

**Village of Fox Crossing Board of Trustees Regular Meeting**  
**Monday, November 28, 2022 – Following the 2023 Budget Public Hearing at 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 14, 2022Minutes and Correspondence to Receive
  - b) Planning Commission Meeting Minutes – September 21, 2022
  - c) Water Main Breaks Report – October 2022
  - d) Water Pumpage Report – October 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 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) 221128-1 Adopt the 2023 Village Budget and Associated Tax Levy
  - b) 221128-1:ORD Amend Fox Crossing Municipal Code Chapter § 435 Zoning Ordinance – Rezone 1818 & 1822 Midway Road, and Vacant Parcel # 760159700, from A-2 General Agriculture to B-3 Regional Business District *First Reading, Second Reading & Adoption*
  - c) 221128-2 Certified Survey Map – 1693 Butte Des Morts Beach Road
  - d) 221128-3 Certified Survey Map – 3003 West Prospect Avenue
  - e) 221128-4 Reappointment of Village Representative to the Fox Cities Tourism Development Grant Committee – Parks & Recreation Director Amanda Geiser
  - f) 221128-5 Amend Village of Fox Crossing Bond Schedule for 2023
  - g) 221128-6 Operator License Applicants
  - h) 221128-7 Expenditures
9. **Reports**
  - a) Street Superintendent Randy Gallow – Santa Rides Again on the Santa Float December 5 through December 9, 2022
  - b) Clerk Darla Fink – Circulation of Nomination Papers for Spring Election begins December 1, 2022 through January 3, 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.*

RES #221128-1

**ADOPT THE 2023 VILLAGE BUDGET AND ASSOCIATED TAX LEVY**

WHEREAS, the Village of Fox Crossing Board of Trustees has presented a budget for the fiscal year 2023; and

WHEREAS, a public hearing was held on November 28, 2022 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 2023 General Fund Budget are \$13,988,394; and

WHEREAS, the total expenditures for the 2023 Water Utility budget are \$13,534,886, which includes debt principal and capital payments of \$8,937,549; and

WHEREAS, the total expenditures for the 2023 Wastewater Utility budget are \$11,218,614, which includes debt principal and capital payments of \$7,456,392; and

WHEREAS, the total expenditures for the 2023 Stormwater Utility budget are \$8,855,447, which includes debt principal and capital payments of \$7,310,377.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby sets the Village budget for all fiscal year 2023 funds with **\$34,720,462** in expenditures and **\$33,646,774** in revenues as per Attachment 'A'.

BE IT FURTHER RESOLVED that the Village of Fox Crossing Board of Trustees hereby establishes the 2022 municipal tax levy to be paid in 2023:

**\$ 9,609,377** excluding Village of Fox Crossing tax increments

**\$10,165,882** including Village of Fox Crossing tax increments (estimate)

Adopted this 28<sup>th</sup> day of November, 2022

*Requested by: Jeremy A. Searl, 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

ORD #221128-1:ORD *First Reading, Second Reading & Adoption*  
**AMEND FOX CROSSING MUNICIPAL CODE CHAPTER § 435 ZONING**  
**ORDINANCE – REZONE 1818 & 1822 MIDWAY ROAD, AND VACANT PARCEL**  
**#760159700, FROM A-2 GENERAL AGRICULTURE TO B-3 REGIONAL BUSINESS**  
**DISTRICT**

*The Village Board of Trustees of the Village of Fox Crossing do ordain as follows:*

Part I. Chapter § 435, Zoning Ordinance, and the Zoning Map made a part thereof, is hereby amended by rezoning 1818 & 1822 Midway Road, and Vacant Parcel #760159700, from A-2 (General Agriculture) to B-3 (Regional Business District) as shown in Attachment 1.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. Effective Date. This ordinance shall take effect and be in full force from and after its passage and publication or posting according to law.

Date Introduced: November 28, 2022

Date Adopted: \_\_\_\_\_

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

*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

# ATTACHMENT 1: Proposed Zoning Map Amendment



RES #221128-2

**CERTIFIED SURVEY MAP – 1693 BUTTE DES MORTS BEACH ROAD**

WHEREAS, the applicant requests approval of a Certified Survey Map (CSM) to divide the residential parcel located at 1693 Butte Des Morts Beach Road into two (2) lots; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their November 16, 2022 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 28<sup>th</sup> day of November, 2022

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

*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 #221128-3

**CERTIFIED SURVEY MAP – 3003 WEST PROSPECT AVENUE**

WHEREAS, the applicant requests approval of a Certified Survey Map (CSM) to divide the industrial parcel located at 3003 West Prospect Avenue into three (3) lots; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their November 16, 2022 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 28<sup>th</sup> day of November, 2022

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

*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 #221128-4

**REAPPOINTMENT OF VILLAGE REPRESENTATIVE TO THE FOX CITIES  
TOURISM DEVELOPMENT GRANT COMMITTEE – PARKS & RECREATION  
DIRECTOR AMANDA GEISER**

WHEREAS, the Village of Fox Crossing has one (1) seat on the Fox Cities Tourism Development Grant Committee; and

WHEREAS, Village President Dale Youngquist hereby nominates Parks & Recreation Director Amanda Geiser to be reappointed for a two (2) year term beginning January 1, 2023 and ending December 31, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees that Director Amanda Geiser be reappointed to represent the Village of Fox Crossing on the Fox Cities Tourism Development Grant Committee for a two (2) year term beginning January 1, 2023 and ending December 31, 2024.

Adopted this 28<sup>th</sup> day of November, 2022

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

*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 #221128-5

**AMEND VILLAGE OF FOX CROSSING BOND SCHEDULE FOR 2023**

WHEREAS, on July 13, 2020, the Village of Fox Crossing Board of Trustees adopted the Village of Fox Crossing Bond Schedule (previously listed as Appendix D of the former Fox Crossing Municipal Code)

WHEREAS, it is necessary, from time to time, to amend the Bond Schedule to ensure appropriate bond amounts are charged to maintain the proper enforcement of Village ordinances.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby amends the Village of Fox Crossing Bond Schedule, as attached, effective January 1, 2023.

Adopted this 28<sup>th</sup> day of November, 2022

*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 #221128-6

**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:

Kayla Lambie – Approved  
Ryan Mitchell – 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 28<sup>th</sup> day of November, 2022

*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 #221128

**EXPENDITURES**

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$868,689.73

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

Pending:		
General Fund	\$	79,295.57
Special Revenue Fund	\$	28,630.93
Debt Fund	\$	-
Capital Projects Fund	\$	34,761.57
Water Fund	\$	36,370.96
Sewer Fund	\$	16,407.08
Stormwater Fund	\$	219,546.34
Trust & Agency Fund	\$	6,114.65
Special Processed Payments	\$	447,562.63
Total:	\$	<u>868,689.73</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 28th day of November, 2022.

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

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Dale A. Youngquist, Village President

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Attest: Darla Fink, Village Clerk

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

**EXPENDITURE SUMMARY**

For Accounts Payable Period Ending: November 22, 2022  
 For Village Board Meeting of: November 28, 2022

<b>REGULAR PROCESSED CHECKS</b>	<b>AMOUNT</b>
General Fund	\$79,295.57
Special Revenue Funds	\$28,630.93
Debt Fund	\$0.00
Capital Projects Fund	\$34,761.57
Water Fund	\$36,370.96
Sewer Fund	\$16,407.08
Stormwater Fund	\$219,546.34
Trust & Agency Fund	<u>\$6,114.65</u>
 Total Bills for	 November 28, 2022
	<u><u>\$421,127.10</u></u>

**SPECIAL PROCESSED PAYMENTS**

<b>CHECK #</b>	<b>PAYEE</b>	<b>DEPT. /PURPOSE</b>	<b>AMOUNT</b>
44390-44471	Village Specials	11/9-11/21/22	**See Attached Listing** \$211,956.04
ACH	Employee Benefits Corp	11/15-11/21/22	Flex Spending Claims \$104.86
45118	VOID	11/10/2022	VOID (\$22.50)
ACH	Paymentus	11/17/2022	Oct CC Fees \$3,318.04
45081-45089	Payroll	11/10/2022	Payroll \$2,043.79
ACH	Payroll	11/10/2022	Payroll \$164,334.37
ACH	Payroll	11/10/2022	Taxes <u>\$65,828.03</u>
<b>Total Special Processed Payments</b>			<u><u>\$447,562.63</u></u>
 <b>GRAND TOTAL</b>			 <u><u><b>\$868,689.73</b></u></u>