

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, October 14, 2024**

Minutes

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

Meeting called to order by President Youngquist at 6:00 p.m. The Pledge of Allegiance was recited.

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

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Jeremy Searl, Director of Community Development George Dearborn, Fire Chief Todd Sweeney, Chief of Police Scott Blashka, Police Captain Tim Callan, Director of Information Technology Tim Plagenz, Police Assistant Erin LeMahieu, Director of Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, Engineer Brad Werner, and Engineer Lee Reibold. There were seven attendees.

2. Awards / Presentations

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

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

b) Demonstration of Updated Village Website www.foxcrossingwi.gov – Information Technology Director Tim Plagenz

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

3. Public Hearings

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

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

Minutes and Correspondence to Receive

b) Park Commission Meeting Minutes – September 11, 2024

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

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

Andrea VanOudenhoven - 1656 Jacobsen Road, Neenah

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

6. **Discussion Items**

7. **Unfinished Business**

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

a) 241014-1 Award Proposal for Impact Fee Services

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

b) 241014-2 Issue Class "A" Beer License and Appointment of Agent for El Folklore Mexicano LLC d/b/a Tienda Mexicana El Folklore, 1008 Appleton Road

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

c) 240923-1:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone Parcels #1210184, #1210186, #1210189, and #1210191 Located on Clayton Avenue from A-2 General Agriculture District to R-4 Suburban High Density District *Second Reading & Adoption*

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

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

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

e) 241014-3 Operator License Applicants

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

f) 241014-4 Expenditures

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

9. Reports

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

President Youngquist announced the upcoming Budget Workshop Dates:

- October 21, 2024 from 5:00 p.m. – 9:00 p.m.
- October 28, 2024 from 5:00 p.m. – Regular Village Board Meeting and reconvening following the Regular Village Board Meeting
- Public Budget Hearing will be held on November 25, 2024 at 5:00 p.m.

b) Police Chief Scott Blashka – Intersections of Irish Road and Jacobsen Road, and Irish Road and East Shady Lane, to become Permanent Four Way Stop Intersections Beginning October 18, 2024

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

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

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

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

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

e) Parks & Recreation Director Amanda Geiser

- Fall & Winter Parks & Recreation Special Event Update

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

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

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

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

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

10. Closed Session

11. Adjourn

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

Respectfully submitted,

Darla M. Fink, WCMC, Village Clerk

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