Ending: October 5, 2021  
 For Village Board Meeting of: October 11, 2021

<b>REGULAR PROCESSED CHECKS</b>	<b>AMOUNT</b>
General Fund	\$113,831.40
Special Revenue Funds	\$6,416.88
Debt Fund	\$0.00
Capital Projects Fund	\$3,744.96
Water Fund	\$340,590.27
Sewer Fund	\$66,070.99
Stormwater Fund	\$12,989.14
Trust & Agency Fund	\$222.00
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Total Bills for	October 11, 2021
	<u><u>\$543,865.64</u></u>

**SPECIAL PROCESSED PAYMENTS**

<b>CHECK #</b>	<b>PAYEE</b>	<b>DEPT. /PURPOSE</b>	<b>AMOUNT</b>
	Village Specials	9/22-10/5/21	\$123,220.75
	Employee Benefits Corp	9/24-10/5/21	\$1,069.07
ACH	Plug N Pay	10/5/2021	\$15.00
ACH	Plug N Pay	10/5/2021	\$15.07
ACH	WI Deferred Comp	9/30/2021	\$6,516.78
41129-41140	Payroll	9/30/2021	\$2,993.68
ACH	Payroll	9/30/2021	\$171,144.79
ACH	Payroll	9/30/2021	\$73,682.60
			<hr/>
<b>Total Special Processed Payments</b>			<u><u>\$378,657.74</u></u>

**GRAND TOTAL** \$922,523.38