

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, January 27, 2025**

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, Kate McQuillan, Deb Swiertz, and Barbara Hanson (via teleconference).

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, Director of Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, Engineer Zach Laabs, and Engineer Lee Reibold. There were nine attendees.

2. Awards / Presentations

3. Public Hearings

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

a) Regular Village Board Meeting – January 13, 2025

Minutes and Correspondence to Receive

b) Planning Commission Meeting Minutes – December 4, 2024

c) Water Main Breaks Report – December 2024

d) Water Pumpage Report – December 2024

MOTION: Trustee McQuillan, seconded by Trustee Swiertz 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

Kathleen Hallett – 513 Kessler Drive, Neenah

Ms. Hallett stated she is a long-time member of Wild Ones and is a spokesperson for a group of local members who have wanted more transparency in the decision of the national organization to sell the property in Fox Crossing. She recently attended the Plan Commission meeting where many questions were brought up about the restrictions related to this conservancy. Their concern is to make sure the Wisconsin DNR and others involved are aware of the deed restrictions on the property and aware that those restrictions would be transferred to whoever would take ownership of the property in the future.

Sue Peck – 594 Plummers Harbor Road, Neenah

Ms. Peck stated she has the same concerns as Ms. Hallett. The current survey of the full property states the conservancy restrictions apply to the entire property and her concern is that these restrictions continue to apply to the lots after they are split. She stated she also has another question regarding the zoning of this property. She stated in 2008 this property was rezoned to P1 (park land) from R1 (residential) which she believes was approved. She has since spoken with many Village staff members and the Winnebago County zoning department and found that somehow in the transfer from the Town of Menasha to the Village of Fox Crossing,

the property transferred back to R1 (residential) zoning. Ms. Peck stated Director Dearborn advised the Village doesn't have a category P1 (park land) in our zoning code. She stated she doesn't understand how the property could have reverted back to residential. She stated the property backs up to the Wild Ones conservancy and will be an encroachment into a conservancy area which could contaminate the area. The main intent of this group is to keep this property as one and not allow for the split of the property to eventually be sold.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 250127-1 Certified Survey Map – 2285 Butte Des Morts Beach Road

MOTION: Trustee Koepp, seconded by Trustee McQuillan to approve as submitted. President Youngquist stated per Attorney Rossmeissl's guidance, they are only allowed to act on the Certified Survey Map at this time and therefore added in a condition to this Resolution for staff to make sure the Wisconsin DNR is well aware of the current deed and conservancy restrictions. Attorney Rossmeissl stated the only matter before the Village Board tonight is approval or disapproval of the Certified Survey Map and the only criteria the Village Board can consider are state statutes and Village ordinances. Therefore, absent any reason to deny, he would recommend approval of this Resolution with addition of the following language: "or other individuals or agencies that might have standing" to ensure any parties other than the DNR are also notified of these deed and conservancy restrictions. Trustee Koepp amended his Motion to include the above verbiage from Attorney Rossmeissl; seconded by Trustee McQuillan. Motion carried via voice vote.

b) 250127-2 Certified Survey Map – Fox Crossing Creek Apartments, LLC (Parcel #121021007)

MOTION: Trustee Swiertz, seconded by Trustee McQuillan to approve as submitted. Director Dearborn advised the Plan Commission recommended approval. Motion carried via voice vote.

c) 250127-3 Certified Survey Map – 1366 Appleton Road

MOTION: Trustee McQuillan, seconded by Trustee Koepp to approve as submitted. Director Dearborn advised the Plan Commission recommended approval. Motion carried via voice vote.

d) 250127-4 Intermunicipal Agreement Between the Town of Neenah and the Village of Fox Crossing for the Larsen Road Reconstruction Project from County Highway CB (CTH CB) to Clayton Avenue, to Include a 2025 Budget Amendment for Funds for the Project

MOTION: Trustee Koepp, seconded by Trustee McQuillan to approve as submitted. Manager Sturgell advised the Town of Neenah will be the lead agency for this road reconstruction and noted the Town of Neenah was successful in getting a grant from the Wisconsin DOT for this project. The Village has joint jurisdiction on the north side of this road for approximately 1,100 feet, therefore the Village's share of the project is 11.7% or a cost of \$225,000 to the Village. This project was mistakenly left out of the 2025 budget, so this resolution also includes a budget amendment. On roll call vote, Motion carried 6-0.

e) 250127-5 Intermunicipal Agreement Between the Town of Clayton and the Village of Fox Crossing Regarding the Sanitary Sewer Main Extension on Larsen Road from Rocket Way to Clayton Avenue

MOTION: Trustee Swiertz, seconded by Trustee McQuillan to approve as submitted. Manager Sturgell stated this section of sanitary sewer main is being installed on behalf of the Town of Clayton. Since this road is being fully reconstructed, it makes sense to install the main now even though it will remain unused until it is connected. The Town of Clayton has agreed to fund 100% of the cost of this project. Motion carried via voice vote.

- f) 250127-6 Change Order #2 & Final – Church Pond Stormwater Construction Project
MOTION: Trustee McQuillan, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.
- g) 250127-7 Award Proposal – Public Service Commission (PSC) Water Rate Case Application Consulting Services
MOTION: Trustee Swiertz, seconded by Trustee Koeppel to approve as submitted. Director Searl advised this award consists of two parts including the wrap up of the water rate case that was submitted in 2022, as well as the new rate case that we are required to file in 2025 for a total cost of \$19,500. Motion carried via voice vote.
- h) 250127-8 Appointment of Representative to the Fox West Regional Sewerage Commission
MOTION: Trustee Van Dyke, seconded by Trustee Swiertz to appoint Kris Koeppel to the Fox West Regional Sewerage Commission as submitted. Motion carried via voice vote.
- i) 250127-9 Operator License Applicants
MOTION: Trustee Swiertz, seconded by Trustee McQuillan to approve as submitted. Motion carried via voice vote.
- j) 250127-10 Expenditures
MOTION: Trustee Koeppel, seconded by Trustee McQuillan to approve the expenditures submitted without exception. Motion carried via voice vote.

9. Reports

a) Village President Dale Youngquist

- Announcement of Resignation of Trustee #3 Gregory Ziegler as of January 12, 2025
- Applications for Appointment to Trustee #3 Position due Wednesday, February 12, 2025, at 4:30 p.m.

President Youngquist announced Trustee Ziegler's resignation effective as of January 12th and applications for this position are due to the Clerk's office by Wednesday, February 12th at 4:30 p.m. After this date, interviews will be scheduled with candidates before selecting the replacement.

b) Clerk Darla Fink – Early Voting for the February 18 Spring Primary Election will be held Tuesday, February 4, 2025 through Friday, February 14, 2025; Voting will be Open from 8:00 a.m. – 4:30 p.m., Monday through Friday, with the Exception of Friday, February 14, in which Voting will be Open Until 5:00 p.m.

Clerk Fink announced the dates/times for early in-person absentee voting for the February 18th Spring Primary.

10. Closed Session

11. Adjourn

At 6:51 p.m., **MOTION:** Trustee Swiertz, seconded by Trustee Hanson to adjourn. Motion carried via voice vote.

Respectfully submitted,

Darla M. Fink, CMC, WCMC
Village Clerk

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