

**Village of Fox Crossing Board of Trustees Regular Meeting**  
**Monday, November 25, 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**
4. **Minutes to Approve/ Minutes and Correspondence to Receive**
  - Minutes to Approve**
    - a) Budget Workshop #1 – October 7, 2024
    - b) Budget Workshop #2 – October 14, 2024
    - c) Regular Village Board Meeting – November 11, 2024
  - Minutes and Correspondence to Receive**
    - d) Park Commission Meeting Minutes – October 9, 2024
    - e) Planning Commission Meeting Minutes – October 16, 2024
    - f) Water Main Breaks Report – October 2024
    - g) Water Pumpage Report – October 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 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) 241125-1 Adopt the 2025 Village Budget and Associated Tax Levy
  - b) 241125-2 Certified Survey Map – Vacant Parcels #1210184, #1210186, #1210189, & #1210191 Located on Clayton Avenue
  - c) 241125-3 Award Bid – Rydell Conservancy Shoreline Restoration Project
  - d) 241125-4 Amend Sanitary Sewer Lateral Program for Utility Projects
  - e) 241125-5 Appointment of Fox Crossing Representative to the Neenah-Menasha Sewerage Commission
  - f) 241125-6 Reappointment of Village Representative to the Fox Cities Sports Facility Advisory Committee – Parks & Recreation Director Amanda Geiser
  - g) 241125-7 Reappointment of Village Representative to the Fox Cities Tourism Development Grant Committee – Parks & Recreation Director Amanda Geiser
  - h) 241111-1:ORD Amend Fox Crossing Municipal Code Chapter §53 Fire Department *Second Reading & Adoption*
  - i) 241111-2:ORD Amend Fox Crossing Municipal Code Chapter §218 Fires and Fire Prevention *Second Reading & Adoption*
  - j) 241111-3:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties *Second Reading & Adoption*
  - k) 241125-8 Operator License Applicants
  - l) 241125-9 Expenditures
9. **Reports**
  - a) Fire Chief Todd Sweeney – Santa Rides Again on the Santa Float December 9 through December 13, 2024
  - b) Clerk Darla Fink – Circulation of Nomination Papers for the Spring Election begins December 1, 2024 through January 7, 2025 at 5:00 p.m.
  - c) Village President Dale Youngquist – Thanksgiving 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.*

**Village of Fox Crossing  
Special Meeting of the Board of Trustees – Budget Workshop #1  
Municipal Complex – Arden Tews Assembly Room  
Monday, October 7, 2024 - 5:00 p.m.**

**Minutes**

**1. Call to Order**

Clerk Darla Fink called the workshop to order at 5:00 p.m. and noted those present including: Trustee Kris Koeppe, Trustee Gregory Ziegler, Trustee Kate McQuillan, Trustee Deb Swiertz, Trustee Barbara Hanson, Village Manager Jeffrey Sturgell, Director of Community Development George Dearborn, Director of Finance Jeremy Searl, Director of Parks and Recreation Amanda Geiser, Fire Chief Todd Sweeney, Assistant Fire Chief Shawn Bordeaux, Police Chief Scott Blashka, and Police Captain Tim Callan. Excused: President Dale Youngquist and Trustee Michael Van Dyke. There was one attendee.

**MOTION:** Trustee Koeppe, seconded by Trustee Hanson to appoint Trustee Ziegler to preside over the meeting in President Youngquist's absence. Motion carried via voice vote.

**2. Presentation of Departmental Budgets**

Director Searl presented the overview of the 2025 proposed Budget, the scheduled departments for this evening, and the calendar schedule for budget workshops and the public hearing. He explained the full budget process, which began in July, as well as the format of the budget books that were provided to the Board the week prior. Manager Sturgell explained that each year the budget process is different, and this year is a maintenance-type budget year. He stated there are only three requests of the Board in the proposed budget that are relatively small, and advised no new positions are being requested.

Director Searl explained how Act 12 implemented a major change to the budget by eliminating personal property tax, which reduces the Village's tax income. This income is being replaced with a state revenue payment; however, this makes the tax levy more complicated to discuss this year as it is not an apples-to-apples comparison. Due to these changes, the 2024 personal property tax revenue of \$213,947 was removed from the General Fund levy and will be paid to the Village as State Personal Property Aid revenues. Act 12 indexes this revenue but it most likely will not change at the same rate as the tax rate. The proposed Budget decreases the general levy by \$86,421 resulting from the net new construction of .0922%, but adds \$240,043 to the Debt levy, for a total increase of \$152,622 to the levy from 2024.

The equalized value from for Winnebago County 2024 – 2025 increased by 7.78% or \$199,406,200. The average assessed value in the Village increased 13.72% in 2024 after the removal of Personal Property Tax. This results in a decrease in the mill rate by 8.82% to \$3.82/thousand dollars in value (last year's mill rate was \$4.19/thousand dollars of property value) which equates to a decrease in taxes of \$73.86 per year for a \$200,000 home.

The CPI from the Wisconsin Employment Relations Commission is used as the basis for setting the compensation pay plan ranges for the following year and shows an increase of 3.3% (the previous year's increase was 6.26%). While last year's wage scale ranges jumped 6.26%, the average wage increase was only 4% so we lost ground compared to the wage scale. This Budget has funds set aside for wage increases with additional funds available for further adjustments as determined by Manager Sturgell. It was noted that there is still \$26,000 left in this account in 2024, showing Manager Sturgell's doesn't simply use the amount available. There is no change proposed to the employee review and wage approval process from Manager Sturgell.

Health Insurance premium costs are increasing 8.95% for the lowest cost State health insurance plan for 2025 in Winnebago County, which remains Network Health Plan (an increase of approximately \$51,304 to the Village). The Wisconsin Retirement System increased the pension contribution for non-represented employees by .05% to 6.95% while protected employees increased .69% to 15.01% (an increase of \$28,306 for existing employees). Dental Insurance rates remain the same for 2025. The current Police Union contract began on January 1, 2024, and continues through 2027.

The proposed Budget is offset with use of approximately \$700,000 of fund balance, which details will be discussed with each department. The unassigned fund balance use based on the projected 2024 year-end fund balance is estimated at 25.32% of next year's budgeted expenditures which is well within the Village policy of 20-30%.

### Fire Department

Director Searl stated the 2% fire dues revenue from the State is budgeted to increase \$12,500 to a total of \$102,500 and advised Act 12 provides some additional money for public safety. In the payroll accounts, the Fire Fighter pay schedule for Paid-on-Call Firefighters increases \$.25/hour on January 1, 2025 (the original request from Fire was \$.50/hour). There was also a request to add a full-time Lieutenant and switch coverage to a 6:00 a.m. – 6:00 p.m. shift (Monday – Friday), however this was cut by Manager Sturgell prior to bringing the proposed Budget to the Board. Director Searl explained the different designations of Paid-on-Call and Part-Time firefighters, and the training they must either come in with or are sent for. Trustee Swiertz asked how our pay schedule compares to other local municipalities. Chief Sweeney stated he hasn't compared it recently; however, it is very hard to compare with others based on the makeup of our department. Director Searl noted this cut to the hourly rate was one of the last cuts made and was made to balance the budget. Chief Sweeney stated they are going through a hiring process right now, with a main goal of the Fire Department being recruitment and retention. Paid-on-Call has nine openings right now, and Chief noted it's been about 13 years since the department has been completely full.

Trustee Koeppe stated it seems the largest number of calls are EMS related calls, and asked how these are triaged. Chief Sweeney stated when a call comes in, it gets coded by severity, and anything critical requires a firefighter response. The grade of the call determines who shows up to the call. Trustee Koeppe asked if there has been any progress contractually with Gold Cross Ambulance Service. Chief Sweeney stated we don't have a contract with them, and noted the City of Appleton is working on an agreement that is supposedly complete, but we haven't seen it yet.

The 0241 Building Maintenance Account has an offset from fund balance of \$12,225 for the Community Center and Station #41 sprinkler alarm system backflow preventers and new Training Room door at Station #40. Trustees Hanson and Ziegler asked about the need for the door and its high cost. Chief Sweeney stated he still needs to go out to quote, but this is the average cost they're looking at for this type of door. This is the last of several doors that need to be replaced.

The 0346 Uniform Expenses Account continues the current plan of replacing ten sets of firefighter turnout gear per year. The suggestion is to finance two sets from fund balance and place the rest on the levy. The 0361 Operational Equipment Supplies Account includes replacement of two ice suits for \$2,000 and miscellaneous firefighter tools for \$3,605 which will be offset from fund balance. The 0390 Emergency Operations Center (EOC) Operating Supplies Account includes \$2,500 for a training test/situation offset with fund balance. The 0854 Capital Equipment-Other Account includes \$6,900 for six (6) Knox Box key lock boxes offset with fund balance. Chief Sweeney explained the lockboxes and how they open all businesses in the Village. The new boxes will help

prevent losing the keys or leaving them at a business. Replacing a lost key is very expensive to the Village as they have to rekey all participating business in the Village. Their plan is to replace the lockboxes in six firetrucks, keeping the old ones and using them in the command vehicles, as they are used less. The new system allows each employee to have their own code for these boxes, which can be removed upon their termination from the department, which is a good security improvement. The annual maintenance fee for this software is included in IT budget.

In the Equipment Replacement Fund (ERF), there is a replacement of Pumper E241 (order was pre-approved by the Board in 2022), and is expected to be received in Spring 2025. The total cost for this equipment is \$867,500 (\$825,000 offset with the ERF and \$42,500 from the levy). There is also a replacement of the U40 Dodge Pickup Truck using \$62,000 from the ERF. The old vehicle will be going to auction. There was a discussion on the equipment coming up for replacement in 2026, which will be further evaluated at that time. Trustee Koeppel inquired about reducing the longevity of each vehicle to see if we could sell them for more by replacing them after 10-15 years rather than 20+ years. Director Searl and the Board also talked through the option of leasing equipment rather than purchasing.

Trustee Ziegler asked for further explanation of the Lieutenant position that was cut. Director Searl responded that the main reason this was cut was due to the cost. The cost for this position is more than the growth in the tax levy because of our low net new construction. Chief Sweeney explained how the request for another Lieutenant came about to maintain a more consistent and experienced leadership presence in staffing, this will allow for a minimum of a Lieutenant to be scheduled 7 days a week from 6:00 a.m. to 6:00 p.m. Currently we often have to use other career staff to cover supervisor positions. Also, Fire Marshall Tedford has three or less years before retirement and Chief stated this is something we need to look ahead to plan for. Trustee Ziegler asked to put the full-time Lieutenant on the bubble for discussion at the end of the entire budget workshop.

### Community Development

Director Searl explained the revenues for Community Development are expected to remain consistent from building, electrical, heating, and plumbing permits. In Payroll expenditures, Director Dearborn requested an increase in hours for the intern of 260 hours for a total 900 hours at \$17.00/hour. There is a request to hire a consultant to review/re-write the Village Zoning Code (\$22,000 offset with fund balance, which is a rollover from 2024). In 2025, there is no inclusion of the economic incentive payment to Stingray Holdings 4, LLC as the requirements have not yet been met, but there may be one in 2026 should they meet the assessed value determined in the Development Agreement as of January 1, 2026 (\$50,000 being offset with fund balance). Director Dearborn also requested a full-time administrative position which was cut by Manager Sturgell prior to the proposed budget being presented to the Board.

Director Dearborn stated the demand for service from this department has gone up due to population growth and there are many more calls to handle things like noise issues, tree issues, etc., which take a large amount of time. The Board asked if we could complete the zoning update/re-write in house. Director Dearborn stated the department has the capability but no time. There are frequent changes to the zoning code, but a full rewrite is what is needed. Director Dearborn explained the importance of the intern position and noted the current intern's success in getting signs erected on Highway 41 recognizing the Village of Fox Crossing to help give us better identity which he considers a great accomplishment. He stated this department is still doing some of the stormwater inspections, as the stormwater technician position has not yet been hired. Director Searl advised there are no ERF expenditures budgeted this year for this department.

### Administration

Director Searl stated there aren't many changes to this department's budget as the current budget has been satisfactory for a number of years. There are no requested changes to personnel and no requests for an increase in the ERF. Director Searl advised there has been some discussion of moving Van 109 to the Park Department's budget as they are the primary user of this vehicle.

Trustee Hanson asked about the 120 budgeted hours for Human Resources being rolled over from 2024 and questioned moving those hours to another department if they are going unused in Administration. Manager Sturgell stated he would like to keep the hours in the Administration budget as HR Manager Burdick would like to complete a few large projects in the upcoming year.

### Assessor

Director Searl stated we are in the second year of a six-year market readjustment assessment contract with Accurate Appraisal, LLC at a cost of \$54,000 per year. This flat fee won't change year to year. They currently estimate the amount paid to the State to complete assessments on manufacturing properties at \$12,500 per year. Director Searl noted the fee for Real Estate Inquiries was increased last year and will remain the same for the upcoming year.

### Clerk/Elections

Director Searl stated the main change for this department's budget is due to 2025 only having two elections rather than four this year (decrease of approximately \$34,549). Clerk Fink has requested an increase to poll worker wages as these have not been increased in quite some time. The request is to increase Election Inspector wages by \$.25/hour and increasing Chief Inspector wages by \$2.25/hour to \$14.00/hour due to the long hours and amount of responsibility held by that position. Trustee Hanson asked how much the churches charge for use during elections. Clerk Fink advised each church charges \$100 per election and have been great to work with.

### Finance

Director Searl stated the big change in this department is in interest income. Rates have increased but they chose to conservatively increase this amount by \$115,362. The Impact Fee Study is set to be completed in 2025 to review Village impact fees due to recent law changes (\$45,000 offset with fund balance and a partial roll over from 2024). He stated General Liability, Professional Liability, Cyber, etc. insurances are all covered under the 0510 Insurance Account. There is a request for an increase of \$.75/hour for the tax clerks that are used during real estate tax payment season. Director Searl stated he included \$15,000 for a secondary door from the Finance Conference Room to the Park/Streets hallway to provide this department with an emergency escape. The Board asked about the cost for this door and the Board and staff discussed the need for this door and other departments also having the same issue. Manager Sturgell stated they would look further into this issue Municipal Complex wide.

### Legislative

Director Searl advised they have rolled over the funds for the Assembly Room AV project (\$34,000 total cost to be offset with fund balance). The Assembly Room camera and recording equipment upgrade project is also being rolled over from 2024 (\$40,000 total cost to be offset with fund balance). These projects have been rolled over a few years now but since they are funded by fund balance it does not impact the tax levy. Trustee Ziegler advised his amount in the WRS Account can be removed for 2025 as he intends to resign from the Board at the end of this year.

Miscellaneous-General Government

Director Searl further explained the wage adjustment pool for non-represented wages. The wage scale will be shifting up 3.3% this year and we need to keep employees at the minimum of their range and over the years, there are employees that have fallen behind. In 2024, Manager Sturgell used all but \$26,000 of these discretionary funds which will go into fund balance.

The Board discussed ash tree removal due to emerald ash borer with Staff. Director Geiser is handling this on the Park's side and has taken down a number of trees, but the Street Department has also been dealing with this as they've seen a lot more chipping with all of these trees going down at the same time. It was noted that we are receiving many resident complaints to all departments on this issue. Director Geiser has a challenging situation at Gateway Meadows, which is a reason for the expected increased use in use of these funds. There are no new funds set aside for EAB removal.

Debt Service

Director Searl stated this fund lists all debts and expected principal and interest payments for the year, including estimates from Baird for the 2024 debt issue that is happening right now. He left the pending borrowing as presented by Baird. There is an increase in levy needed for debt to the size of recent borrowings and it will remain increased for a few years. Director Searl reminded the Board that the debt amount noted for stormwater utility, water utility, and sewer utility do not affect the tax rate.

3. **Motion to reconvene to the October 14, 2024 Budget Workshop which will begin at 5:00 p.m.**  
At 9:03 p.m., **MOTION:** Trustee Ziegler, seconded by Trustee Swiertz to reconvene to the October 14, 2024 Budget Workshop at 5:00 p.m. Motion carried via voice vote.

Respectfully submitted,  
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Darla M. Fink, WCMC, Village Clerk

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

Village of Fox Crossing  
Special Meeting of the Board of Trustees – Budget Workshop #2  
Municipal Complex – Arden Tews Assembly Room  
Monday, October 14, 2024 – 5:00 p.m.

Minutes

1. Call to Order

President Dale Youngquist called the workshop to order at 5:00 p.m. Clerk Darla Fink noted those present including: President Youngquist, Trustee Michael Van Dyke (via teleconference), Trustee Kris Koeppe, Trustee Gregory Ziegler, Trustee Kate McQuillan, Trustee Deb Swiertz (via teleconference) Trustee Barbara Hanson, Village Manager Jeffrey Sturgell, Finance Director Jeremy Searl, Police Chief Scott Blashka, Police Captain Tim Callan, Police Administrative Assistant Erin LeMaheieu, Municipal Judge Timothy Hogan, Municipal Court Manager Mandy Bartelt, Director of Community Development George Dearborn, Fire Chief Todd Sweeney, Director of Information Technology Tim Plagenz, and Director of Parks and Recreation Amanda Geiser. There were five attendees.

2. Presentation of Departmental Budgets

Judicial

Director Searl advised there is a small increase in court cost revenues from the prior year due to the Police Department being fully staffed, so we're seeing more citations being issued, along with the High School in the Village increasing the quantity of citations as well. Contracted Services shows a small increase due to a higher need for the use of interpreters.

Director Searl advised there is an increase of approximately 30% in the salary accounts. Judge Hogan requested the Board to look at his wage as it hasn't changed in many years, and we've had increased growth with the new high school in the number of citations. Director Searl presented a survey of similar size communities which shows Judge Hogan has a lower salary than all other comparable size communities, with a higher number of cases. The proposed change is to increase the Municipal Judge's wages to \$12,000 per year from \$8,251 which will be effective on May 1, 2025, which is the start of a new term as his wage can't change mid-term.

Judge Hogan stated the biggest change from last year is in general the higher number of citations and the addition of the high school. They have been holding court at the high school which seems to be working well for the students as they are not having to miss class as much to attend court.

Trustee Ziegler asked if the Municipal Court Manager's wages will be increased as well for the same reasons as Judge Hogan's wages. Director Searl advised the Court Manager's wages are reviewed through the normal wage review process at the end of the year like all other employees. Her wage is not tied to the Judge's wage in any way. The Board asked how Jeremy and Jeff arrived at the \$12,000 wage for the Municipal Judge. Director Searl advised that there was no specific calculation to arrive at this number, but it was the amount that would fit into the proposed budget.

Parks & Recreation Department

Director Searl stated there have been increases in revenues for park rentals. The only change requested for salary accounts is for an increase in the pay ranges for summer help and mowing staff. These changes don't amount to much of an increase overall, but we have some returning staff that should be increased along with specialized class leaders, coaches, etc. that are hard to fill positions.

In the 02-10 Professional Contracted Services Account, there is a significant increase offset with fund balance to fund the Schildt Park improvement plan (\$5,000), removal of a dock at the Rydell Conservancy (\$14,000), and planning for Woodland Prairie Park which is a rollover from 2024 (\$10,000). He advised Director Geiser can't move forward with Woodland Prairie Park until the storage building currently being used for salt storage is torn down.

The 02-40 Repair/Maintenance Account includes painting at O'Hauser South Pavilion (\$7,000 offset with fund balance) and replacement of the Fritse Park slide (\$6,000 offset with fund balance). The 03-40 Disc Golf Operations Account includes some increases for the new beginner course that has been installed but all costs are offset with disc golf revenues. The 03-46 Clothing/Uniform Allowance Account includes a small increase of \$100 per staff member.

Director Geiser stated they are still calculating signup/attendee numbers for the year, but the recreation program is on track to grow by 5% which was the goal at the beginning of the year. Trustee Koeppel asked about any grant funding for the upcoming year. Director Geiser advised she never wants to rely on grant funding and will continue to apply for any grants as they come up.

Director Searl advised there is a request to purchase a new SUV which will be dedicated for Park and Recreation use (\$35,000 offset with fund balance). This department has two full-time staff during the winter months and three full-time staff during the summer months that are having to share vehicles with other departments. Director Searl advised there is an addition of funds for tree plantings (\$5,000 offset with the Tree Planting Special Revenue Fund) and removal of ash trees (\$25,000 offset with Emerald Ash Borer (EAB) Fund). He noted the proposed budget uses the impact fees that are currently in place, however it should be noted the Impact Fee Study is on the horizon which may change many of these figures.

Trustee Ziegler asked about the funds budgeted for ADA modifications and what changes are needed. Director Geiser advised this is an "as needed" account that is used for adjustments to doors that are pulling harder or other adjustments that need to be made for ADA accommodations. He also asked about the cost for porta-potty rentals, and if the Village has looked into owning our own as to not pay the rental costs. Director Geiser advised this is not a business she is looking to get into and noted as an example that in the current contracts, we can contact the leasing company if any sort of damage or vandalism occurs to any of the units.

In the Park Capital Project Fund, there are a few projects to be completed this year. Manager Sturgell introduced the Trestle Trail repair project which is a joint project with the City of Menasha for a total cost of \$260,000 with half being paid by the City and \$130,000 offset with borrowing. Director Geiser is still going back and forth with the City as far as the scope of this project, however the Trail is coming up on 20 years old, with some decking and post improvements completed in 2015.

The Park Capital Project Fund also includes the resurfacing of American Drive Trail from County Highway BB to East Shady Lane (\$440,000 offset with borrowing). Trustee Koeppel asked if we'll be able to get as favorable of pricing this upcoming year for these types of projects. Engineer Reibold stated he thinks we could get very favorable bids on this project as well, however much of the cost comes from driveways differing between concrete and asphalt. When the estimate was put together, it included the assumption that all driveways will need to be replaced which was conservative.

Park Capital Projects also includes replacement of the O'Hauser Park play equipment for a cost of \$400,000 (\$96,200 offset with ERF and \$303,800 offset with borrowing), replacement of the Westfield Park play equipment for a cost of \$93,000 (\$42,653 offset with ERF and \$50,347 offset



with borrowing), restoration of the Rydell Conservancy Shoreline for a cost of \$110,000 (offset with borrowing rolled over from 2024), repairs and recoloring of the Wittman Park courts (\$35,000 offset with borrowing), and replacing the Community Center roof (\$115,000 offset with borrowing and split with Fire Department). Manager Sturgell explained the Rydell Conservancy project had to be rolled over as it is taking time to get through the Wisconsin DNR. Trustee McQuillan asked if the Wittman Park courts will be double painted for pickleball and tennis. Director Geiser advised they will be double painted, but this is the reason for the cost increase due to the high demand for pickleball courts. There have been discussions about constructing dedicated courts at Schildt Park for pickleball.

### 3. Recess for Regular Village Board Meeting

At 5:56 p.m., **MOTION:** Trustee Ziegler, seconded Trustee Hanson to adjourn the budget workshop until after completion of the Village Board meeting. Motion carried via voice vote.

### 4. Reconvene Upon Completion of Regular Board Meeting

At 7:05 p.m., **MOTION:** Trustee Ziegler, seconded by Trustee McQuillan to reconvene the Budget Workshop. Motion carried via voice vote

### 5. Continue Presentation of Departmental Budgets

#### Police Department

Director Searl stated the Fines and Penalties revenue increased \$15,000, primarily due to the department being fully staffed, part of the freeway being in our jurisdiction, and our officers ability to be on the road more and issue more citations. In wage and benefits, there is an increase for the School Resource Officer in the intergovernmental budget item line, however those expenses are passed along to the school district per our agreement. Police wages include a 2% increase in April and another 2% increase in October as agreed to in the union contract (second year of a four-year contract). Director Searl went over the changes in the makeup of the Police Department in 2024, but advised there is nothing planned for 2025, even though the wage and benefits budget items appear to have a lot of change from year to year. He also noted a small decrease in overtime for the communication technicians due to the new hours in the Police Department.

In the 03-46 Uniform Allowance Account, there is \$6,700 offset with fund balance for outfitting new officers if necessary. There is a small increase in the Investigative Expenses Account to rebuild the forensic computer (\$1,500 offset with fund balance). Director Searl noted a decrease in Vehicle Maintenance costs since switching our fuel source. Chief Blashka stated this has been extending the lives of our vehicles on the ERF and allowed for the addition of another squad, and thanked the Village Board for their generosity to allow the addition to the fleet.

Director Searl stated the Police Department is looking to install two additional FLOCK cameras in the Village (\$1,300 offset with fund balance) which are used to identify license plates, and the subscription to this service allows the Village access to the nationwide FLOCK database. Chief Blashka stated he is checking with neighboring municipalities to see where best to place these new cameras, as Winnebago County, Neenah, Grand Chute, and Menasha are also installing new cameras this year.

Director Searl brought up the ERF schedule while discussing vehicles. The Police Department plans to replace one squad car (\$44,558) and one detective squad (\$24,000) with funds from the ERF. They will also be replacing one police van with an SUV (approximately \$25,000 offset with funds from the ERF). The former police van will be sold to the Stormwater utility for \$17,500 and utilized by the future Stormwater Technician. Director Searl noted this van is already equipped

with shelving and other built-ins that will make it an easy transition for what the Stormwater Technician will need.

Chief Blashka stated his goal was to have a supervisor on staff 24/7, and with the changes made this year, they have not had any patrol hours where a supervisor was not on staff, so this change to staffing has worked very well for the program.

Trustee Hanson asked about the decrease in the Education Incentive of \$1,600 in accordance with the union contract. Chief Blashka advised as part of the contract negotiations, the education incentive is now built into the overall wage rate and will end completely in 2026.

Chief Blashka stated he has been compiling numbers from the School Resource Officer (SRO) and wants to continue to work towards having two officers in the High School. Currently, the department has been subsidizing officers at the school to help alleviate burnout, participate in drills, work extracurricular games, and provide backup for the SRO.

### Special Revenue Funds

Director Searl advised many of the changes with special revenue funds were handled with a Resolution earlier this year for department specific funds. At 7:34 p.m., Trustee Van Dyke signed off the teleconference.

Trustee Ziegler asked Chief Blashka how the K9 and K9 officer are doing. Chief Blashka stated he did not bring this year's statistics, but the K9 Unit has been very active, and things are looking good for several more years with this team. Director Searl noted the K9 still has not cost taxpayers any money, and has been completely funded by the special revenue fund, donations, etc.

### General Equipment Replacement Fund (ERF) Discussion

Director Searl stated he went back to the beginning of the Equipment Replacement Fund to get a full picture of where the fund sits today. The fund was started in 2003 and in total \$13.2 Million Dollars of levy funds have been put into ERF. The fund has earned \$785,000 in interest over the lifetime and has earned \$1.6 Million dollars in vehicle trade-ins and sales. The balance at end of 2023 was \$6.4 Million Dollars for future equipment replacement. Director Searl went through different analyses of original purchase costs, replacement estimate costs, replacement percentages that we currently sit at in total and by department and looked at how the fund sits for the upcoming five years and in the long term. The Board discussed some different options including continuing to fully fund items, start to partially fund items, start borrowing for purchases, leasing items, or using some of these funds for Village projects rather than utilizing the ERF. Director Searl advised this discussion does not need to have any impact on the current proposed budget but wanted to bring this in front of the Board while we have the time to discuss.

President Youngquist stated he thinks the Village is in a better position than he expected. He thinks many of the smaller ticket items could go by the wayside and not be accounted for in a fund like this. He stated the Board needs to evaluate the program even further and he is not opposed to changing it but thinks it could be simplified to only include vehicles or determine some other cut-off amount. His suggestion is to leave the fund as it is for now and suggested the Board look at this further after budget in Spring 2025. Manager Sturgell stated he liked seeing this analysis and thinks there is a hybrid model similar to how the park equipment is being replaced at O'Hauser Park this year that could be used going forward (partial ERF funding and partial borrowing). He thanked the Board Members for their consideration on this.

6. **Motion to reconvene to the October 21, 2024 Budget Workshop which will begin at 5:00 p.m.**

At 8:20 p.m., **MOTION:** Trustee McQuillan, seconded by Trustee Hanson, to reconvene to the October 21, 2024 Budget Workshop which will begin at 5:00 p.m. Motion carried via voice vote.

Respectfully submitted,

Darla M. Fink, WCMC, Village Clerk

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

**VILLAGE OF FOX CROSSING  
BOARD OF TRUSTEES REGULAR MEETING  
Municipal Complex – Arden Tews Assembly Room  
Monday, November 11, 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 Koepp, Gregory Ziegler, Kate McQuillan, Deb Swiertz, and Barbara Hanson.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Jeremy Searl, Director of Community Development George Dearborn, Fire Chief Todd Sweeney, Fire Marshal Mike Tedford, Chief of Police Scott Blashka, Director of Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Micheletti, Engineer Zach Laabs, and Engineer Lee Reibold. There were six attendees.

President Youngquist took a moment to recognize the Veterans on staff as well as residents for Veteran's Day.

**2. Awards / Presentations**

**3. Public Hearings**

**4. Minutes to Approve / Minutes and Correspondence to Receive  
Minutes to Approve**

a) Regular Village Board Meeting – October 28, 2024

**Minutes and Correspondence to Receive**

b) November 5, 2024 Presidential Election Results

**MOTION:** Trustee Ziegler, seconded by Trustee Koepp 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) 241111-1 Set 2025 Stormwater Utility Rate

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

b) 241111-2 Amend Village of Fox Crossing Fee Schedule for 2025

**MOTION:** Trustee Ziegler, seconded by Trustee Koepp to approve as submitted. Manager Sturgell explained the standard increases that occur in this Schedule each year. He noted there are some increases in rental fees through the Parks and Recreation Department, and some fees for the Fire Department that are changing as well. Trustee Koepp asked if we are comparable to other communities with building and developer fees. Director Dearborn advised we are not changing any of these fees this year and are competitive with other

municipalities to continue to encourage development in the Village. Motion carried via voice vote.

- c) 241111-3 Amend Village of Fox Crossing Bond Schedule for 2025  
**MOTION:** Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Chief Blashka stated a few things have come up in the last couple years that have caused the Bond Schedule to be updated. He noted a variety of less serious offenses that were charged at a higher rate than more serious offenses along with other updates brought on by violations occurring on school property. Motion carried via voice vote.
- d) 241111-4 Amend Village of Fox Crossing Additional Compensation Pay Schedule  
**MOTION:** Trustee Ziegler, seconded by Trustee Koeppel to approve as submitted. Motion carried via voice vote.
- e) 241111-5 Amend Village of Fox Crossing Paid-on-Call Firefighter Pay Plan  
**MOTION:** Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.
- f) 241111-6 Set Compensation for Village of Fox Crossing Municipal Judge  
**MOTION:** Trustee McQuillan, seconded by Trustee Ziegler to approve as submitted. Motion carried via voice vote.
- g) 241111-7 2024 Budget Amendment to Provide Funds for Various Departments  
**MOTION:** Trustee Ziegler, seconded by Trustee Swiertz to approve as submitted. Director Searl stated the Police Department is looking to purchase a traffic data collector using their special revenue fund. There is also an amendment regarding the funds needed for training CDL operators for three employees in the Streets Department. He advised the folder/insert machine stopped working during the last utility bill mailing and will be replaced with this amendment prior to tax bills being sent. On roll call vote, Motion carried 7-0.
- h) 241111-8 Change Order #1 & Final – 2024 Concrete Work Program  
**MOTION:** Trustee Ziegler, seconded by Trustee McQuillan to approve as submitted. Director Hoechst stated we are still under budget for concrete work in 2024. Motion carried via voice vote.
- i) 241111-1:ORD Amend Fox Crossing Municipal Code Chapter §53 Fire Department *First Reading*  
**MOTION:** Trustee Ziegler, seconded by Trustee Swiertz to accept the First Reading as submitted. Chief Sweeney stated this amendment is to clean up some terminology in the ordinance due to the removal of tank inspections. Motion carried via voice vote.
- j) 241111-2:ORD Amend Fox Crossing Municipal Code Chapter §218 Fires and Fire Prevention *First Reading*  
**MOTION:** Trustee Ziegler, seconded by Trustee Koeppel to accept the First Reading as submitted. Chief Sweeney stated this ordinance change updates our code to adopt the current IFC code, along with cleaning up some other terminology, and removing the tank inspection language. There is also a change for a residential smoke alarm requirement in multi-family residences (3 units and above). Captain Tedford stated he has been working with the State on this update for months, and noted the full code hasn't been updated since we became a Village. Motion carried via voice vote.
- k) 241111-3:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties *First Reading*  
**MOTION:** Trustee Ziegler, seconded by Trustee Hanson to accept the First Reading as submitted. Motion carried via voice vote.

- l) 241111-9 Approve 2025 Village Board Meeting Calendar  
**MOTION:** Trustee McQuillan, seconded by Trustee Ziegler to approve as submitted. Motion carried via voice vote.
- m) 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) *Second Reading & Adoption*  
**MOTION:** Trustee Koeppe, seconded by Trustee Ziegler to accept the Second Reading and Adoption as submitted. Motion carried via voice vote.
- n) 241111-10 Operator License Applicants  
**MOTION:** Trustee Ziegler, seconded by Trustee Swiertz to approve as submitted. Motion carried via voice vote.
- o) 241111-11 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 – 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

President Youngquist invited the public to attend the Public Budget Hearing which will be held directly before the regular Village Board meeting on Monday, November 25<sup>th</sup> at 5:00 p.m.

10. Closed Session

11. Adjourn

At 6:30 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppe 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.



# FOX CROSSING PARKS & RECREATION DEPARTMENT

2000 Municipal Drive Neenah, WI 54956-5663  
Phone (920) 720-7108 Fax (920) 720-7113  
www.foxcrossingwi.gov | parkrec@foxcrossingwi.gov

## PARK COMMISSION MEETING MINUTES

October 9, 2024

**Park Commissioners Present:** Jim Beson, Jordyn Kurer, Steve Otto, Suneer Patel, Kathy Sylvester, Jean Wollerman

**Staff Present:** Director Amanda Geiser

**Excused:** Chris McCoy

\* \* \* \* \*

The Commission meeting was held at the Municipal Complex, 2000 Municipal Dr., Neenah, and was called to order by Commissioner Beson at 6:00PM. The Pledge of Allegiance was recited and roll call was taken.

### APPROVAL OF MINUTES AND DISCUSSION OF EXPENDITURES

The Park Commission dispenses with the reading of, and adopts, the September 11, 2024, regular meeting minutes. Commissioner Otto motioned to accept the minutes, seconded by Commissioner Sylvester. Motion carried.

### PUBLIC FORUM

- None

### DISCUSSION/PRESENTATION

**A. Review of Polices:** Director Geiser discussed the annual review of department policies and the proposed changes. It was noted most changes were fairly minor. Notable changes included: removing program cancellation household credits, extending the facility reservation window from 11 months to 12 months, and adding a late reservation fee for last minute facility reservations. The Commission had questions related to the new late fee and was in agreement with the proposed changes. The final draft will come back to the Commission for approval at the November 13 meeting.

### REPORTS

- A. Park Report:** Accepted as written.
- B. Recreation Report:** Accepted as written.
- C. Director Report:** Accepted as given.
- D. Commission Reports:**
  - **Commissioner Beson:** Reported that the volunteer group had a great 3 weekends of work this fall. They took down a ton of ash trees and worked on clearing the north trail at the Rydell Conservancy. He mentioned it was nice to have the new culvert in at Rydell and was appreciative of the Street Department for getting that done. He also mentioned he discussed the possibility of staff removing the Rydell Conservancy dock decking and rails this winter with Foreman Tauscher. Depending on the weather conditions this winter, it may be possible to save some removal costs.
  - **Commissioner Kurer:** No report.
  - **Commissioner Otto:** No report.
  - **Commissioner Sylvester:** No report.
  - **Commissioner Patel:** No report.
  - **Commissioner Wollerman:** No report.
  - **Commissioner McCoy:** Excused.

### OLD BUSINESS

- None

## NEW BUSINESS

- A. Facility Rental Rates:** *Commissioner Sylvester made a motion to approve the facility rates as presented, with the exception of the proposed Robin & Maple Room fee, which should be increased to \$120, effective January 1, 2025. Commissioner Patel seconded the motion.*

Discussion took place regarding the proposed fee changes and new fees, to become effective after the first of the new year. Director Geiser discussed the current fee structure and noted that it has been five years since facility rental fees have been increased. The proposal brought forth raises each base resident fee by \$5. Non-resident rates would then be adjusted 25% above the resident rate. Three new fees to be added starting in 2025 include: Late Reservation Fee - \$10, Tent Fee - \$15 per tent/per day, and Event Fee - \$50. The new fees will allow the department to recover additional staff time and expenses related to the associated charge.

*The motion was put to a vote and all were in favor, motion carried unanimously.*

- B. 2025 Meeting Dates:** *Commissioner Otto made a motion to approve the 2025 Park Commission meeting dates as submitted. Seconded by Commissioner Kurer.*

The 2025 Park Commission meeting dates were presented. As has been standard practice, meetings will occur on the second Wednesday of every month. For budget review purposes, two meetings will be held in July. Those meetings will occur on the second and fourth Wednesday.

*The motion was put to a vote and all were in favor, motion carried unanimously.*

- C. Financial Assistance Application:** *Commissioner Patel made a motion to approve the Financial Assistance Application Request as submitted.*

The Commission granted \$18 worth of Financial Assistance to the applicant which will cover costs associated to the enrollment in the Little Kickers and A Beary Special Night programs.

*The motion was put to a vote and all were in favor, motion carried unanimously.*

## CORRESPONDENCE

- A. Withheld Security Deposit:** A letter was reviewed which indicated a portion of a security deposit was withheld due to garbage left behind after a recent Fritsch Park rental.

## ADJOURNMENT

Commissioner Otto motioned, seconded by Commissioner Sylvester, to adjourn the Park Commission meeting at 6:51PM. Motion carried unanimously.

***The next Commission meeting is scheduled for November 13, 2024, at the Municipal Complex, 2000 Municipal Drive, Neenah, at 6:00PM.***

Sincerely,



Jim Beson

Chairperson - Village of Fox Crossing Park Commission



VILLAGE OF FOX CROSSING  
PLANNING COMMISSION MEETING  
Municipal Complex – Arden Tews Assembly Room  
Wednesday, October 16, 2024 at 5:15 PM

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. Tom Young  
Mr. Michael Scheibe  
Mr. Michael Prince  
Mr. Thomas Willecke

EXCUSED: Ms. Tracy Romzek

Staff: Community Development Director George Dearborn  
Associate Planner Daniel Dieck  
Village Manager Jeffery Sturgell  
Planning Intern Lindsey Karczewski

Other: 6 others present

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES** – September 18, 2024

**MOTION:** Mr. Cox, seconded by Mr. Willecke to approve the meeting minutes of September 18, 2024.  
Motion carried 5-0-1 (Mr. Young)

**PUBLIC HEARING**

**1. Rezoning from R-1 Rural Residential District to R-3 Suburban Medium Density District –  
Natalie Strohmeyer – 1688 County Highway II, Parcel 121052601**

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

Director Dearborn presented information on the item. He explained that the reasoning for the rezoning would be to make the zoning consistent for a proposed CSM. Based on the Future Land Use map and staff's opinion, approval for the rezoning is recommended.

Sarah Barth – 1641 Margeo Dr.

Ms. Barth questioned what's being proposed on the property.

Director Dearborn stated that he doesn't know what the exact use of the land will be, but it is likely to be residential development because of its zoning classification.

Natalie Strohmeier – 618 Bondow Dr.

Ms. Strohmeier introduced herself and explained that the property was her mother-in-law's. The exact use of the land is unknown, but she believes it could be used for single-family dwellings or duplexes.

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

**PUBLIC HEARING****2. Rezoning from R-3 Suburban Medium Density District to PDD Planned Development District – Black Diamond Holdings, LLC – Golf Bridge Dr. & Highland Park Rd., Parcels 1215765, 1215074**

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

Director Dearborn provided a synopsis of the item. He mentioned that the intent of the rezoning is to make the two different zoning designations consistent and that the PDD is the most appropriate since it complies with the Future Land Use map.

There were no additional comments.

**MOTION:** Mr. Prince, seconded by Mr. Schiebe 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. – Postponement requested by applicant**

Director Dearborn reported that the applicant is reanalyzing what he wants to do with the property and is asking for postponement on the item. Commissioner Prince asked Director Dearborn to go over the implications of denial.

Director Dearborn stated that denial would mean the applicant would have to reapply and pay all the fees, however for this situation, Director Dearborn is willing to waive the fees for the reapplication, except for mailing costs.

A brief discussion occurred regarding the matter.

**MOTION:** Mr. Cox, seconded by Mr. Scheibe to deny the Conditional Use Permit requested by the applicant. Motion carried 6-0-0

**2. Certified Survey Map (CSM) – West American Dr. Parcel #1210253 – Gloss Construction, Inc – Postponement requested by applicant**

Director Dearborn stated that he recommends denial of the CSM.

**MOTION:** Mr. Willecke, seconded by Mr. Cox to deny the CSM for West American Dr. Motion carried 6-0-0

**NEW BUSINESS****1. Rezoning from R-1 Rural Residential District to R-3 Suburban Medium Density District – Natalie Strohmeyer – 1688 County Highway II, Parcel 121052601**

Director Dearborn provided information on the item and recommended approval.

There was a brief discussion.

**MOTION:** Mr. Willecke, seconded by Mr. Scheibe to approve the rezoning from R-1 Rural Residential District to R-3 Suburban Medium Density District for 1688 County Highway II. Motion carried 6-0-0

**2. CSM – 1688 County Highway II, Parcels 121052601, 1214186 – Natalie Strohmeyer**

Director Dearborn provided more information on the item and recommended approval.

Commissioner Prince asked if the change from R-1 to R-3 is a requirement for the size of lot 1 or if the change was more of a desire to match the Future Land Use map. Director Dearborn stated that no, R-1 wouldn't be a very appropriate use and that the rezoning would be more appropriate for this purpose.

**MOTION:** Mr. Young, seconded by Mr. Cox to approve the Certified Survey Map 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.

Motion carried 6-0-0

**3. Rezoning from R-3 Suburban Medium Density District to PDD Planned Development District – Black Diamond Holdings, LLC – Golf Bridge Dr. & Highland Park Rd., Parcels 1215765, 1215074**

Director Dearborn provided some information on the item. He stated that the applicant is requesting a rezoning to create a new CSM, and that Village staff recommends approval since it coincides with the Villages future land use plans.

Some discussion occurred between staff and members of the commission.

**MOTION:** Mr. Willecke, seconded by Mr. Prince to approve the rezoning from R-3 Suburban Medium Density District to PDD.

Motion carried 6-0-0

**4. CSM – Golf Bridge Dr. and Highland Park Rd., Parcels 1215765, 1215074 – Black Diamond Holdings, LLC**

There was no further discussion on the item.

**MOTION:** Mr. Prince, seconded by Mr. Willecke to approve the CSM on Golf Bridge Dr. and Highland Park Rd. Motion carried 6-0-0

**5. Extraterritorial CSM Town of Neenah – 1348 Larsen Rd., Parcels 01003100101, 01003100102 – Matt Dempewolf**

Director Dearborn stated that the purpose of the CSM is for the sale of an additional lot. He stated that extraterritorial authority allows the Village to look at land divisions and address any concerns. He provided additional information and recommended approval.

Commissioner Young asked what the next step is after approval.

Director Dearborn specified that it gets recorded by the county and requires signage by the Village because of the extraterritorial boundary.

**MOTION:** Mr. Cox, seconded by Mr. Scheibe to approve the extraterritorial CSM with the following recommendations:

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.

Motion carried 6-0-0

**OTHER BUSINESS**

**1. Development Activity Report**

Director Dearborn reviewed the September Building Report.

**COMMUNICATIONS**

**1. Sustainability Committee**

Director Dearborn reported on the Electronics Recycling Event that was held on Saturday, October 12<sup>th</sup> in the municipal garage. He also communicated on the suggestions for a new Sustainability Committee member.

**2. Planning Intern Housing Report**

Planning intern Lindsey Karczewski provided a report on housing trends within the Village.

**PUBLIC FORUM**

No comments.

**ADJOURN**

At 6:34 p.m., **MOTION:** Mr. Scheibe, seconded by Mr. Cox to adjourn. Motion carried 6-0-0

Respectfully submitted,

Lindsey Karczewski  
Planning Intern

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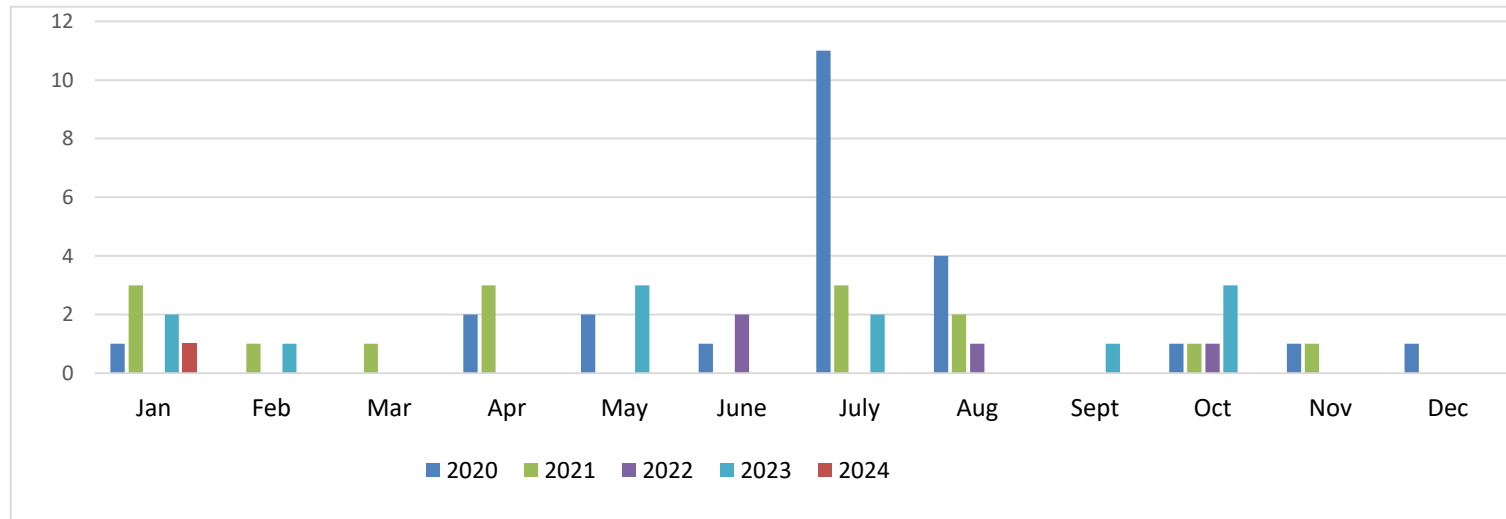
# FOX CROSSING UTILITIES

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

### Water Main Breaks

|            |               |                      |
|------------|---------------|----------------------|
| 10/17/2024 | 1801 Acorn Ct | 6" Water Main Break  |
| 10/23/2024 | 945 Clover St | 6" Water Main Break  |
| 10/27/2024 | 617 Irish Rd  | 16" Water Main Break |

|  |           |
|--|-----------|
| <b>Total water main breaks year to date for 2024 =</b> | <b>12</b> |
| <b>Total water main breaks this time in 2023 =</b>     | <b>4</b>  |



| 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    | 3   |     |     | 12    |

### Utility Repairs

|              |                   |                          |
|--------------|-------------------|--------------------------|
| 1 10/1/2024  | 1286 Ehlers Rd    | Replaced Leaking Valve   |
| 2 10/8/2024  | West American Dr  | Repaired 7 Valve Boxes   |
| 3 10/18/2024 | 2433 Palisades Dr | Pulled New Water Service |
| 4 10/22/2024 | 1500 Mutual Way   | Repaired Valve Box       |

## FOX CROSSING UTILITIES

|   |            |                            |                       |
|---|------------|----------------------------|-----------------------|
| 5 | 10/22/2024 | 655 Brighton Beach Rd      | Replaced Hydrant Flag |
| 6 | 10/22/2024 | 675 Brighton Beach Rd      | Replaced Hydrant Flag |
| 7 | 10/24/2024 | Stroebe Rd, East of Tracks | Replaced Hydrant Flag |
| 8 | 10/30/2024 | 1248 Stead Dr              | Repaired Service Leak |

### 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 OCTOBER, 2024

### Wastewater Miscellaneous

|   |  |  |
|---|--|--|
| 1 | Lift Station #1 - Brighton Beach Rd            | <i>Fall maintenance completed.<br/>Cleaned wet well after Plank Rd was finished.<br/>Leave clean up as well.</i> |
| 2 | Lift Station #2 - Lakeshore Dr & Frances St    | <i>Cleaned wet well.<br/>Repaired sign at wet well entrance.<br/>Fall maintenance completed.</i>                 |
| 3 | Lift Station #3 - Lakeshore Dr                 | <i>Fall maintenance completed.<br/>Cleaned around station.</i>   |
| 4 | Lift Station #4 - Memorial Dr/Foster St        | <i>Fall maintenance completed.</i>   |
| 5 | Lift Station #5 - Green Patch                  | <i>Pieper Power replaced electrical panel.<br/>Control panel painted.<br/>Trimmed trees above panel.</i>         |
| 6 | Lift Station #6 - Calumet St                   | <i>Cleaned rags out of pumps and check valves.</i>   |
| 7 | Lift Station #7 - Stroebe Rd & Harry's Gateway | <i>Fall maintenance completed.</i>   |
| 8 | Lift Station #9 - County Rd II (Winchester Rd) | <i>Fall maintenance completed.<br/>Maintenance completed on clear water pump station.</i>                        |
| 9 | Miscellaneous:                                 | <i>Started working on locating the force main for #3 lift station.<br/>SSI flex sealed 82 manholes.</i>          |

## *FOX CROSSING UTILITIES*

*Helped Water Department with water valves in Clayton that had to be hydro'ed.*

*Checked all manholes in fields.*

*Continued to look for I&I... located severl more leaks and repaired or scheduled repair.*

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# FOX CROSSING UTILITIES PUMPAGE REPORT

**MONTH: OCTOBER, 2024**

| Total water purchased & pumped from wells |                            |                            |                                     |                          |                           |                            |                            |                            |                          |                            |  |
|---|----------------------------|----------------------------|-------------------------------------|--------------------------|---------------------------|----------------------------|----------------------------|----------------------------|--------------------------|----------------------------|--|
|   | EAST SIDE                  |                            |                                     |                          | WEST SIDE                 |                            |                            |                            |                          | TOTAL<br>PUMPED<br>X 1,000 | Compare<br>to same<br>month in<br>2023 |
|   | DEEP<br>WELL #5<br>X 1,000 | DEEP<br>WELL #7<br>X 1,000 | PURCHASED<br>CTY/MENASHA<br>X 1,000 | TOTAL<br>EAST<br>X 1,000 | DEEP<br>WELL #3<br>X 1000 | DEEP<br>WELL #4<br>X 1,000 | DEEP<br>WELL #6<br>X 1,000 | DEEP<br>WELL #8<br>X 1,000 | TOTAL<br>WEST<br>X 1,000 |                            |  |
| <b>TOTAL</b>                              | 16,577                     | -                          | 14,113                              | 30,690                   | 10,944                    | 18,947                     | 15,688                     | 4,980                      | 50,559                   | 81,249                     | 73,464                                 |
| <b>AVERAGE/DAY</b>                        | 535                        | -                          | 455                                 | 990                      | 353                       | 611                        | 506                        | 161                        | 1,631                    | 2,621                      | 2,369                                  |
| <b>MAXIMUM/DAY</b>                        | 552                        | -                          | 551                                 | 1,099                    | 1,182                     | 1,277                      | 2,090                      | 899                        | 2,090                    | 3,189                      | 3,013                                  |
| <b>MINIMUM/DAY</b>                        | 505                        | -                          | 375                                 | 880                      | -                         | -                          | -                          | -                          | 1,001                    | 1,881                      | 1,607                                  |

| SERVICE PUMPAGE (Water pumped to distribution system) |                     |                     |                     |                               |  |  |   |  |
|---|---------------------|---------------------|---------------------|-------------------------------|--|--|---|--|
|   | EAST SIDE           |                     |                     | WEST SIDE                     |  |  | TOTAL SERVICE<br>PUMPAGE<br>TOTAL<br>EAST & WEST<br>X 1,000 | Compare<br>to same<br>month in<br>2023 |
|   | PLANT #2<br>X 1,000 | PLANT #3<br>X 1,000 | PLANT #4<br>X 1,000 | TOTAL<br>WEST SIDE<br>X 1,000 |  |  |   |  |
| <b>TOTAL</b>  | 28,131              | 30,130              | 19,711              | 49,841                        |  |  | 77,972  | 71,894                                 |
| <b>AVERAGE/DAY</b>                                    | 907                 | 972                 | 636                 | 1,608                         |  |  | 2,515   | 2,320                                  |
| <b>MAXIMUM/DAY</b>                                    | 1,000               | 1,719               | 2,219               | 3,938                         |  |  | 3,247   | 2,980                                  |
| <b>MINIMUM/DAY</b>                                    | 772                 | -                   | -                   | 0                             |  |  | 2,090   | 1,656                                  |

| WATER LEVEL READINGS             |                         |    |                         |      |      |      |
|----------------------------------|-------------------------|----|-------------------------|------|------|------|
|                                  | EAST SIDE<br>DEEP WELLS |    | WEST SIDE<br>DEEP WELLS |      |      |      |
|                                  | #5                      | #7 | #3                      | #4   | #6   | #8   |
| <b>AVERAGE<br/>STATIC</b>        | -                       | -  | 61'                     | 61'  | 66'  | 44'  |
| <b>AVERAGE<br/>PUMPING LEVEL</b> | 346'                    | -  | 159'                    | 156' | 188' | 234' |

| East Side System Purchased Water |     |              |     |
|----------------------------------|-----|--------------|-----|
| Month 2024                       | 46% | Month 2023   | 47% |
| Year-to-Date                     | 46% | Year-to-Date | 44% |
| Month, 2022                      | 39% | Year-to-Date | 39% |



RES #241125-1

**ADOPT THE 2025 VILLAGE BUDGET AND ASSOCIATED TAX LEVY**

WHEREAS, the Village of Fox Crossing Board of Trustees has presented a budget for the fiscal year 2025; and

WHEREAS, a public hearing was held on November 25, 2024 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 2025 General Fund Budget are \$14,907,945; and

WHEREAS, the total expenditures for the 2025 Water Utility budget are \$10,685,993, which includes debt principal and capital payments of \$5,242,963; and

WHEREAS, the total expenditures for the 2025 Wastewater Utility budget are \$10,086,305, which includes debt principal and capital payments of \$6,005,037; and

WHEREAS, the total expenditures for the 2025 Stormwater Utility budget are \$5,686,463, which includes debt principal and capital payments of \$3,677,647.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby sets the Village budget for all fiscal year 2025 funds with **\$35,774,551** in expenditures and **\$33,968,172** in revenues as per Attachment 'A'.

BE IT FURTHER RESOLVED that the Village of Fox Crossing Board of Trustees hereby establishes the 2024 municipal tax levy to be paid in 2025:

**\$10,089,438** excluding Village of Fox Crossing tax increments

**\$10,565,969** including Village of Fox Crossing tax increments (estimate)

Adopted this 25<sup>th</sup> day of November, 2024

*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

| <b>GENERAL FUND:</b>                                 | <b>2024</b>           | <b>2025</b>            | <b>% CHANGE</b> |
|--|-----------------------|------------------------|-----------------|
|  | <b>REVISED BUDGET</b> | <b>PROPOSED BUDGET</b> |                 |
| <b>REVENUES</b>                                      |                       |                        |                 |
| Property Taxes                                       | 8,053,566             | 8,077,145              |                 |
| Other Taxes  | 750,600               | 750,600                |                 |
| Special Assessments                                  | 20,500                | 17,000                 |                 |
| Intergovernmental Revenues                           | 2,392,237             | 2,674,625              |                 |
| Licenses, Permits, & Fees                            | 533,778               | 544,870                |                 |
| Fines & Forfeitures                                  | 156,210               | 180,500                |                 |
| Public Charges for Services                          | 338,379               | 340,900                |                 |
| Miscellaneous Revenues                               | 229,745               | 326,190                |                 |
| Intergovernmental Charges/Transfers                  | 916,909               | 1,172,804              |                 |
| <b>TOTAL REVENUES</b>                                | <b>13,391,924</b>     | <b>14,084,634</b>      | <b>5.17%</b>    |
| Assigned Balance Applied                             | 45,000                | 171,150                |                 |
| Unassigned Balance Applied                           | 1,050,350             | 652,161                |                 |
| <b>TOTAL REVENUES &amp; APPLIED ASSIGNED BALANCE</b> | <b>14,487,274</b>     | <b>14,907,945</b>      | <b>2.90%</b>    |
| <b>EXPENDITURES</b>                                  |                       |                        |                 |
| General Government                                   | 2,257,588             | 2,461,367              |                 |
| Public Safety  | 6,387,686             | 6,623,303              |                 |
| Public Works   | 2,745,048             | 2,676,261              |                 |
| Health & Human Services                              | 0                     | 0                      |                 |
| Culture, Recreation, & Education                     | 1,201,281             | 1,250,265              |                 |
| Conservation & Development                           | 258,667               | 214,586                |                 |
| Debt Service   | 0                     | 0                      |                 |
| Capital Outlay                                       | 523,605               | 590,350                |                 |
| Transfer to Other Funds                              | 1,113,399             | 1,091,813              |                 |
| <b>TOTAL EXPENDITURES</b>                            | <b>14,487,274</b>     | <b>14,907,945</b>      | <b>2.90%</b>    |

| <b>All Governmental and Proprietary Funds Combined</b> | <b>Projected Fund Balance 01/01/25</b> | <b>2025</b>           |                           | <b>Projected Fund Balance 12/31/25</b> | <b>Total Property Tax Contribution (TID OUT)</b> |
|--|--|-----------------------|---------------------------|--|--|
|  |  | <b>Total Revenues</b> | <b>Total Expenditures</b> |  |  |
| <b>General Fund: Nonspendable/Assigned</b>             | 5,552,660                              |                       | 171,150                   | 5,381,510                              | -  |
| <b>Unassigned</b>                                      | 2,729,186                              | 14,064,634            | 14,736,795                | 2,057,025                              | 8,077,145  |
| <b>Fire Impact Fee</b>                                 | (1,170,879)                            | 20,000                | -                         | (1,150,879)                            | -  |
| <b>Sub-Total General Fund</b>                          | <b>7,110,967</b>                       | <b>14,084,634</b>     | <b>14,907,945</b>         | <b>6,287,656</b>                       | <b>8,077,145</b>                                 |
| <b>Special Revenue Funds</b>                           | 4,127,089                              | 3,415,802             | 2,816,492                 | 4,726,399                              | -  |
| <b>Park Improvement Fee</b>                            | 5,670                                  | -                     | -                         | 5,670                                  | -  |
| <b>Park Open Space in Lieu of Land</b>                 | 178,936                                | -                     | -                         | 178,936                                | -  |
| <b>Park Impact Fee</b>                                 | (302,345)                              | 25,000                | -                         | (277,345)                              | -  |
| <b>Sub-Total Special Revenue Funds</b>                 | <b>4,009,350</b>                       | <b>3,440,802</b>      | <b>2,816,492</b>          | <b>4,633,660</b>                       | -  |
| <b>Debt Service Fund</b>                               | 1,288,284                              | 2,409,048             | 2,684,342                 | 1,012,990                              | 2,012,293  |
| <b>Capital Projects Funds</b>                          | 14,007,433                             | 2,795,233             | 6,548,739                 | 10,253,926                             | -  |
| <b>Stormwater Utility</b>                              | 5,047,493                              | 2,810,198             | 2,051,816                 | 5,805,875                              | -  |
| <b>Wastewater Utility</b>                              | 9,318,870                              | 4,125,754             | 3,296,818                 | 10,147,806                             | -  |
| <b>Wastewater Impact Fee</b>                           | (1,380,570)                            | -                     | -                         | (1,380,570)                            | -  |
| <b>Sub-Total Wastewater Utility</b>                    | <b>7,938,300</b>                       | <b>4,125,754</b>      | <b>3,296,818</b>          | <b>8,767,236</b>                       | -  |
| <b>Water Utility</b>                                   | 2,577,073                              | 4,302,503             | 3,468,399                 | 3,411,177                              | -  |
| <b>Water Impact Fee</b>                                | (822,965)                              | -                     | -                         | (822,965)                              | -  |
| <b>Sub-Total Water Utility</b>                         | <b>1,754,108</b>                       | <b>4,302,503</b>      | <b>3,468,399</b>          | <b>2,588,212</b>                       | -  |
| <b>TOTAL</b>   | <b>41,155,934</b>                      | <b>33,968,172</b>     | <b>35,774,551</b>         | <b>39,349,555</b>                      | <b>10,089,438</b>                                |

RES #241125-2

**CERTIFIED SURVEY MAP – VACANT PARCELS #1210184, #1210186, #1210189, & #1210191 LOCATED ON CLAYTON AVENUE**

WHEREAS, the applicant requests approval of a Certified Survey Map (CSM) to adjust the property lines between vacant parcels #1210184, #1210186, #1210189, & #1210191 (located on Clayton Avenue), to form three (3) parcels; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their November 20, 2024 meeting and recommended approval of the Certified Survey Map with the following conditions:

1. A note shall be placed on the CSM stating the two public roads on Lots 1 and 2 shall extend into Lot 3 with it is developed.
2. When development is proposed beyond Lots 1 and 2, a new development agreement will be required for the road construction and public utilities.
3. All taxes and impact fees for Lots 1 and 2 shall be paid prior to recording of the CSM.
4. 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, 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 25<sup>th</sup> day of November, 2024

*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 11, 2024  
 To: Village Planning Commission Members  
 From: Community Development Department Staff  
 RE: Agenda Item 2 – CSM CopperStone on Clayton Ave

## Overview

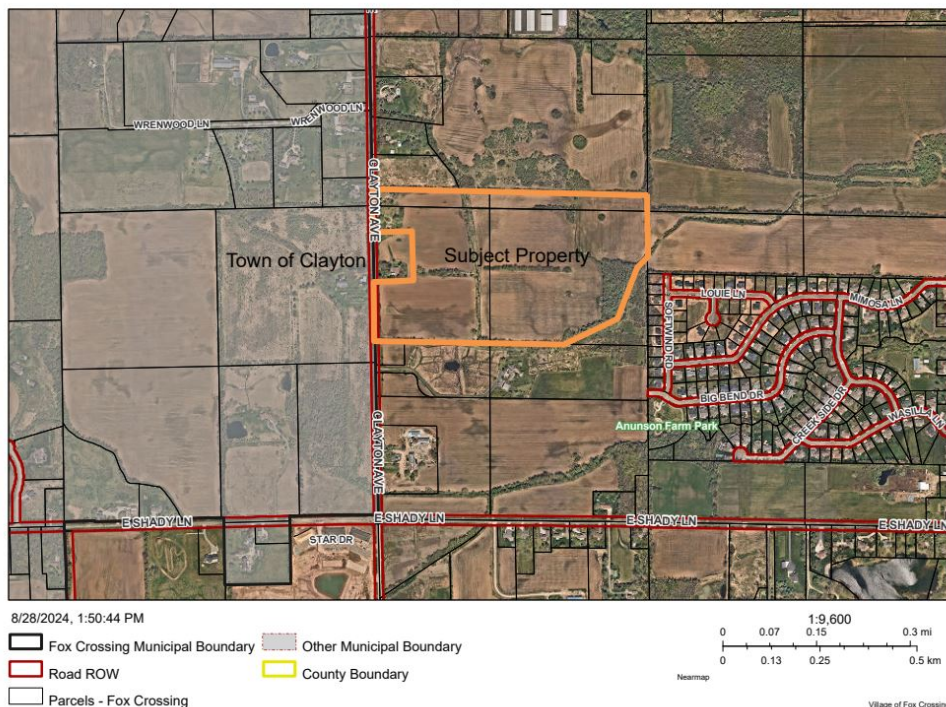
The applicant is requesting a CSM to create a 3 lot CSM. Lots 1 and 2 will be used for the CopperStone Senior housing development. Lot 3 is anticipated to be further developed at a future date for various types of housing. Public rights of way are being designated on parcel 1 and 2 for public road construction. These roads will ultimately be extended into lot 3 when it is developed. The applicant will be required to extend public water and sewer utilities along the two dedicated rights of way and construct public roads meeting Village specifications when development is proposed on lot 3.

## Staff Recommendation

Staff recommends approval of this CSM with the following conditions:

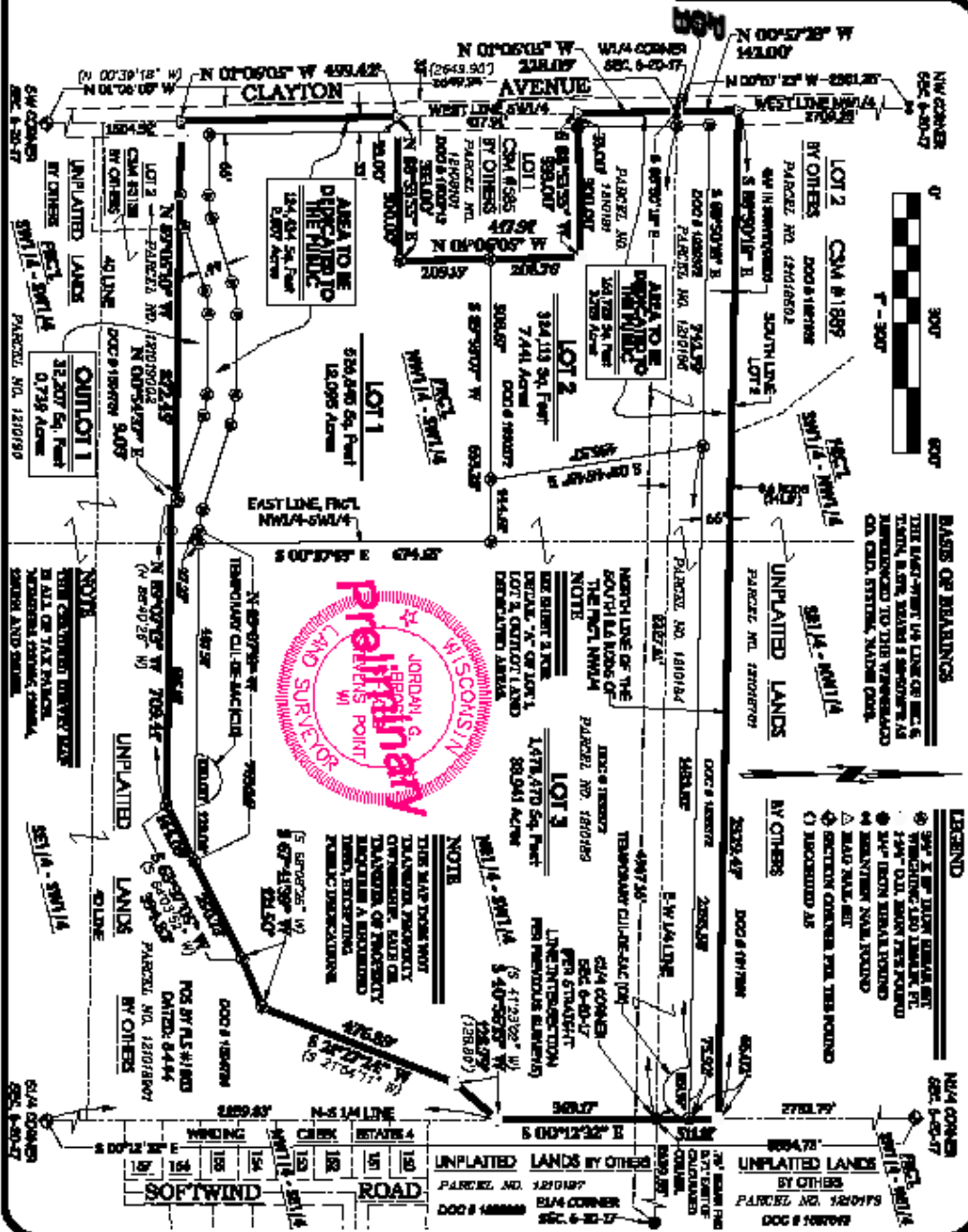
1. A note shall be placed on the CSM stating the two public roads on lots 1 and 2 shall extend into lot 3 when it is developed.
2. When development is proposed beyond lots 1 and 2 a new development agreement will be required for the road construction and public utilities.
3. All taxes and impact fees for lots 1 and 2 shall be paid prior to recording of the CSM.
4. The Community Development Department shall be provided with a recorded copy of the CSM

Fox Crossing Public Web Map



# CERTIFIED SURVEY MAP

BEING A PART OF THE FRACTIONAL SOUTHWEST 1/4 OF THE NORTHWEST 1/4, THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4, THE FRACTIONAL NORTHWEST 1/4 OF THE SOUTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, ALL LOCATED IN SECTION 6, TOWNSHIP 23 NORTH, RANGE 57 EAST, VILLAGE OF FOX CROSSING, WINNEBAGO COUNTY, WISCONSIN.



|  |   |   |  |
|--|---|---|--|
|  | Land Surveying<br>Civil Engineering<br>Landscape Architecture<br>Jordan G. Boal, PLS #2289<br>4641 Kitching Court<br>Stevens Point, WI 54480<br>715.844.9999 (F) 715.844.9222 (C) | FIELDWORK COMPLETE: <u>08/06/24</u><br>DRAWN: <u>TOP</u> CHECKED: <u>JB</u><br>FIELD BOOK: <u>8</u> PAGE: <u>8</u><br>JOB NO: <u>24-004</u> | CLIENT<br>CONCRETE/STONE ADDRESS<br>LIVING & MEMORY CARE<br>700 DUNSTON AVENUE<br>NEENAH, WI 54956 |
|  | SHEET 1 OF 4  |   |  |

RES #241125-3

**AWARD BID – RYDELL CONSERVANCY SHORELINE RESTORATION PROJECT**

WHEREAS, on November 19, 2024, sealed bids for the Rydell Conservancy Shoreline Restoration Project were due in the office of the Parks & Recreation Department by 10:00 a.m., at which time they were publicly opened and read; and

WHEREAS, five (5) bids were received: (bid tabulation enclosed)

| <u>Contractor</u>        | <u>Base Bid</u> |
|--------------------------|-----------------|
| Highway Landscapers, Inc | \$ 29,366.60    |
| Northeast Ashpalt, Inc.  | \$ 34,719.00    |
| Vinton Construction Co.  | \$ 48,861.40    |
| Radtke Contractors, Inc. | \$ 54,583.70    |
| Kartechner Brothers, LLC | \$ 87,135.76    |

WHEREAS, it is the recommendation of Engineer Andrew Schmidt and Parks & Recreation Director Amanda Geiser to award the Base Bid to the lowest responsible bidder, Highway Landscapers, Inc., in the total amount of \$29,366.60, with final quantity adjustments made by change order to reflect actual quantities.

NOW, THEREFORE BE IT RESOLVED by the Village of Fox Crossing Board of Trustees to hereby award the Base Bid for the Rydell Conservancy Shoreline Restoration project, to the lowest responsible bidder, **Highway Landscapers, Inc., 1650 E. Elm Drive, Little Chute, Wisconsin**, for the total amount of **\$29,366.60**.

Adopted this 25<sup>th</sup> day of November, 2024

*Requested by: Amanda Geiser, Parks & Recreation Director*

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

\_\_\_\_\_  
Dale A. Youngquist, Village President

\_\_\_\_\_  
Attest: Darla M. Fink, Village Clerk



November 19, 2024

Village of Fox Crossing  
Attn: Amanda Geiser, Director of Parks & Recreation  
2000 Municipal Drive  
Neenah, WI 54956

Re: Village of Fox Crossing  
Rydell Conservancy Shoreline Repair  
Letter of Recommendation  
McM. No. F0057-09-24-00414

On November 19, 2024, bids were received at the Village Municipal Complex for the above referenced project. Five (5) bids were received, ranging in price from \$29,366.60 to \$87,135.76 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract F0057-09-24-00414 to the low bidder, Highway Landscapers, Inc., in the amount of \$29,366.60.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return all copies to our office for incorporation into the Contract Documents.

If you have any questions, please feel free to contact me.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in blue ink, appearing to read "Andrew Schmidt".

Andrew W. Schmidt, P.E.  
Associate / Municipal & Water Resources Engineer

AWS:mck

Enclosures: Notice of Award  
Bid Tabulation

**SECTION 00 51 00.00**

**NOTICE OF AWARD**

Dated: \_\_\_\_\_

To: HIGHWAY LANDSCAPERS, INC.  
1650 E. Elm Drive  
Little Chute, Wisconsin 54140

Contract No. F0057-09-24-00414

Project: RYDELL CONSERVANCY SHORELINE REPAIR  
For The  
VILLAGE OF FOX CROSSING | Winnebago County, Wisconsin

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You are notified that your Bid, dated November 19, 2024, for the above Contract has been considered. You are the apparent successful Bidder and have been awarded a Contract for the Rydell Conservancy Shoreline Repair for the Village of Fox Crossing, Winnebago County, Wisconsin.

The Contract Price of your Contract is Twenty-Nine Thousand, Three Hundred and Sixty-Six & 60/100 Dollars (\$29,366.60).

You must comply with the following conditions precedent within **15-days** of the date of this Notice of Award, that is by \_\_\_\_\_.

1. You must deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the Contract Documents.
2. You must deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions to Bidders, General Conditions (Paragraph 6.01) and Supplementary Conditions.
3. You must deliver Insurance Certification complying with the General Conditions and Supplementary Conditions of the Contract Documents.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

One (1) fully signed counterpart of the Agreement, with the Contract Documents attached, will be returned to you within 15-days after you comply with the above noted conditions.

**VILLAGE OF FOX CROSSING | Winnebago County, Wisconsin**

\_\_\_\_\_ (Owner)

\_\_\_\_\_  
(authorized signature)

\_\_\_\_\_  
(title)

Witness: \_\_\_\_\_



**BID TABULATION**

VILLAGE OF FOX CROSSING  
 RYDELL CONSERVANCY SHORELINE REPAIR  
 Contract No. F0057-09-24-00414  
 Bid Date/Time: Tuesday, November 19, 2024 / 10:00a.m.  
 Project Manager: Andy Schmidt, P.E.

Engineer: McMAHON ASSOCIATES, INC.  
 1445 McMahon Drive  
 PO Box 1025  
 Neenah, WI 54956 / 54957-1025

HIGHWAY LANDSCAPERS, INC.  
 1650 E. Elm Drive  
 Little Chute, WI 54140

NORTHEAST ASPHALT, INC.  
 W6380 Design Drive  
 Greenville, WI 54942

VINTON CONSTRUCTION CO.  
 1322 33rd Street  
 P.O. BOX 137  
 Two Rivers, WI 54241

RADTKE CONTRACTORS, INC.  
 6408 Cross Road  
 P.O. BOX 220  
 Winneconne, WI 54986

KARTECHNER BROTHERS, LLC.  
 N11829 County Road I  
 Waupun, WI 53963

**BASE BID**

| Item  | Qty | Unit | Description  | Unit Price           | Total       | Unit Price           | Total       | Unit Price                           | Total       | Unit Price   | Total       | Unit Price           | Total       |
|---|-----|------|--|----------------------|-------------|----------------------|-------------|--------------------------------------|-------------|--|-------------|----------------------|-------------|
| 1.  | 80  | CY   | Heavy Rip-Rap Shoreline Protection with HR Fabric            | \$150.00             | \$12,000.00 | \$265.00             | \$21,200.00 | \$306.75                             | \$24,540.00 | \$150.00   | \$12,000.00 | \$464.64             | \$37,171.20 |
| 2.  | 180 | CY   | Import and Place Topsoil                                     | \$65.00              | \$11,700.00 | \$40.00              | \$7,200.00  | \$63.36                              | \$11,404.80 | \$60.00  | \$10,800.00 | \$154.02             | \$27,723.60 |
| 3.  | 1   | Ea   | Tracking Pad   | \$1,750.00           | \$1,750.00  | \$706.50             | \$706.50    | \$9,000.00                           | \$9,000.00  | \$25,900.00  | \$25,900.00 | \$1,845.16           | \$1,845.16  |
| 4.  | 62  | LF   | Silt Fence   | \$4.00               | \$248.00    | \$5.50               | \$341.00    | \$4.00                               | \$248.00    | \$10.00  | \$620.00    | \$18.34              | \$1,137.08  |
| 5.  | 260 | SY   | Erosion Mat (Class I, Type A Biodegradable)                  | \$5.00               | \$1,300.00  | \$5.00               | \$1,300.00  | \$5.00                               | \$1,300.00  | \$3.00   | \$780.00    | \$26.43              | \$6,871.80  |
| 6.  | 260 | SY   | Grass Restoration (DOT Seed Mix #75)                         | \$1.36               | \$353.60    | \$2.10               | \$546.00    | \$1.36                               | \$353.60    | \$5.00   | \$1,300.00  | \$23.71              | \$6,164.60  |
| 7.  | 806 | SY   | Access Areas Restoration (Grass Seed #4, Fertilizer & Mulch) | \$2.50               | \$2,015.00  | \$4.25               | \$3,425.50  | \$2.50                               | \$2,015.00  | \$3.95   | \$3,183.70  | \$7.72               | \$6,222.32  |
| <b>TOTAL (Items 1. through 7., Inclusive)</b> |     |      |  | <b>\$29,366.60</b>   |             | <b>\$34,719.00</b>   |             | <b>\$48,861.40</b>                   |             | <b>\$54,583.70</b>   |             | <b>\$87,135.76</b>   |             |
| Bid Security                                  |     |      |  | Yes - 5%             | Yes - 5%    | Yes - 5%             | Yes - 5%    | Yes - 5%                             | Yes - 5%    | Yes - 5%   | Yes - 5%    | Yes - 5%             | Yes - 5%    |
| Addendum Acknowledgement                      |     |      |  | N/A                  | N/A         | N/A                  | N/A         | N/A                                  | N/A         | N/A  | N/A         | N/A                  | N/A         |
|   |     |      |  | <u>Subcontractor</u> |             | <u>Subcontractor</u> |             | <u>Subcontractor</u>                 |             | <u>Subcontractor</u>   |             | <u>Subcontractor</u> |             |
|   |     |      |  | N/A                  |             | N/A                  |             | Highway Landscapers -<br>Landscaping |             | Hartford Landscape & Supply -<br>Erosion Control & Landscaping |             | N/A                  |             |

RES #241125-4

**AMEND SANITARY SEWER LATERAL PROGRAM FOR UTILITY PROJECTS**

WHEREAS, the infiltration and inflow (I/I) of clear water into the Fox Crossing Utilities' sanitary sewer laterals and mains costs utility customers more than \$200,000 per year in treatment costs at the regional treatment plants; and

WHEREAS, it is the desire of Fox Crossing Utilities to replace, repair, and seal leaking sanitary sewer laterals and mains to limit the quantities of I/I entering the sewer system; and

WHEREAS, the Utility District initiated a Sanitary Sewer Lateral Pilot program from 2013 through 2016 to aid in the limiting of I/I entering into the sanitary sewer collection system; and

WHEREAS, in 2017, Fox Crossing Utilities adopted Resolution #170327-6:UD to make permanent the Sanitary Sewer Lateral program for Utility projects; and

WHEREAS, from time to time, amendments are necessary to the program to ensure the program meets the needs of the community; and

WHEREAS, past amendments have been made to the program through resolutions #191216-2 and #210628-3; and

WHEREAS, Director Hoechst proposes amendments to the Sanitary Sewer Lateral Program as indicated in red below:

- During the replacement of a Utility District sewer main all laterals affixed to the main must be inspected and replaced if defective and/or out of standard.
- Standards for sanitary sewer laterals will be established by the Utility Superintendent.
- All property owners will be given two (2) options:
  - a) Utilize the Utility District's contractor to conduct the work
  - b) Hire their own certified plumber/contractor to conduct the work
- All property owners utilizing the Utility District's contractor must sign:
  - a) Permission of Special Charge / Permission to Conduct Work Form
  - b) Temporary easement to allow work to be performed on their property
- In cases where a residential property owner elects to utilize the Utility District's contractor, the Utility District will absorb 50% of the per foot cost of the sanitary sewer lateral running from the property line to the residence up to a maximum of 50 feet—the property owner is responsible for 100% of the cost of the sanitary sewer lateral for any portion of the lateral running longer than 50 feet.
- In cases where a residential property owner elects to utilize the Utility District's contractor, the Utility District will pay for the cost of one (1) furnco connection, and will provide a flat reconnection credit to be used toward all assessable sanitary sewer lateral reconnection costs (the reconnection credit will be determined by the Utility Superintendent on a project by project basis).
- In cases where a commercial or industrial property owner elects to utilize the Utility District's contractor, the property owner is responsible for 100% of the cost of the sanitary

sewer lateral from the property line to the residence, and is not eligible for reimbursement funds from the Lateral Replacement Fund.

- All property owners hiring their own contractor/plumber must have the lateral replaced ~~within 120 days from~~by the date of completion of the project or face a monthly surcharge of ~~\$50~~\$150 on their utility bill.
- In cases where a residential property owner elects not to utilize the Utility District’s contractor, the property owner is responsible for 100% of the cost of the sanitary sewer lateral from the property line to the residence, and is not eligible for reimbursement funds from the Lateral Replacement Fund.
- At no point will the Utility District reconnection credit for an individual property exceed the total cost of the sanitary sewer lateral work completed for that individual property.
- Special charges invoiced to the residential property owners for the lateral work shall be paid in cash, in full, or in annual installments ~~up to ten (10) years,(based on the table below)~~ with all deferred payments to bear interest at the rate of 2% above the rate of the Village borrowing rate, which will be charged per annum on the unpaid balance. The balance of the special charge and interest to date will be paid if and when the benefited real estate is sold. A minimum of \$250 principal payment must be made in a year.

| <u>Assessment Amount</u>  | <u>Installment Term</u>   |
|---------------------------|---------------------------|
| <u>\$500 - \$4,999</u>    | <u>Five (5) years</u>     |
| <u>\$5,000 - \$19,999</u> | <u>Ten (10) years</u>     |
| <u>\$20,000 - greater</u> | <u>Fifteen (15) years</u> |

This provision takes effect for all projects commencing after January 1, ~~2024~~2025. All non-residential property owners are not eligible for financing, and must pay the special charge in full within the time period listed on the invoice.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves and adopts the Sanitary Sewer Lateral Program as outlined above for future sewer main replacement projects.

BE IT FURTHER RESOLVED that any issues regarding the interpretation of the Sanitary Sewer Lateral Program shall be resolved by the Village President.

Adopted this 25<sup>th</sup> day of November, 2024

*Requested by: Joe Hoechst, Director of Public Works*  
*Submitted by: Dale A. Youngquist, Village President*

\_\_\_\_\_  
Dale A. Youngquist, Village President

\_\_\_\_\_  
Attest: Darla M. Fink, Village Clerk

RES #241125-5

**APPOINTMENT OF FOX CROSSING REPRESENTATIVE TO THE NEENAH-MENASHA SEWERAGE COMMISSION**

WHEREAS, the Village of Fox Crossing Board of Trustees appoints a member to represent the interests of the Village of Fox Crossing on the Neenah-Menasha Sewerage Commission (NMSC); and

WHEREAS, Village President Dale Youngquist currently serves as Fox Crossing's representative to the NMSC; and

WHEREAS, Village President Dale Youngquist's term on the NMSC expires on December 31, 2024; and

WHEREAS, the Fox Crossing Board of Trustees may appoint a representative whose three-year term of office will commence on January 1, 2025, and expire December 31, 2027.

NOW, THEREFORE BE IT RESOLVED that the Fox Crossing Board of Trustees hereby appoints \_\_\_\_\_, to the Neenah-Menasha Sewerage Commission effective January 1, 2025 through December 31, 2027.

Adopted this 25<sup>th</sup> day of November, 2024

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

*Requested by: Darla M. Fink, Village Clerk*

\_\_\_\_\_  
Dale A. Youngquist, Village President

\_\_\_\_\_  
Attest: Darla M. Fink, Village Clerk

RES #241125-6

**REAPPOINTMENT OF VILLAGE REPRESENTATIVE TO THE FOX CITIES  
SPORTS FACILITY ADVISORY COMMITTEE – PARKS & RECREATION  
DIRECTOR AMANDA GEISER**

WHEREAS, on June 11, 2018, the Village Board approved the Cooperation Agreement for the Fox Cities Sports Facility, to partner with nine (9) other local municipalities to finance and construct the Fox Cities Sports Facility located in Grand Chute; and

WHEREAS, a Sports Facility Advisory Committee was established to provide the participating communities an opportunity to advise on the operations of the Fox Cities Sports Facility and ensure that the facility is operated for its intended tourism generating purpose at the highest possible standards; and

WHEREAS, the Village of Fox Crossing is authorized one (1) representative on the advisory committee; and

WHEREAS, the Charter for the committee states that “appointees will serve at the pleasure of the highest elected official in the municipality”; and

WHEREAS, Parks & Recreation Director Amanda Geiser is the current Fox Crossing representative to the Committee, with her term expiring December 31, 2024; and

WHEREAS, Village President Youngquist nominates Parks & Recreation Director Amanda Geiser for reappointment to a three (3) year term on the Fox Cities Sports Advisory Committee beginning January 1, 2025, and ending December 31, 2027.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby appoints Parks & Recreation Director Amanda Geiser for a three (3) year term on the Fox Cities Sports Advisory Committee beginning January 1, 2025, and ending December 31, 2027.

Adopted this 25<sup>th</sup> day of November, 2024

*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 #241125-7

**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, 2025 and ending December 31, 2026.

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, 2025 and ending December 31, 2026.

Adopted this 25<sup>th</sup> day of November, 2024

*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

**AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §53 FIRE DEPARTMENT**

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

Part I. Chapter §53 Fire Department, is hereby amended to read as follows (amendments in red):

**§ 53-1 Authority to provide fire protection.**

Pursuant to § 61.65(2)(a)1, Wis. Stats., the Village of Fox Crossing has established a department to provide fire prevention and protection services for the Village of Fox Crossing residents, visitors and investors.

A. Fire Department mission. It is the mission of the Fox Crossing Fire Department to provide the highest level of emergency prevention and preparedness services through effective code compliance, educational programs and community service to all who live, work, visit or invest in our community.

B. Services provided. The following services are provided to the community:

(1) Local and state fire and life safety code inspections.

~~(2) State of Wisconsin Department of Agriculture, Trade and Consumer Protection fuel tank inspections.~~

~~(3)~~ (2) Fire investigations.

~~(4)~~ (3) Public safety education.

~~(5)~~ (4) Fire suppression services.

~~(6)~~ (5) Environmental response and protection.

~~(7)~~ (6) Hazardous materials response as first responders only.

~~(8)~~ (7) Light-duty rescue (air bags, extrication, forcible entry, etc.).

~~(9) Limited recreational water assistance.~~

~~(10)~~ (8) Surface and ice water rescue.

~~(11)~~ (9) Emergency medical services, first-responder level.

**§ 53-2 Composition of Fire Department.**

A. Organizational structure. The Fox Crossing Fire Department shall be made up of a combination of full-time, part-time and paid-on-call staff. The personnel staff levels of full-time, part-time and paid-on-call staff shall be reviewed at appropriate intervals as requested by the Village of Fox Crossing Board of Trustees. The Fire Chief of the Fire Department shall make recommendations for appropriate staffing levels to maintain the Fire Department mission.

B. Fire Chief

(1) Appointment. The Police and Fire Commission (in accordance with §§ 61.65(3g)(a) and 62.13(3), Wis. Stats.) shall appoint the Chief of the Fire Department. Following the

appointment, he or she shall hold the office during good behavior, subject to suspension or removal by the Police and Fire Commission for cause.

- (2) Powers and duties. The Fire Chief shall enforce the Wisconsin Statutes, the Wisconsin Administrative Code and all local codes in matters relating to fire prevention, code enforcement, public education and fire suppression within the Village. It shall be the duty of the Fire Chief to direct the operation of the Fire Department. The Fire Chief shall report monthly to the Village Board of Trustees all fires occurring in the Village, together with the amounts and value of the property destroyed.
- (3) Department standard operating guidelines. The Fire Chief shall develop and maintain Fire Department Standard Operating Guidelines regarding the operation of the Department, which shall be reviewed by the Village Manager. All members of the Department shall be furnished a copy of the Standard Operating Guidelines.
- C. Legislative intent. The provisions of this chapter, as far as practicable, shall be construed in conjunction with and in furtherance of the provisions of §§ 61.65 and 62.13, Wis. Stats., and Chapter 589 of the Laws of 1921 and Chapter 423 of the Laws of 1923, and Chapter 586 of the Laws of 1911, and shall be construed as an enactment for the purpose of providing a uniform regulation of the Fire Department in the Village of Fox Crossing, consistent with the statewide enactment regulating cities and villages.

#### § 53-6 Relationship to Community Development Department and Building Department.

- A. Scope. The provisions set forth in this section identify the relationship the Fire Department will have with the Department of Community Development as it pertains to the preplanning for public safety and the Department's ability to provide service to all residents and businesses within its jurisdiction.
- B. The Village of Fox Crossing Fire Department will work cooperatively with the Community Development Department by participating in the site plan review process. As new projects are proposed for development in the Village of Fox Crossing, the Fire Department will have the opportunity to comment, in writing, on the ability of the Fire Department to provide emergency services and make recommendations for site plan amendments.
- C. The Fire Department shall participate with the Building Official in a plan review process to ensure that local code provisions regarding building construction and **fire safety** are addressed. Plans shall be reviewed by the Fire Chief or his/her designee and conditionally approved.
- D. The Fire ~~Marshal Department~~ shall participate with the Building Official on ~~inspections of special and fire protection systems installed in~~ all new and existing construction **projects** for code compliance.
- E. No person shall occupy or change the occupancy of a building or structure covered under the Wisconsin ~~Enrolled~~ Building Code ~~used by or for public assembly, entertainment, worship, industrial, multifamily (public spaces), office or mercantile purposes~~ until such building or structure has been inspected and approved by the Fire Department. The Fire Department shall sign off on the ~~certificate of use and~~ occupancy issued by the Community Development Department.

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



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

Date Introduced: November 11, 2024

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

*Requested by: Chief Todd Sweeney, Fire Chief*

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

\_\_\_\_\_  
Dale A. Youngquist, Village President

\_\_\_\_\_  
Attest: Darla M. Fink, Village Clerk

**AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §218 FIRES AND FIRE PREVENTION**

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

Part I. Chapter §218 Fires and Fire Prevention, is hereby amended to read as follows (amendments in red):

**§ 218-3 Adoption of codes and standards.**

- A. This code shall be known as the "Fox Crossing Fire Prevention Code." This code adopts but is not limited to the State of Wisconsin Department of Safety and Professional Services Administrative Codes (DSPS), the Wisconsin Enrolled Building Code, the National Fire Protection Association (NFPA) incorporated standards and codes as published in the National Fire Codes (NFC), and the International Fire Code® ~~2015~~ 2021 (IFC) shall be adopted in place of DSPS Chapter 314, Subchapter I, § 314.001(2), save and except those portions such as are hereinafter deleted, modified, or amended by any section of this code. The same, including any future modifications or amendments, are hereby adopted and incorporated as fully as if set out at length herein. Not less than one printed copy of the adopted issue of the International Fire Code and one electronic copy of the adopted standards and codes of the National Fire Codes, electronic access by NFPA link, shall be filed in the office of the Fire Department. The provisions thereof shall be controlling within the limits of the Village of Fox Crossing.
- B. Any facility whose design and construction occurred before the effective date of this code is governed by the codes in effect at the time of design and/or construction. The provisions in DSPS Chapter 314 and the International Fire Code will apply to the use and operation of all public buildings and places of employment that exist on or after the effective date of this code.

**§ 218-5 Authority of Fire Chief; Bureau of Fire Prevention.**

The Fire Chief of the Village of Fox Crossing shall be responsible for the enforcement of the Fox Crossing Fire Prevention Code. The Fire Chief of the Fox Crossing Fire Department may detail such members of the Fire Department as inspectors as shall from time to time be necessary. To assist in the performance of the responsibilities and duties placed upon the Fire Chief of the Fox Crossing Fire Department, a Bureau of Fire Prevention in the Fire Department of the Village of Fox Crossing is hereby created.

- A. This Bureau shall operate under the supervision of the Fire Chief of the Fox Crossing Fire Department. The Fire Chief of the Fire Department shall designate a fire official of the Fox Crossing Fire Department which shall be the Fire Marshal. The Fire Marshal shall be the administrator of the Bureau of Fire Prevention.
- B. The Fire Marshal shall be responsible for the direct administration and enforcement of the Fox Crossing Fire Prevention Code as may be set forth by the Fire Chief of the Fox Crossing Fire Department. The Fire Marshal shall be appointed on the basis of examination or other method for determining his/her qualifications.
- C. It shall be the duty of the officers of the Bureau of Fire Prevention to enforce all laws and ordinances of the Village of Fox Crossing, ~~covering the following:~~ covering all codes and standards in § 218-3.

~~(1) The prevention of fires.~~

~~(2) The storage and use of explosives, and flammable and combustible materials.~~

~~(3) The installation and maintenance of automatic and other fire alarm systems, and fire extinguishing equipment.~~

~~(4) The maintenance and regulation of egress pathways.~~

~~(5) The means and adequacy of exit, in case of fire, from factories, schools, hotels, lodging houses, hospitals, churches, halls, theaters, amphitheaters, and all other places in which numbers of persons work, live, or congregate, from time to time, for any purpose.~~

~~(6) The maintenance of fire cause and loss records.~~

D. The officers of the Bureau of Fire Prevention shall have such other powers and perform such other duties as are set forth in other sections of this code, and as may be conferred and imposed from time to time by law. The Fire Chief of the Fox Crossing Fire Department may delegate any of his powers or duties under this code to the Fire Marshal.

**§ 218-7 Order to remedy violation.**

A. Whenever any inspector, as defined above, during the course of any routine or special fire inspection visit finds any violations of any enforceable codes, he/she shall order the same to be remedied in an approved manner, and such order to comply shall be served upon the owner or occupant of such premises or buildings. Any owner or occupant failing to comply with such order within 30 days **or a more specific deadline that is issued in writing under the violation notes** after the service of the said order shall be liable to penalties as hereinafter provided.

B. The service of any such order may be made upon the occupant of the premises to whom it is directed, either by delivering a copy of same to such occupant personally or by delivering the same to and leaving it with any person in charge of the premises, or in case no such person is found upon the premises, by affixing a copy thereof in a conspicuous place on the door to the entrance of said premises. Whenever it may be necessary to serve such an order upon the owner of the premises, such an order may be served either by delivering to and leaving with the said person a copy of the said order or, if such owner is absent from the jurisdiction of the officer making the order, by mailing such copy by certified mail to the owner's last known post office address or sending the order by email to the contacts that the owner has supplied the Fire Department in the past or during the current inspection.

**§ 218-14 Amendments.**

The following amendments to the International Fire Code (IFC) are hereby adopted as part of the Fox Crossing Fire Prevention Code:

A. **IFC** Chapter 1, Scope and Administration. This chapter applies to all public buildings and places of employment.

(1) This chapter does not apply to buildings or situations listed under the exclusions in § 101.01(11) and (12), Wis. Stats., or under the exemptions in § 101.05, Wis. Stats.

(2) Section 105 Permits, shall have the meaning of Chapter 218, Article III, of the Fox Crossing Code.

(3) This chapter does not apply to the types of buildings, structures or situations identified in § SPS 314.01(1)(c)8, Wis. Adm. Code.

(4) Section 108 Board of Appeals, is not adopted as part of this code. Appeals to any safety order written as condition of this code may be done, in writing, to the Fire Chief within 15 days of receipt of same.

B. **IFC** Chapter 2, Definitions, Section 202.

(1) Add: "Department" means the Department of Safety and Professional Services.

- (2) Add: "Code Official" means the Fire Chief or his designee.
- (3) Add: "Family" means two or more individuals who are related to each other by blood, marriage, adoption or legal guardianship. For purposes of this code, a group of not more than four persons not necessarily related by blood or marriage, living together in a single living unit, will be considered equivalent to a single family.
- (4) Add: "Multifamily Dwelling" means an apartment building, row house, town house, condominium, or modular home, that does not exceed 60 feet in height or 6 stories and that consists of 3 or more attached dwelling units. ~~has the meaning defined in § 101.01(8m), Wis. Stats.~~
- (5) Add: "Municipality" means a city, village or town.
- (6) Add: "One- and two-family dwelling" has the meaning as defined for "dwelling" in § 101.61(1), Wis. Stats.
- (7) Substitute: "False Alarm" is defined as any activation of an alarm system because of human, mechanical, lack of maintenance, negligent or electrical error.
- (8) Add: "Place of Employment" has the meaning as defined in § 101.01(11), Wis. Stats.
- (9) Add: "Public Building" has the meaning as defined in § 101.01(12), Wis. Stats.
- (10) Add: "User" is defined as the owner and/or occupants of any building.
- (11) Substitute: "Automatic sprinkler system" or "Automatic fire sprinkler system" has the meaning given in § 145.01(2), Wis. Stats.

~~(12) Add: A "sky lantern," also known as "Kongming lantern" or "Chinese lantern," is a small hot air balloon made of paper, with an opening at the bottom where a small fire is suspended. It can be viewed as an airborne version of the paper lantern.~~

C. **IFC Chapter 3, General Requirements.**

- (1) Section 301.1 Scope:
  - (a) Add: Cleanliness. Every public building, multifamily dwelling and place of employment, including connecting yards, basements, courts, passages, areas or alleys, shall be kept clean and orderly, and shall be kept free from any accumulation of dirt, filth, rubbish, garbage or other matter.
  - ~~(b) Add: Matches. The manufacture, storage and distribution of matches shall comply with § 167.07, Wis. Stats.~~
- ~~(e)~~ (b) Substitute: Section 301.2 Permits. Permits shall be required as set forth in Chapter 218, Article III, of the Fox Crossing Code.
- (2) IFC Section 307 Open Burning and Recreational Fires, is rescinded as part of the Fox Crossing Fire Prevention Code. Chapter 218, Article VIII, of the Fox Crossing Code is the prevailing requirement for open burning in the Village of Fox Crossing.
  - ~~(a) IFC Section 307.2. Substitute "obtaining a permit in accordance with Section 105.6" with "getting written permission from the Fire Department seven days in advance of the event."~~

~~(b) Add Section 307.4.4 Sky Lanterns. This section shall prohibit the use of sky lantern devices as defined within this section of the code within the Village limits.~~

(3) IFC Section 308 Open Flames.

(a) IFC Section 308.1.4 Open-Flame Cooking Devices. Delete entire section. See Chapter 218, Article VIII, of the Fox Crossing Code for cooking devices.

D. IFC Chapter 5 Fire Service Features; ~~Section 503.1 Fire Apparatus Access Roads.~~

(1) Add: The specific requirements for fire apparatus access roads identified in Appendix D of the International Fire Code are hereby adopted as part of this Code section.

(2) Add: When required. Required fire lanes shall be provided prior to the placement of combustible materials at the building site, or the construction of any portion of a building or facility above the footing and foundation.

~~(3) Section 503.1.1 Buildings and facilities. Add: Where any part of the building or facility is more than 30 feet above the lowest level of fire apparatus access, the fire lane shall also be parallel to one entire side of the building or facility with the near edge of the fire lane within 30 feet of the building or facility on that parallel side.~~

~~(4) Section 503.2.1 Dimensions.~~

~~(a) Add: Buildings or facilities with any part more than 30 feet above the lowest level of fire apparatus access shall be provided with a fire lane capable of accommodating aerial fire apparatus. Overhead power utility lines may not be located across or within a fire lane for aerial fire apparatus.~~

~~(b) Add: Except as provided in Subsections D(4)(c) and (d) below, a fire lane shall have a minimum unobstructed width of 20 feet.~~

~~(c) Add: Where a fire hydrant is provided to supply fire apparatus on the fire lane, the minimum unobstructed width shall be 27 feet for a minimum distance of 20 feet on each side of the fire hydrant.~~

~~(d) IFC Section 503.4 Obstruction of Fire Apparatus Access Roads. Substitute in its entirety: Fire lanes may not be obstructed in any manner including the parking of vehicles or the accumulation of snow. The minimum required clearances shall be maintained at all times.~~

E. IFC Chapter 5, Section 507 Fire Protection Water Supplies.

(1) ~~Add: Section 507.3 Fire flow. The provisions outlined for in Appendix B, Section B105 and Table B105.1 of the International Fire Code are hereby adopted as part of this Code section.~~ Add: The specific requirements for Fire Flows identified in Appendix B of the International Fire Code are hereby adopted as part of this Code section.

(2) ~~Add: Section 507.5.1.1 Fire Hydrant Location and Distribution. The provisions outlined in Appendix C, Sections C103, C104, C105, and Table C105.1 of the International Fire Code are hereby adopted as part of this Code section.~~ Add: The specific requirements for Fire Hydrant Locations and Distribution in Appendix C of the International Fire Code are hereby adopted as part of this Code section.

(3) Add: Section 507.5.1.2 Fire Hydrant Location and Fire Department Connections. Buildings conforming to the provisions of Section 903 shall have a fire hydrant located within 150 feet of the

Fire Department connection. Distance shall be measured from the Fire Department connection to the fire hydrant by a determined path that fire apparatus would drive as determined by the Fire Marshal.

- (4) Add: Section 507.5.7 Fire Hydrant Color Coding. All fire hydrants in the Village of Fox Crossing shall conform to the following color coding:
  - (a) Hydrants supplied by the municipal water system will have the barrels of the fire hydrant painted yellow.
    - [1] Hydrants with a tested gallons per minute (GPM) of 500 or less shall have the hose caps painted red.
    - [2] Hydrants with a tested GPM of 501 to 1,000 shall have the hose caps painted orange.
    - [3] Hydrants with a tested GPM of 1,001 to 1,500 shall have the hose caps painted green.
    - [4] Hydrants with a tested GPM of 1,500+ shall have the hose caps painted blue.
  - (b) Private fire hydrants shall have the hydrant barrel painted red and the hose caps painted the corresponding GPM-rated capacity.
  - (c) Private fire hydrants that are supplied by a fire protection system fire pump shall have the barrel and hose caps painted blue.
  - (d) Exact paint brand and color name and number shall be coordinated through the Fire Department and Water Utility.

F. **IFC** Chapter 9, Fire Protection Systems.

- (1) Substitute in its entirety Section 901.3 with: Permits shall be required as set forth in Chapter 218, Article III, of the Fox Crossing Code.

~~(2) Add: Section 907.9.2 Testing. Exception (1) Multifamily dwellings with automatic fire alarm systems shall have the alarm system tested at least once a month, and a record of the tests shall be kept on site at a location accessible to the inspection authority.~~

~~(3)~~ (2) Add: Section 907.1 Fire Alarm and Detection Systems, General:

- (a) No person shall sell, use or install a fire alarm system without obtaining the proper installation permit as required in Chapter 218, Article III, of the Fox Crossing Code.
- (b) No person, firm or corporation shall use or cause to be used any telephone or electronic device or attachment that automatically selects a public primary telephone trunk line of the Police Department, Fire Department or any other department of the Village of Fox Crossing, and then reproduces any prerecorded message to report any burglary or other emergency.

~~(4)~~ (3) Add: Section 904.11.6.2 Cleaning. Hoods, grease-removal devices, fans, ducts and other appurtenances shall be cleaned at intervals necessary to prevent the accumulation of grease. Cleanings shall be recorded, and records shall state the extent, time and date of cleaning. Such records shall be maintained on the premises and submitted into the LIV database.

~~G. Chapter 23, Motor Fuel Dispensing Facilities and Repair Garages. Where differences occur between the requirements of this chapter and Ch. ATCP 93, Wis. Adm. Code, the requirements of Ch. ATCP 93 shall govern.~~

H. G. Chapter 56, Explosives and Fireworks: Substitute in its entirety: Section 5601.2.2 As referenced in Chapter 218, Article X, of the Fox Crossing Code.

~~I.—International Fire Code Chapter 80 Referenced Standards.~~

~~(1)—Add: NFPA 90A is hereby incorporated by reference into this code.~~

**§ 218-17 Issuance of permit.**

All permits shall be issued by the Fire Prevention Bureau after an application is completed and returned with ~~three sets~~ one set of printed full-scale plans and one copy of electronic plans. ~~for each type of system.~~ After review, the Fire Department will stamp additional sets of plans when approved if ~~all plans conditionally approved and return two sets of plans with the permit to~~ the project proponent requests. ~~One set of stamped plans should be present on the project site throughout the installation process.~~

**§ 218-21 Fire detection and suppression.**

A. System control location. All fire detection and suppression controls shall be located in an accessible location for the Fire Department. Location shall be approved by the Fire Marshal.

~~B.—Smoke detectors. Refer to the State of Wisconsin Department of Safety and Professional Services Administrative Codes, the Wisconsin Enrolled Building Code, and codes in effect at the time of construction for installation and the International Fire Code for maintenance.~~

~~C.—Automatic sprinkler systems.~~

~~(1)—Buildings and areas where required. Every building constructed or structurally altered shall have an approved automatic sprinkler system installed and maintained when occupied in whole or part for the following purposes: IFC Chapter 9, Section 903, Automatic Sprinkler Systems:~~

~~(a)—Assembly (Group A): Add: IFC Section 903.2.1. In every Group A where a proscenium curtain is required, automatic sprinklers shall be provided under the stage, under the stage roof, and in the dressing rooms but not in the automatic smoke outlet.~~

~~(b)—Storage (Group S-2): Add: IFC Section 903.2.10.~~

~~[1]—Throughout all closed parking ramps or structures which are used for public parking of passenger vehicles.~~

~~[2]—Facilities for repairing or fueling vehicles within the structure are prohibited.~~

~~(2)—Application to existing buildings. Where the Fire Chief finds that by reason of a change in use, construction addition or renovation an existing building constitutes a severe fire hazard to its occupants or to adjoining property, the provisions of this section shall apply.~~

~~(3)—Type systems and approval of plans. Approved automatic sprinkler equipment shall be designed and installed in accordance with the provisions in Standard 13 of the National Fire Protection Association. No automatic sprinkler equipment shall be installed or altered in a building until a permit has been issued and plans have been submitted to the Fire Department and reviewed. Three copies of plans shall be submitted and approved plans stamped "Conditionally Approved," and two copies shall be returned to the owner and the other kept on file at the Fire Department.~~

**§ 218-22 ~~Fire detection and suppression. Scope. Fire Protection Features~~**

The provision of this article addresses the requirements on existing buildings for Door Identification, Firewall Identification, Residential smoke alarms and Web-based reporting requirement.

**A. Building Door Identification.** The Fire Marshal shall decide if commercial buildings are required to have building door identification.

- (1) Type and size of door identification will be determined by specific building.
- (2) Building owner is responsible for the costs to purchase and install required signs.

**B. Firewall Identification**

(1) Exterior Sign Requirements

(a) General. The sign shall consist of 3 circles arranged vertically on the exterior wall, marking the location of the fire wall. The height of the sign that is affixed directly to the surface of the building will be determined by the Inspector. The 3 circles must be placed on a background material.

(b) Size of Circle. Each circle shall be the same size. The diameter of the circle shall be 3 inches in size.

(c) Spacing. The circles shall be placed an equal distance apart. The distance measured from the top of the uppermost circle to the bottom of the lowermost circle shall be no more than 15 inches. The sign should not be shorter than 21 inches in length.

(d) Color. The Color of the circle shall be white (Clear) and shall be reflective. The background material must be colored red.

(2) Interior Sign Requirements

(a) Where there is an accessible concealed floor, floor-ceiling or attic space, fire walls, fire barriers, fire partitions, smoke barriers and smoke partitions shall be effectively and permanently identified on both sides of the wall with signs or stenciling in the concealed space. Such identification shall:

(1a) Located within 10 feet of the end of each wall and at intervals not exceeding 20 feet measured horizontally along the wall or partition.

(2a) Include lettering not less than 4 inches in height in a contrasting color incorporating wording that indicated the type of wall, barrier or partition and the length of the rating. Example of lettering would include “4 HOUR FIRE WALL--- PROTECT ALL OPENINGS”

**C. Smoke Alarms**

(1) Buildings built before 2024 shall comply with this section if the building has smoke alarms and not a smoke detector system. All new construction must follow state adopted building codes.

(2) Definitions. For the purposes of this section, the following terms are defined as follows:

(a) "Residential building" means any building located in the Village of Fox Crossing used in whole or in part for sleeping or lodging purposes including any multifamily house, apartment house, rooming house, hotel or motel.

(b) "Sleeping area" means the area of the unit in which the bedrooms or sleeping rooms are located. Bedrooms or sleeping rooms separated by another use area such as a kitchen or living room are separate sleeping areas but bedrooms or sleeping rooms separated by a bathroom are not separate sleeping areas.

(c) “10-Year Smoke Alarm” means a smoke alarm that is powered by a sealed lithium battery that last for 10 years.

(d) "Smoke alarm" means a single or multiple station alarm system responsive to smoke and not connected to a fire alarm system. Smoke alarms contain an audible warning device.



(e) "Smoke Detector" means a device, suitable for connection to a circuit, which has a sensor that responds to visible or invisible particles of combustion. Smoke detectors are connected to a fire alarm control panel.

(f) "Tenant" means an individual with a residential rental agreement whether written or verbal with the owner of the property.

(3) Required Installation.

(a) On January 1, 2025, all residential buildings, shall have smoke alarms in place which meet one of the following requirements:

(1) A smoke alarm with two (2) independent power sources consisting of a primary source that uses commercial light and power and a secondary source that consists of a non-rechargeable or rechargeable battery.

(2) A smoke alarm which is powered by a non-replaceable, non-removable battery that is capable of powering the smoke alarm for a minimum of ten years.

(b) On January 1, 2025, all owners of residential buildings, shall install and maintain a smoke alarm in every sleeping area and on the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms and on each floor of the building, including the basement. This subdivision does not apply to owners of hotels and motels.

(c) If the residential building has smoke alarms powered by the building's commercial light and power, the smoke alarms may remain in service until such time the device must be replaced in accordance with the manufacturer's instructions. Replacement smoke alarms must meet the requirements of sub. (2)

(d) Smoke Alarm Installation. Smoke alarms should be installed in accordance with this section and other applicable state building codes. Single and multiple station smoke alarms shall be installed in compliance with the requirements of NFPA 72.

(e) Any smoke alarm required by this section shall be listed by a Department approved listing source.

(4) Maintenance of Smoke Alarms.

(a) Replacement of Batteries. The owner of any residential building shall replace the battery for a secondary power supply in all smoke alarms each time the lease is renewed or as recommended by the manufacturer, whichever time period is shorter.

(b) The owner of any residential building shall replace the batteries in any smoke alarm whenever the battery is insufficient or unable to power the smoke alarm.

(c) The owner of any residential building shall provide all tenants with the manufacturer's maintenance and testing instructions.

(d) Smoke alarms in the common areas of residential buildings shall be maintained and tested by the owner of the building.

(e) The tenant shall be responsible for maintaining and testing, in accordance with the manufacturer's instructions, smoke alarms that are within the dwelling unit during the term of the tenancy. The tenant shall be responsible for notifying the owner in writing if a smoke alarm becomes inoperable. The owner shall have five days from receipt of such written notice to repair and replace the inoperable alarm(s). Any smoke alarms which are powered with standard batteries shall be replaced by the owner with smoke alarms meeting the requirements of sub. (1)(a)(b).

(f) Tenant or occupants shall not tamper with, remove alter, damage or otherwise render any smoke alarm inoperable.

(g) No smoke alarm may remain in service for more than ten years unless the manufacturer specifies a different service life.

**D. Web-based reporting requirement.**

(1) Web-based reporting requirement. It shall be the responsibility of any person or firm providing or conducting tests or inspections of the fire protection systems within the Village of Fox Crossing to submit a copy of the results of the aforementioned tests or inspections within 14 days to the Village of Fox Crossing Fire Department designated online reporting vendor.

(a) Reporting. The Village of Fox Crossing Fire Marshal office will utilize a web-based inspection reporting program which connect and engages the key stakeholders involved in Fire Prevention and Community Risk Reduction: Authorities Having Jurisdiction (AHJ), Service Providers (SP), and Property Owners (PO). Third Party Inspection Reports must be uploaded to a web-based inspection reporting system designated by the AHJ. The web-based inspection reporting company under contract by the Village of Fox Crossing is LIVSafe. LIVSafe shall transmit said inspection reports to the AHJ.

(b) Itemized Records. Itemized records for inspections, testing and maintenance of all of the following life safety or fire protection systems including fire sprinkler systems, standpipe systems, fire pumps, BDA systems, fire alarms, fire sprinkler 5-year testing, active smoke control, commercial hood suppression, fire extinguishers, private fire hydrants, emergency generator, clean agent, dry chemical suppression and commercial hood cleaning shall be documented and submitted into the LIVSafe database.

(c) Failure to report. If the fire protection contractor, entity, company or individual performing the service fails to submit a detailed report to LIVSafe upon completion of an inspection or maintenance performed on any and all life safety protections appliances listed under (C) Itemized Records as required they are in violation of provisions set forth in 218-50 Penalties.

~~A.—Where a building is expanded or remodeled and the building as remodeled or expanded is of a size, a type, or a use which, were the building then to be constructed, would be subject to the provisions of Article IV of this chapter, the following subsections shall apply:~~

~~(1)—The entire building shall be made to conform to the requirements of Article IV if more than 50% of the gross interior area of the building is remodeled or added to the building.~~

~~(2)—In determining the foregoing percentages, successive additions, expansions, or remodeling, if made within a period of two years, shall be considered aggregated and treated as a single expansion or addition.~~

~~B.—Where at the time of its construction a building or any part thereof is excepted from the requirements of Article IV by reason of its proposed or intended use and subsequent to construction the use of such a building or part thereof is changed in such way that the reason for the exception no longer exists, the entire building or area, as the case may be, shall be made to conform with the requirements of the current version of the International Building Code.~~

~~C.—If the use of an existing building or structure is changed and the requirements for the new use are more stringent than those for the previous use, the building or structure shall be made to comply with the requirements for the new use as provided by this chapter and the State of Wisconsin adopted codes.~~

**§ 218-23 Scope.**

The provision of this article addresses the requirements for lock boxes in new and existing buildings, locking covers to secure fire department connections on the interior or exterior of structures and access through locked gates around building property.

**§ 218-24 Key boxes, locking covers or gate entry devices.**

IFC Chapter 5, Section 506, Key Boxes. Substitute: The Fire Chief/Fire Marshal shall have the authority to require a key box, **locking covers on fire department connections** and/or gate entry devices to be installed in an accessible location where access to the property or within a structure or area is difficult because of security or where immediate access is necessary for lifesaving or firefighting purposes. The key box, **locking caps** and/or gate entry device shall be a type approved by the Fire Marshal and shall contain keys necessary to gain access or allow access **through locked gates** as required by the Fire Marshal. The operator of the premises shall immediately notify the Fire Department and provide the new key(s), any time a lock is changed or rekeyed and a key(s) to that lock is contained in the key box. As of the effective date of this article:

- A. All new multifamily dwellings will be required to have a lock box, approved by the jurisdiction, installed before issuing a certificate of use and occupancy.
- B. All existing multifamily dwellings will have a period of 90 days to install lock boxes approved by the jurisdiction.
- C. All new commercial or industrial structures will be required to have a lock box, approved by the jurisdiction, installed before issuing a certificate of use and occupancy.
- D. All existing commercial or industrial structures that have a fire detection or fire suppression system will have 90 days to install lock boxes approved by the jurisdiction.
- E. All new and existing properties that have a locked gate on any property larger than a private two-family dwelling must install a gate entry system that is approved by the Fire Marshal. This gate entry system must allow access through locked gates at all times, including but not limit to times of power loss.
- F. **Locking covers on fire sprinkler system connections are required on all new or remodeled buildings that have a building fire sprinkler system installed.**

**Article VII**  
**Access in Construction Areas**

**~~§ 218-25 Scope.~~**

~~The provisions of this article identify those requirements for Fire Department access in areas under construction.~~

**~~§ 218-26 Firesafety during construction and demolition.~~**

~~IFC Chapter 33, Fire Safety During Construction and Demolition. Substitute: During the course of construction, any major alteration, or demolition of any building:~~

- ~~A.—Access to fire hydrants. Free access from the street to fire hydrants, and to outside connections for standpipes, sprinklers, or other fire extinguishing equipment, whether permanent or temporary, shall be provided and maintained at all times. Protective pedestrian walkways shall not be so constructed as to impede ready access to hydrants. No material or construction shall be placed within 10 feet of such hydrants or connections, nor between them and the center line of the street.~~
- ~~B.—Fire Department access to premises. Arrangements shall be made so that the Fire Department will have immediate access to the premises when called.~~

**§ 218-30 Provisions for burning.**

- A. Bonfires.

- (1) Bonfire size is to be determined by the Fire Chief/Fire Marshal and must be inspected prior to the event.
- (2) Bonfires shall not be closer than 25 feet to combustible materials or lot lines.
- (3) Bonfires must be completely extinguished at the end of the event. The "end of the event" is determined as the time when there is no responsible person supervising the fire. [Amended 5-10-2021 by Ord. No. 210426-2]
- (4) Bonfires may not be started with any type of accelerant.
- (5) There must be an ability to control or extinguish the bonfire at all times.
- (6) A responsible person must be present during the construction and burning of a bonfire.
- (7) Bonfires may not be conducted in any prohibited areas.
- (8) Bonfires require written permission from the Fire Department seven days in advance of the event.

**§ 218-32 Portable cooking devices.**

- A. Portable cooking devices, regardless of cooking fuel, shall not be operated within 15 feet of combustible construction.
- B. Exceptions:
  - (1) One- and two-family dwellings.
  - ~~(2) Where buildings and decks are protected by an automatic sprinkler system.~~
- C. Prohibited locations. Portable cooking devices are prohibited on the balcony of any multifamily residential dwellings, **unless the entire building including the balcony has an approved fire sprinkler system.**

**Article IX**  
**Flammable and Combustible Liquids Storage**

**§ 218-36 Scope.**

~~The provisions of this article shall cover the storage of flammable and combustible liquids in the Village of Fox Crossing and specifically identify the responsibilities as Local Program Operator for the Wisconsin Department of Agriculture, Trade and Consumer Protection Tank Program.~~

**§ 218-37 Adoption of standards.**

~~The Fox Crossing Fire Department shall as part of the authorized inspection authority related to storage tank inspections pursuant to the Professional Services Contract between the Department of Agriculture, Trade and Consumer Protection and the Village of Fox Crossing adopt the Wisconsin Department of Agriculture, Trade and Consumer Protection (ATCP) Code Chapter 93 as it specifically relates to the storage tank program only.~~

**§ 218-38 Inspection requirements; scope of service.**

~~The Fox Crossing Fire Department shall perform any and all duties or authority as set forth in Ch. ATCP 93, Wis. Adm. Code, the Village of Fox Crossing Municipal Code, or the contractual inspection agreement with the Department of Agriculture, Trade and Consumer Protection as part of the Local Program Operator responsibilities.~~

~~§ 218-39 Fees.~~

~~See § 218-51C of this chapter.~~

~~§ 218-40 Violations and penalties.~~

~~See § 218-50F of this chapter.~~

**§ 218-42 General requirements**

A. Definition. ~~The term "fireworks" as used in this article shall be defined as stated in § 167.10, Wis. Stats.~~

1. The term "fireworks" as used in this article shall be defined as stated in § 167.10, Wis. Stats.

2. The Term "sky lantern," also known as "Kongming lantern" or "Chinese lantern," is a small hot air balloon made of paper, with an opening at the bottom where a small fire is suspended. It can be viewed as an airborne version of the paper lantern.

B. Purchasing or using fireworks. It shall be unlawful for any person, firm or corporation to purchase ~~at retail, use, fire,~~ set off, ~~discharge, or set in motion~~ or to ignite within the ~~limits of the~~ Village of Fox Crossing any fireworks as described in this section, except as provided in § 218-43 ~~and items listed under § 167.10(1)(e), (f), (i), (j), (k), (L), (m), (n) and (p), Wis. Stats.~~

(1) A Sky lantern shall be considered a firework under Article X Fireworks and shall be unlawful for any person, firm or corporation to purchase at retail, use, fire, set off or set in motion or to ignite within the limits of the Village of Fox Crossing.

C. Sale or disposal of fireworks. It shall be unlawful for any person, firm or corporation to offer for sale at retail or to sell at retail, to loan, barter, deliver or give away, or in any other way to dispose of within the Village of Fox Crossing any fireworks ~~as defined in this section. A seller's permit may be granted to persons, firms or corporations, provided that an application is filed with the Village of Fox Crossing Clerk's office. The application must be received at least five working days prior to the requested sale start date on the permit application. The Village Clerk may issue a seller's permit, which shall be posted on location after a fire inspection has been completed. Holders of permits as provided in this section may sell except~~ all items that are listed under § 167.10(1)(e), (f), (i), (j), (k), (L), (m), (n) and (p), Wis. Stats. Seller must schedule a Fire Inspection with the Fire Marshal prior to the start of the sale. ~~A fee as prescribed in the Village Fee Schedule shall be paid for the required seller's permit and fire inspection.~~

D. Professional displays allowed.

(1) The Fox Crossing Fire Department, Fire Prevention Bureau, may adopt reasonable rules and regulations for the granting of permits for supervised displays of fireworks by fair associations, amusement parks, and other organizations or groups of individuals.

(2) ~~Every such display shall be handled by a competent operator licensed or certified as to competency by the Fire Prevention Bureau, and shall be of such a composition, character, and so located, discharged or fired as in the opinion of the~~ Permission must be granted by the Chief of the Fire Department and Chief of the Police Department after proper inspection prior to permit being issued. ~~Inspection process must prove that the display shall not be hazardous to property or endanger any person or persons. After such privilege shall have been granted, sales, possession, use and distribution of fireworks for such display shall be lawful for that purpose only. No permit granted hereunder shall be transferable.~~

- E. Bond required. The Village Board shall require a bond from the licensee in a sum not less than an amount set forth in the Village Fee Schedule, reference this Code section, conditioned on compliance with the provisions of this article and regulations of the Fire Prevention Bureau adopted hereunder.
- F. Liability insurance. Before any permit for a pyrotechnic display shall be issued, the person, firm, or corporation making application therefor shall file a certificate of liability insurance in the amount of not less than \$300,000 per accident and \$500,000 per occurrence to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of such person, firm, or corporation or any agent or employee thereof, in such amount, character, and form as the Fire Prevention Bureau determines to be necessary for the protection of the public.
- G. No permit shall be issued under the provisions of this article to a nonresident person, firm, or corporation for conduct of a pyrotechnic display in this Village until such person, firm, or corporation shall have appointed, in writing, a member of the bar of this state and residing therein to be his attorney upon whom all process in any action or proceeding against him may be served.
- H. The Fox Crossing Police Department shall seize, take, remove, or cause to be removed at the expense of the owner all stocks of fireworks or combustibles offered or exposed for sale, stored, or held in violation of this article.

**§ 218-43 Application for permits; professional displays.**

- A. Application for a permit to operate a professional display of fireworks in conformance with the terms of this article shall be made, in writing, on forms provided by the Village Clerk's office to the Chief of the Fire Department. Application must be filed with the Village Clerk at least 30 days prior to the display. The Village President may waive the thirty-day application deadline at his or her discretion.

~~B.—Such application shall require the following:~~

~~(1)—The name of the organization sponsoring the display, together with the names of persons actually in charge of firing of the display.~~

~~(2)—Evidence of financial responsibility.~~

~~(3)—The date and time of day at which the display is to be held.~~

~~(4)—The exact location planned for the display.~~

~~(5)—A description setting forth the age, experience, and physical characteristics of the persons who are to do the actual discharging of the fireworks.~~

~~(6)—The number and kinds of fireworks to be discharged.~~

~~(7)—The manner and place of storage of such fireworks prior to the display.~~

~~(8)—A diagram of the grounds on which the display is to be held, showing the point at which the fireworks are to be discharged, the location of all buildings, highways and other lines of communications, the lines behind which the audience will be restrained, and the location of all nearby trees, telegraph or telephone lines or other overhead obstruction.~~

~~C.—Upon receipt of such application, at least 15 days in advance of the date set for this display, the Chief of the Fire Department shall make or cause or be made an investigation of the site of the proposed display for the purpose of determining whether the provisions of these regulations are complied with in the case of the particular display. He shall confer with the Chief of the Police Department about the application and whether issuance of a permit would be consistent with public safety. Being satisfied~~

~~that the display is properly lawful, the Chiefs of the Police and Fire Departments shall together endorse the application, stating that they approve the display as being in conformance with all parts of the law and with these regulations. Failure to approve the application by either the Fire Chief or Police Chief shall be sufficient cause to deny permit.~~

- ~~B. D.~~ The application, following endorsement by the Chiefs of the Fire and Police Departments, shall be sent to the Village Clerk, who shall then, upon receipt of evidence of financial responsibility and other criteria as required by this article, place the application on the next Village Board meeting for approval. Should the application be approved, the Village Clerk shall issue a nontransferable permit authorizing the display.
- ~~C. E.~~ It will be the responsibility of the Village Clerk to ensure that the public is notified of the display by means of posting a notice of the location, date, and time of the fireworks display at the three approved posting sites. The Village Clerk may also utilize the Village's website, electronic message center signs, and other means available.
- ~~D. F.~~ No permit shall be granted for any display of fireworks where the discharge, ~~failure to fire~~, faulty firing, or fallout of any fireworks ~~or other objects~~ would endanger persons, buildings, ~~structures~~, forests, or brush. ~~nor in any case where the point at which fireworks are to be fired is less than 200 feet from the nearest permanent building, public highway, railroad, or other means of travel or 50 feet from the nearest aboveground telephone or telegraph line, tree, or other overhead obstruction. In no case shall such a display be within 500 feet of a school, theater, church, hospital, or similar institution.~~
- ~~E.~~ Minimum display discharge distance from schools, places of assembly, lot lines, Village of Fox Crossing border, public means of travel and private property shall be 200 feet. Minimum display discharge distance from healthcare buildings shall be 500 feet unless prior authorization from that healthcare facility and the Fire Chief is granted.
- ~~F. G.~~ Spectators at a display of fireworks shall be restrained behind lines or barriers as designated by local authorities but in no case less than 200 feet from the point at which the fireworks are to be discharged. ~~Only authorized persons and those in actual charge of the display shall be allowed inside these lines or barriers during the unloading, preparation, or firing of fireworks.~~
- ~~G. H.~~—All fireworks that fire a projectile shall be so set up that the projectile will go into the air as nearly as possible in a vertical direction, provided that where such fireworks are to be fired beside a lake or other large body of water, they may be directed in such a manner that the falling residue from the deflagration will fall into the said body of water.
- ~~H. I.~~ Any fireworks that remain unfired after the display is concluded shall be immediately disposed of or removed in a manner safer for the particular type of fireworks. The debris from the discharged fireworks shall be properly disposed of by the operator before he leaves the premises. The operator, upon conclusion of the display, shall make a complete and thorough search for any unfired fireworks or pieces which failed to fire or function and shall dispose of them in a safe manner. Such search shall be instituted at the earliest possible time following the conclusion of the display but in no event later than the first period of daylight which follows.
- ~~I. J.~~ No fireworks display shall be held during any windstorm in which the wind reaches a velocity of more than 20 miles per hour.
- ~~J. K.~~ All fireworks articles and items at places of display shall be stored in a manner and in a place secure from fire, accidental discharge, and theft and in a manner approved by the Fire Prevention Bureau.
- ~~K. L.~~ The person in actual charge of the firing of the fireworks in a display shall be able-bodied, at least 18 years of age, competent for the task. ~~and so certified by the Fire Prevention Bureau. Such operator~~

~~shall have his certificate of competency in his possession when engaged in conducting a display and shall exhibit same on request of any authorized person. Said certificate of competency may be revoked by the Fire Prevention Bureau or the Fox Crossing Police Department for any violation of these regulations or where the holder's conduct or condition of sobriety is such as to imperil the public safety.~~ Each person assisting the ~~certified~~ operator in charge shall be able-bodied, at least 18 years of age, and capable of reading, writing, speaking, and understanding the English language.

- L. ~~M.~~—There shall be at all times no fewer than two operators of the display constantly on duty during the discharge, ~~at least one of whom shall be certified.~~
- M. ~~N.~~ Fire protection and extinguishing equipment shall be provided as required by the Chief of the Fire Department.

#### **§ 218-47 Inspection.**

Any person, company or corporation who erects a tent in excess of 200 square feet shall contact the Fire Department for an inspection prior to any occupancy of the tent. Tent use and installation must comply with the Wisconsin Enrolled Building Code and the International Fire Code Chapter ~~24~~ 31.

#### **§ 218-49 Reference standards.**

Scope: The scope of this section is to identify those standards referenced in this chapter of the municipal code.

- A. Wherever in this chapter or during code enforcement practices reference is made to nationally recognized good or safe practice, the intent is that the practice to be followed shall be reasonable and safe, as determined by Fire Chief.
- B. The Fire Chief may refer, among other standard publications, to the National Fire Code, as published by the National Fire Protection Association or the International Fire Code, for determining what is reasonable and safe.
- C. The Fire Marshal shall maintain in his office, available for public inspection and use during regular office hours, ~~not less than one printed copy of the adopted issue of the International Fire Code and one electronic copy of the adopted standards and codes of the National Fire Codes, electronic access by NFPA link a complete set of the National Fire Codes and all other publications~~ which he may use as a basis for his decisions as to what is nationally recognized good practice.
- D. The Fire Marshal, on request of any person affected by any decision as to what constitutes nationally recognized practices, shall identify the specific provisions of the National Fire Codes or other standard publications on which he bases his decision. If any person is aggrieved by any decision, he may appeal to the Fire Chief first, then to the Village Board of Trustees.
- E. Any publications used to determine nationally recognized good practice shall be broadly construed to determine intent, but no provisions contrary to the Wisconsin Administrative Code or any other ordinance of the Village shall be used as a reference.
- F. All standards referred to elsewhere in this chapter providing test criteria as to the suitability of materials for their intended uses will be found in the most recent edition of the National Fire Codes.

#### **§ 218-50 Penalties.**

Scope. The scope of this section is to identify the penalties that maybe levied for failure to adhere to the provisions set forth in the Fox Crossing Fire Prevention Code. These penalties are guidelines, and any violation that is subject to judicial review may include additional penalties as seen fit to levy by the court. Charges will appear in the Village of Fox Crossing Municipal Code Chapter A450, Fines and Penalties, reference this Code section.



- A. Any person, firm, association or corporation who shall violate any of the provisions of this chapter, specifically Articles I through XI, or Chapter 53, Fire Department, § 53-3, Authority at emergency incidents, shall, upon conviction of such a violation, be subject to a penalty as outlined in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section. Penalties increase with frequency of offenses.
  - (1) First offense penalty. Any person, firm, association or corporation who shall violate any provisions of this chapter shall be subject to a penalty and shall, upon conviction thereof, forfeit an amount as set forth in Chapter A450, Fines and Penalties, reference this Code section, together with the costs of prosecution and, in default of such payment of said forfeiture and costs of prosecution, shall be imprisoned in the county jail until such forfeiture and costs are paid, but not exceeding 60 days.
  - (2) Second offense penalty. Any person, firm, association or corporation who shall violate any provisions of this chapter who shall previously have been convicted of violation of the same provision shall, upon conviction thereof, forfeit an amount as set forth in Chapter A450, Fines and Penalties, reference this Code section, together with the costs of prosecution and, in default of such payment of said forfeiture and costs of prosecution, shall be imprisoned in the county jail until such forfeiture and costs are paid, but not exceeding 60 days.
  - (3) Each violation, and each day a violation continues or occurs, shall constitute a separate offense. Nothing in this chapter shall preclude the Village of Fox Crossing from maintaining any appropriate action to prevent or remove a violation of this chapter.
- B. Any person who shall violate Section 907 of the IFC, reference Equipment and Testing as described in that section, shall, upon conviction thereof, forfeit the amount identified in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section, together with the cost of prosecution and any other applicable court costs.
- C. Penalties for the violation of Chapter 228, Hazardous Materials, of this Code shall be as follows: Any person, firm, or corporation in violation of Chapter 228 of this Code shall forfeit to the Village upon conviction thereof the amount identified in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section, plus the costs of prosecution and, in default of payment thereof, be imprisoned in the county jail for 90 days. Each day of violation shall constitute a separate offense. Outstanding penalties will be assessed to the tax roll for facilities within the Village of Fox Crossing.
- D. Penalties for the violation of Article III, Installation Permits, of this chapter shall be the amount identified in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section. The penalties are assessed in addition to the required fees related to:
  - (1) Installations initiated without local plan review.
  - (2) Installations completed without installation permit.
- E. Violation of Article VIII, Burning, of this chapter may result in the issuance of a citation with fines in the amount deemed appropriate by the Municipal Court. Additional fees may be assessed based upon the magnitude of the incident which may include reimbursement to the Fire Department for equipment and staffing expenses.
- F. Penalties for the violation of 218-22(D) Web-based reporting requirement of this chapter shall be the amount identified in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section.

~~F. Penalties for the violation of Article IX, Flammable and Combustible Liquids Storage, of this chapter shall be as follows:~~

~~(1) Any person, firm, association or corporation who shall violate any of the provisions of Article IX shall, upon conviction of such violation, be subject to the penalties identified in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section. Penalties are assessed as follows:~~

~~(a) First offense penalty. A stop work order shall be issued until compliance has occurred, and a forfeiture of the amount outlined in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section, together with the costs of prosecution, and, in default of such payment of said forfeiture and costs of prosecution, imprisonment in the county jail until such forfeiture and costs are paid, but not exceeding 60 days.~~

~~(b) Second offense penalty. Same as for a first offense penalty; however, the forfeiture shall be the amount outlined in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section.~~

~~(c) Each violation, and each day a violation continues or occurs, shall constitute a separate offense. Nothing in this chapter shall preclude the Village of Fox Crossing from maintaining any appropriate action to prevent or remove a violation of Article IX.~~

G. Penalties for the violation of Article X, Fireworks, of this chapter shall be as follows: Any person, firm, copartnership, or corporation violating the provisions of Article X upon conviction thereof shall be punished by a fine in the amount identified in Chapter A450, Fines and Penalties, reference this Code section, and, in default of such payment of said fine, shall be imprisoned in the county jail until such fine is paid, but not exceeding 90 days.

H. False alarms. Section 61.34(1), Wis. Stats., provides the Village Board may carry its powers into effect by license, regulation, suppression, borrowing, taxation, special assessment, appropriation, fine, imprisonment, and other necessary or convenient means. Therefore, all users of fire alarm systems in the Village of Fox Crossing shall be subject to the following: The user of any fire alarm system which, upon activation, elicits a response from the Fire Department of the Village of Fox Crossing which is a false alarm as defined in this chapter shall be subject to the charges identified in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section, relative to the frequency of false alarms within any twelve-month period.

I. Hazardous materials release/spill. Any person, firm or corporation who is responsible for a hazardous materials release or spill shall be liable for the expenses incurred by the Village of Fox Crossing Fire Department in an amount identified in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section. Penalties assessed shall include the per vehicle/per hour cost, the actual payroll expense for any firefighters responding to the incident and reimbursement costs for materials provided by the Village of Fox Crossing Fire Department.

J. Charges in association with motor vehicle incident response. A "motor vehicle incident" shall be described as any call for service which occurs on any state highway, county road, or property within the Village of Fox Crossing where the Fire Department offers assistance for but not limited to victim care, victim extraction, fire suppression or fluid spill cleanup. Fees are identified in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section.

K. Repeat fire prevention visits. State statute requires that the Fire Department perform fire prevention visits, the purpose of which is to identify and offer corrective actions to abate hazards. The Fox Crossing Fire Prevention Bureau will perform repeat visits as necessary when it does not receive communication from a building owner/business occupant that all hazards have been abated. The

charges for repeat fire prevention visits are identified in the Village of Fox Crossing Municipal Code, Chapter A450, Fines and Penalties, reference this Code section. The penalties are assessed based upon the frequency of repeat visits. All efforts will be made to work with building owner/business occupants to attain code compliance.

**§ 218-51 Fees.**

Scope: The scope of this section is to establish fees for plan review, systems installation and certain Fire Department services. The fees associated with the following sections of the Village of Fox Crossing Fire Prevention Code are as follows:

A. Plan review and installation fees. The fee to review fire sprinkler and fire alarm and detection systems and related equipment shall be the amount identified in the Village Fee Schedule, reference this Code section.

~~B. The fee for plan review and installation permits for all automatic fire extinguishing systems, fire alarm systems and detection systems along with associated equipment shall be the amount identified in the Village Fee Schedule, reference this Code section. The types of systems that require plan review and installation permits are:~~

~~(1) Automatic fire extinguishing systems.~~

~~(2) Fire pumps and related equipment.~~

~~(3) Private fire hydrants.~~

~~(4) Standpipe systems.~~

~~(5) Spraying or dipping.~~

~~C. Fees in accordance with the Local Program Operator Tank Program shall be as outlined by the Department of Agriculture, Trade and Consumer Protection on form TR-WM-126, and the web link shall be identified along with any additional local fees in the Village Fee Schedule.~~

~~D. B.~~ Fees in association with fireworks displays shall be as follows:

(1) Any person, firm, association or corporation who shall wish to conduct a public display of fireworks must submit a permit application with a fee as identified in the Village Fee Schedule, reference this Code section.

(2) The person to whom a permit has been issued shall arrange for the detailing of one engine company of the Fire Department or such larger number as may be deemed necessary by the Chief of the Fire Department. Fire Department personnel shall be on duty from the time the fireworks are delivered at the site until the termination of the display and the removal of all fireworks and debris from the site. The expense for such firefighters shall be paid by the permittee, at a rate identified in the Village Fee Schedule, reference this Code section, for apparatus and payroll for firefighters serving the detail.

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

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

Date Introduced: November 11, 2024

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

*Requested by: Chief Todd Sweeney, Fire 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

ORD #241111-3:ORD *Second Reading & Adoption*  
**AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §A450 FINES & PENALTIES**

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

Part I. Chapter §A450 Fines & Penalties is hereby amended, 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, on January 1, 2025.

Date Introduced: November 11, 2024

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

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

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

\_\_\_\_\_  
Dale A. Youngquist, Village President

\_\_\_\_\_  
Attest: Darla M. Fink, Village Clerk

# Chapter A450

## Fines and Penalties

[HISTORY: Adopted by the Village Board of the Village of Fox Crossing 7-13-2020 by Ord. No. 200713-1. Amendments noted where applicable.]

**§ A450-1 Schedule of Fines.**

\*Designates maximum amount set by state.

| Section                        | Penalty  | Fine          | State Statute             |
|--------------------------------|--|---------------|---------------------------|
| Chapter 108, Police Department |  |               |                           |
| § 108-1F                       | General powers - Chief and each officer, refusal or neglect to render assistance, violator must pay forfeiture   | \$10          | § 814.70 and § 814.705(2) |
| § 108-4A                       | Violation of the general powers of police officers and Chief of Police   | \$10 to \$100 |                           |
| Chapter 143, Alarm Systems     |  |               |                           |
| § 143-2E                       | Private alarm system equipment and testing requirements; forfeitures   | \$10 to \$200 |                           |
| § 143-4A(1) to (5)             | Private alarm systems - Police Department  |               |                           |
|                                | First 2 false alarms per any 12-month period   | No charge     |                           |
|                                | Third and fourth false alarms per 12-month period, each  | \$25          |                           |
|                                | Fifth and sixth false alarms per any 12-month period, each   | \$75          |                           |
|                                | Seventh and eighth false alarms per any 12-month period, each  | \$100         |                           |
|                                | Ninth and subsequent false alarms per any 12-month period, each  | \$200         |                           |
| § 143-4B                       | False alarm penalties for the Police Department shall be a special charge and a lien on the property and shall be paid in full within 30 days of receipt of notice; delinquencies shall accrue simple interest per annum rate of | 12%           | § 66.0627                 |

| Section                                      | Penalty   | Fine                 | State Statute |
|--|---|----------------------|---------------|
| Chapter 146, Alcohol Beverages               |   |                      |               |
| § 146-15A                                    |   | Follow state statute | Ch. 125       |
| § 146-15C                                    | First violation of any other provision of Article I shall be fined                        | \$10 to \$100*       |               |
| § 146-15D                                    | Any person violating Article I and previously convicted                                   | \$10 to \$200*       |               |
| § 146-22                                     | Regulation of alcohol licenses for sexually oriented businesses; violations of Article II |                      |               |
|  | First offense   | \$500 to \$1,000     |               |
|  | Second offense  | \$500 to \$3,000     |               |
|  | Third offense   | \$500 to \$5,000     |               |
| Chapter 150, Amusements                      |   |                      |               |
| § 150-17                                     | Public dances, failure to obtain permit   |                      |               |
|  | First offense   | \$10 to \$200        |               |
|  | Second and subsequent offense   | \$200 to \$500       |               |
| Chapter 174, Campers                         |   |                      |               |
| § 174-5                                      | Recreational campers; violation of chapter, §§ 174-1 to 174-4                             | \$10 to \$25         |               |
| Chapter 179, Christmas Tree Sales            |   |                      |               |
| § 179-6                                      | Christmas trees; failure to obtain permit/noncompliance, per day                          | \$10 to \$100        |               |
|  | Failure to clean up lot; fine   | \$100                |               |
| Chapter 182, Cigarettes and Tobacco Products |   |                      |               |
| § 182-11                                     | Smoking violation, for person in charge   | \$100 to \$250       |               |
|  | Smoking violation, for customer   | \$100 to \$250       |               |
| Chapter 209, Escorts and Escort Services     |   |                      |               |
| § 209-12                                     | Violation of chapter (each day separate offense); plus license revocation                 | Not over \$1,000     |               |

| Section                                | Penalty  | Fine                     | State Statute |
|--|--|--------------------------|---------------|
| Chapter 218, Fires and Fire Prevention |  |                          |               |
| § 218-50A(1) and (2)                   | Violation of Ch. 218, specifically Articles I through XI, and Ch. 53, § 53-3, Authority at emergency incidents |                          | § 101.14      |
|  | First offense, plus prosecution costs  | \$50 to \$200*           |               |
|  | Second offense, plus prosecution costs   | \$100 to \$400*          |               |
| § 218-50B                              | Violation of Sec. 907 of the IFC, reference equipment and testing  | \$10 to \$200            |               |
| § 218-50C                              | Violation of Ch. 228, Hazardous Materials  | Actual costs incurred    |               |
| § 218-50D(1) and (2)                   | Violation of Ch. 218, Art. III, Installation Permits   |                          |               |
|  | Installations without local plan review process in addition to permit fees                                     | <del>\$100-\$200</del>   |               |
|  | Installation completed without installation permit in addition to permit fees                                  | <del>\$200-\$400</del>   |               |
| § 218-50F                              | <del>Violation of Ch. 218, Art. IX, Flammable and Combustible Liquids Storage</del>                            |                          |               |
|  | <del>First offense</del>   | <del>\$50 to \$200</del> |               |
|  | <del>Web-based reporting requirement</del>   |                          |               |
|  | <del>Noncompliance - First offense of Web-based reporting requirement</del>                                    | <del>\$100</del>         |               |
|  | <del>Noncompliance - Second offense of Web-based reporting requirement</del>                                   | <del>\$200</del>         |               |
| § 218-50G                              | Violation of Ch. 218, Art. X, Fireworks  | \$100 to \$1,000         |               |
| § 218-50H                              | False alarms   |                          |               |
|  | First alarm per 12-month period  | No charge                |               |
|  | Second false alarm per 12-month period, plus payroll for 4 firefighters  | \$100*                   |               |
|  | Third and subsequent false alarms per 12-month period, plus full firefighter payroll                           | \$150*                   |               |



| Section                              | Penalty  | Fine                                    | State Statute |
|--------------------------------------|--|---|---------------|
| § 218-50I                            | Hazardous materials release/spill fees, per vehicle per hour for expenses incurred, plus firefighters payroll expenses and reimbursement for materials | \$90 (per FEMA)                         |               |
| § 218-50J                            | Motor vehicle crash response per apparatus, not to exceed 2 apparatus  | \$100 per hour                          |               |
|                                      | Extraction equipment - multiple vehicles billed individually   | \$250                                   |               |
|                                      | Oil dry, per 5-gallon container  | \$25                                    |               |
|                                      | Firefighter payroll based upon prevailing wage per call; multiple vehicles will be based upon number of vehicles divided into payroll                  | Per call                                |               |
| § 218-50K                            | Routine fire prevention visits   |   |               |
|                                      | Repeat fire prevention visits  | \$0                                     |               |
|                                      | Noncompliance of any violation noted on the first reinspection   | <del>\$50</del> -\$75                   |               |
|                                      | Noncompliance of any violation noted on the second reinspection  | <del>\$100</del> -\$150                 |               |
|                                      | Noncompliance of any violation noted on the third reinspection   | <del>\$150</del> -\$225                 |               |
|                                      | Noncompliance of any violation noted on the fourth or more reinspections   | <del>\$200</del> -\$300                 |               |
|                                      | Citation fine  | Per court fine schedule (Bond Schedule) |               |
| Chapter 232, Hotels and Motels       |  |   |               |
| § 232-18                             | Failure to obtain permit; refuse inspection; violation of any provision of this chapter, per day   | \$500                                   |               |
| Chapter 270, Massage and Reflexology |  |   |               |
| § 270-5                              | Massage and/or reflexology; penalty, failure to obtain permit, per day   | \$10 to \$200                           |               |
| Chapter 274, Mobile Food Vendors     |  |   |               |
| § 274-14                             | Failure to obtain permit; violation of any provision of this chapter   | \$100 to \$1,000 per day                |               |

| Section   | Penalty  | Fine                        | State Statute     |
|---|--|-----------------------------|-------------------|
| Chapter 276, Mobile Homes and Mobile Home Parks               |  |                             |                   |
| § 276-20  | Mobile home parks; violation of chapter  | \$10 to \$100               | § 66.0435(3)(c)1d |
| Chapter 287, Nuisances  |  |                             |                   |
| § 287-4D  | Administrative charge for personnel, transportation, and office expenses, plus actual contractual mowing costs; flat administration fee will increase 3% on January 1 of each year | \$122.34, plus mowing costs |                   |
|   | Repeat offender fee for property owners who receive multiple complaints within a single growing season   | \$50 per complaint          |                   |
| § 287-16  | Chronic nuisance premises  |                             |                   |
|   | First offense  | \$150 to \$250              |                   |
|   | Second offense   | \$250 to \$500              |                   |
|   | Third offense and higher   | \$500 to \$1,000            |                   |
| § 287-17  | Penalty for violating chapter  | \$25 to \$200               |                   |
| Chapter 294, Parks and Recreation                             |  |                             |                   |
| § 294-2   | Violation of chapter   | \$25 to \$200               |                   |
| § 294-3   | Violation of regulations   | \$25 to \$200               |                   |
| § 294-5   | No disc golf permit  | \$25 to \$200               |                   |
| § 294-6   | Violation of hours of use  | \$25 to \$200               |                   |
| Chapter 298, Pawnbrokers, Secondhand Dealers and Flea Markets |  |                             |                   |
| § 298-7   | First offense  | \$50 to \$1,000             | § 134.71          |
|   | Second or subsequent offense   | \$500 to \$2,000            |                   |
| Chapter 325, Sewers and Water                                 |  |                             |                   |
| § 325-18  | Property owners mandatory public water hookup, failure to connect must pay penalty in addition to actual cost of hookup  | \$500                       |                   |
| § 325-39I   | Penalties for violating § 325-39, Wellhead protection  | \$500 to \$1,000            |                   |
| § 325-40  | Penalties for chapter violations, maximum amount   | \$500                       |                   |

| Section                            | Penalty  | Fine                | State Statute |
|------------------------------------|--|---------------------|---------------|
| Chapter 337, Streets and Sidewalks |  |                     |               |
| § 337-4G                           | Violation of this code section relating to Village road right-of-way occupancy   | \$50 to \$1,000     |               |
| § 337-5I                           | Unauthorized excavations, alterations or obstructions within Village rights-of-way; each violation or infraction   | \$50 to \$1,000     |               |
| § 337-10B                          | Depositing snow or ice in any alley, road or street, plus removal charges  |                     |               |
|                                    | First offense  | \$75                |               |
|                                    | Second offense   | \$150               |               |
|                                    | Third offense  | \$300               |               |
| § 337-10C(3)                       | Snow must be removed from sidewalks; if refused or neglected, cost to be billed against property owner and if not paid shall charge the owner by special assessment, plus interest | 1.5% per month      |               |
| § 337-14B                          | Parking automobiles or other motorized vehicles on private premises which interferes with any Village road or public right-of-way, shall pay daily fine                            | Not to exceed \$100 |               |
| § 337-18M                          | Street trees within road right-of-way  | \$50 to \$500       |               |
| § 337-19E                          | Vehicles designated as heavy traffic prohibited from using any routes not specifically designed for these vehicles, penalty each violation, per day plus costs of prosecution      | \$100 to \$1,500    |               |
| Chapter 352, Transient Merchants   |  |                     |               |
| § 352-15                           | Transient merchants; penalty for violation of any portion of this chapter  | \$100 to \$1,000    |               |
| Chapter 364, Vehicles and Traffic  |  |                     |               |
| § 364-14B                          | Special local regulations, violation of traffic and snowmobile code, §§ 364-5, 364-9, 364-10, 364-11, 364-12 and 364-13  |                     |               |
|                                    | First offense, plus costs of prosecution   | \$20 to \$300*      |               |
|                                    | Second offense within 2 years, plus costs of prosecution   | \$50 to \$500*      |               |

| Section   | Penalty   | Fine             | State Statute       |
|---|---|------------------|---------------------|
| § 364-14C(1)  | Parking regulations violations of § 364-4   | \$10 to \$100*   | § 346.505           |
|   | Snow emergency violations, § 364-4D, forfeitures  | \$25 to \$100*   | § 346.505           |
|   | Handicap parking violations (per Wisconsin Statutes) forfeitures  | \$150 to \$300*  | § 346.505           |
| § 364-14C(2)  | Non-moving traffic offenses, forfeitures as referenced in § 364-1   |                  | §§ 346.50 to 346.56 |
|   | First offense   | \$10 to \$200*   |                     |
|   | Second offense within 1 year  | \$20 to \$400*   |                     |
| § 364-14C(3)  | Except handicap parking and snow emergency violations   |                  |                     |
|   | Minimum penalty if not paid within 10 days, fines doubled   | \$20*            |                     |
|   | Fines not paid within 20 days   | \$30*            |                     |
|   | Handicap violations and snow emergency  |                  |                     |
|   | Minimum penalty if not paid after 10 days   | \$40*            |                     |
|   | Fines not paid within 20 days   | \$50*            |                     |
| § 364-15E   | Forfeited penalties and deposits not included in the Uniform Schedule for ordinance violations; deposit amount (§§ 364-5, 364-9, 364-10, 364-11 and 364-12) | \$20*            |                     |
| § 364-24B   | Bicycle license required; penalty plus court costs  | \$2 to \$25      |                     |
| § 364-28  | Noncompliance with provisions of commercial vehicle parking   | \$50 to \$250    |                     |
| Chapter 372, Waste Management, Article I, Solid Waste |   |                  |                     |
| § 372-11C(1)  | Solid waste and garbage disposal, violation of § 372-3 only   |                  |                     |
|   | First violation   | \$10 to \$200    |                     |
|   | Second violation  | \$200 to \$500   |                     |
|   | Third or subsequent violation   | \$500 to \$2,000 |                     |

| Section  | Penalty  | Fine                                      | State Statute |
|--|--|---|---------------|
| § 372-11C(2)   | Penalties for violation of any other provision of this article (excluding § 372-3)   | \$50 to \$1,000                           |               |
| Chapter 372, Waste Management, Article II, Hazardous Waste |  |   |               |
| § 372-21   | Forfeiture costs for violations of Article II, plus prosecution costs  | \$2,000 to \$25,000                       |               |
| Chapter 376, Weights and Measures                          |  |   |               |
| § 376-7  | Hinders, obstructs or impersonates a sealer; uses or has in their possession any incorrect weight or measure; represents a false quantity or price in connection with a purchase or sale of any commodity; uses or disposes of any rejected weight or measure or removes therefrom any official tag/seal/stamp or mark; violates § 98.15(1), False testing, Wis. Stats.; any other provision of this chapter |   | § 98.26       |
|  | First offense  | Not less than \$100 nor more than \$500   |               |
|  | Second and subsequent offense  | Not less than \$200 nor more than \$1,000 |               |
| § 376-31   | Failure to notify Village Sealer within 72 hours of the addition or replacement of new or used weights and measures equipment  | Triple the device fee                     |               |
| Chapter 383, Building Construction                         |  |   |               |
| § 383-54A  | Failure to comply with provisions of chapter   | \$100 to \$1,500                          |               |
| Chapter 394, Development Standards and Site Plan Review    |  |   |               |
| § 394-21B  | Noncompliance with provisions of site plan review, plus costs of prosecution; per day each violation that exists   | \$50 to \$250                             |               |
| § 394-41   | Noncompliance with provisions of official (street, road, highway, park, parkway, waterway, right-of-way, etc.) map   | \$50 to \$250                             |               |
| Chapter 400, Article I, Construction Site Erosion Control  |  |   |               |
| § 400-12F  | Failure to comply with provisions of Article I, per offense, each occurrence plus the costs of prosecution (less than 1 acre/1 acre or more of   |   |               |

| Section | Penalty  | Fine            | State Statute |
|---------|--|-----------------|---------------|
|         | disturbance)   |                 |               |
|         | Failure to apply for and obtain an erosion control permit                | \$50 to \$1,000 |               |
|         | Failure to develop and implement an erosion and sediment control plan    | \$50 to \$500   |               |
|         | Failure to post the certificate of permit coverage at the site           | \$50 to \$500   |               |
|         | Failure to retain plans and inspection reports at the site               | \$50 to \$1,000 |               |
|         | Failure to inspect and monitor erosion and sediment control BMPs         | \$50 to \$1,000 |               |
|         | Failure to repair, replace or maintain erosion and sediment control BMPs | \$50 to \$1,000 |               |
|         | Failure to amend an erosion and sediment control plan, as needed         | \$50 to \$1,000 |               |
|         | Failure to implement an amended erosion and sediment control plan        | \$50 to \$1,000 |               |

#### Chapter 400, Article II, Post-Construction Stormwater Management

|           |  |                 |  |
|-----------|--|-----------------|--|
| § 400-28I | Failure to comply with provisions of Article II, per offense, each occurrence (less than 20,000 square feet/20,000 square feet or more of disturbance) |                 |  |
|           | Failure to apply for and obtain a stormwater management permit   | \$50 to \$1,000 |  |
|           | Failure to develop and implement a stormwater management plan  | \$50 to \$1,000 |  |
|           | Failure to prepare a maintenance agreement or record drawings  | \$0 to \$250    |  |
|           | Failure to post the certificate of permit coverage at the site   | \$25 to \$250   |  |
|           | Failure to retain plans, maintenance logs, inspection reports  | \$25 to \$250   |  |
|           | Failure to inspect and monitor stormwater management BMPs  | \$30 to \$300   |  |

| Section | Penalty   | Fine          | State Statute |
|---------|---|---------------|---------------|
|         | Failure to repair, replace or maintain stormwater management BMPs | \$50 to \$500 |               |
|         | Failure to amend a stormwater management plan, as needed          | \$50 to \$500 |               |
|         | Failure to implement an amended stormwater management plan        | \$50 to \$500 |               |

Chapter 400, Article III, Illicit Discharge and Connection

|  |   |                  |
|--|---|------------------|
| § 400-44E(1)   | Failure to comply with provisions of Article III, per offense, each day | Homeowner/other  |
|  |   | Not less than:   |
|  | Failure to properly dispose of a pollutant or illicit discharge         | \$50 to \$1,000* |
|  | Failure to take reasonable actions to eliminate an illicit discharge    | \$50 to \$1,000* |
|  | Failure to take reasonable actions to locate an undocumented drain      | \$30 to \$300*   |
|  | Failure to implement WPDES industrial discharge permit                  | \$0 to \$500*    |
|  | Failure to allow reasonable access for inspection or sampling           | \$50 to \$500*   |
|  | Failure to install, maintain or calibrate monitoring equipment          | \$0 to \$500*    |
|  | Failure to install or maintain nonstructural and structural BMPs        | \$0 to \$500*    |
|  | Failure to notify Village of a spill or release of hazardous substance  | \$25 to \$250*   |
| Failure to take reasonable actions to prevent or contain a spill or release of a hazardous substance | \$50 to \$500*  |                  |

\*Alternative compensatory actions: storm drain stenciling, creek cleanup, attendance at a compliance workshop, highway cleanup, or other appropriate action as determined by the Director of Community Development

| Section                        | Penalty  | Fine             | State Statute       |
|--------------------------------|--|------------------|---------------------|
| Chapter 407, Housing Standards |  |                  |                     |
| § 407-16                       | Violation of code, maximum penalty   | \$200            |                     |
| Chapter 419, Land Division     |  |                  |                     |
| § 419-3I(2)                    | Failure to comply with chapter   | \$200 to \$2,000 | §§ 236.30 to 236.32 |
| Chapter 435, Zoning            |  |                  |                     |
| § 435.7-81                     | Violation of section relating to adult-oriented establishments   | \$50 to \$500    |                     |
| § 435.12-08                    | Penalties for any person, firm, or corporation who or which fails to comply with the provisions of this chapter, plus cost of prosecution for each violation; each day a violation exists constitutes a separate offense; penalties may be increased for repeat offenses of the same violation | \$200 to \$2,000 |                     |



RES #241125-8

**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:

Eric Schultz – Approved  
Michelle Titel – Approved  
Sarah Kempen – Approved  
Michael Hurley – Approved  
Kawanna Hathcock – 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 25<sup>th</sup> day of November, 2024

*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 #241125-9

**EXPENDITURES**

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,804,713.97

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

|                            |                        |
|----------------------------|------------------------|
| Pending:                   |                        |
| General Fund               | \$ 129,467.74          |
| Special Revenue Fund       | \$ 123,771.04          |
| Debt Fund                  | \$ -                   |
| Capital Projects Fund      | \$ 323,526.65          |
| Water Fund                 | \$ 215,586.28          |
| Sewer Fund                 | \$ 223,919.23          |
| Stormwater Fund            | \$ 7,068.39            |
| Trust & Agency Fund        | \$ -                   |
| Special Processed Payments | \$ 781,374.64          |
| Total:                     | <u>\$ 1,804,713.97</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 25th day of November, 2024.

*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 M. Fink, Village Clerk

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

**EXPENDITURE SUMMARY**

For Accounts Payable Period Ending: November 19, 2024  
 For Village Board Meeting of: November 25, 2024

| <b>REGULAR PROCESSED CHECKS</b> | <b>AMOUNT</b>                |
|---------------------------------|------------------------------|
| General Fund                    | \$129,467.74                 |
| Special Revenue Funds           | \$123,771.04                 |
| Debt Fund                       | \$0.00                       |
| Capital Projects Fund           | \$323,526.65                 |
| Water Fund                      | \$215,586.28                 |
| Sewer Fund                      | \$223,919.23                 |
| Stormwater Fund                 | \$7,068.39                   |
| Trust & Agency Fund             | <u>\$0.00</u>                |
| <br>Total Bills for             | <br>November 25, 2024        |
|                                 | <u><u>\$1,023,339.33</u></u> |

**SPECIAL PROCESSED PAYMENTS**

| <b>CHECK #</b>                          | <b>PAYEE</b>           | <b>CHECK #</b>  | <b>DEPT. /PURPOSE</b>    | <b>AMOUNT</b>                           |
|---|------------------------|-----------------|--------------------------|---|
|   | Village Specials       | 11/6-11/19/2024 | **See Attached Listing** | \$226,136.22                            |
| ACH                                     | Employee Benefits Corp | 11/6-11/18/2024 | Flex Spending Claims     | \$1,733.59                              |
| ACH                                     | WI Retirement          | 11/13/2024      | Retirement               | \$93,034.56                             |
| ACH                                     | North Shore            | 11/8/2024       | Deferred Comp            | \$1,495.00                              |
| ACH                                     | WDC                    | 11/8/2024       | Deferred Comp            | \$6,482.73                              |
| ACH                                     | Elavon                 | 11/8/2024       | CC Fees                  | \$296.45                                |
| ACH                                     | RecTrac                | 11/8/2024       | CC Fees                  | \$100.45                                |
| ACH                                     | ETF                    | 11/13/2024      | Medical Ins              | \$165,908.64                            |
| ACH                                     | TVRP                   | 11/13/2024      | Suspension Fees          | \$9.00                                  |
| ACH                                     | Paymentus              | 11/19/2024      | CC Fees                  | \$3,001.30                              |
| 51930-51944                             | Payroll                | 11/7/2024       | Payroll                  | \$1,974.96                              |
| ACH                                     | Payroll                | 11/7/2024       | Payroll                  | \$202,584.61                            |
| ACH                                     | Payroll                | 11/7/2024       | Taxes                    | <u>\$78,617.13</u>                      |
| <b>Total Special Processed Payments</b> |                        |                 |                          | <u><u>\$781,374.64</u></u>              |
| <br><b>GRAND TOTAL</b>                  |                        |                 |                          | <br><u><u><b>\$1,804,713.97</b></u></u> |