

**VILLAGE OF FOX CROSSING  
BOARD OF TRUSTEES REGULAR MEETING  
Municipal Complex – Arden Tews Assembly Room  
Monday, August 12, 2024**

Minutes

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

Meeting called to order by Clerk Fink at 6:03 p.m. **MOTION:** Trustee McQuillan, seconded by Trustee Koeppel to appoint Trustee Ziegler to preside over the meeting in President Youngquist's absence. The Pledge of Allegiance was recited.

Village Clerk Darla Fink took roll call and noted those present: Trustees Michael Van Dyke (via teleconference), Kris Koeppel, Gregory Ziegler, Kate McQuillan, Deb Swiertz, and Barbara Hanson. Excused: President Dale Youngquist.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Jeremy Searl, Director of Community Development George Dearborn, Chief of Police Scott Blashka, Assistant Fire Chief Shawn Bordeaux, Director of Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, and Engineer Lee Reibold. Excused: Engineer Bradley Werner and Fire Chief Todd Sweeney. There were five attendees.

2. Awards / Presentations

3. Public Hearings

4. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

a) Regular Village Board Meeting – July 22, 2024

Minutes and Correspondence to Receive

b) Park Commission Meeting Minutes – July 10, 2024

c) Water Main Breaks Report – June 2024

d) Water Pumpage Report – June 2024

**MOTION:** Trustee Koeppel, seconded by Trustee Hanson 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

Ashley Conner - 2353 Meadow Green Drive, Neenah

Ms. Conner spoke to the Village Board to request that the Village approve a Proclamation to recognize International Lennox-Gastaut Syndrome (LGS) Awareness Day on November 1, 2024. She provided information on this incurable syndrome and stated her daughter is affected by it. She asked for the Village to illuminate buildings with purple and/or green on November 1<sup>st</sup> to show support for this cause.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 240812-1 Appointment of Police & Fire Commission Member – Douglas Greif

**MOTION:** Trustee Swiertz, seconded by Trustee Koeppel to approve as submitted. Clerk Fink administered the Oath of Office. Motion carried via voice vote.

- b) 240812-2 Amend the Village of Fox Crossing Driveway Apron Policy  
**MOTION:** Trustee Koeppe, seconded by Trustee Swiertz to approve as submitted. Director Hoechst described the changes to the policy, specifically detailing the use of concrete/asphalt, resident options, and costs going forward. This policy will become effective January 1, 2025. Motion carried via voice vote.
- c) 240812-1:ORD Amend Fox Crossing Municipal Code Chapter §146-3 For Operator's Licenses and Provisional Operator's Licenses *First Reading*  
**MOTION:** Trustee Swiertz, seconded by Trustee Koeppe to accept the First Reading as submitted. Clerk Fink advised the Ordinance is being updated to match the procedures we have been following, specifically in regard to the Clerk's Office taking over the Operator's License process and not allowing Operator's Licenses to be approved without prior completion of a responsible beverage server course. Motion carried via voice vote.
- d) 240812-3 Approve Professional Fireworks Display Permit – Neenah High School, 500 Rocket Way  
**MOTION:** Trustee Hanson, seconded by Trustee Swiertz to approve as submitted. Trustee Koeppe noted that the public will be notified of this fireworks display at our regular posting places and on the Village website and Facebook page. Motion carried via voice vote.
- e) 240812-4 Operator License Applicants  
**MOTION:** Trustee Koeppe, seconded by Trustee Swiertz to approve as submitted. Motion carried via voice vote.
- f) 240812-5 Expenditures  
**MOTION:** Trustee Koeppe, seconded by Trustee Hanson to approve the expenditures submitted without exception. Motion carried via voice vote.

9. **Reports**

- a) Clerk Darla Fink – Partisan Primary Election will be held on August 13, 2024, with Polls Open from 7:00 a.m. to 8:00 p.m.

Clerk Fink announced that all four polling places will be open tomorrow from 7:00 a.m. to 8:00 p.m. for the Partisan Primary Election.

10. **Closed Session**

11. **Adjourn**

At 6:26 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Swiertz 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.