

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, March 10, 2025 - 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) Regular Village Board Meeting – February 24, 2025
 - b) Special Village Board Meeting – March 3, 2025Minutes and Correspondence to Receive
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) 250310-1 Appointment of Village Board Trustee #3 – Timothy Raddatz
 - b) 250310-2 2024 Year End Budget Amendments
 - c) 250310-3 2025 Budget Amendments to Provide Funds for Various Items in Village Departments
 - d) 250310-4 Award Bid – Clayton Avenue Utility Extension Project to Include the Larsen Road Sanitary Sewer Main Improvement Project
 - e) 250310-5 Award Proposal – Roof Replacement for Community Center and Fire Station #41
 - f) 250310-6 Reappointment of Zoning Board of Appeals Member – Elizabeth Vorpahl
 - g) 250310-7 Reappointment of Zoning Board of Appeals Member First Alternate – Michael Gibbons
 - h) 250310-8 Reappointment of Zoning Board of Appeals Member Second Alternate – Pam Seidl
 - i) 250310-9 Operator License Applicants
 - j) 250310-10 Expenditures
9. **Reports**
 - a) Clerk Darla Fink – Early Voting for the April 1 Spring Election will be held Tuesday March 18, 2025 through Friday March 28, 2025; Voting will be Open from 8:00 a.m. to 4:30 p.m., Monday through Friday, with the Exception of Friday, March 28, in which Voting will be Open Until 5:00 p.m.
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
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, February 24, 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 Barbara Hanson (via teleconference). Excused: Trustee Deb Swiertz.

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

2. Awards / Presentations

a) **Fire Department Lieutenant Helmet Presentation to Firefighter Derrick De Deker – Fire Chief Todd Sweeney**

Chief Sweeney gave Firefighter De Deker's work history and certifications through Fox Valley Technical College. He stated De Deker has been the President of the Fox Crossing Fire Association since 2023 and has recently been added to the hiring team due to his recruiting experience. Chief Sweeney congratulated Firefighter De Deker on his promotion to Lieutenant. Clerk Fink administered the Oath of Office.

3. Public Hearings

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

a) Regular Village Board Meeting – February 10, 2025

Minutes and Correspondence to Receive

a) Park Commission Meeting Minutes – January 8, 2025

b) Planning Commission Meeting Minutes – January 15, 2025

c) Spring Primary Election Results – February 18, 2025

d) Water Main Breaks Report – January 2025

e) Water Pumpage Report – January 2025

MOTION: Trustee Van Dyke, seconded by Trustee McQuillan to approve the minutes and accept other departmental minutes and correspondence into record. Director Hoechst noted a typo in the Water Pumpage Report for Well #6 which has been revised and updated in the Board's packet. 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) 250224-1 Award Proposal – O’Hauser Park Playground Equipment Replacement Project
MOTION: Trustee Van Dyke, seconded by Trustee McQuillan to approve as submitted. Director Geiser stated this is the big Park project for 2025 and advised it is set to start in mid-August. Trustee Koeppe thanked Director Geiser for having a resident comment period prior to deciding on the playground equipment and asked if the wood chips will incur additional costs down the road. Director Geiser stated the cost of upkeep will still be more economical overall and only cause a small amount of work every year to make sure wood chip thickness is acceptable. Motion carried via voice vote.
- b) 250224-2 Operator License Applicants
MOTION: Trustee Van Dyke, seconded by Trustee McQuillan to approve as submitted. Motion carried via voice vote.
- c) 250224-3 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 – Village Trustee #3 Vacancy Update

President Youngquist advised the Board will be holding interviews for the applicants that have submitted for the vacant Trustee #3 position on Monday, March 3rd. The Board hopes to make a decision that evening and have the Trustee #3 position filled at the March 10th meeting.

- b) Public Works Director Joe Hoechst – Wisconsin Department of Transportation (WisDOT) Maintenance Improvement Project Along WIS 441 in 2025

Director Hoechst stated the Village has been made aware of a large project to commence in late Spring on Highway 441 from the I-41 interchange to Oneida Street. The project will include the replacement of some approaches at overpasses and bridge structures in this area. The DOT has advised there will be a reduction to two lanes with speed being reduced to 55 MPH. He also noted the on and off ramps for Racine Road will be closed for up to two months.

10. Closed Session

11. Adjourn

At 6:19 p.m., **MOTION:** Trustee Van Dyke, seconded by Trustee Koeppe 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.

**VILLAGE OF FOX CROSSING BOARD OF TRUSTEES
SPECIAL MEETING – CLOSED SESSION
Fire Station #40 – Training Room
1326 Cold Spring Road, Neenah WI 54956
Monday, March 3, 2025**

Minutes

1. Call to Order

At 4:00 p.m., the special meeting was called to order. Village Clerk Darla Fink noted the following Village Board members were present: President Dale Youngquist, Trustees Michael Van Dyke, Kris Koeppe, Kate McQuillan, Deb Swiertz, and Barbara Hanson (via teleconference), along with Village Manager Jeff Sturgell.

2. Open Session

President Youngquist explained the interview process and the reason for the Trustee #3 vacancy. He advised the plan for the evening is to complete the three candidate interviews and then have a discussion in Closed Session to make a selection. He stated he will be calling all of the candidates tomorrow with the results.

Candidate Interviews to Fill Board Vacancy

At 4:00 p.m., the Village Board interviewed candidate, Michael Prince. He provided his work history, community service involvement, and detailed his interest in this position.

At 4:40 p.m., the Village Board interviewed candidate, Timothy Raddatz. He provided his work history, community service involvement, and detailed his interest in this position.

At 5:00 p.m., the Village Board interviewed candidate, Joshua Berman. He provided his work history, community service involvement, and detailed his interest in this position.

3. Closed Session

MOTION: Trustee Van Dyke, seconded by Trustee Swiertz to convene into Closed Session, pursuant to WI Statute 19.85(1)(c), specifically to discuss the employment of individual employees, specifically candidates applying for the open Trustee #3 vacancy. On roll call to go into Closed Session, Motion carried unanimously 6-0.

At 5:27 p.m., the Board met and discussed the employment of individual employees, specifically candidates applying for the open Trustee #3 vacancy. President Youngquist explained the voting and ranking process for the candidates.

At 6:01 p.m., pursuant to WI Stat. 19.85 (2), **MOTION:** Trustee Van Dyke seconded by Trustee Swiertz to reconvene into Open Session. Motion carried.

4. Adjourn

At 6:01 p.m., **MOTION:** Trustee McQuillan, seconded by Trustee Van Dyke to adjourn the Closed Session. Motion carried.

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.

RES #250310-1

APPOINTMENT OF VILLAGE BOARD MEMBER TRUSTEE #3 – TIMOTHY RADDATZ

WHEREAS, a vacancy exists on the Village of Fox Crossing Board of Trustees due to the resignation of Trustee #3 Gregory Ziegler; and

WHEREAS, the Village Clerk solicited for letters of interest to serve the remainder of the Trustee #3 term, and received three (3) letters of interest by Village residents; and

WHEREAS, the Village Board conducted interviews of the applicants on March 3, 2025, and nominated Timothy Raddatz to fill the remainder of the term of Trustee #3; and

WHEREAS, an Oath of Office shall be administered by the Village Clerk upon appointment.

NOW, THEREFORE BE IT RESOLVED by the Village of Fox Crossing Board of Trustees to hereby approve the appointment of Timothy Raddatz, to fill the remainder of the term of Trustee #3 commencing on March 10, 2025 and expiring April 21, 2026.

Adopted this 10th day of March, 2025

Requested by: Fox Crossing Village Board of Trustees

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #250310-2

2024 YEAR-END BUDGET AMENDMENTS

WHEREAS, the Village of Fox Crossing has certain departments/activities that are over budget in the 2024 Village of Fox Crossing Budget; and

WHEREAS, budget amendments are necessary to close out the 2024 Village of Fox Crossing Budget; and

WHEREAS, attached is a detailed listing of the budget amendments to bring the department/activity totals into balance.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby authorizes the Finance Director to amend the 2024 Village of Fox Crossing Budget, as attached.

Adopted this 10th day of March, 2025

Requested by: Jeremy Searl, Finance Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

FOX CROSSING

2024 YEAR-END BUDGET AMENDMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT NEEDED	ADJUSTED BUDGET	COMMENTS
General Fund - 101					
Transfers To (expenses):					
Judicial					
101-5100-510.01-20	Non-Rep Hourly Wages	54,172	266	54,438	Offset with increased fines and penalties revenue
101-5100-510.01-21	Non-Rep Hourly OT	-	283	283	Offset with increased fines and penalties revenue
101-5100-510.02-10	Professional/Contracted Services	1,000	1,246	2,246	Offset with increased fines and penalties revenue
101-5100-510.03-41	Postage	700	363	1,063	Offset with increased fines and penalties revenue
Municipal Complex					
101-5100-590.02-41	Building Repair & Maintenance	55,551	5,165	60,716	Offset with Contingency
General Government					
101-5100-600.02-34	Emeral Ash Borer Maintenance Funds	-	10,000	10,000	Reclassification out of Parks account
Inspections					
101-5200-630.02-10	Professional/Contracted Services	22,000	12,221	34,221	Offset with Contingency
Total General Fund Expenditure Adjustments			29,544		
Offset From (revenues/(expenses)/transfers):					
101-5100-600.03-99	Contingency Funds	58,523	(5,165)		Offset Municipal Complex building repairs
			(12,221)	41,137	Offset Building Inspection overage
101-5200-451.01-00	Fines & Penalties	95,000	2,158	97,158	Offset Judicial increased costs
101-5500-710.03-78	Tree & Brush Control (Urban Forestry)	18,600	(10,000)	8,600	Offset to EAB set-aside funds usage
Total General Fund Offsets			29,544		
GARBAGE & RECYCLING SPECIAL REVENUE FUND - 201					
Expenditures					
201-5300-692.08-54	Capital Outlay: Other Equipment (Proj. #A23201)	25,000	285,000	310,000	rollover leav vacuum truck from 2023
Total Garbage & Recycling Expenditure Adjustments			285,000		
Offset From (revenues/(expenses)/transfers):					
201-5300-492.08-00	Transfer from Fund Balance	3,510	285,000	288,510	Offset for rollover of unspent 2023 budget
Total Garbage & Recycling Offsets			285,000		
Special Revenue Funds - 204 & 205					
Expenditures/Transfers Out					
204-5600-730.09-10	Transfer to General Fund	15,000	1,763	16,763	Additional Revenue from County received
Total Special Revenue Funds Expenditure/Transfers Adjustments			1,763		
Offset From (revenues/(expenses)/transfers):					
204-5600-433.01-01	Economic Development Grant	17,280	1,763	19,043	County authorized higher per person amount after budget set
Total Sepecial Revenue Funds Offsets			1,763		

FOX CROSSING 2024 YEAR-END BUDGET AMENDMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT NEEDED	ADJUSTED BUDGET	COMMENTS
Debt Service Fund - 301					
Expenditures					
301-5800-600.06-20	Interest Expense	75,717	163	75,880	estimate for new debt issue was too low
Total Debt Service Fund Expenditures			163		
Offset From (revenues/(expenses)/transfers):					
301-5800-480.01-00	Interest Income	30,000	163	30,163	Offset Interest Expense
Total Debt Service Funds Offsets			163		
Capital Projects Fund - 401					
Expenditures					
401-5800-600.09-63	Transfer to Stormwater Utility	-	1,784,248	1,784,248	Use of settlement funds for Church Pond Project
Total Capital Projects Fund Expenditures			1,784,248		
Offset From (revenues/(expenses)/transfers):					
401-5100-492.06-01	Use of Fund Balance / Settlement Funds	-	1,784,248	1,784,248	Offset transfer to Stormwater Fund
Total Capital Projects Funds Offsets			1,784,248		
Water Utility Fund - 611					
Expenditures					
611-0500-930.08-01	Capital Outlay	2,133,191	122,480	2,255,671	2025 Water Meters purchased in 2024
Total Water Utility Fund Expenditures			122,480		
Offset From (revenues/(expenses)/transfers):					
611-5300-492.09-00	Transfer from Unassigned Fund Balance	441,181	122,480	563,661	Offset water meters purchased early
Total Water Utility Funds Offsets			122,480		

RES #250310-3

**2025 BUDGET AMENDMENTS TO PROVIDE FUNDS FOR VARIOUS ITEMS IN
VILLAGE DEPARTMENTS**

WHEREAS, numerous departments are requesting to rollover funds from the 2024 Budget into the 2025 Budget, or requesting funds for items previously not identified in the 2025 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees that the 2025 Village of Fox Crossing budget is amended, as attached, to provide funds for the various items in Village Departments.

Adopted this 10th day of March, 2025

Requested by: Jeremy Searl, Finance Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

FOX CROSSING 2025 BUDGET AMENDMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT NEEDED	ADJUSTED BUDGET	COMMENTS
General Fund - 101					
Expenditures / Transfers to:					
101-5100-560.02-10	Professional / Contracted Services	26,110	600		Rollover Workorder setup and training
101-5100-560.02-10	Professional / Contracted Services		2,662		Rollover COGNOS update and training
101-5100-560.02-10	Professional / Contracted Services		5,600	34,972	Rollover Workflow for time off request processing (\$8,000 total)
101-5100-560.02-11	Computer Equipment / Software	214,364	15,153	229,517	Rollover balance of Office365 conversion
101-5100-560.03-35	Training	6,050	1,121		Rollover balance of Business License module update and training
101-5100-560.03-35	Training		540	7,711	Rollover Mobile Workorder installation and training
101-5100-560.08-15	Computer Equipment / Software	102,650	159		Rollover Mobile Workorder installation and training
101-5100-560.08-15	Computer Equipment / Software		4,200		Fix Network Switches Rollover Amount (\$6,000 total)
101-5100-560.08-15	Computer Equipment / Software		8,948		Firewall Security Program Software Package (\$12,785 total)
101-5100-560.08-15	Computer Equipment / Software		2,000	117,957	New desktop computer and office phone for Fire Lieutenant
101-5100-560.08-31	Miscellaneous Capital	-	82,982	82,982	Rollover Fiber Projects A22106 and A22107
Information Technology Subtotal		349,174	123,965	473,139	Offset with Fund Balance
101-5100-570.02-10	Professional / Contracted Services	100,490	678	101,168	Rollover Workorder setup and training
101-5100-570.03-35	Training	5,535	2,160	7,695	Rollover COGNOS update and training
Finance Department Subtotal		106,025	2,838	108,863	Offset with Fund Balance
101-5100-590.08-19	Capital Equipment: Buildings & Land	59,000	970	59,970	Rollover balance of Stormwater Tech Office Setup (Proj #A24101)
Municipal Complex Subtotal:		59,000	970	59,970	Offset with Fund Balance
101-5100-600.02-34	Emeral Ash Borer Maintenance Funds	-	10,000	10,000	Reclassification out of Streets account to EAB tracking account
101-5100-600.02-34	Emeral Ash Borer Maintenance Funds	-	25,000	25,000	Reclassification out of Parks account to EAB tracking account
General Government Subtotal:		-	35,000	35,000	Offset by reducing Street and Park budgets, respectively
101-5200-620.02-24	Telephone	2,650	500	3,150	New cell phone for new Fire Lieutenant
101-5200-620.03-10	Office Supplies	2,175	6,980	9,155	New desk module, file cabinets, and office supplies for Fire Lieutenant
101-5200-620.03-46	Uniform Allowance	77,325	425	77,750	Increase Uniform Allowance for new Fire Lieutenant
101-5200-620.03-90	EOC Operating Supplies	2,500	2,500	5,000	Rollover computer and electronics upgrades for EOC
Fire Subtotal:		84,650	10,405	95,055	Offset with Fund Balance
101-5300-650.03-35	Training	800	3,000	3,800	CDL Training for new employee, if needed
Street Department Subtotal:		800	3,000	3,800	Offset with Fund Balance
101-5600-730.03-35	Training	1,200	16,200	17,400	Building Permit Software set up, data corrections, and training
Community Development Subtotal:		1,200	16,200	17,400	Offset with Fund Balance
Total General Fund Expenditure Adjustments			192,378		
Offset From Revenues / (Expenditures) / Transfers from:					
101-5300-650.02-10	Professional / Contracted Services	23,500	(10,000)	13,500	
101-5500-710.03-78	Tree & Brush Control (Urban Forestry)	45,600	(25,000)	20,600	
Expenditure Reductions:		69,100	(35,000)	34,100	

General Fund continued next page

FOX CROSSING 2025 BUDGET AMENDMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT NEEDED	ADJUSTED BUDGET	COMMENTS
General Fund - 101 (cont.)					
Offset From Revenues / (Expenditures) / Transfers from: (cont.)					
101-5100-492.09-00	Transfer from Fund Balance-General Government	260,130	127,773	387,903	
101-5200-492.09-00	Transfer from Fund Balance-Public Protection	182,181	10,405	192,586	
101-5300-492.09-00	Transfer from Fund Balance-Public Protection	206,000	3,000	209,000	
101-5600-492.09-00	Transfer from Fund Balance-Community Development	22,000	16,200	38,200	
	Use of Fund Balance:	670,311	157,378	827,689	
	Total General Fund Offsets & Funding Sources		192,378		
Capital Projects Fund - 401					
Expenditures / Transfers to:					
401-5100-600.08-21	Capital Equipment: Buildings & Land	-	50,000	50,000	Rollover demolition of old storage building
401-5200-620.08-54	Capital Equipment: Other	-	25,000	25,000	Rollover installation cost for new apparatus radios
	Capital Outlay Total	-	75,000	75,000	Offset with Fund Balance
Offset From Revenues / (Expenditures) / Transfers from:					
401-5100-492.04-00	Transfer from Fund Balance: Borrowed Funds	650,000	50,000	700,000	Offset demo of building from previously issued borrowed funds
401-5200-492.04-00	Transfer from Fund Balance: Borrowed Funds	-	25,000	25,000	Offset radio installation costs from remaining borrowed funds
	Capital Projects Offsets & Funding Sources	650,000	75,000	725,000	
Water Utility - 611					
Expenses / Capital Outlay / Transfers to:					
611-0500-920.02-10	Professional Services Contracted	26,417	1,275		Rollover Workorder setup and training
611-0500-920.02-10	Professional Services Contracted		690		Rollover COGNOS update and training
611-0500-920.02-10	Professional Services Contracted		1,440		Rollover Mobile Workorder installation and training
611-0500-920.02-10	Professional Services Contracted		800	30,622	Rollover Workflow for time off request processing (\$8,000 total)
611-0500-920.08-15	Computer Equipment / Software	31,850	600		Fix Network Switches Rollover Amount (\$6,000 total)
611-0500-920.08-15	Computer Equipment / Software		1,279	33,729	Firewall Security Program Software Package (\$12,785 total)
611-0500-930.03-35	Training	-	2,150	2,150	Rollover Employee CDL Training
611-0500-930.08-01	Capital Outlay (Proj #W23900)	4,070,000	46,800		Rollover SCADA software and hardware upgrade (total \$78,000)
611-0500-930.08-01	Capital Outlay (Proj #W25100)		(122,480)	3,994,320	Reduce 2025 budget for meters purchased early in 2024
	Water Utility Subtotal:	4,128,267	(67,446)	4,060,821	Offset with Fund Balance & Prior Borrowing
Offset from Revenues / (Expenses) / Transfers in					
611-5300-492.09-00	Transfer from Unassigned Fund Balance	379,400	(67,446)	311,954	
	Water Utility Subtotal funding sources:	379,400	(67,446)	311,954	

FOX CROSSING 2025 BUDGET AMENDMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT NEEDED	ADJUSTED BUDGET	COMMENTS
Sewer Utility - 612					
Expenses / Capital Outlay / Transfers to:					
612-5300-705.02-10	Professional Services Contracted	24,808	1,275		Rollover Workorder setup and training
612-5300-705.02-10	Professional Services Contracted		690		Rollover COGNOS update and training
612-5300-705.02-10	Professional Services Contracted		1,440		Rollover Mobile Workorder installation and training
612-5300-705.02-10	Professional Services Contracted		800	29,013	Rollover Workflow for time off request processing (\$8,000 total)
612-5300-705.08-15	Computer Equipment / Software	31,850	600		Fix Network Switches Rollover Amount (\$6,000 total)
612-5300-705.08-15	Computer Equipment / Software		1,279	33,729	Firewall Security Program Software Package (\$12,785 total)
612-5300-701.08-01	Capital Outlay (Proj #S23800)	5,304,000	31,200	5,335,200	Rollover SCADA software and hardware upgrade (total \$78,000)
Sewer Utility Subtotal:		5,360,658	37,284	5,397,942	Offset with Fund Balance
Offset from Revenues / (Expenses) / Transfers in					
612-5300-492.09-00	Transfer from Unassigned Fund Balance	54,000	37,284	91,284	
Sewer Utility Subtotal funding sources:		54,000	37,284	91,284	
Storm Utility - 613					
Expenses / Capital Outlay / Transfers to:					
613-5300-755.02-10	Professional Services Contracted	16,288	1,275		Rollover Workorder setup and training
613-5300-755.02-10	Professional Services Contracted		690		Rollover COGNOS update and training
613-5300-755.02-10	Professional Services Contracted		540		Rollover Mobile Workorder installation and training
613-5300-755.02-10	Professional Services Contracted		800	19,593	Rollover Workflow for time off request processing (\$8,000 total)
613-5300-755.08-15	Computer Equipment / Software	31,350	600		Fix Network Switches Rollover Amount (\$6,000 total)
613-5300-755.08-15	Computer Equipment / Software		1,279	33,229	Firewall Security Program Software Package (\$12,785 total)
Storm Utility Subtotal:		47,638	5,184	52,822	Offset with Fund Balance
Offset from Revenues / (Expenses) / Transfers in					
613-5300-492.09-00	Transfer from Fund Balance	376,765	5,184	381,949	
Storm Utility Subtotal funding sources:		376,765	5,184	381,949	
GRAND TOTAL ROLLOVERS AND ADJUSTMENTS			242,400		

RES #250310-4

**AWARD BID – CLAYTON AVENUE UTILITY EXTENSION PROJECT TO INCLUDE
THE LARSEN ROAD SANITARY SEWER MAIN IMPROVEMENT PROJECT**

WHEREAS, on February 25, 2025, sealed bids for the Clayton Avenue Utility Extension Project to Include the Larsen Road Sanitary Sewer Main Improvement Project were due in the office of the Utility 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>	<u>Supplement Bid #1</u>	<u>Supplement Bid #2</u>	<u>Total</u>
Jossart Brothers, Inc.	\$ 948,640.70	\$ 300,863.20	\$ 196,411.00	\$1,445,914.90
Dorner, Inc.	\$ 986,832.98	\$ 317,633.81	\$ 253,878.40	\$1,558,345.19
DeGroot, Inc.	\$1,029,184.47	\$ 336,353.58	\$ 228,619.98	\$1,594,158.03
PTS Contractors, Inc.	\$1,089,892.90	\$ 356,425.40	\$ 232,756.00	\$1,679,074.30
Advance Construction, Inc.	\$1,117,127.40	\$ 372,321.80	\$ 257,530.80	\$1,746,980.00

WHEREAS, it is the recommendation of Engineer Zachary Laabs and Public Works Director Joe Hoechst to award the Base Bid, Supplemental Bid #1, and Supplemental Bid #2 to the lowest responsible bidder, Jossart Brothers, Inc., in the total amount of \$1,445,914.90, 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, Supplemental Bid #1, and Supplemental Bid #2 for the Clayton Avenue Utility Extension Project to Include the Larsen Road Sanitary Sewer Main Improvement Project, to the lowest responsible bidder, **Jossart Brothers, Inc., 1682 Swan Road, De Pere, Wisconsin**, for the total amount of **\$1,445,914.90**.

Adopted this 10th day of March, 2025

Requested by: Joe Hoechst, Public Works Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk



February 25, 2025

Fox Crossing Utilities
Attn: Joe Hoechst, DPW
2340 American Drive
Neenah, WI 54956

Re: Fox Crossing Utilities
2025 Water Main & Sanitary Sewer Extensions
Clayton Avenue & Larsen Road
Letter of Recommendation
McM. No. F0058-09-24-00565

Dear Joe:

On February 25, 2025, bids were received for the above referenced project. Five bids were received, ranging in Base Bid price from \$948,640.70 to \$1,117,127.40 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract F0058-09-24-00565 to the low bidder, Jossart Brothers, Inc., in the amount of \$1,445,914.90 (Base Bid + Supplemental Bid A + Supplemental Bid B).

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 black ink, appearing to be "ZRL", written over a horizontal line.

Zachary R. Laabs
Municipal & Civil Engineer

ZRL:car

Enclosures: Notice of Award
Bid Tabulation

SECTION 00 51 00.00

NOTICE OF AWARD

Dated: _____

To: JOSSART BROTHERS, INC.
1682 Swan Road
De Pere, WI 54115

Contract No. F0058-09-24-00565

Project: 2025 WATER MAIN & SANITARY SEWER EXTENSIONS
Clayton Avenue & Larsen Road
FOX CROSSING UTILITIES | Winnebago County, Wisconsin

You are notified that your Bid, dated February 25, 2025, for the above Contract has been considered. You are the apparent successful Bidder and have been awarded a Contract for the 2025 Water Main & Sanitary Sewer Extensions (Clayton Avenue and Larsen Road) for Fox Crossing Utilities, Winnebago County, Wisconsin.

Base Bid	\$948,640.70
Supplemental Bid A	\$300,863.20
<u>Supplemental Bid B</u>	<u>\$196,411.00</u>
Contract Price	\$1,445,914.90

The Contract Price of your Contract is One Million Four Hundred Forty-Five Thousand Nine Hundred Fourteen & 90/100 Dollars (\$1,445,914.90).

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 5.01) and Supplementary Conditions.
3. You must deliver Insurance Certification complying with the General Conditions and Supplemental 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.

FOX CROSSING UTILITIES
Winnebago County, Wisconsin

(authorized signature)

(title)

Witness: _____

BID TABULATION

OWNER: FOX CROSSING UTILITIES
Project Name: 2025 Water Main & Sanitary Sewer Extension
Contract No. F0058-09-24-00565
Bid Date/Time: February 25, 2025 @ 10:00 a.m.
Project Manager: Zach Laabs

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

JOSSART BROTHERS, INC.
1682 Swan Road
De Pere, WI 54115

DORNER, INC.
E506 Luxemburg Road
PO Box 129
Luxemburg, WI 54217

DE GROOT, INC.
4201 Champion Road
Green Bay, WI 54311

PTS CONTRACTORS, INC.
4075 Eaton Road
Green Bay, WI 54311

ADANCE CONSTRUCTION, INC.
2141 Wooddale Avenue
Green Bay, WI 54313

BASE BID - Water Main | CLAYTON AVENUE; STA: 10+30 TO STA: 30_60

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1.	1,980	L.F.	12 Inch C909 Water Main	\$95.00	\$188,100.00	\$100.00	\$198,000.00	\$97.90	\$193,842.00	\$120.00	\$237,600.00	\$99.00	\$196,020.00
2.	1,980	L.F.	Special Backfill - Water Main	\$33.00	\$65,340.00	\$27.00	\$53,460.00	\$30.30	\$59,994.00	\$30.00	\$59,400.00	\$26.00	\$51,480.00
3.	84	L.F.	6 Inch Hydrant Lead	\$65.00	\$5,460.00	\$104.00	\$8,736.00	\$101.04	\$8,487.36	\$115.00	\$9,660.00	\$77.00	\$6,468.00
4.	22	L.F.	6 Inch C909 Water Main	\$60.00	\$1,320.00	\$104.00	\$2,288.00	\$107.57	\$2,366.54	\$91.00	\$2,002.00	\$78.50	\$1,727.00
5.	4	Ea.	12 Inch Valve	\$5,700.00	\$22,800.00	\$5,655.00	\$22,620.00	\$5,534.80	\$22,139.20	\$5,150.00	\$20,600.00	\$5,080.00	\$20,320.00
6.	5	Ea.	6 Inch Valve	\$2,450.00	\$12,250.00	\$2,515.00	\$12,575.00	\$2,596.10	\$12,980.50	\$2,150.00	\$10,750.00	\$2,180.00	\$10,900.00
7.	4	Ea.	Hydrant	\$6,700.00	\$26,800.00	\$7,235.00	\$28,940.00	\$7,337.15	\$29,348.60	\$6,900.00	\$27,600.00	\$6,839.00	\$27,356.00
8.	90	L.F.	1-1/4 Inch Poly Water Service	\$72.00	\$6,480.00	\$51.00	\$4,590.00	\$77.51	\$6,975.90	\$58.00	\$5,220.00	\$51.00	\$4,590.00
9.	4	Ea.	1-1/4 Inch Water Service Set	\$600.00	\$2,400.00	\$995.00	\$3,980.00	\$1,067.82	\$4,271.28	\$645.00	\$2,580.00	\$807.00	\$3,228.00
10.	40	L.F.	4 Inch Rigid Styrofoam Insulation	\$13.00	\$520.00	\$22.00	\$880.00	\$12.12	\$484.80	\$16.00	\$640.00	\$20.00	\$800.00
SUB-TOTAL (Items 1. through 10., Inclusive)				\$331,470.00		\$336,069.00		\$340,890.18		\$376,052.00		\$322,889.00	

BASE BID - Water Main | CLAYTON AVENUE; STA: 10+30 TO STA: 30_60

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
11.	760	L.F.	10 Inch Sanitary Sewer (SDR 26)	\$120.00	\$91,200.00	\$100.00	\$76,000.00	\$157.03	\$119,342.80	\$146.00	\$110,960.00	\$175.00	\$133,000.00
12.	1,270	L.F.	10 Inch Sanitary Sewer (SDR 35)	\$115.00	\$146,050.00	\$85.00	\$107,950.00	\$111.95	\$142,176.50	\$128.00	\$162,560.00	\$171.00	\$217,170.00
13.	33	L.F.	8 Inch Sanitary Sewer (SDR 26)	\$110.00	\$3,630.00	\$166.00	\$5,478.00	\$140.10	\$4,623.30	\$168.00	\$5,544.00	\$121.00	\$3,993.00
14.	2,050	L.F.	Special Backfill - Sanitary	\$80.00	\$164,000.00	\$100.00	\$205,000.00	\$88.88	\$182,204.00	\$96.00	\$196,800.00	\$100.00	\$205,000.00
15.	94	V.F.	4 Foot Diameter Sanitary Manhole	\$410.00	\$38,486.70	\$454.00	\$42,616.98	\$536.79	\$50,388.48	\$570.00	\$53,505.90	\$520.00	\$48,812.40
16.	1	Ea.	6" x 10" Wye	\$500.00	\$500.00	\$430.00	\$430.00	\$1,117.06	\$1,117.06	\$270.00	\$270.00	\$366.00	\$366.00
17.	4	Ea.	4" x 10" Wye	\$450.00	\$1,800.00	\$350.00	\$1,400.00	\$1,041.82	\$4,167.28	\$300.00	\$1,200.00	\$291.00	\$1,164.00
18.	33	L.F.	6 Inch Sanitary Laterals	\$86.00	\$2,838.00	\$72.00	\$2,376.00	\$134.59	\$4,441.47	\$160.00	\$5,280.00	\$95.00	\$3,135.00
19.	132	L.F.	4 Inch Sanitary Laterals	\$84.00	\$11,088.00	\$63.00	\$8,316.00	\$129.30	\$17,067.60	\$160.00	\$21,120.00	\$89.00	\$11,748.00
20.	5	Ea.	Snake Bite Box and Tracer Wire	\$75.00	\$375.00	\$85.00	\$425.00	\$99.18	\$495.90	\$92.00	\$460.00	\$68.00	\$340.00
21.	1	L.S.	Post-Construction Mainline Clean and Televising	\$5,000.00	\$5,000.00	\$4,920.00	\$4,920.00	\$4,040.00	\$4,040.00	\$3,050.00	\$3,050.00	\$2,842.00	\$2,842.00
SUB-TOTAL (Items 11. through 21., Inclusive)				\$464,967.70		\$454,911.98		\$530,064.39		\$560,749.90		\$627,570.40	

BASE BID - Miscellaneous / Restoration | CLAYTON AVENUE; STA: 10+30 TO STA: 30_60

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
22.	1	L.S.	Mobilization - Utility Construction	\$12,500.00	\$12,500.00	\$8,000.00	\$8,000.00	\$6,565.00	\$6,565.00	\$865.00	\$865.00	\$20,000.00	\$20,000.00
23.	1	L.S.	Mobilization - Asphalt Paving	\$2,500.00	\$2,500.00	\$2,100.00	\$2,100.00	\$2,111.30	\$2,111.30	\$2,130.00	\$2,130.00	\$2,010.00	\$2,010.00
24.	1	L.S.	Traffic Control	\$5,000.00	\$5,000.00	\$2,300.00	\$2,300.00	\$2,525.00	\$2,525.00	\$1,750.00	\$1,750.00	\$1,650.00	\$1,650.00
25.	1	L.S.	Erosion Control	\$1,500.00	\$1,500.00	\$2,325.00	\$2,325.00	\$2,272.50	\$2,272.50	\$500.00	\$500.00	\$2,600.00	\$2,600.00
26.	1	L.S.	Install Temporary Cofferd Dam with Bypass Pumping for Culvert Replacement	\$3,500.00	\$3,500.00	\$10,665.00	\$10,665.00	\$2,525.00	\$2,525.00	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00
27.	40	L.F.	48" x 76" HERCP Storm Sewer	\$495.00	\$19,800.00	\$654.00	\$26,160.00	\$629.87	\$25,194.80	\$545.00	\$21,800.00	\$702.00	\$28,080.00
28.	2	Ea.	48" x 76" HERCP Endwall	\$5,200.00	\$10,400.00	\$6,365.00	\$12,730.00	\$4,984.35	\$9,968.70	\$4,455.00	\$8,910.00	\$5,825.00	\$11,650.00
29.	60	TON	Medium Rip Rap	\$50.00	\$3,000.00	\$65.00	\$3,900.00	\$50.50	\$3,030.00	\$82.00	\$4,920.00	\$50.00	\$3,000.00
30.	5,100	S.Y.	Remove Existing Asphalt and Compact Base	\$1.75	\$8,925.00	\$6.30	\$32,130.00	\$2.02	\$10,302.00	\$4.00	\$20,400.00	\$2.00	\$10,200.00
31.	5,100	S.Y.	2-1/2 Inch HMA Pavement 3 LT 58-28S (Binder)	\$11.50	\$58,650.00	\$11.60	\$59,160.00	\$11.72	\$59,772.00	\$12.00	\$61,200.00	\$11.15	\$56,865.00
32.	70	S.Y.	1-3/4 Inch HMA Pavement 4 LT 58-28S (Surface)	\$17.40	\$1,218.00	\$17.60	\$1,232.00	\$17.58	\$1,230.60	\$18.00	\$1,260.00	\$16.90	\$1,183.00
33.	1	L.S.	Contractor Asphalt Quality Control Testing	\$1,685.00	\$1,685.00	\$1,701.00	\$1,701.00	\$1,818.00	\$1,818.00	\$1,750.00	\$1,750.00	\$1,635.00	\$1,635.00
34.	100	TON	Base Aggregate Dense, 3/4 Inch for Shouldering	\$25.00	\$2,500.00	\$52.00	\$5,200.00	\$75.75	\$7,575.00	\$20.00	\$2,000.00	\$18.00	\$1,800.00
35.	1	L.S.	3 Inch Topsoil, Seed and E-Mat (Est. 2,100 S.Y.)	\$15,500.00	\$15,500.00	\$22,655.00	\$22,655.00	\$17,675.00	\$17,675.00	\$16,000.00	\$16,000.00	\$15,645.00	\$15,645.00
36.	1	Ea.	Pavement Marking - White Stop Bar	\$500.00	\$500.00	\$494.00	\$494.00	\$505.00	\$505.00	\$606.00	\$606.00	\$475.00	\$475.00
37.	1,500	L.F.	Pavement Marking - Yellow Center Line	\$3.35	\$5,025.00	\$3.40	\$5,100.00	\$3.44	\$5,160.00	\$4.00	\$6,000.00	\$3.25	\$4,875.00
SUB-TOTAL (Items 22. through 37., Inclusive)				\$152,203.00		\$195,852.00		\$158,229.90		\$153,091.00		\$166,668.00	
TOTAL BASE BID				\$948,640.70		\$986,832.98		\$1,029,184.47		\$1,089,892.90		\$1,117,127.40	

BID TABULATION

OWNER: FOX CROSSING UTILITIES
Project Name: 2025 Water Main & Sanitary Sewer Extension
Contract No. F0058-09-24-00565
Bid Date/Time: February 25, 2025 @ 10:00 a.m.
Project Manager: Zach Laabs

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

JOSSART BROTHERS, INC.
1682 Swan Road
De Pere, WI 54115

DORNER, INC.
E506 Luxemburg Road
PO Box 129
Luxemburg, WI 54217

DE GROOT, INC.
4201 Champion Road
Green Bay, WI 54311

PTS CONTRACTORS, INC.
4075 Eaton Road
Green Bay, WI 54311

ADANCE CONSTRUCTION, INC.
2141 Woodale Avenue
Green Bay, WI 54313

SUPPLEMENTAL BID A - Water Main - CLAYTON AVENUE | STA: 30+60 TO STA: 38+50

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
A-1	790	L.F.	12 Inch C909 Water Main	\$95.00	\$75,050.00	\$100.00	\$79,000.00	\$89.30	\$70,547.00	\$112.00	\$88,480.00	\$99.00	\$78,210.00
A-2	790	L.F.	Special Backfill	\$33.00	\$26,070.00	\$27.00	\$21,330.00	\$30.30	\$23,937.00	\$30.00	\$23,700.00	\$26.00	\$20,540.00
A-3	42	L.F.	6 Inch Hydrant Lead	\$65.00	\$2,730.00	\$94.00	\$3,948.00	\$104.24	\$4,378.08	\$115.00	\$4,830.00	\$77.00	\$3,234.00
A-4	2	Ea.	12 Inch Valve	\$5,700.00	\$11,400.00	\$5,680.00	\$11,360.00	\$5,561.06	\$11,122.12	\$5,150.00	\$10,300.00	\$5,080.00	\$10,160.00
A-5	2	Ea.	6 Inch Valve	\$2,450.00	\$4,900.00	\$2,535.00	\$5,070.00	\$2,561.36	\$5,122.72	\$2,200.00	\$4,400.00	\$2,180.00	\$4,360.00
A-6	2	Ea.	Hydrant	\$6,700.00	\$13,400.00	\$7,210.00	\$14,420.00	\$7,311.39	\$14,622.78	\$6,900.00	\$13,800.00	\$6,814.00	\$13,628.00
A-7	22	L.F.	1-1/4 Inch Poly Water Service	\$72.00	\$1,584.00	\$51.00	\$1,122.00	\$70.26	\$1,545.72	\$58.00	\$1,276.00	\$51.00	\$1,122.00
A-8	1	Ea.	1-1/4 Inch Water Service Set	\$600.00	\$600.00	\$995.00	\$995.00	\$1,065.55	\$1,065.55	\$645.00	\$645.00	\$807.00	\$807.00
SUB-TOTAL (Items A-1 through A-8, Inclusive)					\$135,734.00		\$137,245.00		\$132,340.97		\$147,431.00		\$132,061.00

SUPPLEMENTAL BID A - Sanitary Sewer - CLAYTON AVENUE | STA: 30+60 TO STA: 38+50

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
A-9	790	L.F.	10 Inch Sanitary Sewer (SDR 35)	\$77.00	\$60,830.00	\$80.00	\$63,200.00	\$97.66	\$77,151.40	\$112.00	\$88,480.00	\$150.00	\$118,500.00
A-10	790	L.F.	Special Backfill - Sanitary	\$65.00	\$51,350.00	\$75.00	\$59,250.00	\$80.80	\$63,832.00	\$78.00	\$61,620.00	\$86.50	\$68,335.00
A-11	33	V.F.	4 Foot Diameter Sanitary Manhole	\$440.00	\$14,357.20	\$487.00	\$15,890.81	\$557.41	\$18,188.29	\$580.00	\$18,925.40	\$510.00	\$16,641.30
A-12	1	Ea.	4" x 12" Wye	\$450.00	\$450.00	\$295.00	\$295.00	\$889.81	\$889.81	\$285.00	\$285.00	\$241.00	\$241.00
A-13	33	L.F.	4 Inch Sanitary Laterals	\$84.00	\$2,772.00	\$66.00	\$2,178.00	\$102.22	\$3,373.26	\$122.00	\$4,026.00	\$89.00	\$2,937.00
A-14	1	Ea.	Snake Bite Box and Tracer Wire	\$75.00	\$75.00	\$85.00	\$85.00	\$85.85	\$85.85	\$93.00	\$93.00	\$68.00	\$68.00
A-15	1	L.S.	Post-Construction Mainline Clean and Televising	\$2,000.00	\$2,000.00	\$1,600.00	\$1,600.00	\$1,515.00	\$1,515.00	\$1,175.00	\$1,175.00	\$1,106.00	\$1,106.00
SUB-TOTAL (Items A-9 through A-15, Inclusive)					\$131,834.20		\$142,498.81		\$165,035.61		\$174,604.40		\$207,828.30

SUPPLEMENTAL BID A - Miscellaneous / Restoration - CLAYTON AVENUE | STA: 30+60 TO STA: 38+50

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
A-16	1	L.S.	Erosion Control	\$300.00	\$300.00	\$500.00	\$500.00	\$2,020.00	\$2,020.00	\$240.00	\$240.00	\$400.00	\$400.00
A-17	2,050	S.Y.	2-1/2 Inch HMA Pavement 3 LT 58-28S (Binder)	\$11.50	\$23,575.00	\$11.60	\$23,780.00	\$11.72	\$24,026.00	\$12.00	\$24,600.00	\$11.15	\$22,857.50
A-18	40	TON	Base Aggregate Dense, 3/4 Inch for Shouldering	\$25.00	\$1,000.00	\$52.00	\$2,080.00	\$70.70	\$2,828.00	\$20.00	\$800.00	\$18.00	\$720.00
A-19	1	L.S.	3 Inch Topsoil, Seed and E-Mat (Est. 900 S.Y.)	\$6,600.00	\$6,600.00	\$9,710.00	\$9,710.00	\$8,080.00	\$8,080.00	\$6,650.00	\$6,650.00	\$6,705.00	\$6,705.00
A-20	700	L.F.	Pavement Marking - Yellow Center Line	\$2.60	\$1,820.00	\$2.60	\$1,820.00	\$2.89	\$2,023.00	\$3.00	\$2,100.00	\$2.50	\$1,750.00
SUB-TOTAL (Items A-16 through A-20, Inclusive)					\$33,295.00		\$37,890.00		\$38,977.00		\$34,390.00		\$32,432.50
TOTAL SUPPLEMENTAL BID A (Items A-1 through A-20, Inclusive)					\$300,863.20		\$317,633.81		\$336,353.58		\$356,425.40		\$372,321.80

BID TABULATION

OWNER: FOX CROSSING UTILITIES
 Project Name: 2025 Water Main & Sanitary Sewer Extension
 Contract No: F0058-09-24-00565
 Bid Date/Time: February 25, 2025 @ 10:00 a.m.
 Project Manager: Zach Laabs

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

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 E506 Luxemburg Road
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 4201 Champion Road
 Green Bay, WI 54311

PTS CONTRACTORS, INC.
 4075 Eaton Road
 Green Bay, WI 54311

ADANCE CONSTRUCTION, INC.
 2141 Woodale Avenue
 Green Bay, WI 54313

SUPPLEMENTAL BID B - ROCKET WAY & LARSEN ROAD

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
B-1	1	L.S.	Mobilization	\$8,500.00	\$8,500.00	\$12,200.00	\$12,200.00	\$8,938.50	\$8,938.50	\$8,000.00	\$8,000.00	\$11,500.00	\$11,500.00
B-2	1	L.S.	Traffic Control	\$1,500.00	\$1,500.00	\$1,675.00	\$1,675.00	\$2,020.00	\$2,020.00	\$1,400.00	\$1,400.00	\$1,300.00	\$1,300.00
B-3	1	L.S.	Erosion Control	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$1,515.00	\$1,515.00	\$825.00	\$825.00	\$840.00	\$840.00
B-4	1,370	L.F.	12 Inch Sanitary Sewer (SDR 35)	\$75.00	\$102,750.00	\$85.00	\$116,450.00	\$81.26	\$111,326.20	\$95.00	\$130,150.00	\$107.00	\$146,590.00
B-5	1,065	L.F.	Special Backfill	\$35.00	\$37,275.00	\$70.00	\$74,550.00	\$50.50	\$53,782.50	\$45.00	\$47,925.00	\$53.00	\$56,445.00
B-6	54	V.F.	4 Foot Diameter Sanitary Manhole	\$565.00	\$30,736.00	\$586.00	\$31,878.40	\$666.54	\$36,259.78	\$640.00	\$34,816.00	\$537.00	\$29,212.80
B-7	3	V.F.	Temporary Adjustment Rings	\$600.00	\$1,800.00	\$595.00	\$1,785.00	\$353.50	\$1,060.50	\$340.00	\$1,020.00	\$200.00	\$600.00
B-8	4	Ea.	Final Manhole Rim Adjustment	\$600.00	\$2,400.00	\$770.00	\$3,080.00	\$959.50	\$3,838.00	\$530.00	\$2,120.00	\$500.00	\$2,000.00
B-9	1	L.S.	Trench Compaction / Certification (Est. 14 Tests)	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,545.00	\$4,545.00	\$1,100.00	\$1,100.00	\$4,000.00	\$4,000.00
B-10	1	L.S.	Post-Construction Mainline Clean and Televising	\$3,000.00	\$3,000.00	\$2,810.00	\$2,810.00	\$2,020.00	\$2,020.00	\$2,100.00	\$2,100.00	\$1,918.00	\$1,918.00
B-11	50	TON	1 Inch Temporary Asphalt Patch	\$65.00	\$3,250.00	\$65.00	\$3,250.00	\$66.29	\$3,314.50	\$66.00	\$3,300.00	\$62.50	\$3,125.00
SUB-TOTAL (Items B-1 through B-11, Inclusive)					\$196,411.00		\$253,878.40		\$228,619.98		\$232,756.00		\$257,530.80

Bid Security	5% Bid Bond	5% Bid Bond	5% Bid Bond	5% Bid Bond	5% Bid Bond
Addendum Acknowledgement	Yes - #1, #2 and #3	Yes - #1, #2 and #3	Yes - #1, #2 and #3	Yes - #1, #2 and #3	Yes - #1, #2 and #3

	Subcontractor	Subcontractor	Subcontractor	Subcontractor	Subcontractor
Pavement Markings	Century Fence Company, Inc.	Century Traffic	N/A	N/A	Century Traffic
Traffic Control	Gordon Work Zones LLC	N/A	N/A	Gordon Work Zones LLC	N/A
Asphalt	Northeast Asphalt, Inc.	Northeast Asphalt, Inc.	Northeast Asphalt, Inc.	Northeast Asphalt, Inc.	Northeast Asphalt, Inc.
Landscape	N/A	N/A	At-Ways	N/A	N/A

RES #250310-5

AWARD PROPOSAL – ROOF REPLACEMENT FOR COMMUNITY CENTER AND FIRE STATION #41

WHEREAS, three (3) proposals for the Roof Replacement for Community Center and Fire Station #41 project were submitted to the Fire Department and Parks & Recreation Department (proposal tabulation as follows):

<u>Vendor</u>	<u>Proposal</u>	<u>Workmanship Warranty</u>	<u>Material Warranty</u>
Security Luebke Roofing, Inc.	\$ 99,583.70	20 year	20 year
ARC Contracting	\$100,827.59	10 year	20 year
Rosenow Customs Roofing	\$163,057.00	10 year	20 year

WHEREAS, it is the recommendation of Fire Chief Todd Sweeney and Parks & Recreation Director Amanda Geiser to award the proposal to Security Luebke Roofing, Inc., in the total amount of \$99,583.70, with final quantity adjustments made by change order to reflect actual quantities; and

NOW, THEREFORE BE IT RESOLVED by the Village of Fox Crossing Board of Trustees to hereby award the proposal for the Roof Replacement for Community Center and Fire Station #41 project to **Security Luebke Roofing, Inc., 3921 E. Endeavor Drive, Appleton, Wisconsin**, for the total amount of **\$99,583.70**.

Adopted this 10th day of March, 2025

Requested by: Todd Sweeney, Fire Chief
Amanda Geiser, Parks & Recreation Director
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

Village of Fox Crossing - Valley Road

Since 1934
SECURITY
LUEBKE ROOFING
INC
[920] ROOFING



Sections 1-6 Roof Replacement

Inspected by Sam Kilgas on July 18, 2024

Reach us at 920-766-3464

Valley Road Location

1000 Valley Rd

Menasha, Wisconsin 54952

Reroof Estimate



Legend	Area in SF	Roof System
1	9,340	Sections 1-5
2	4,443	Section 6

Sections 1-5

System type:	FiberTite
Deck:	Steel
Drainage:	Scuppers
Area:	9,340 SF
Access:	Ladder

Observation Photos



Roof replacement plans include the following:

- Security-Luebke Roofing will perform scope of work per OSHA safety guidelines.
- Recovery of the old roof membranes using a new, mechanically fastened 36 mil FiberTite roof assembly
- All seams and flashings will be cleaned and hot air welded with our robotic welder.
- During the project all existing insulation conditions will be inspected for moisture damage and repaired on a time and material basis.
- At walls and penetration flashings a matching, new fully adhered 36 mil flashing system will be provided. All penetrations will be secured with a termination bar and sealed to comply with the manufacturer specifications.
- At perimeters our plan includes new 24 gauge pre finished steel trim
- Includes A 20 year FiberTite NDL material and labor Warranty.

The proposed roof assembly is based on approved industry standard techniques with information collected from non-invasive inspection practices. Adjustments to both the assembly and price may occur based on the findings during future surveys and/or further discussion.

****Project will be Field Inspected by an approved and verified FiberTite representative.**

AVERAGE LIFESPAN OF FIBERTITE ROOF MEMBRANE ~ 35-40 YEARS

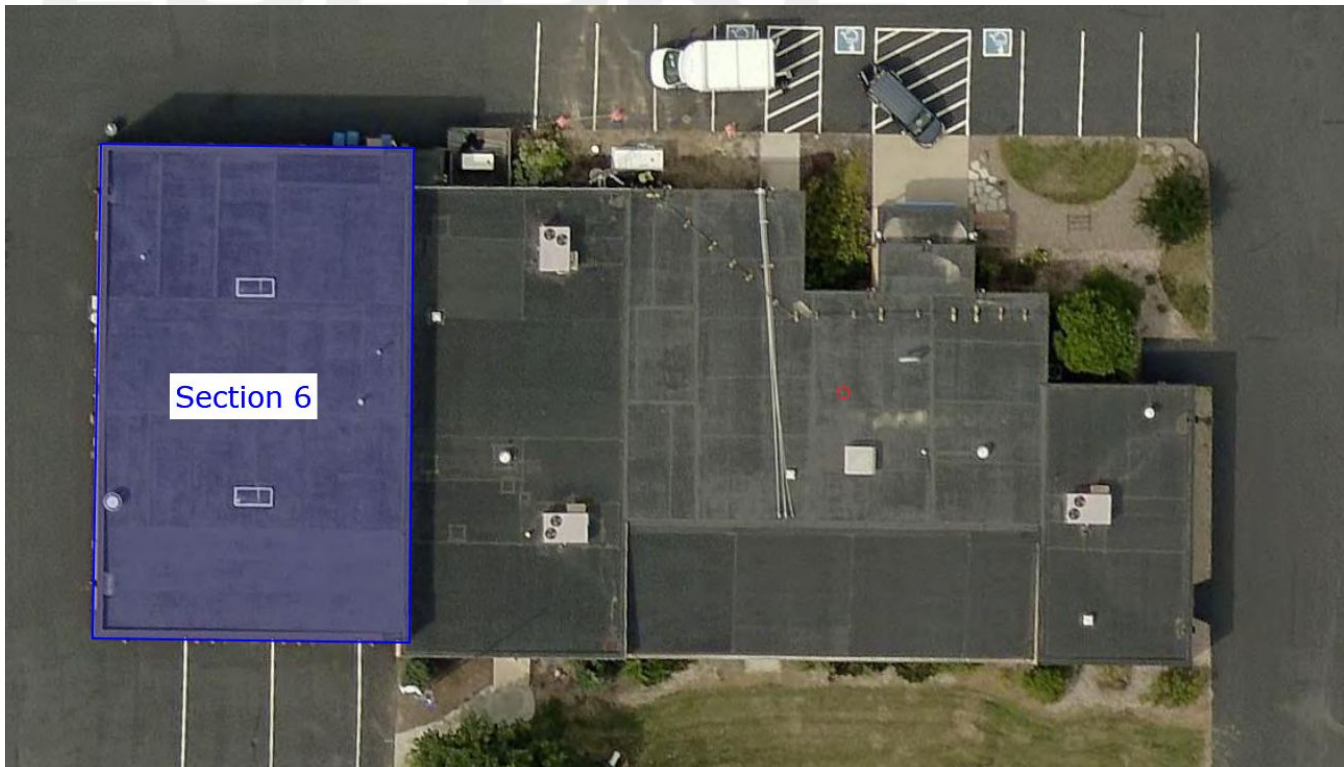
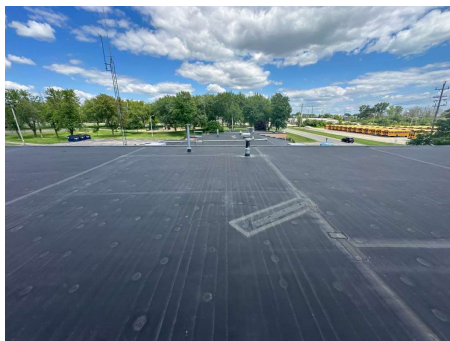


SECURITY
LUEBKE ROOFING
INC
(920) ROOFING

Section 6

System type:	FiberTite
Deck:	Steel
Drainage:	Scuppers
Area:	4,443 SF
Access:	Ladder

Observation Photos



Roof replacement plans include the following:

- Security-Luebke Roofing will perform scope of work per OSHA safety guidelines.
- Recovery of the old roof membranes using a new, mechanically fastened 36 mil FiberTite roof assembly
- All seams and flashings will be cleaned and hot air welded with our robotic welder.
- During the project all existing insulation conditions will be inspected for moisture damage and repaired on a time and material basis.
- At walls and penetration flashings a matching, new fully adhered 36 mil flashing system will be provided. All penetrations will be secured with a termination bar and sealed to comply with the manufacturer specifications.
- Remove and Cover existing skylights (2)
- At perimeters our plan includes new 24 gauge pre finished steel trim
- Includes A 20 year FiberTite NDL material and labor Warranty.

The proposed roof assembly is based on approved industry standard techniques with information collected from non-invasive inspection practices. Adjustments to both the assembly and price may occur based on the findings during future surveys and/or further discussion.

****Project will be Field Inspected by an approved and verified FiberTite representative.**

AVERAGE LIFESPAN OF FIBERTITE ROOF MEMBRANE ~ 35-40 YEARS



SECURITY
LUEBKE ROOFING
INC
(920) ROOFING

Proposal Totals

Building Reroof Estimate

Total for building Reroof Estimate

\$99,583.70

Total for Survey

\$99,583.70



WHY IS FIBERTITE? THE INTELLIGENT ROOFING SOLUTION



- **Manufactured by a High Performance Fabric Leader**

FiberTite is manufactured by Seaman Corporation, a global leader in high performance fabric for nearly 60 years.

- **Ultimate Quality Standards**

We control our manufacturing process from beginning to end and develop and mix our own compounds. We weave and knit our own fabric.

- **Lowest Life Cycle Cost**

Factor in installation cost, durability, expected life, maintenance and energy savings and we boast the lowest cost sustainable roofing system in the industry.

- **Proven Performance**

Introduced in 1979, over 99% of all FiberTite roofing membranes installed are still performing today.

- **Unique Technology Platform**

For maximum puncture and tear strength, we start with a more densely packed polyester fabric as the foundation and add a unique adhesive coat that forms a molecular bond between the fabric and the outer coating, resulting in increased seam strength. We then add a unique DuPont™ Elvaloy® based compound for superior UV, and chemical resistance in addition to long-term flexibility.

- **Fewer Warranty Service Claims**

FiberTite has one of the lowest ratios of expenditures to commitments in the industry.

- **Comprehensive Warranty**

Our warranty does NOT exclude gale force winds, ponding water, oil, grease and common environmental contaminants.

- **Meets KEE ASTM Standard**

FiberTite is the only brand known to meet the KEE ASTM D6754-02 Standard, the most stringent standard in the industry.

- **Fewer Installation Errors**

FiberTite is only installed by highly skilled, authorized contractors.

- **Energy Efficient**

Meets or exceeds the requirements for Energy Star, the Cool Roof Rating Council, and LEED.



**INTELLIGENT
ROOFING SOLUTIONS**

www.fibertite.com

Seaman Corporation • 1000 Venture Blvd. • Wooster, OH 44691
Phone: (330) 262-1111 • Toll-free: (800) 927-8578 • Fax: (800) 649-2737

Terms & Conditions

APPROXIMATE PROJECT SCHEDULE

1. AT TIME OF PROPOSAL: Dated - 3/5/25. Lead Time - Approx. 3-4 Weeks
2. Times may need to be adjusted based on current volume or product availability.
3. A more accurate lead time can be presented after Signature is received and order has been Approved by production.

TERMS AND CONDITIONS

1. Additional necessary repairs will be charged at material cost + 20% and labor at \$95 per man hour. This includes possible hidden conditions such as deteriorated roof decking, hidden shingle layers, flashing problems, other rotted wood, etc.
2. Down payment is required to execute the signed contract. Standard down payment of 30% is typical with progress payments expected throughout the project. Remaining balance and or change orders will be due upon completion.
3. The contractor is granted access to the building and property with trucks and equipment for lifting and lowering material. The owner grants permission and is responsible for damage caused to the driveway, sidewalk and landscaping by access to the building, property, and roof for these activities.
4. No warranties shall be issued until full payment is received. If payment is not made when due, interest, cost of collection, and attorney fees shall be added to the unpaid balance. Interest shall accrue at the rate of 1.5% per month on the unpaid balance after 30 days.
5. SLR imposes a processing fee of 3% on the transaction amount of any credit card payments made to SLR. Customer specifically authorizes SLR to charge their credit card 3% of the transaction amount for the payments made by credit card.

LIEN RIGHTS NOTIFICATION

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, SECURITY-LUEBKE ROOFING, INC. HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

If this Notice is attached to a written contract between the parties as owner and prime contractor, it becomes a part of the contract.

WARRANTY RIGHTS NOTIFICATION

1. Security-Luebke Roofing, Inc. shall present manufacturer warranties for specific material when specified in the contract. Owners are responsible for registration and execution of each.
2. Security-Luebke Roofing, Inc. shall provide a written limited workmanship warranty when specified in the contract.
3. Overdue balances shall suspend warranty rights until paid. Lapsed time shall not increase the length of any warranty or service agreement.
4. No other warranties are expressed or implied.

PRICE INCREASE LANGUAGE

Should it become necessary or proper for SLR, during the term of this Agreement, to make any change in design, materials, price, or any alterations that will increase price, SLR will notify Customer immediately. Price increases must be approved by Customer; however, if Customer does not approve any price increases within five(5) business days, SLR shall have the right in its sole judgment to cancel the contract without penalty.

RIGHT TO CURE

Consistent with Wis. Stat. 101.148, SLR has provided you with a pamphlet explaining SLR's Right to Cure and/or remedies under state law.

FORCE MAJEURE

Any delay or failure in the performance by SLR hereunder shall be excused if and to the extent caused by the occurrence of a force majeure. For purposes of this Agreement, force majeure shall mean a cause or event that is not reasonably foreseeable or otherwise caused by or under the control of the party claiming force majeure, including acts of God, fires, floods, explosions, riots, wars, hurricane, sabotage, terrorism, vandalism, accident, restraint of government, governmental acts, injunctions, labor strikes, and other like events that are beyond the reasonable anticipation and control of SLR thereby, despite such SLR's reasonable efforts to prevent, avoid, delay or mitigate the effect of such acts, events or occurrences, and which events or the effects thereof are not attributable to a SLR's failure to perform its obligations under this Agreement.

Company Authorized Signature

Date

Customer Signature

RES #250310-6

REAPPOINTMENT OF ZONING BOARD OF APPEALS MEMBER – ELIZABETH VORPAHL

WHEREAS, Chapter §435 Zoning Ordinance requires appointments to the Village of Fox Crossing Zoning Board of Appeals; and

WHEREAS, the Zoning Board of Appeals hears and decides on administrative appeals and variances consistent with the requirements of Chapter §435; and

WHEREAS, the term of Zoning Board of Appeals member Elizabeth Vorpahl will expire on March 31, 2025; and

WHEREAS, Elizabeth Vorpahl has expressed interest in being reappointed for a three (3) year term beginning April 1, 2025 through March 31, 2028; and

WHEREAS, Village President Dale Youngquist nominates Elizabeth Vorpahl for reappointment to a three (3) year term beginning April 1, 2025 through March 31, 2028.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby reappoints Elizabeth Vorpahl as a member to the Village of Fox Crossing Zoning Board of Appeals for a three (3) year term beginning April 1, 2025 through March 31, 2028.

Adopted this 10th day of March, 2025

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

RES #250310-7

REAPPOINTMENT OF ZONING BOARD OF APPEALS MEMBER FIRST ALTERNATE
– MICHAEL GIBBONS

WHEREAS, Chapter §435 Village Zoning Ordinance requires appointments to the Village of Fox Crossing Zoning Board of Appeals; and

WHEREAS, the Zoning Board of Appeals hears and decides on administrative appeals and variances consistent with the requirements of Chapter §435; and

WHEREAS, in addition to the five regular members of the Zoning Board of Appeals, two alternate members shall be appointed to serve in a reserve role for the Board; and

WHEREAS, Village President Youngquist recommends Michael Gibbons to serve as the First Alternate member of the Zoning Board of Appeals, for a three (3) year term, beginning April 1, 2025 and ending March 31, 2028.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby reappoints Michael Gibbons to serve as the First Alternate member of the Zoning Board of Appeals for a three (3) year term beginning April 1, 2025 and ending March 31, 2028.

Adopted this 10th day of March, 2025

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

RES #250310-8

**REAPPOINTMENT OF ZONING BOARD OF APPEALS MEMBER SECOND
ALTERNATE – PAM SEIDL**

WHEREAS, Chapter §435 Zoning Ordinance requires appointments to the Village of Fox Crossing Zoning Board of Appeals; and

WHEREAS, the Zoning Board of Appeals hears and decides on administrative appeals and variances consistent with the requirements of Chapter §435; and

WHEREAS, in addition to the five regular members of the Zoning Board of Appeals, two alternate members shall be appointed to serve in a reserve role for the Board; and

WHEREAS, Village President Youngquist recommends Pam Seidl to serve as the Second Alternate member of the Zoning Board of Appeals for a three (3) year term beginning April 1, 2025 and ending March 31, 2028.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby reappoints Pam Seidl to serve as the Second Alternate member of the Zoning Board of Appeals for a three (3) year term beginning April 1, 2025 and ending March 31, 2028.

Adopted this 10th day of March, 2025

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

RES #250310-9

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:

Sierra Helms – Approved
Emily Mitchell – Approved
Rachel Le Hunt – 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 10th day of March, 2025

Requested by: Scott Blashka, Police Chief

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #250310-10

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,361,437.67

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

Pending:	
General Fund	\$ 157,393.39
Special Revenue Fund	\$ 62,165.83
Debt Fund	\$ -
Capital Projects Fund	\$ 40,326.64
Water Fund	\$ 281,789.59
Sewer Fund	\$ 296,917.78
Stormwater Fund	\$ 3,980.77
Trust & Agency Fund	\$ -
Special Processed Payments	\$ 518,863.67
Total:	<u>\$ 1,361,437.67</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 10th day of March, 2025.

Requested by: *Jeremy Searl, Finance Director*
Submitted by: *Dale A. Youngquist, Village President*

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

VILLAGE OF FOX CROSSING
2000 Municipal Drive
Neenah, WI 54956

EXPENDITURE SUMMARY

For Accounts Payable Period Ending: March 4, 2025
For Village Board Meeting of: March 10, 2025

REGULAR PROCESSED CHECKS

	AMOUNT
General Fund	\$157,393.39
Special Revenue Funds	\$62,165.83
Debt Fund	\$0.00
Capital Projects Fund	\$40,326.64
Water Fund	\$281,789.59
Sewer Fund	\$296,917.78
Stormwater Fund	\$3,980.77
Trust & Agency Fund	\$0.00
Total Bills for March 10, 2025	<u>\$842,574.00</u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE		DEPT. /PURPOSE	AMOUNT
	Village Specials	2/19-3/4/2025	**See Attached Listing**	\$218,767.94
ACH	Employee Benefits Corp	2/19-3/5/2025	Flex Spending Claims	\$3,789.33
ACH	TVRP	2/25/2025	Suspension Fees	\$18.00
ACH	North Shore	2/27/2025	Deferred Comp	\$1,425.00
ACH	Great West	2/27/2025	Deferred Comp	\$6,901.47
53060-53070	Payroll	2/27/2025	Payroll	\$2,637.97
ACH	Payroll	2/27/2025	Payroll	\$203,646.90
ACH	Payroll	2/27/2025	Taxes	\$81,677.06
Total Special Processed Payments				<u>\$518,863.67</u>
GRAND TOTAL				<u>\$1,361,437.67</u>