#### Village of Fox Crossing Board of Trustees Regular Meeting Monday, October 28, 2024 - 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
- Minutes to Approve/ Minutes and Correspondence to Receive Minutes to Approve
  - a) Regular Village Board Meeting October 14, 2024

Minutes and Correspondence to Receive

- b) Planning Commission Meeting Minutes September 18, 2024
- c) Water Main Breaks Report September 2024
- d) Water Pumpage Report September 2024
- 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 <u>2-minutes</u> 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. <u>Note</u>: The Board's ability to act on or respond to public comments is limited by Chapter 19, WI Stats. <u>To address the Village Board, complete the Public Participation signup sheet.</u>
- 6. Discussion Items
- 7. Unfinished Business
- 8. New Business- Resolutions/Ordinances/Policies
  - a) 241028-1:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance Rezone Parcel #121052601
    Located on Winchester Road from R-1 Rural Residential District to R-3 Suburban Medium Density District
    First Reading, Second Reading & Adoption

    b) 241028.1
  - b) 241028-1 Certified Survey Map 618 Bondow Drive & Parcel #121052601
  - c) 241028-2:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance Rezone Vacant Parcel #1215765 Located on Highland Park Road from R-3 Suburban Medium Density District to Planned Development District (PDD) *First Reading*
  - d) 241028-2 Certified Survey Map 1656 Golf Bridge Drive & Vacant Parcel #1215765 Located on Highland Park Road
  - e) 241028-3 Extraterritorial Certified Survey Map 1326 & 1348 Larsen Road Located in the Town of Neenah
  - f) 241028-4 Operator License Applicants
  - g) 241028-5 Expenditures

#### 9. Reports

- a) Village President Dale Youngquist 2025 Village of Fox Crossing Budget Public Hearing to be held Monday, November 25, 2024 at 5:00 p.m. in the Arden Tews Assembly Room of the Village Municipal Complex, 2000 Municipal Drive
- Trustee Kris Koeppe Results of Electronic Recycling Event held on October 12, 2024
- Public Works Director Joe Hoechst Upcoming Long Term Valley Road Closure to Thru Traffic After Election in November
- d) Clerk Darla Fink
  - In-person Absentee Voting for the November 5, 2024 Presidential Election Continues through Friday, November 1, 2024;
     Voting Hours are Monday through Friday from 8:00 a.m. to 4:30 p.m. through October 31, and then from 8:00 a.m. to 5:00 p.m. on Friday, November 1, 2024
  - November Presidential Election will be held Tuesday, November 5, 2024 with polls Open from 7:00 a.m. to 8:00 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, October 14, 2024

#### **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 (via teleconference), Kris Koeppe, Gregory Ziegler, Kate McQuillan, Deb Swiertz (via teleconference), 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, Police Captain Tim Callan, Director of Information Technology Tim Plagenz, Police Assistant Erin LeMahieu, Director of Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, Engineer Brad Werner, and Engineer Lee Reibold. There were seven attendees.

#### 2. Awards / Presentations

a) Results of Village of Fox Crossing 2024 General Obligation Notes and Revenue Bonds Sale – Financial Advisor Brad Viegut

Advisor Veigut advised the Board had previously given Baird a narrow set of parameters to follow to allow Notes and Bonds to be issued outside the dates of a Regular Village Board Meeting. Baird decided to target Wednesday of last week due to low competing bids and the fact that Thursday and Friday had economic announcements coming out which they wanted to avoid. Mr. Viegut presented the final numbers with very successful rates. He stated Moody's bond rating of the Village was affirmed at AA2 which is what was expected and is a very high-quality rating. Moody's also upgraded the revenue bonds from a rating of A1 to AA3 last year which was affirmed again with this issuance.

#### b) <u>Demonstration of Updated Village Website www.foxcrossingwi.gov - Information</u> Technology Director Tim Plagenz

Director Plagenz advised the website committee has been working on developing and designing the updated website for the last year. The committee met weekly with the goal of designing the site for a streamlined approach for what visitors to the site are looking for. The use of online forms was a big request from residents and businesses to be able to fill out forms online rather than using paper. The new website is also designed for optimal use on either a computer, tablet, or phone with each having a different layout. The server is hosted by WordPress and currently has over 150 pages that were redesigned. Director Plagenz advised the site will have AI added to it in the coming weeks to assist visitors to better locate the information they seek.

#### 3. Public Hearings

## 4. <u>Minutes to Approve / Minutes and Correspondence to Receive</u> Minutes to Approve

a) Regular Village Board Meeting – September 9, 2024 & September 23, 2024

#### Minutes and Correspondence to Receive

b) Park Commission Meeting Minutes – September 11, 2024

**MOTION**: Trustee Ziegler, seconded by Trustee Hanson to approve the minutes and accept other departmental minutes and correspondence into record. Motion carried via voice vote with Trustee McQuillan abstaining from voting on the September 23<sup>rd</sup> meeting notes due to her absence.

#### 5. Public Comments Addressed to the Village Board

Andrea VanOudenhoven - 1656 Jacobsen Road, Neenah

Ms. VanOudenhoven stated she has an issue with the speed limit on Jacobsen Road. The current speed limit is 35 MPH, and she feels it isn't safe as drivers are actually traveling over 50 MPH. This road has recently been updated and drivers seem to be traveling at faster speeds. They also now have a nice trail with more people walking and she has concerns. Chief Blashka stated at this time they will not be decreasing the speed limit from 35 MPH. He stated the department will be monitoring the area and advised that a lot goes into reducing the speed limit including a traffic study. There were many safety features that went into the design of this road including widening of the road, moving pedestrians to the trail, etc.

#### 6. Discussion Items

#### 7. <u>Unfinished Business</u>

#### 8. New Business-Resolutions/Ordinances/Policies

a) 241014-1 Award Proposal for Impact Fee Services

**MOTION:** Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Director Searl stated the criteria for selection was not purely cost-based. The grading was based on four criteria including charge for services, comprehensiveness of services provided, public sector experience, and other resources. Five bids were received, and based on the grading criteria, the bid was awarded to Ruekert Mielke. Motion carried via voice vote.

- b) 241014-2 Issue Class "A" Beer License and Appointment of Agent for El Folklore Mexicano LLC d/b/a Tienda Mexicana El Folklore, 1008 Appleton Road
   MOTION: Trustee McQuillan, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.
- c) 240923-1:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance Rezone Parcels #1210184, #1210186, #1210189, and #1210191 Located on Clayton Avenue from A-2 General Agriculture District to R-4 Suburban High Density District Second Reading & Adoption

**MOTION:** Trustee Hanson, seconded by Trustee Koeppe to accept the Second Reading and Adoption as submitted. Motion carried via voice vote.

d) 240923-2:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone 679 East Shady Lane (Parcel #121025201) from B-3 Regional Business District to Planned Development District Second Reading & Adoption

**MOTION:** Trustee McQuillan, seconded by Trustee Ziegler to accept the Second Reading and Adoption as submitted. Motion carried via voice vote.

e) <u>241014-3</u> Operator License Applicants

**MOTION:** Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.

f) 241014-4 Expenditures

**MOTION:** Trustee Ziegler, seconded by Trustee Koeppe to approve the expenditures submitted without exception. Motion carried via voice vote.

#### 9. Reports

a) Village President Dale Youngquist – Announcement of Budget Workshop Dates

President Youngquist announced the upcoming Budget Workshop Dates:

- October 21, 2024 from 5:00 p.m. 9:00 p.m.
- October 28, 2024 from 5:00 p.m. Regular Village Board Meeting and reconvening following the Regular Village Board Meeting
- Public Budget Hearing will be held on November 25, 2024 at 5:00 p.m.
- b) <u>Police Chief Scott Blashka Intersections of Irish Road and Jacobsen Road, and Irish Road and East Shady Lane, to become Permanent Four Way Stop Intersections Beginning October</u> 18, 2024

Chief Blashka advised that some new four way stop intersections will be established starting October 18<sup>th</sup>. The Irish Road/Jacobsen Road stop sign was temporary during construction and will now become permanent. The Irish Road/East Shady Lane intersection has had some visibility concerns and a few serious accidents that are hoping to be eliminated with the new four-way stop and the speed limit on East Shady Lane in this area has already been lowered. Both of these intersections are at transitions between speed limits so the hope is that the stop signs will help with that speed transition.

c) Village Manager Jeffrey Sturgell – Winnebago County Agriculture & Household Hazardous Material Clean Sweep Event will be held on Friday, November 8 from 2:00 p.m. to 5:00 p.m. at the City of Menasha Public Works Building, and Saturday, November 9 from 9:00 a.m. to 11:00 a.m. at the Winchester Town Hall; Must Register for Appointment Time by November 1, 2024

Village Manager Sturgell announced the upcoming dates for these Clean Sweep events which handle the collection of items including pesticides, herbicides, poisons, mercury, gasoline, degreasers, spray paint, solvents, brake and starter fluids, and many more. Residents will need to register for an appointment time for these events and he provided the website and phone number to register.

d) <u>Fire Chief Todd Sweeney – Fox Crossing Fire Department Insurance Services Office (ISO)</u> Public Protection Classification Update

Chief Sweeney advised an audit was completed in June where the Fire Department is rated in four categories including water supply, community risk reduction, emergency communications center, and fire department operations which is then compared to nation, state, and peer group averages. Fox Crossing came in higher in all three groups than the average and maintained the same rating as the last audit that was completed. Chief Sweeney stated he is meeting with the auditor to see how we can further improve in the future and advised the Board that this rating affects homeowners' insurance rates for residents.

- e) Parks & Recreation Director Amanda Geiser
  - Fall & Winter Parks & Recreation Special Event Update

Director Geiser stated that Fall is the second busiest season of the year for them. Tuesday, October 15<sup>th</sup> is the Trick-or-Treat Trail at Fritsch Park where 600 kids have registered. She thanked the Police Department and Fire Department for continuing to be part of that event. She stated Breakfast with Santa is set for December 7<sup>th</sup> and the Daddy/Daughter Winter Formal is set for January 31<sup>st</sup>.

• Annual Trick-or-Treat Hours in the Village – October 31, 2024 from 4:00 p.m. to 7:00 p.m.

Director Geiser stated the Trick-or-Treating hours in the Village will remain the same as in year's past on Halloween evening from 4:00 p.m. to 7:00 p.m.

f) Clerk Darla Fink – In-Person Absentee Voting for the November 5, 2024 Presidential Election begins Tuesday, October 22 through Friday, November 1, 2024; Voting Hours are Monday through Friday from 8:00 a.m. to 4:30 p.m. from October 22 to October 31, and then from 8:00 a.m. to 5:00 p.m. on Friday, November 1, 2024

Clerk Fink announced that early in-person Absentee Voting will start next Tuesday, October  $22^{nd}$  and provided the dates/times for this voting option which will be held at the Municipal Complex.

#### 10. Closed Session

#### 11. Adjourn

At 6:52 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppe to adjourn. Motion carried via voice vote.

Respectfully submitted,

Darla M. Fink, WCMC, 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 COMMISION MEETING

Municipal Complex – Arden Tews Assembly Room Wednesday, September 18, 2024 at 5:15 PM

#### $\underline{ ext{Minutes}}$

#### CALL TO ORDER

The Planning Commission meeting was called to order by Chairman Jochman at 5:15 p.m.

PRESENT: Chairperson: Chair Dennis Jochman

Commissioners: Mr. Morris Cox

Mr. Michael Scheibe Mr. Michael Prince Mr. Thomas Willecke Ms. Tracy Romzek

EXCUSED: Mr. Tom Young

Staff: Community Development Director George Dearborn

Associate Planner Daniel Dieck Village Manager Jeffery Sturgell

Other: 18 others present

#### PLEDGE OF ALLEGIANCE

#### **APPROVAL OF MINUTES** – August 21, 2024

**MOTION:** Mr. Cox, seconded by Mr. Willecke to approve the meeting minutes of the August 21, 2024 with superficial corrections. Motion carried 6-0-0

#### **PUBLIC HEARING**

1. Rezoning from B-3 Regional Business District to Planned Development District – Jim Tuchscherer – 679 E. Shady Ln., Parcel 121025201

**MOTION:** Mr. Cox, seconded by Mr. Scheibe to open the public hearing. Motion carried 6-0-0

Director Dearborn gave a brief description on the matter. He stated that discussion will be open for the rezoning of the current B3 regional business district to Planned Development District (PDD) and that the reasoning for the rezoning is to allow for the current front building setback to be used instead of the setback that's required for the present zoning of the property.

#### Mike Schlafman – 676 Millbrook Dr.

Mr. Schlafman introduced himself to the commission. He asked about an existing power line and whether or not it would go underground. He also asked who's responsible for the trees at the creek line of the property.

Director Dearborn stated that the property owner is responsible for the trees that reside on their property line. As for creeks and streams, he stated that you cannot damage the drainage way or the stream when removing undesirable trees or shrubs.

#### Jim Tuchscherer – 2151 Hidden Creek Rd.

Mr. Tuchscherer introduced himself as the owner of the project property. He responded to Mr. Schlafman that he does have plans to relocate the utilities underground and to beautify the property so that the property will appear more desirable.

#### *Chris Lee – 640 Millbrook Dr.*

Mr. Lee expressed his concern for the current conditions of the property and anticipated for some more landscaping that would act as a barricade for the surrounding residential properties.

Mr. Tuchscherer explained that the project will include beautification along the whole property to the south and that along the southern part of the property he plans to include some shops which will further improve the appearance of the property.

Mr. Lee questioned if there would be another public hearing on the proceeding phases of the project.

Director Dearborn said that typically there wouldn't be another hearing after the approval of the rezoning.

Mr. Tuchscherer stated that whenever he does a development like this he always keeps them well maintained and desirable. He acknowledged the unappealing conditions of the property and said that the property will be much more desirable to look at when the proposed project is complete.

Mr. Schlafman asked if he can plant any kind of tree he wants on his side of the creek, Director Dearborn said yes he can do so.

MOTION: Mr. Cox, seconded by Mr. Scheibe to close the public hearing. Motion carried 6-0-0

#### **PUBLIC HEARING**

2. Conditional Use Permit (CUP) Proposed Multi-Family Development – Reserve Development Group, LLC – West American Dr., Parcels 12102370203, 12102370204

**MOTION:** Mr. Scheibe, seconded by Mr. Cox to open the public hearing. Motion carried 6-0-0

Director Dearborn provided information on the matter. He stated that the property is zoned M-1 Mixed Use and that a CUP is required for this proposed project.

#### Ben Hamblin – 1445 McMahon Dr.

Mr. Hamblin introduced himself as a representative for the Reserve Development group for this project and stated that he's here to answer any questions from the audience or commissioners of the meeting.

#### *Tim Flaherty – 1586 Cold Spring Rd.*

Mr. Flaherty spoke on his concern of where the main sewers are going to be for this development and whether or not it would run through other parcels. He also commented that he's concerned about flooding if the property is not graded properly.

Director Dearborn discussed how you can't run sewer through other parcels and Chairman Jochman clarified that a drainage plan has to be submitted with this project and that the water has to be contained to their property, not others.

**MOTION:** Mr. Scheibe, seconded by Mr. Willecke to close the public hearing. Motion carried 6-0-0

#### **PUBLIC HEARING**

3. Rezoning from A-2 General Agriculture to R-4 Suburban High Density District – Jill Szamcki – Parcel #1210184, 1210186, 1210191

**MOTION:** Mr. Scheibe, seconded by Mr. Willecke to open the public hearing. Motion carried 6-0-0

Director Dearborn provided context on the topic. He discussed how there will be plans to extend utilities to this site and that the rezoning conforms to the Village's adopted Future Land Use Map.

#### Kathy Lang – 9396 Clayton Ave.

Ms. Lang introduced herself and questioned what the plans are for this development. She also wondered if the adjoining property owners are going to have to connect and/or pay for the planned water and sewer utilities.

Director Dearborn discussed that the Village has been working with the developer on extending water and sewer utilities and that the proposed use of this development will be a senior living facility. He stated that adjoining properties will not have to connect or pay for the new water and sewer lines.

Ms. Lang asked if the residents would be able to see the proposed concept plan and questioned if there would be a tax increase as a result of the rezoning. Director Dearborn confirmed that residents are welcome to view the current plans for this development and that there wouldn't be any increase to their taxes.

#### *Todd Luebke – 9546 Clayton Ave.*

Mr. Luebke discussed his concern on the stormwater plans. Director Dearborn stated that the stormwater flow will not have any impact onto surrounding properties.

#### Patti Haase – W. 6593 Cedar Ln.

Ms. Haase introduced herself as a resident of Greenville and a property owner of land on Clayton Avenue. She expressed concern that her farm fields will be assessed for the planned water and sewer utilities. Director Dearborn stated that they will not be assessed.

**MOTION:** Mr. Cox, seconded by Mr. Willecke to close the public hearing. Motion carried 6-0-0

#### **OLD BUSINESS**

1. Conditional Use Permit (CUP) Residential Duplexes – Gloss Construction, Inc. – West American Dr.

Director Dearborn spoke on the matter. He informed the planning commission that staff met with the developer and a representative from the HOA board but have yet to receive any information on what the next steps in the process would be. He recommends that the CUP be postponed or denied until further information is presented.

MOTION: Mr. Scheibe, seconded by Mr. Prince to postpone the CUP until the next planning commission meeting on October 16<sup>th</sup>, 2024. Motion carried 6-0-0

2. Certified Survey Map (CSM) – West American Dr. Parcel #1210253 – Gloss Construction, Inc.

There was a brief discussion between staff, commissioners, and meeting attendees.

MOTION: Mr. Scheibe, seconded by Mr. Willecke to postpone the CSM until the next planning commission meeting on October 16<sup>th</sup>, 2024. Motion carried 6-0-0

#### **NEW BUSINESS**

1. Rezoning from B-3 Regional Business District to Planned Development District (PUD) – Jim Tuchscherer – 679 E. Shady Ln.

Chairman Jochman asked if the commissioners had any additional thoughts or comments on the item.

Commissioner Willecke questioned the age of the standing building. Director Dearborn stated that the building has been standing for many years.

Commissioner Prince asked why they couldn't adjust the setback within the limits. Director Dearborn clarified that the owner desires to do this because the foundation for the building is very substantial and that the owner wants to preserve that.

**MOTION:** Mr. Cox, seconded by Mr. Willecke to approve the PUD with the following conditions:

- 1. The reconstruction of the current building at the current setback.
- 2. All uses allowed in the B-3 Zoning district be allowed.
- 3. The applicant shall provide staff with a site plan for any new construction and meet all other current requirements for this development.

Motion carried 6-0-0

2. Conditional Use Permit (CUP) Proposed Multi-Family Development – Reserve Development Group, LLC – West American Dr.

Director Dearborn gave a brief overview of the requested CUP and stated that staff recommends approval of this item.

**MOTION:** Mr. Prince, seconded by Mr. Cox to approve the CUP with the following conditions:

1. A site plan shall be prepared and approved.

- 2. The exterior façade shall be approved by staff.
- 3. A stormwater plan shall be prepared and approved.
- 4. A CSM may be needed to combine the parcels.

Motion carried 6-0-0

## 3. Rezoning from A-2 General Agriculture to R-4 Suburban High Density District – Jill Szamcki – Parcels 1210186, 1210189, 1210191

Director Dearborn stated that staff recommends approval of this item.

**MOTION:** Mr. Cox, seconded by Mr. Scheibe to approve the rezoning as it conforms to the Village's adopted Future Land Use Map and Comprehensive Plan. Motion carried 6-0-0

#### **OTHER BUSINESS**

#### 1. Development Activity Report

Director Dearborn reviewed the August Building Report.

#### **COMMUNICATIONS**

#### 1. Sustainability Committee

Director Dearborn informed the commission that there was no quorum for the last Sustainability Committee meeting held on September 4<sup>th</sup>, 2024. He added that there's an Electronic Recycling event taking place on October 12<sup>th</sup>, 2024.

#### **PUBLIC FORUM**

#### John Lehman - 747 Copperhead Dr

Mr. Lehman asked the commission if there are any plans to resurface the road and extend the bike path from Shady Lane and Old Buggy Drive. Director Dearborn stated that the Village does plan on doing so within the next couple of years with awarded grant funds. Mr. Lehman also asked about utility work being done near his residence. Village staff informed Mr. Lehman that ATC is replacing some poles and wires.

#### **ADJOURN**

At 6:25 p.m., MOTION: Mr. Cox, seconded by Mr. Scheibe to adjourn. Motion carried 6-0-0.

Respectfully submitted,

Daniel Dieck

Associate Planner

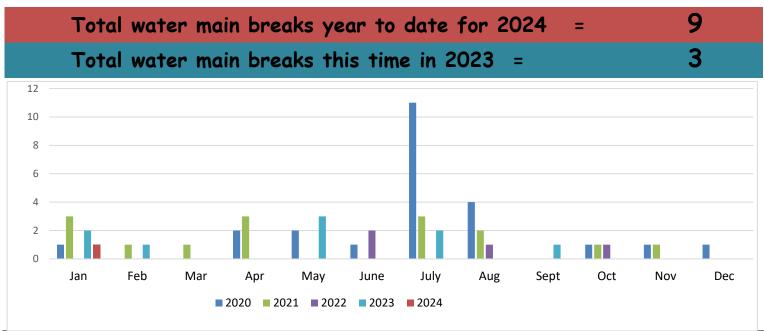
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## FOX CROSSING UTILITIES

# WATER MAIN BREAK/MISC WATER REPAIR REPORT SEPTEMBER, 2024

#### **Water Main Breaks**

9/17/2024 1354 Schanke St 6" Water Main Break



YEAR	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2020	1	0	0	2	2	1	11	4	0	1	1	1	24
2021	1	1	1	0	1	0	3	6	7	6	3	0	29
2022	3	1	1	3	0	0	3	2	0	1	1	0	15
2023	0	0	0	0	0	2	0	1	0	1	0	0	4
2024	2	1	0	0	3	0	2	0	1				9

#### **Utility Repairs**

1	9/4	/20	124

2 9/6/2024

3 9/18/2024

4 9/24/2024

1637 Margeo St 1100 Grassy Plains Dr Clayton Ave

1255 Christopher Dr

Repaired Leaking Hydrant Repaired Water Service Leak Raised Valve Box

Repaired Leaking Hydrant

### FOX CROSSING UTILITIES

#### **Utility Miscellaneous**

- 1 STARTED WATER SERVICE RELAY ON PLANK RD.
- 3 CONTINUED EXERCISING MAIN LINE VALVES.
- 4 CONTINUED HYDRANT MAINTENANCE AND EXERCISING AUXILIARY VALVES.
- 5 CONTINUED WORKING ON EXCHANGING SMALL METERS.
- 6 CONTINUED WORKING ON MOVING ENCODERS FOR METERS THAT ARE NOT READING FROM ANTENNAS
- 7 CONTINUED WITH LEAK DETECTION IN PROBLEM AREAS.

## WASTEWATER REPAIR/MISC REPORT SEPTEMBER, 2024

#### **Wastewater Miscellaneous**

1	Lift Station #1 - Brighton Beach Rd	Cleaned wetwell. Replaced bad transducer with backup. Installed new lights in drywell. Changed oil in generator.
2	Lift Station #2 - Lakeshore Dr & Frances St	Installed a step on drywell. Changed oil in generator.
3	Lift Station #3 - Lakeshore Dr	Changed oil in generator.  Monthly maintenance.
4	Lift Station #4 - Memorial Dr/Foster St	Changed oil in generator.  Monthly maintenance.
5	Lift Station #5 - Green Patch	Removed old mixer panel and installed new main panel. Cleaned wetwell.
6	Lift Station #6 - Calumet St	Cleaned wetwell and transducer. Pulled pump 1 to clean rags out.
7	Lift Station #7 - Stroebe Rd & Harry's Gateway	Monthly maintenance. Changed oil in generator.
8	Lift Station #9 - County Rd II (Winchester Rd)	Cleaned wetwell and transducer. Changed oil in generator.
9	Miscellaneous:	Had manholes flex-sealed by SSI Check for I&I

## FOX CROSSING UTILITIES

Ran portable generator and changed oil 2 guys completed safety training Had van and F350 serviced Assisted Water Department with leaks

#### FOX CROSSING UTILITIES PUMPAGE REPORT

MONTH: SEPTEMBER, 2024

	Total water purchased & pumped from wells										
	EAST SIDE				WEST SIDE					TOTAL	Compare
	DEEP WELL #5 X 1,000	DEEP WELL #7 X 1,000	PURCHASED CTY/MENASHA X 1,000	TOTAL EAST X 1,000	DEEP WELL #3 X 1000	DEEP WELL #4 X 1,000	DEEP WELL #6 X 1,000	DEEP WELL #8 X 1,000	TOTAL WEST X 1,000	PUMPED X 1,000	to same month in 2023
TOTAL	16,107	-	13,734	29,841	14,474	14,349	-	26,732	55,555	85,396	80,125
AVERAGE/DAY	537	-	458	995	482	478	-	891	1,851	2,846	2,671
MAXIMUM/DAY	575	-	618	1,163	935	838	-	1,106	2,194	3,357	3,135
MINIMUM/DAY	477	-	379	930	-	-	-	617	1,548	2,478	2,247

	SERVICE PUMPAGE (Water pumped to distribution system)									
	EAST SIDE	WEST SIDE			TOTAL SERVICE PUMPAGE	Compare				
	PLANT#2	PLANT#3	PLANT #4	TOTAL WEST SIDE	TOTAL EAST & WEST	to same month in				
Ē	X 1,000	X 1,000	X 1,000	X 1,000	X 1,000	2023				
TOTAL	27,409	28,826	26,100	54,926	82,335	78,073				
AVERAGE/DAY	914	961	870	1,831	2,745	2,602				
MAXIMUM/DAY	1,012	1,286	1,112	2,398	3,068	3,118				
MINIMUM/DAY	824	712	602	1,314	2,327	2,185				

	WATER LEVEL READINGS								
	EAST SIDE DEEP WELLS	WEST SIDE  DEEP WELLS							
	#5	#7	#3	#4	#6	#8			
AVERAGE STATIC	-	-	63'	63'	-	47'			
AVERAGE PUMPING LEVEL	335'	-	160'	153'	-	234'			

East Side System Purchased Water							
Month 2024	470/	Month 2023	400/	Month, 2022	200/		
	47%		49%	•	39%		
Year-to-Date	46%	Year-to-Date	44%	Year-to-Date	40%		

# ORD #241028-1:ORD First Reading, Second Reading & Adoption AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §435 ZONING ORDINANCE – REZONE PARCEL #121052601 LOCATED ON WINCHESTER ROAD FROM R-1 RURAL RESIDENTIAL DISTRICT TO R-3 SURBURBAN MEDIUM DENSITY 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 parcel #121052601 located on Winchester Road from R-1 (Rural Residential District) to R-3 (Suburban Medium Density 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: October 28, 2024  Date Adopted:	
Requested by: George Dearborn, AICP, D Submitted by: Dale A. Youngquist, Village	· · · · · · · · · · · · · · · · · · ·
	D 1 A W ( W'II D 1
	Dale A. Youngquist, Village President
	Attest: Darla M. Fink, Village Clerk

ATTACHMENT 1: Proposed Zoning Map Amendment





## PLANNING COMMISSION MEMO

Date: September 26, 2024

To: Village Planning Commission Members

From: Community Development Department Staff

RE: Agenda Item 1 - Strohmeyer Rezoning

#### Overview

The applicant is requesting a rezoning to create a new CSM. The CSM will adjust property lines to allow for the retention of an existing accessory building on the proposed new lot 2 and to allow for future sale of the balance of the property.

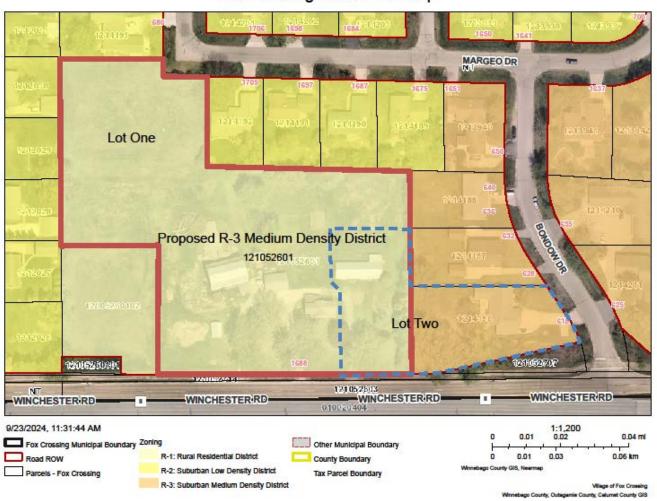
The property currently has two zoning designations R-1 Low Density Residential and R-3 Suburban Medium Density Residential. The parcel identified as lot one on the attached map is proposed to be rezoned from R-1 to R-3. This will allow for the creation of the CSM that will create the two new lots.

#### **Staff Recommendation**

Staff recommends approval of this rezoning since it complies with the Villages adopted compressive plan.

Location Map

#### Fox Crossing Public Web Map



#### RES #241028-1

#### CERTIFIED SURVEY MAP – 618 BONDOW DRIVE & PARCEL #121052601

WHEREAS, the applicant requests approval of a Certified Survey Map (CSM) to adjust the property line between 618 Bondow Drive (parcel #1214186) and parcel #12105260, located on Winchester Road; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their October 16, 2024 meeting and recommended approval of the Certified Survey Map with the following conditions:

- 1. Both parcels shall be rezoned to R-3 prior to recording.
- 2. All taxes and assessments shall be paid prior to the Village affixing signatures on the Certified Survey Map.
- 3. The applicant shall provide the Village with a final copy of the recorded CSM.

Planning Commission:6Aye0	Nay1Excused0 Abstain
NOW, THEREFORE, BE IT RESOLVED hereby recommends approval of the Certifie	that the Village of Fox Crossing Board of Trustees ed Survey Map with the above conditions.
Adopted this 28th day of October, 2024	
Requested by: George Dearborn, AICP, Di Submitted by: Dale A. Youngquist, Village	• •
	Dale A. Youngquist, Village President
	Attest: Darla M. Fink, Village Clerk



## PLANNING COMMISSION MEMO

Date: September 26, 2024

To: Village Planning Commission Members

From: Community Development Department Staff

**RE**: Agenda Item 2 – CSM - Strohmeyer

#### Overview

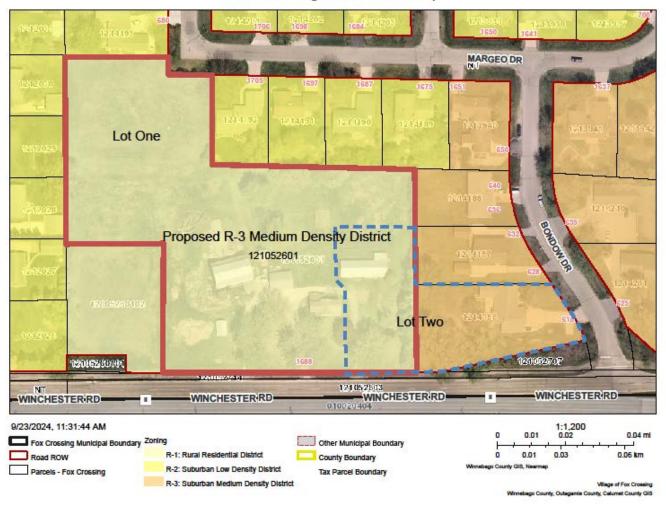
The applicant is requesting a certified survey map to reconfigure the two parcels so that an existing accessory building can be retained and a future lot can be sold. The property also currently has two zoning designations so a rezoning to R-3 Suburban Medium Density Residential District matching the future land use map is also being proposed for this CSM.

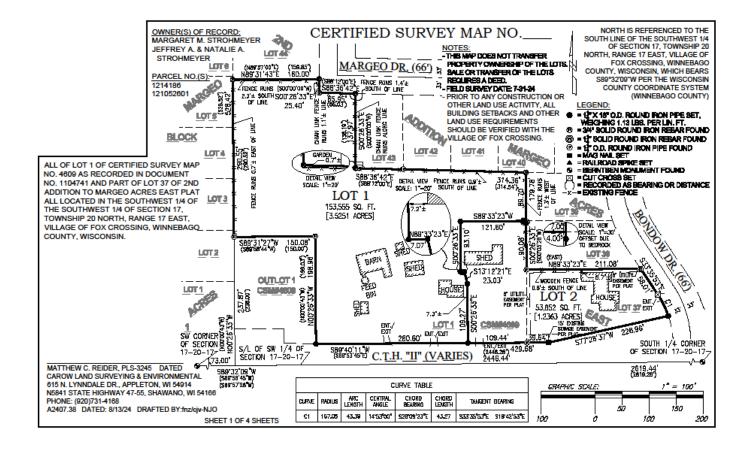
#### Staff Recommendation

Staff recommends approval of this CSM with the following conditions:

- 1. All the parcels shall be rezoned to R-3 prior to recording
- 2. All taxes shall be paid prior to recording
- 3. The Community Development Department shall be provided with a recorded copy of the CSM

#### Fox Crossing Public Web Map





ORD #241028-2:ORD First Reading

Date Introduced: October 28, 2024

# AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §435 ZONING ORDINANCE – REZONE VACANT PARCEL #1215765 LOCATED ON HIGHLAND PARK ROAD FROM R-3 SUBURBAN MEDIUM DENSITY DISTRICT TO PLANNED DEVELOPMENT DISTRICT (PDD)

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 vacant parcel #1215765 located on Highland Park Road from R-3 (Suburban Medium Density District) to PDD (Planned Development District) as shown in Attachment 1.

Part II. The Planned Development District will consist of the following conditions:

1. Reduced setbacks consisting of at least fourteen (14) feet for the Highland Park Road setback, twenty (20) feet for the Golf Bridge Drive setback, and ten (10) feet for the western property side setback.

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

Part IV. 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 Adopted:	
Requested by: George Dearborn, AICP, L Submitted by: Dale A. Youngquist, Villago	
	Dale A. Youngquist, Village President
	Attest: Darla M. Fink, Village Clerk

ATTACHMENT 1: Proposed Zoning Map Amendment





## PLANNING COMMISSION MEMO

Date: September 26, 2024

To: Village Planning Commission Members

From: Community Development Department Staff

RE: Agenda Item 3 - Highland Park Road - Rezoning to PDD

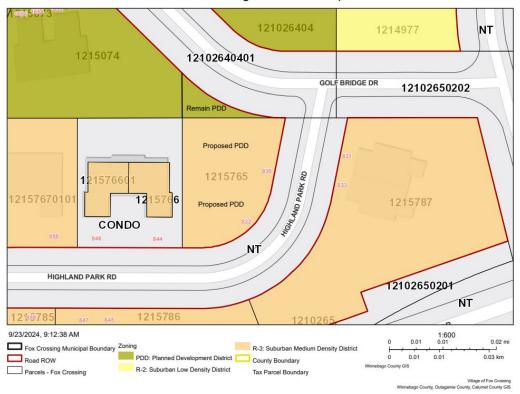
#### Overview

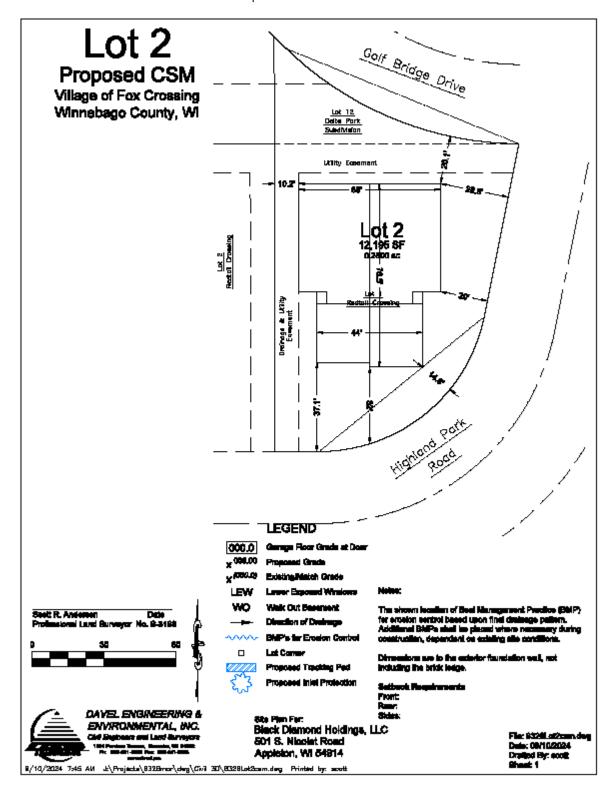
The applicant is requesting a rezoning to create a new CSM. The two existing parcels are zoned Planned Unit Development (PDD) and R-3 Medium Density Residential. The applicant is requesting a rezoning of both parcels to PDD with reduced setbacks as shown on the attached map consisting of at least 14 feet for the Highland Park Road setback, 20 feet for the Golf Bridge Drive setback and 10 feet for the western property side setback.

#### **Staff Recommendation**

Staff recommends approval of this rezoning since it complies with the Villages adopted compressive plan.

Location Map
Fox Crossing Public Web Map





#### RES #241028-2

#### <u>CERTIFIED SURVEY MAP – 1656 GOLF BRIDGE DRIVE & VACANT PARCEL</u> #1215765 LOCATED ON HIGHLAND PARK ROAD

WHEREAS, the applicant requests approval of a Certified Survey Map (CSM) to adjust the property line between 1656 Golf Bridge Drive (parcel #1215074) and vacant parcel #1215765, located on Highland Park Road; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their October 16, 2024 meeting and recommended approval of the Certified Survey Map with the following conditions:

- 1. Both parcels shall be zoned to Planned Development District (PDD) prior to recording.
- 2. All taxes and assessments shall be paid prior to the Village affixing signatures on the Certified Survey Map.
- 3. The applicant shall provide the Village with a final copy of the recorded CSM.

Planning Commission: _	6	_ Aye	0	_ Nay	1	_Excused	0	_ Abstain
NOW, THEREFORE, Backereby recommends appr					_	•	_	
Adopted this 28th day of	Octobe	er, 2024						
Requested by: George D Submitted by: Dale A. Yo				v		nunity Devel	opment	
					Dale A	. Youngqui	st, Village	President
					Attest:	Darla M. F	ink, Villaş	ge Clerk



## PLANNING COMMISSION MEMO

Date: September 26, 2024

To: Village Planning Commission Members

From: Community Development Department Staff

RE: Agenda Item 4 – CSM Golf Bridge and Highland Park

#### Overview

The applicant is requesting a CSM to combine two parcels for the construction of a duplex. There are two zoning districts so the applicant is proposing to also rezone both parcels to Planned Development District (PDD) so that the zoning is consistent and setbacks can be reduced.

#### Staff Recommendation

Staff recommends approval of this CSM with the following conditions:

- 1. Both parcels shall be rezoned to PDD.
- 2. All taxes shall be paid prior to recording
- 3. The Community Development Department shall be provided with a recorded copy of the CSM

#### Fox Crossing Public Web Map 121026404 NT 1214977 1215074 12102640401 GOLF BRIDGE DR 12102650202 Remain PDD Proposed PDD 1215765 RD 12157670101 1215766 1215787 Proposed PDD CONDO ΝŤ HIGHLAND PARK RD 12102650201 ŃΤ 12159785 1215786 9/23/2024, 9:12:38 AM 1:600 0.02 mi 0.01 Fox Crossing Municipal Boundary Zoning R-3: Suburban Medium Density District PDD: Planned Development District 0.01 0.03 km Road ROW County Boundary R-2: Suburban Low Density District Parcels - Fox Crossing Tax Parcel Boundary

Village of Fox Cros

#### Certified Survey Map No. Lot 1 of Redtail Crossing and Lot 12 of Delta Park Subdivision, Being Part of the Northeast 1/4 of the Southwest 1/4 and Part of the Southeast 1/4 of the Northwest 1/4 of Section 9, Township 20 North, Range 17 East, Village of Fox Crossing, Winnebago County, Wisconsin. Survey for: Black Diamond Holdings, LLC 501 South Nicolet Road Appleton, WI 54914 \*Curve Table: Sheet 4\*\* Caveat: Building zones depicted are based on building setbacks in effect at the time of the survey and should not be relied upon without first obtaining written verification <u>Lot 11</u> Delta Park Subdivision thereof from the Village of Fox Crossing and any other local agencies. RH AF int Found Lot 1 21,510 SF Corner T20N, 0.4938 ac Existing Dwelling Littly Economism 1777.**30**° 214.52 S 89°57'13" W (N88'54'19 E) | N/L of the SW 1/4 Sec. 9 Utility Economist Pronf Sufage NB9\*57'13"E 2839.93' 128.12 Lot 2 12,195 SF (SDC'05'41"E). N 00°02'47" W S 111 30' 100 highland Park Bearings are referenced to the East line of the Northeast 1/4, Section 30, T20N, R17E, assumed to bear N00\*03'40"W, base on the



Winnebago County Coordinate Syste

¾" x 18" Steel Rebar @ 1.50lbs/LF SET 11/4" Rebar Found 1/4" Rebar Found 1" Iron Pipe Found Government Corner Recorded As

LEGEND

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

(Nev'06'53'E) N 89°50'13" W\_

18.60

File: 8326CSM.dwg Date: 08/24/2024 Drafted By: scott Sheet: 1 of 4

Date

T20N R17E Monument Found

30

20 Center of Section B Berntsen

8/24/2024 8:39 PM V:\Projects\8328mar\dwg\CMI 30\8328CSN.deg Printed

#### RES #241028-3

## EXTRATERRITORIAL CERTIFIED SURVEY MAP – 1326 & 1348 LARSEN ROAD LOCATED IN THE TOWN OF NEENAH

WHEREAS, the applicant, Thomas Rosenfeldt, is requesting approval of an Extraterritorial Certified Survey Map (CSM) to adjust the property line between 1326 Larsen Road (parcel #01003100102) and 1348 Larsen Road (parcel #01003100101), located in the Town of Neenah; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their October 16, 2024 meeting and recommended approval of the Extraterritorial Certified Survey Map with the following condition:

2.	The officially ma All taxes shall be The applicant sha	paid pr	ior to re	ecordi	ng.					
Planni	ng Commission:	6	Aye	0	Nay	1	Excused	0	Abstain	
	THEREFORE, B mends approval of						_			eby
Adopt	ed this 28 <sup>th</sup> day of	October	r, 2024							
-	sted by: George L tted by: Dale A. Y				v		unity Develo	opment		
					:	Dale A	. Youngquis	t, Village	President	
						Attest:	Darla M. Fi	nk, Villag	e Clerk	



## PLANNING COMMISSION MEMO

Date: October 7, 2024

To: Village Planning Commission Members

From: Community Development Department Staff

RE: Agenda Item 5 – Extra territorial CSM Larson Road Town of Neenah

#### Overview

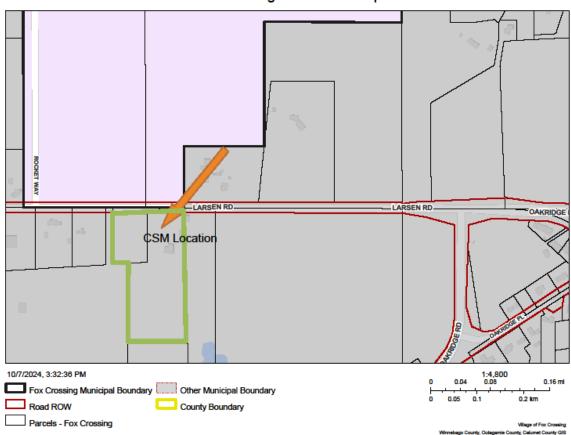
The applicant is requesting a CSM to create a 2 lots. This CSM is located just south of the Neenah High School and requires an extra territorial review by the Village. No public utilities are currently available in this area thus a private well and septic system will be required for any home that is constructed on the proposed new lot. The applicant is aware of this requirement. At a future date the Village may extend utilities to this area and the property owners are encouraged to then annex into the Village.

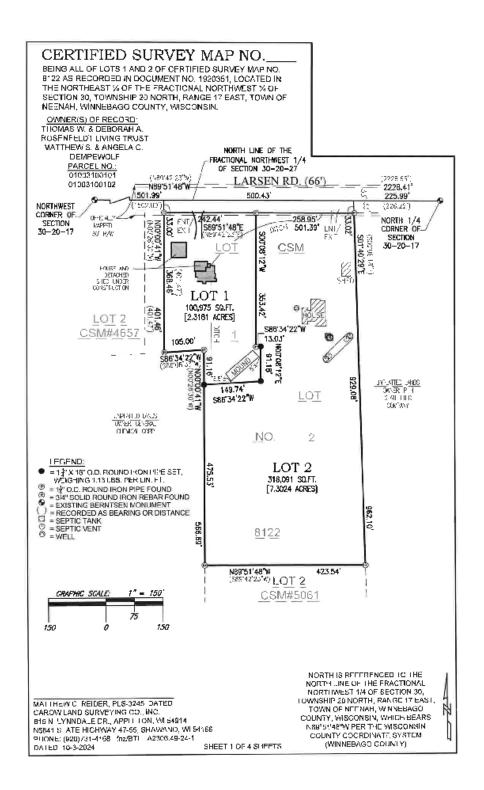
#### Staff Recommendation

Staff recommends approval of this CSM with the following conditions:

- 1. The officially mapped right of way shall be dedicated as shown on the CSM
- 2. All taxes shall be paid prior to recording
- 3. The Community Development Department shall be provided with a recorded copy of the CSM

#### Fox Crossing Public Web Map





#### RES #241028-4

#### **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:

Joseph Versgrave – Approved Angela Stuckrath – Approved Mariah Barden – 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, 2024 - June 30, 2026.

Adopted this 28th day of October, 2024

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 #241028-5

#### **EXPENDITURES**

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$4,847,791.45

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

Pending:	
General Fund	\$ 327,580.44
Special Revenue Fund	\$ 21,499.50
Debt Fund	\$ -
Capital Projects Fund	\$ 248,371.69
Water Fund	\$ 52,458.14
Sewer Fund	\$ 37,862.88
Stormwater Fund	\$ 2,784,489.05
Trust & Agency Fund	\$ -
Special Processed Payments	\$ 1,375,529.75
Total:	\$ 4,847,791.45

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 October, 2024.

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: October 22, 2024
For Village Board Meeting of: October 28, 2024

REGULAR PROCESSED CHECKS		AMOUNT
General Fund		\$327,580.44
Special Revenue Funds		\$21,499.50
Debt Fund		\$0.00
Capital Projects Fund		\$248,371.69
Water Fund		\$52,458.14
Sewer Fund		\$37,862.88
Stormwater Fund		\$2,784,489.05
Trust & Agency Fund		\$0.00
Total Bills for	October 28, 2024	\$3,472,261.70

#### SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE		DEPT. /PURPOSE	AMOUNT
	Village Specials	10/9-10/22/24	**See Attached Listing**	\$839,118.89
ACH	Employee Benefits Corp	10/8-10/22/24	Flex Spending Claims	\$299.01
ACH	ETF	10/16/2024	Medical Ins	\$159,213.18
ACH	North Shore	10/15/2024	Deferred Comp	\$1,495.00
ACH	WDC	10/15/2024	Deferred Comp	\$6,159.85
ACH	WI Retirement	10/16/2024	Retirement	\$93,714.73
51682-51684	Payroll	10/10/2024	Payroll	\$2,087.36
ACH	Payroll	10/10/2024	Payroll	\$196,212.94
ACH	Payroll	10/10/2024	Taxes	\$77,228.79
Total Special Processed Payments				

GRAND TOTAL \$4,847,791.45

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