

**VILLAGE OF FOX CROSSING  
BOARD OF TRUSTEES REGULAR MEETING  
Municipal Complex – Arden Tews Assembly Room  
Monday, April 21, 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, Tim Raddatz, Kate McQuillan, Deb Swiertz, and Barbara Hanson.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Jeremy Searl, Director of Community Development George Dearborn, Assistant Fire Chief Shawn Bordeaux, 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 five attendees.

**2. Awards / Presentations**

a) Introduction and Ceremonial Oath of Office of Newly Elected Officials – Village Clerk Darla Fink

Clerk Fink administered the Oaths of Office to Municipal Judge Timothy Hogan, Village President Dale Youngquist, Trustee Kris Koeppe, Trustee Kate McQuillan, and Trustee Barbara Hanson.

b) Governor's Proclamation of Municipal Treasurers Appreciation Week April 20 – April 26, 2025 – Village President Youngquist

President Youngquist read the proclamation from Governor Evers recognizing Municipal Treasurer's Appreciation Week and thanked Director Searl and his staff for their hard work.

c) Tree City USA Award Presentation – Director of Parks & Recreation Amanda Geiser

Director Geiser stated this is the Village's 19<sup>th</sup> year receiving this award and thanked the Village Board for their support. In 2024, 45 trees were planted throughout the park and trail system, 200 trees were pruned, and many others were removed due to emerald ash borers. The Village is required to spend at least \$2.00 per capita, however \$3.20 was actually spent per capita which includes the costs for labor, new trees, maintenance, etc. She thanked Evergreen Credit Union for their generous donation to the urban forestry program.

**3. Public Hearings**

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

**Minutes to Approve**

a) Regular Village Board Meeting – March 24, 2025

b) Regular Village Board Meeting – April 7, 2025

**Minutes and Correspondence to Receive**

c) Park Commission Meeting Minutes – March 12, 2025

d) Water Main Breaks Report – March 2025

e) Water Pumpage Report – March 2025

**MOTION:** Trustee Van Dyke, seconded by Trustee Hanson 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**

*Larry Kuepper – 1500 Jacobsen Road, Neenah*

Mr. Kuepper stated he lives alongside the creek and there are 5 ash trees that are in the common area, but not on his property between his property and the creek. His question is whose responsibility/expense is it to take down these trees. Director Hoechst stated the Village policy has been to handle taking down any ash trees that are in Village right-of-way or on Village land, however if the trees are on private property, that would be the responsibility of the property owner. He stated he is familiar with these trees and this area and noted this property borders the Jacobsen Creek Condominiums and he has contacted the Association's President to reach out to Mr. Kuepper to discuss joint removal of the trees.

6. **Discussion Items**

7. **Unfinished Business**

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

- a) **250421-1 Affirm Appointment of Representative to the Fox West Sewerage Commission – Village President Dale Youngquist**

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

- b) **250421-2 Appointment of Representative to the Fox West Regional Sewerage Commission**

**MOTION:** Trustee McQuillan, seconded by Trustee Swiertz to appoint Trustee Kris Koeppe to this Commission as submitted. Motion carried via voice vote.

- c) **250421-3 Appointment of Personnel Committee Member**

The Board took an informal vote between two nominations (Kris Koeppe and Kate McQuillan) to determine a Motion for this appointment. **MOTION:** Trustee Hanson, seconded by Trustee Swiertz to appoint Trustee McQuillan as submitted. Motion carried via voice vote.

- d) **250421-4 Reappointment of Planning Commission Member – Tracy Romzek**

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

- e) **250421-5 Reappointment of Planning Commission Member – Thomas Willecke**

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

- f) **250421-6 Reappoint Community Development Director George Dearborn to the Fox Cities Room Tax Commission**

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

- g) **250421-7 2025 Village of Fox Crossing Arbor Week Celebration**

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

- h) **250421-8 Issue Reserve "Class B"/Class "B" Retail License and Appointment of Agent for Lisa's Cooking, LLC d/b/a Blossom Café and Bar, 236 W. Calumet Street, Suite 2**

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

- i) 250421-9 Temporary Class “B” Retailer’s Licenses – Youth Sports, Inc.  
**MOTION:** Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.
- j) 250407-1:ORD Amend Fox Crossing Municipal Code Chapter §302-18 for Truancy and Habitual Truancy *Second Reading & Adoption*  
**MOTION:** Trustee Van Dyke, seconded by Trustee Hanson to accept the Second Reading and Adoption as submitted. Motion carried via voice vote.
- k) 250421-10 Operator License Applicants  
**MOTION:** Trustee McQuillan, seconded by Trustee Swiertz to approve as submitted. Motion carried via voice vote.
- l) 250421-11 Expenditures  
**MOTION:** Trustee Koeppe, seconded by Trustee McQuillan to approve the expenditures submitted without exception. Motion carried via voice vote.

## 9. Reports

- a) Village President Dale Youngquist – Open Book will be held In Person on June 2 & June 3 from 9:00 a.m. to Noon and 1:00 p.m. to 4:00 p.m. in the Assembly Room; the 2025 Board of Review will be held on Wednesday, July 9, 2025 from 4:00 p.m. to 6:00 p.m.

President Youngquist reminded the Village Board and residents of the upcoming Open Book and Board of Review dates.

- b) Trustee Kris Koeppe – Spring Electronic Recycling Event will be held on Saturday, April 26, 2025 from 8:00 a.m. to Noon at the Municipal Complex

Trustee Kris Koeppe reminded residents of the upcoming Spring Recycling Event to be held rain or shine in the Municipal Complex Street Garage by the Sustainability Committee on Saturday, April 26<sup>th</sup>. He advised more information can be found on the Village website.

## 10. Closed Session

## 11. Adjourn

At 6:42 p.m., **MOTION:** Trustee Hanson, 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.