

**VILLAGE OF FOX CROSSING  
BOARD OF TRUSTEES REGULAR MEETING  
Municipal Complex – Arden Tews Assembly Room  
Monday, February 10, 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, Kris Koeppe, Kate McQuillan, and Deb Swiertz. Excused: Trustee Barbara Hanson.

Also Present: Village Manager Jeffrey Sturgell (via teleconference), Director of Finance Jeremy Searl, Director of Community Development George Dearborn, Fire Chief Todd Sweeney, Police Lieutenant Scott Farrell, Director of Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, and Engineer Lee Reibold. Excused: Engineer Bradley Werner. There were three attendees.

**2. Awards / Presentations**

a) Recognition of Village of Fox Crossing Adult School Crossing Guards – Police Lieutenant Scott Farrell

Police Lieutenant Farrell listed and recognized all of the Adult School Crossing Guards in the Village and read the proclamation from the Village of Fox Crossing. He thanked the group for their continued service and noted February 17<sup>th</sup> through February 21<sup>st</sup> is School Crossing Guard Recognition Week. President Youngquist expressed his gratitude for this group of loyal workers.

**3. Public Hearings**

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

**Minutes to Approve**

a) Regular Village Board Meeting – January 27, 2025

**Minutes and Correspondence to Receive**

**MOTION:** Trustee Van Dyke, seconded by Trustee Koeppe to approve the minutes and accept them 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) 250210-1 Proclamation by the Village of Fox Crossing for Wisconsin Adult School Crossing Guard Recognition Week

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

b) 250210-2 2025 Budget Amendment to Provide Funds for Various Departments

**MOTION:** Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. Director Searl listed the requested budget amendments, including funds for the removal of additional trees in the Gateway Meadows area as the Park Department has been able to complete more

removal than originally planned. These funds are available but need to be transferred from the special revenue fund to the general fund. Director Searl advised the Fire Department needs to replace the large thermal imaging camera as the previous model failed which was supposed to last another five years. He noted the cost is significantly lower to purchase than originally planned for in the Equipment Replacement Fund, so we do have the funds available, we are just requesting to purchase it early. He advised the final amendment is due to the Utility Department being forced by the EPA to send a lead and copper letter to our residents, so the amendment is to cover printing and postage costs. He stated Director Hoechst elected to contract out the printing instead of doing it in-house, however we were able to use our postage rate to send these out last Thursday. He stated the funds for this project will come out of savings. On roll call vote, Motion carried 5-0.

c) 250210-3 Operator License Applicants

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

d) 250210-4 Expenditures

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

9. Reports

a) Village President Dale Youngquist

- Letters of Interest and Resumes for Applying for the Trustee #3 Vacancy are Due to the Clerk's Office by Wednesday, February 12, 2025, at 4:30 p.m.

President Youngquist advised that anyone interested in applying for the Trustee #3 vacancy should submit a letter of interest and resume to the Clerk's Office by Wednesday, February 12<sup>th</sup>.

- Clerk Darla Fink and Deputy Clerk Chantel Jaenke Both Receive Certified Municipal Clerk Designation from the International Institute of Municipal Clerks

President Youngquist congratulated Clerk Fink and Deputy Clerk Jaenke on their recent achievement of receiving the Certified Municipal Clerk designation from the International Institute of Municipal Clerks.

- Parks & Recreation Director Amanda Geiser Recognized as the 2024 Park Professional of the Year by the Wisconsin Park & Recreation Association

President Youngquist congratulated Director Geiser on the award she recently received recognizing her as Park Professional of the Year. He thanked her for her dedicated service to the Village and its residents.

b) Trustee Kris Koeppe – Vacancy on the Fox Crossing Sustainability Committee; Interested Applicants should Contact Clerk Fink for Nomination Materials

Trustee Koeppe advised the Sustainability Committee has a vacancy that they are looking to fill. Anyone interested should submit an Application for Appointment to Clerk Fink.

c) Clerk Darla Fink

- Early Voting for the February 18 Spring Primary Election Continues through Friday, February 14, 2025; Voting will be Open from 8:00 a.m. to 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.
- Spring Primary Election will be held Tuesday, February 18, 2025 with polls Open from 7:00 a.m. to 8:00 p.m.

Clerk Fink advised that early in-person absentee voting continues this week through Friday for the February Primary. All four polling places will be open on Election Day, Tuesday, February 18<sup>th</sup> from 7:00 a.m. – 8:00 p.m.

10. Closed Session

11. Adjourn

At 6:16 p.m., **MOTION:** Trustee Swiertz, seconded by Trustee McQuillan 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.