

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, November 27, 2023 - 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 – November 13, 2023
 - b) Special Village Board Meeting – November 13, 2023Minutes and Correspondence to Receive
 - c) Planning Commission Meeting Minutes – October 18, 2023
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) 231127-1 Adopt the 2024 Village Budget and Associated Tax Levy
 - b) 231127-2 Condominium Plat – 1114 Valley Road
 - c) 231127-3 Certified Survey Map – 1470 Jacobsen Road
 - d) 231127-4 Extraterritorial Certified Survey Map – 1326 Larsen Road Located in the Town of Neenah
 - e) 231127-5 Operator License Applicants
 - f) 231127-6 Expenditures
9. **Reports**
 - a) Village President Dale Youngquist – Santa Rides Again on the Santa Float December 4 through December 8, 2023
 - b) Clerk Darla Fink – Circulation of Nomination Papers for the Spring Election begins December 1, 2023 through January 2, 2023 at 5:00 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.

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, November 13, 2023**

Minutes

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

Meeting called to order by President Youngquist at 6:00 p.m. The Pledge of Allegiance was recited.

Village Clerk Darla Fink took roll call and noted those present: President Dale Youngquist, Trustees Michael Van Dyke, Kris Koeppe, Gregory Ziegler, Jason Patzwald, and Barbara Hanson.

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, Utility Superintendent David Tracey, Attorney Andrew Rossmessl, Engineer Bradley Werner, and Engineer Lee Reibold. Excused: Director of Parks & Recreation Amanda Geiser. There were seven attendees.

2. Awards / Presentations

3. Public Hearings

4. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

- a) Budget Workshop #2 – October 9, 2023
- b) Budget Workshop #3 – October 16, 2023
- c) Budget Workshop #4 – October 23, 2023
- d) Regular Village Board Meeting – October 23, 2023
- e) Special Village Board Meeting – October 26, 2023

Minutes and Correspondence to Receive

- f) Park Commission Meeting Minutes – October 11, 2023
- g) Water Main Breaks Report – October 2023
- h) Water Pumpage Report – October 2023

MOTION: Trustee Van Dyke, seconded by Trustee Patzwald 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) 231113-1 Set 2024 Sanitary Sewer Rates

MOTION: Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.

- b) 231113-2 Set 2024 Stormwater Utility Rate

MOTION: Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.

- c) 231113-3 Set 2024 Garbage & Recycling Rate
MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to approve as submitted. Motion carried via voice vote.
- d) 231113-4 Appointment of Village Board Member Trustee #5 – Deborah Swiertz
MOTION: Trustee Hanson, seconded by Trustee Van Dyke to approve as submitted. Clerk Fink administered the Oath of Office. Trustee Swiertz immediately began her appointment on the Village Board. Motion carried via voice vote.
- e) 231113-5 Amend Village of Fox Crossing Fee Schedule for 2024
MOTION: Trustee Van Dyke, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- f) 231113-6 Amend Fox Crossing Additional Compensation Pay Schedule
MOTION: Trustee Van Dyke, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- g) 231113-7 Amend Fox Crossing Paid-on-Call Firefighter Pay Plan
MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to approve as submitted. Motion carried via voice vote.
- h) 231113-8 Amend Village of Fox Crossing Employee Handbook, Chapter 11-6.1 Medical
MOTION: Trustee Hanson, seconded by Trustee Patzwald to approve as submitted. Motion carried via voice vote.
- i) 231113-9 Approve 2024 Village Board Meeting Calendar
MOTION: Trustee Ziegler, seconded by Trustee Patzwald to accept the calendar with one change to move the December meeting date from December 9th to December 16th. Motion carried via voice vote.
- j) 231113-10 Operator License Applicants
MOTION: Trustee Ziegler, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- k) 231113-11 Expenditures
MOTION: Trustee Ziegler, seconded by Trustee Patzwald to approve the expenditures submitted without exception. Motion carried via voice vote.

9. Reports

a) Village Manager Jeffrey Sturgell – 2024 Capital Projects Budget Update

Manager Sturgell stated he received an updated cost estimate for the Jacobsen Road urbanization project since the budget workshop where this was previously discussed. The cost to the Village is expected to stay approximately the same, however the cost for stormwater significantly increased with the latest information on the design of this project. There were small amounts added for water and wastewater as well. Engineer Reibold reminded the Board that these are estimates at this time, as this project will not go out for bid until the following year.

b) Village President Dale Youngquist

- 2024 Village of Fox Crossing Budget Public Hearing to be held Monday, November 27, 2023 at 5:00 p.m. in the Arden Tews Assembly Room of the Village Municipal Complex, 2000 Municipal Drive

President Youngquist reminded residents that the public budget hearing will be held at 5:00 p.m. on Monday, November 27th prior to the regular Village Board meeting and all residents are welcome to attend.

- Santa Rides Again on the Santa Float December 4 through December 8, 2023

President Youngquist announced the dates for the Santa Float and advised the schedule is consistent with prior years. He thanked the Fire Department for taking charge of this project and refurbishing the float.

- Thanksgiving Wishes

President Youngquist wished residents and staff a Happy Thanksgiving!

10. Closed Session

11. Adjourn

At 6:31 p.m., **MOTION:** Trustee Ziegler, seconded by Trustee Hanson 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.

**VILLAGE OF FOX CROSSING BOARD OF TRUSTEES
SPECIAL MEETING – CLOSED SESSION
Municipal Complex – Arden Tews Assembly Room
Monday, November 13, 2023**

Minutes

1. Call to Order

At 5:30 p.m., the special meeting was called to order. Village Manager Jeffrey Sturgell noted the following Village Board members were present: President Dale Youngquist, Trustees Michael Van Dyke (via teleconference), Kris Koeppe, Gregory Ziegler, Jason Patzwald, and Barbara Hanson, along with staff: Finance Director Jeremy Searl, Utility Superintendent David Tracey, and Attorney Andrew Rossmeissl.

2. Closed Session

MOTION: Trustee Hanson, seconded by Trustee Ziegler to convene into Closed Session, pursuant to WI Statute 19.85(1)(g), specifically to confer with legal counsel regarding a claim filed against the Village for damage to a vehicle in a utility construction site on April 26, 2023.

On roll call to go into Closed Session, Motion carried 6-0.

At 5:31 p.m., the Board met and conferred with legal counsel regarding a claim against the Village from VKB Homes for damage that reportedly occurred to a vehicle in a utility construction zone.

At 5:35 p.m., pursuant to WI Stat. 19.85 (2), **MOTION:** Trustee Hanson, seconded by Trustee Koeppe to reconvene into Open Session. Motion carried 6-0.

3. Open Session

231113-1:CLOSED Consideration of Claim Against the Village of Fox Crossing Regarding Proposed Damage to a Vehicle in a Utility Construction Site on April 26, 2023

MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Motion carried 6-0.

4. Adjourn

At 5:36 p.m., **MOTION:** Trustee Koeppe, seconded by Trustee Hanson to adjourn the Closed Session. Motion carried.

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.

VILLAGE OF FOX CROSSING
PLANNING COMMISSION MEETING
Municipal Complex – Arden Tews Assembly Room
Wednesday, October 18, 2023 at 5:15 PM
Minutes

CALL TO ORDER

The Planning Commission meeting was called to order by Chairman Jochman at 5:16 p.m.

PRESENT: Chairperson: Chair Dennis Jochman
Commissioners: Mr. Aaron Sabel
Mr. Tom Young
Mr. Morris Cox
Mr. Michael Scheibe
Mr. Thomas Willecke

EXCUSED: Ms. Tracy Romzek

Staff: Community Development Director George Dearborn
Associate Planner Daniel Dieck

Others: None

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – August 16, 2023

MOTION: Mr. Cox, seconded by Mr. Scheibe to approve the meeting minutes of August 16, 2023.

Motion carried 4-0-2

PUBLIC HEARING

None

OLD BUSINESS

None

NEW BUSINESS

1. **CSM- Kevin Bikowski – 218 North Lake St**

Director Dearborn gave a brief overview of the property, construction process and its future use of outdoor storage. The area is zoned industrial and the CSM will combine the two lots.

MOTION: Mr. Sabel, seconded by Mr. Willecke to approve the CSM to combine the parcels.

Motion carried 6-0-0

2. Extraterritorial CSM – Town of Neenah – Tom Rosenfeldt – 1326 Larsen Rd.

Director Dearborn explained the property owner requested that this application be postponed for a future meeting, however, the agenda for this meeting had already been set and sent out to the Commission members. He gave a brief overview of the project stating the applicant is proposing a CSM within the Town of Neenah to create two parcels on the south side of Larsen Road just south of the new Neenah High School.

MOTION: Mr. Cox, seconded by Mr. Young to postpone the extraterritorial CSM to November 15th.

Motion carried 5-1-0

OTHER BUSINESS

1. Development Activity Report

Director Dearborn reviewed the Development Activity Report for September and the Annual Building Report for 2023.

COMMUNICATIONS

1. Sustainability

Director Dearborn informed the Commission that there was not a quorum at the October 4th Sustainability Committee, therefore there is no report.

PUBLIC FORUM

None

ADJOURN

At 5:47 p.m., **MOTION:** Mr. Sabel seconded by Mr. Scheibe to adjourn.

Motion carried 6-0-0

Respectfully submitted,

Daniel Dieck, Associate Planner

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

RES #231127-1

ADOPT THE 2024 VILLAGE BUDGET AND ASSOCIATED TAX LEVY

WHEREAS, the Village of Fox Crossing Board of Trustees has presented a budget for the fiscal year 2024; and

WHEREAS, a public hearing was held on November 27, 2023 to present the proposed budget to the residents of the Village of Fox Crossing; and

WHEREAS, the proposed budget includes all governmental and proprietary funds; and

WHEREAS, the proposed budget was available for public inspection at the Village Finance Office prior to the public hearing; and

WHEREAS, the total expenditures & transfers for the 2024 General Fund Budget are \$14,207,001; and

WHEREAS, the total expenditures for the 2024 Water Utility budget are \$7,723,148, which includes debt principal and capital payments of \$2,818,265; and

WHEREAS, the total expenditures for the 2024 Wastewater Utility budget are \$9,162,071, which includes debt principal and capital payments of \$5,135,735; and

WHEREAS, the total expenditures for the 2024 Stormwater Utility budget are \$7,039,585, which includes debt principal and capital payments of \$5,155,916.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby sets the Village budget for all fiscal year 2024 funds with **\$35,795,038** in expenditures and **\$37,418,484** in revenues as per Attachment 'A'.

BE IT FURTHER RESOLVED that the Village of Fox Crossing Board of Trustees hereby establishes the 2023 municipal tax levy to be paid in 2024:

\$ 9,825,816 excluding Village of Fox Crossing tax increments
\$10,357,709 including Village of Fox Crossing tax increments (estimate)

Adopted this 27th day of November, 2023

Requested by: Jeremy A. Searl, Finance Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

GENERAL FUND:	2023	2024	% CHANGE
	REVISED BUDGET	PROPOSED BUDGET	
REVENUES			
Property Taxes	7,851,070	8,053,566	
Other Taxes	720,620	750,600	
Special Assessments	20,000	20,500	
Intergovernmental Revenues	1,914,938	2,392,237	
Licenses, Permits, & Fees	587,013	533,778	
Fines & Forfeitures	156,000	156,210	
Public Charges for Services	319,803	338,379	
Miscellaneous Revenues	197,113	213,470	
Intergovernmental Charges/Transfers	1,309,219	886,463	
TOTAL REVENUES	13,075,776	13,345,203	2.06%
Assigned Balance Applied	243,800	45,000	
Unassigned Balance Applied	1,207,998	816,798	
TOTAL REVENUES & APPLIED ASSIGNED BALANCE	14,527,574	14,207,001	(2.21%)
EXPENDITURES			
General Government	2,052,645	2,380,512	
Public Safety	6,087,769	6,286,995	
Public Works	2,599,937	2,691,736	
Health & Human Services	0	0	
Culture, Recreation, & Education	1,078,155	1,165,706	
Conservation & Development	177,299	252,912	
Debt Service	0	0	
Capital Outlay	1,312,649	323,233	
Transfer to Other Funds	1,219,120	1,105,907	
TOTAL EXPENDITURES	14,527,574	14,207,001	(2.21%)

All Governmental and Proprietary Funds Combined	Projected Fund Balance 01/01/24	2024		Projected Fund Balance 12/31/24	Total Property Tax Contribution (TID OUT)
		Total Revenues	Total Expenditures		
General Fund: Nonspendable/Assigned	5,236,705		45,000	5,191,705	-
Unassigned	3,149,095	13,325,203	14,162,001	2,312,297	8,053,566
Fire Impact Fee	(1,178,096)	20,000	-	(1,158,096)	-
Sub-Total General Fund	7,207,704	13,345,203	14,207,001	6,345,906	8,053,566
Special Revenue Funds	3,244,690	3,462,325	2,804,354	3,902,661	-
Park Improvement Fee	5,325	-	-	5,325	-
Park Open Space in Lieu of Land	163,670	-	-	163,670	-
Park Impact Fee	(85,000)	30,000	-	(55,000)	-
Sub-Total Special Revenue Funds	3,328,685	3,492,325	2,804,354	4,016,656	-
Debt Service Fund	1,457,437	1,984,593	2,346,175	1,095,855	1,772,250
Capital Projects Funds	14,389,749	5,295,557	5,641,919	14,043,387	-
Stormwater Utility	5,342,268	2,617,585	1,903,669	6,056,184	-
Wastewater Utility	11,066,177	4,732,072	4,006,536	11,791,713	-
Wastewater Impact Fee	(1,381,622)	-	-	(1,381,622)	-
Sub-Total Wastewater Utility	9,684,555	4,732,072	4,006,536	10,410,091	-
Water Utility	4,571,475	5,951,149	4,885,384	5,637,240	-
Water Impact Fee	(722,433)	-	-	(722,433)	-
Sub-Total Water Utility	3,849,042	5,951,149	4,885,384	4,914,807	-
TOTAL	45,259,440	37,418,484	35,795,038	46,882,886	9,825,816

RES #231127-2

CONDOMINIUM PLAT – 1114 VALLEY ROAD

WHEREAS, the applicant has requested approval of a condominium plat for 1114 Valley Road (parcel #1210981); and

WHEREAS, staff find that this condominium plat complies with the Village of Fox Crossing's Chapter 6 Land Division Ordinance; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their November 15, 2023 meeting and recommended approval of the condominium plat with the following conditions:

1. A condominium declaration shall be recorded that addresses how the jointly owned land will be maintained.
2. A site plan shall be provided showing the location of parking for each building.
3. All taxes and assessments shall be paid prior to the Village affixing signatures on the condo plat.
4. The applicant shall provide the Village with a final copy of the recorded condo plat.

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 condominium plat with the above conditions.

Adopted this 27th day of November, 2023

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

PLANNING COMMISSION MEMO

Date: November 7, 2023
 To: Village Planning Commission Members
 From: George L. Dearborn Jr., AICP Director of Community Development
 RE: Agenda Item 1- Valley Road Commercial Condominium Plat- 1114 Valley Rd

Overview

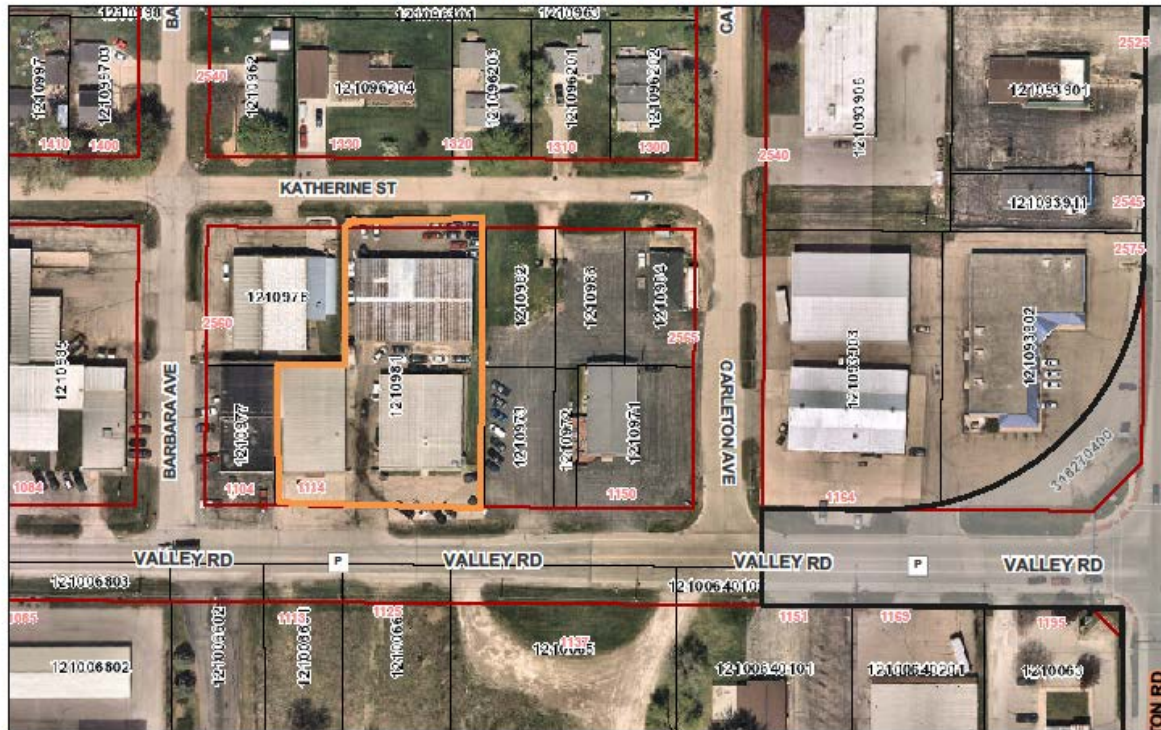
The applicant is proposing a 3-unit condominium plat to be located at 1114 Valley Road. This plat will allow for individual ownership of three existing commercial buildings on this parcel with the land being held in common. The attached map shows the property location and the second map shows the condominium plat. Chapter 419 Land Division section 419-9 Condominium developments details the applicability of the section and development standards except for certain exemption for public hearing since all buildings are preexisting.

Staff Recommendation

Staff recommends approval of this condominium plat with the following conditions:

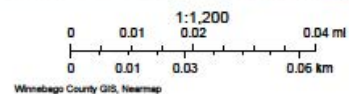
1. A condominium declaration shall be recorded that addresses how the jointly owned land will be maintained.
2. A site plan shall be provided showing the location of parking for each building

Fox Crossing Public Web Map



10/26/2023, 4:57:56 PM

- Fox Crossing Municipal Boundary
- Road ROW
- Parcels - Fox Crossing
- Other Municipal Boundary
- County Boundary
- Tax Parcel Boundary



1114 Valley Road Condominium

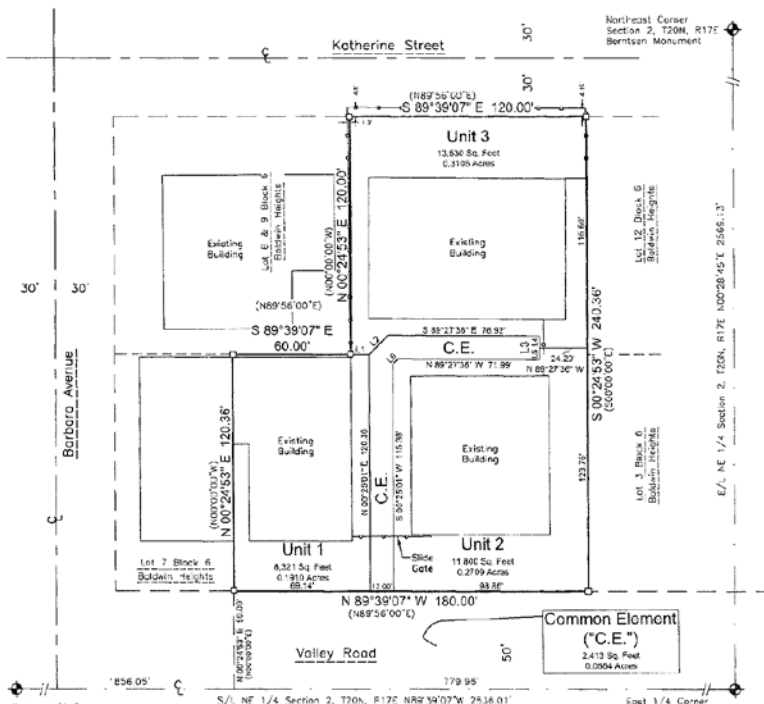
All of Lot 1 of Certified Survey Map 5735, Located in Part of the Southeast 1/4 of the Northeast 1/4 of Section 2, Township 20 North, Range 17 East, Village of Fox Crossing, Winnebago County, Wisconsin

LEGEND

- 1.5" C.D. Iron Pipe Found
- ⊕ Government Corner
- () Recorded As
- Fence - Steel

LINE TAB E

LINE	BEARING	DISTANCE
L1	N 89°39'07" W	9.14'
L2	N 49°20'53" E	13.77'
L3	S 00°11'38" W	12.00'
L4	S 00°11'38" W	6.00'
L5	S 00°11'38" W	6.00'
L6	S 49°20'53" W	3.81'



Notes:
Common Element is a shared paved drive aisle. Labeled with "C.E."

Surveyor's Certificate
I, Scott R. Andersen, Professional Land Surveyor, do hereby certify that this plat is a correct representation of the condominium described and that the identification and location of each unit and the common elements can be determined from this plat.

Scott R. Andersen
Wisconsin Professional Land Surveyor No. S-3169

Date _____

Bearings are referenced to the South line of the Northeast 1/4, Section 2, T20N, R17E, assumed to bear N89°39'07"W, base on the Winnebago County Coordinate System.

Center 1/4 Corner
Section 2, T20N, R17E
Survey Stake

East 1/4 Corner
Section 2, T20N, R17E
Chained Cross

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1154 Providence Terrace, Menasha, WI 54952
Ph: 920-991-1865 Fax: 920-441-6804
www.davel.com

File: 79120Plat.dwg
Date: 10/11/2023
Drawn By: scott
Sheet: 1 of 2

RES #231127-3

CERTIFIED SURVEY MAP – 1470 JACOBSEN ROAD

WHEREAS, the applicant requests approval of a Certified Survey Map (CSM) to adjust the property line between parcels #1212428 & #1212429 located at 1470 Jacobsen Road, by moving the property line approximately 50 feet to the west; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their November 15, 2023 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 November, 2023

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

PLANNING COMMISSION MEMO

Date: November 8, 2023
 To: Village Planning Commission Members
 From: George L. Dearborn Jr., AICP Director of Community Development
 RE: Agenda Item 3 - CSM- Moving property line between parcels # 1212428 and 1212429 to create a functional lot on Parcel #1212428

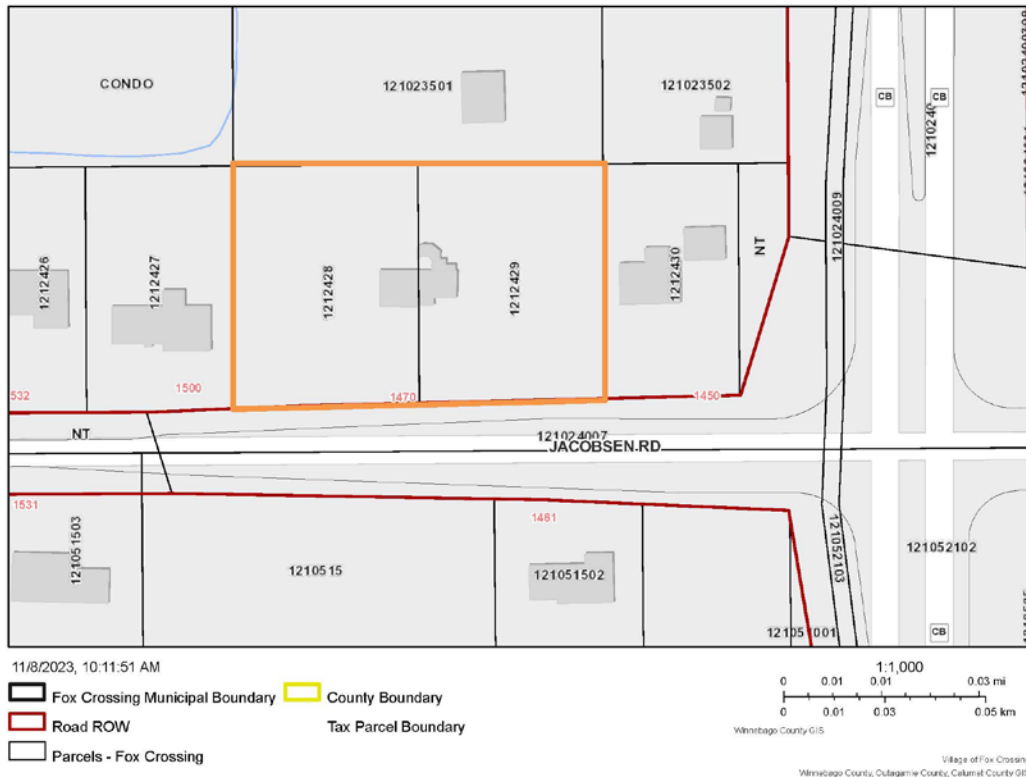
Overview

The applicant is proposing a CSM to move the adjoining property line between parcels # 1212428 and 1212429, 50 feet to the west, creating a lot that conforms to the dimensional standards within the R-2 Suburban Residential District. Both parcels are owned by the same person and the house currently is on the adjoining property line. The CSM would create a functional lot size on parcel # 1212428 and now the entire home will be on parcel # 1212429 which will now meet the dimensional standards and setbacks in the R-2 Zone.

Staff Recommendation

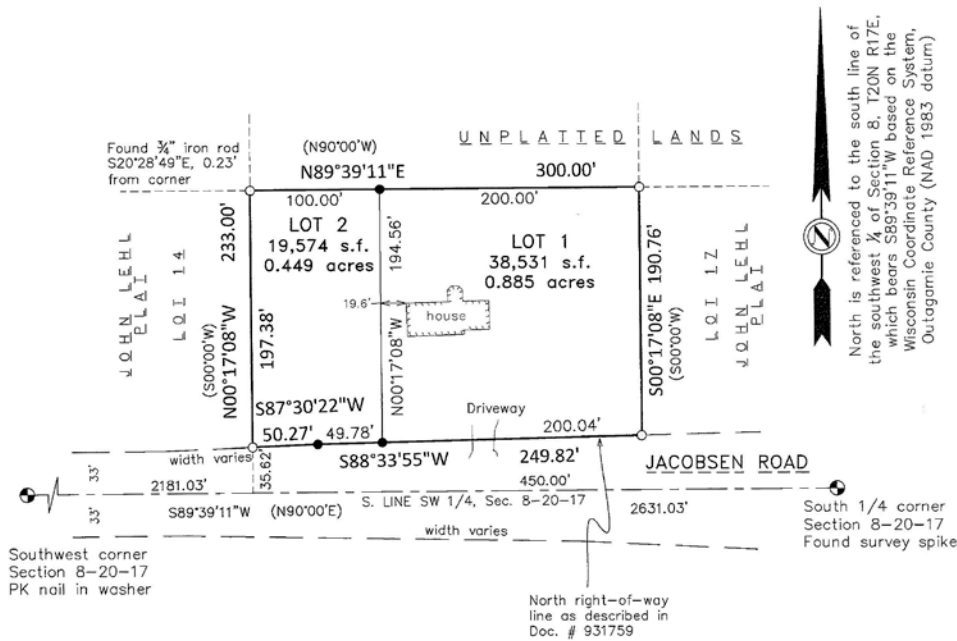
Staff recommends approval of this CSM with the conditions that taxes be paid in full and a copy of the recorded CSM be provided to the Community Development Department.

Fox Crossing Public Web Map



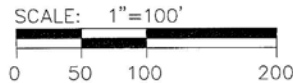
Certified Survey Map

Part of Lots 15 and 16, John Lehl Plat,
located in the Southeast 1/4 of the Southwest
1/4, Section 8, T20N, R17E, Village of Fox
Crossing, Winnebago County, Wisconsin



North is referenced to the south line of the southwest 1/4 of Section 8, T20N R17E, which bears S89°39'11"W based on the Wisconsin Coordinate Reference System, Outagamie County (NAD 1983 datum)

- LEGEND
- ⊕ = Government corner
 - = Set 3/4" x 18" iron rebar
Wt. = 1.502 lbs/lf
 - = Found 3/4" iron rod
 - () = Recorded as



David Hebert PLS

date

DRAFTED BY:	
Hebert Associates, Inc. Land Surveying	
1110 W. Wisconsin Ave. Appleton, WI 54914	920-734-8373 Fax: 920-734-3968
SHEET # 1 of 2	FILE # 17026M02

RES #231127-4

**EXTRATERRITORIAL CERTIFIED SURVEY MAP – 1326 LARSEN ROAD
LOCATED IN THE TOWN OF NEENAH**

WHEREAS, the applicant, Thomas Rosenfeldt, is requesting approval of an Extraterritorial Certified Survey Map (CSM) to divide one parcel located at 1326 Larsen Road (parcel #010031001 in the Town of Neenah) into two (2) parcels; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their November 15, 2023 meeting and recommended approval of the Extraterritorial Certified Survey Map with the following condition:

1. The homes should connect to public water and sewer when services become available.
2. The applicant shall provide the Village with a final copy of the recorded CSM.
3. The northern property lines for the two (2) CSMs shall be adjusted to include the officially mapped right-of-way.

Planning Commission: 7 Aye 0 Nay 0 Excused 0 Abstain

NOW, THEREFORE, BE IT RESOLVED the Village of Fox Crossing Board of Trustees hereby recommends approval of the Extraterritorial Certified Survey Map with the above condition.

Adopted this 27th day of November, 2023

*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

PLANNING COMMISSION MEMO

Date: November 8, 2023
To: Village Planning Commission Members
From: George L. Dearborn Jr., AICP Director of Community Development
RE: Agenda Item 2 - Extraterritorial CSM-Town of Neenah– Tom Rosenfeldt – 1326 Larsen Rd.

Overview

The applicant is proposing a CSM in the Town of Neenah to create two parcels on the south side of Larsen Road just south of the new Neenah High School. Staff has contacted the owner of the property and the plan is to create a parcel for the future construction of a home on the new parcel. The property is currently zoned A-2 General Agriculture and the Villages future land use map shows this parcel as Rural Lands and Urban Reserve.

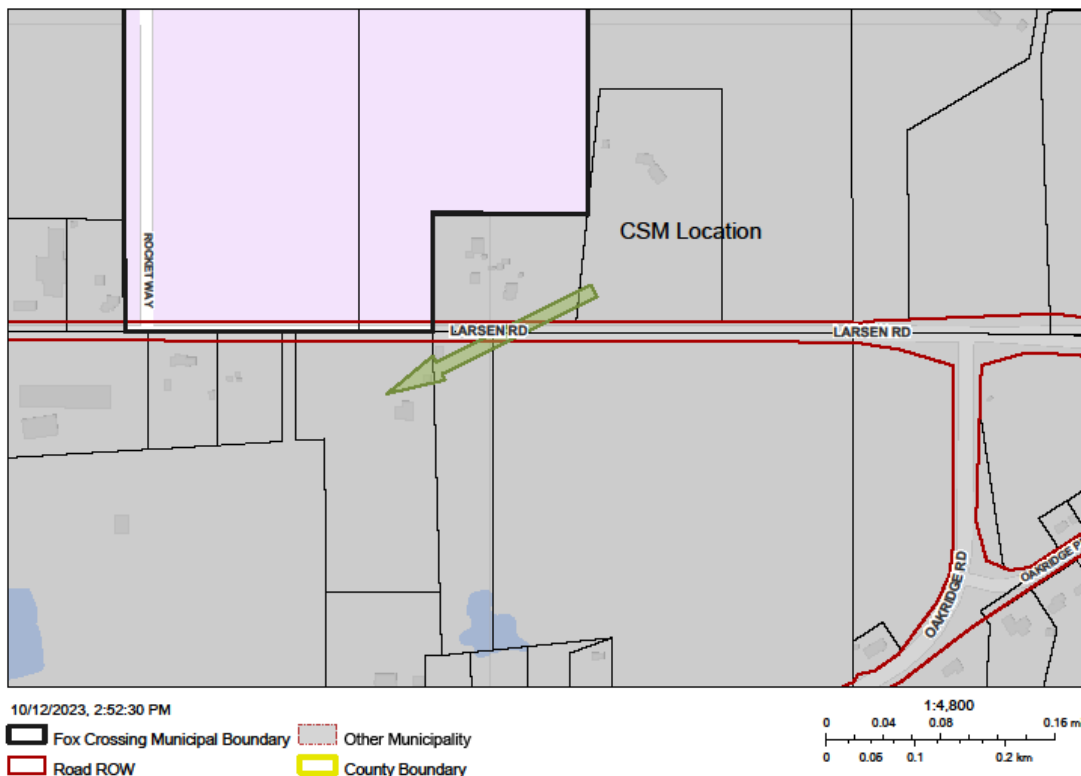
The future land use designation for this property is Rural Lands and Urban Reserves. The uses allowed are A-2 General Agriculture (primary), R-1 Rural Residential (secondary) and R-2 Low Density Residential (tertiary) thus, the proposed rezoning to R-2 is allowed on a very limited basis, which is the case here

Staff Recommendation

Staff recommends approval of this CSM with the following conditions.

1. The homes should connect to public water and sewer when it becomes available.
2. The Village receives a copy of the recorded CSM.
3. The northern property lines for the two CSMs shall be adjusted to include the officially mapped right of way.

Fox Crossing Online GIS Map

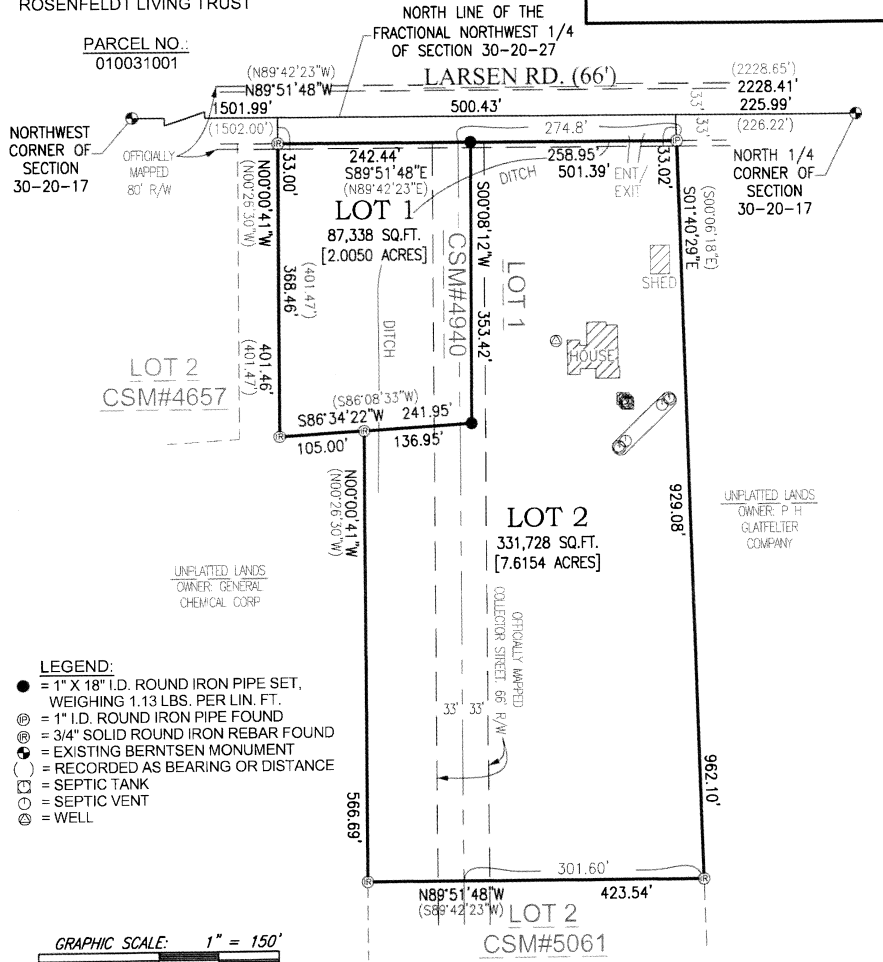


CERTIFIED SURVEY MAP NO. _____

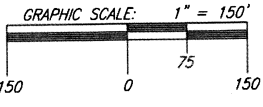
ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 4940 AS RECORDED IN DOCUMENT NO. 1168036, LOCATED IN THE NORTHEAST 1/4 OF THE FRACTIONAL NORTHWEST 1/4 OF SECTION 30, TOWNSHIP 20 NORTH, RANGE 17 EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN

OWNER(S) OF RECORD:
THOMAS W. & DEBORAH A.
ROSENFELDT LIVING TRUST

PARCEL NO.:
010031001



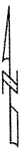
- LEGEND:**
- = 1" X 18" I.D. ROUND IRON PIPE SET, WEIGHING 1.13 LBS. PER LIN. FT.
 - ⊙ = 1" I.D. ROUND IRON PIPE FOUND
 - ⊗ = 3/4" SOLID ROUND IRON REBAR FOUND
 - ⊕ = EXISTING BERNTSEN MONUMENT
 - ⊖ = RECORDED AS BEARING OR DISTANCE
 - ⊠ = SEPTIC TANK
 - = SEPTIC VENT
 - ⊗ = WELL



MATTHEW C. REIDER, PLS-3245 DATED CAROW LAND SURVEYING CO., INC. 615 N. LYNDALE DR., APPLETON, WI 54914 N5841 STATE HIGHWAY 47-55, SHAWANO, WI 54166 PHONE: (920)731-4168 A2306.49 TJS/AW DATED: 10-11-2023

SHEET 1 OF 3 SHEETS

NORTH IS REFERENCED TO THE NORTH LINE OF THE FRACTIONAL NORTHWEST 1/4 OF SECTION 30, TOWNSHIP 20 NORTH, RANGE 17 EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN, WHICH BEARS N89°51'48"W PER THE WISCONSIN COUNTY COORDINATE SYSTEM (WINNEBAGO COUNTY)



RES #231127-5

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:

Heather Teskey – Approved
Jason Bastic – Approved
Kennedy Foss – 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.

Adopted this 27th day of November, 2023

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 #231127-6

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,317,612.10

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

Pending:		
General Fund	\$	66,228.40
Special Revenue Fund	\$	33,827.37
Debt Fund	\$	-
Capital Projects Fund	\$	-
Water Fund	\$	452,408.92
Sewer Fund	\$	86,919.66
Stormwater Fund	\$	3,207.94
Trust & Agency Fund	\$	-
Special Processed Payments	\$	675,019.81
Total:	\$	<u>1,317,612.10</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 November, 2023.

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: November 21, 2023
 For Village Board Meeting of: November 27, 2023

REGULAR PROCESSED CHECKS	AMOUNT
General Fund	\$66,228.40
Special Revenue Funds	\$33,827.37
Debt Fund	\$0.00
Capital Projects Fund	\$0.00
Water Fund	\$452,408.92
Sewer Fund	\$86,919.66
Stormwater Fund	\$3,207.94
Trust & Agency Fund	\$0.00
Total Bills for	November 27, 2023
	<u><u>\$642,592.29</u></u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE	CHECK #	DEPT. /PURPOSE	AMOUNT
	Village Specials	11/8-11/21/2023	**See Attached Listing**	\$2,713,138.42
ACH	Employee Benefits Corp	11/8-11/17	Flex Spending Claims	\$1,730.96
48671	Void		Void	(\$2,518,542.40)
ACH	WDC	11/9/2023	Deferred Comp	\$6,521.07
ACH	North Shore Bank	11/9/2023	Deferred Comp	\$1,420.00
ACH	WI Retirement	11/9/2023	Retirement	\$82,419.60
ACH	ETF	11/9/2023	Medical Ins	\$137,708.64
ACH	Paymentus	11/20/2023	Oct CC Fees	\$2,727.63
ACH	WI TRVP	11/20/2023	Suspension Fees	\$6.00
48661-48665	Payroll	11/9/2023	Payroll	\$1,756.63
ACH	Payroll	11/9/2023	Payroll	\$174,463.37
ACH	Payroll	11/9/2023	Taxes	\$71,669.89
Total Special Processed Payments				<u><u>\$675,019.81</u></u>
GRAND TOTAL				<u><u>\$1,317,612.10</u></u>