

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, December 12, 2022 - 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) Budget Workshop #3 – October 17, 2022
 - b) Budget Workshop #4 – October 24, 2022
 - c) 2023 Budget Public Hearing – November 28, 2022
 - d) Regular Village Board Meeting – November 28, 2022Minutes and Correspondence to Receive
 - e) Neenah-Menasha Sewerage Commission Meeting Minutes – October 25, 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) 221212-1 Amend Fox Crossing Additional Compensation Pay Schedule
 - b) 221212-2 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing
 - c) 221212-3 Issue Annual Secondhand Dealer Licenses – January 1 through December 31, 2023
 - d) 221212-4 Operator License Applicants
 - e) 221212-5 Expenditures
9. Reports
 - a) President Dale Youngquist
 - Village Offices Closed December 23, 26, and December 30, 2022 & January 2, 2023 in Observance of Holidays
 - Last Day for in-Person Tax Collection in 2022 at the Municipal Complex Finance Office is Thursday, December 29, 2022; Community First Credit Union will Collect Taxes in the Lobby from 8:30 a.m. to 6:00 p.m. on Friday, December 30, 2022, and 8:00 a.m. to Noon on Saturday, December 31, 2022
 - Christmas and Holiday Wishes
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#221212-1

AMEND FOX CROSSING ADDITIONAL COMPENSATION PAY SCHEDULE

WHEREAS, Resolution #140630-5:TB approved the Town of Menasha Additional Compensation Pay schedule, and Resolutions #160411-7:TB, #200622-5, #211122-4, and 22114-4 amended the schedule; and

WHEREAS, the Village currently provides a stipend for Paid-on-Call or Part-time Firefighter Officers who work a Weekend Shift Commander position on a standby basis; and

WHEREAS, there is currently no standby pay available for Shift Commanders who work the nine (9) Village holidays on a standby basis; and

WHEREAS, Fire Chief Brian Harbison requests the addition of a Holiday Shift Commander Pay stipend, in the amount of \$175 per day, for the Paid-on-Call or Part-time Firefighter Officers working one of the following days:

New Year's Day
Memorial Day
July 4th

Labor Day
Thanksgiving Day
Day after Thanksgiving

Christmas Eve Day
Christmas Day
New Year's Eve

NOW, THEREFORE BE IT RESOLVED, by the Village of Fox Crossing Board of Trustees that the amended Fox Crossing Additional Compensation Pay Schedule is hereby approved, as attached, effective January 1, 2023.

BE IT FURTHER RESOLVED, that the Holiday Shift Commander Pay be retroactive to November 1, 2022.

Adopted this 14th day of November, 2022

Requested by: Jeremy Searl, Finance Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #221212-2

RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES FROM PROCEEDS OF BORROWING

WHEREAS, the Village of Fox Crossing, Winnebago County, Wisconsin (the "Municipality") plans to undertake Water Infrastructure Improvements (the "Project"); and

WHEREAS, the Municipality expects to finance the Project on a long-term basis by issuing tax-exempt general obligation bonds, revenue bonds or general obligation promissory notes (the "Bonds"); and

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Municipality must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, it is necessary, desirable, and in the best interests of the Municipality to advance monies from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

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

Section 1. Expenditure of Funds. The Municipality shall make expenditures as needed from its funds on hand to pay the costs of the Project until Bond proceeds become available.

Section 2. Declaration of Official Intent. The Municipality hereby officially declares its intent under Treas. Regs. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$2,370,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. This Resolution shall be made available for public inspection at the Village Clerk's office within 30 days after its approval, in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted, recorded and approved this 12th day of December, 2022

Requested by: Jeremy Searl, Finance Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #221212-3

**ISSUE ANNUAL SECONDHAND DEALER LICENSES – JANUARY 1 THROUGH
DECEMBER 31, 2023**

WHEREAS, the annual Secondhand Dealer license applicants listed below have made proper application with the Village Clerk's office and the proper fees have been paid and receipted; and

WHEREAS, the Clerk's office submits the following license applicants for Village Board approval:

Mark Heimerl for Austin's Resale, LLC - 1050 Appleton Road
Daniel J. Quella for Now That Is Cool Inc. - 1020 Appleton Road

NOW, THEREFORE, BE IT RESOLVED that the Village Board of Trustees hereby grants approval of the Secondhand Dealer licenses above *pending satisfactory inspections, background checks, and a report from the Finance Department* that all outstanding invoices and taxes have been satisfied, for the licensing period of January 1 through December 31, 2023.

Adopted this 12th day of December, 2022

Requested by: Darla M. Fink, Village Clerk
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #221212-4

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:

Angela Jax – Approved

Jacquelyn Viehman– 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 12th day of December, 2022

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 #221212-5

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,786,362.78

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

Pending:	
General Fund	\$ 67,871.92
Special Revenue Fund	\$ 60,780.90
Debt Fund	\$ -
Capital Projects Fund	\$ 3,310.00
Water Fund	\$ 372,376.10
Sewer Fund	\$ 400,623.12
Stormwater Fund	\$ 4,585.28
Trust & Agency Fund	\$ 3,484.50
Special Processed Payments	\$ 873,330.96
Total:	<u>\$ 1,786,362.78</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 12th day of December, 2022.

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: December 7, 2022
 For Village Board Meeting of: December 12, 2022

REGULAR PROCESSED CHECKS	AMOUNT
General Fund	\$67,871.92
Special Revenue Funds	\$60,780.90
Debt Fund	\$0.00
Capital Projects Fund	\$3,310.00
Water Fund	\$372,376.10
Sewer Fund	\$400,623.12
Stormwater Fund	\$4,585.28
Trust & Agency Fund	\$3,484.50
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Total Bills for	December 12, 2022
	<u><u>\$913,031.82</u></u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE	DEPT. /PURPOSE	AMOUNT
44390-44471	Village Specials	11/22-12/6/2022	\$618,573.01
ACH	Employee Benefits Corp	11/29-12/6/2022	\$1,376.34
45260	VOID	11/22/2022	(\$618.38)
ACH	WI Deferred Comp	11/23/2022	\$6,220.45
ACH	Elavon	12/1/2022	\$122.16
ACH	American Express	12/1/2022	\$4.29
ACH	Plug N Pay	12/2/2022	\$30.00
ACH	Elavon	12/2/2022	\$92.77
45321-45330	Payroll	11/23/2022	\$1,733.92
ACH	Payroll	11/23/2022	\$174,530.05
ACH	Payroll	11/23/2022	\$71,266.35
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Total Special Processed Payments			<u><u>\$873,330.96</u></u>
 GRAND TOTAL			 <u><u>\$1,786,362.78</u></u>