

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, June 9, 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, Tim Raddatz (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, Director of Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, Building Inspector Luke Fischenich, Engineer Zach Laabs, and Engineer Lee Reibold. There were seven attendees.

2. Awards / Presentations

3. Public Hearings

4. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

- a) Special Village Board Meeting – May 19, 2025
- b) Regular Village Board Meeting – May 19, 2025

Minutes and Correspondence to Receive

MOTION: Trustee Koeppe, seconded by Trustee Swiertz to approve the minutes and accept them into record. Motion carried via voice vote.

5. Public Comments Addressed to the Village Board

Allen Ditter – 1745 Gateway Meadows Lane

Mr. Ditter requested that the Village considering installing a stop sign on the corner of Gateway Meadows Lane and Hidden Creek, rather than the yield sign that is currently there. He stated there are 47 homes that have a one-way easement in and out of their residence which results in a busy intersection. He noted during the school year this is also a bus stop. He stated there are a number of similar intersections which already have a stop sign and requested one here. Chief Blashka stated there are a couple officers that live in this area, and both have stated there are a lot of problems. The Police Department will be making a more concerted effort to provide more police presence to get more adherence to speed limits and street signs.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

- a) 250609-1 Developer Agreement – Reserve Development LLC, for a Multi-Family Housing Development Located on West American Drive
MOTION: Trustee Swiertz, seconded by Trustee Hanson to approve as submitted. President Youngquist advised he finalized discussions with the developer recently and ultimately the developer accepted the Village's terms as is. Motion carried via voice vote.
- b) 250609-2 Award Bid – 2025 Concrete Work Program
MOTION: Trustee McQuillan, seconded by Trustee Swiertz to approve as submitted. Director Hoechst stated this project will remain under budget as bid. Motion carried via voice vote.
- c) 250609-3 Award Proposal – Wittmann Park Courts Repair & Recolor Project
MOTION: Trustee Swiertz, seconded by Trustee Hanson to approve as submitted. Director Geiser stated these courts were installed in 2016 and have not been repaired since. This project will fix the blemishes and recolor/repaint these courts. Motion carried via voice vote.
- d) 250609-1:ORD Amend Fox Crossing Municipal Code Chapter §294-3(C) for Parks & Recreation Regulations, Reservations and Permits *First Reading*
MOTION: Trustee McQuillan, seconded by Trustee Swiertz to accept the First Reading as submitted. Director Geiser advised this update includes minor revisions regarding the reservation window being changed to 12 months in advance, added Fritsch Park to the list of parks reserved for athletic fields, and cleaned up the language on the allowance of bounce houses, dunk tanks, etc. in the parks. Motion carried via voice vote.
- e) 250609-4 Amend Village of Fox Crossing Fee Schedule for Commercial Electrical and Plumbing Permit Fees
MOTION: Trustee Koeppe, seconded by Trustee McQuillan to approve as submitted. Building Inspector Luke Fischenich advised he has been working with Birschbach Inspection Services since December as they requested that the Village update our fee schedule for commercial inspections. After some negotiations on fee amounts and soliciting bids from other contractors, they were able to come to an agreement with Birschbach on these fee amounts. He stated this agreement renews annually, but either party can terminate with a 60-day notice. He stated these fees are only for commercial electrical and plumbing inspections as residential and all other commercial inspections are completed by our Building Inspector and Deputy Building Inspector. Motion carried via voice vote.
- f) 250609-5 Reappointment of Park Commission Member – Kathleen Sylvester
MOTION: Trustee Hanson, seconded by Trustee Swiertz to approve as submitted. Clerk Fink administered the Oath of Office. Motion carried via voice vote.
- g) 250609-6 Reappointment of Sustainability Committee Member – Kris Koeppe
MOTION: Trustee McQuillan, seconded by Trustee Swiertz to approve as submitted. Clerk Fink administered the Oath of Office. Motion carried via voice vote.
- h) 250609-7 Reappointment of Sustainability Committee Member – Tracy Romzek
MOTION: Trustee McQuillan, seconded by Trustee Swiertz to approve as submitted. Motion carried via voice vote.
- i) 250609-8 Annual Alcohol Beverage License Renewal Applications for the Term July 1, 2025 – June 30, 2026
MOTION: Trustee Swiertz, seconded by Trustee McQuillan to approve as submitted. Motion carried via voice vote.
- j) 250609-9 Annual Beer Garden License Renewal Applications for the Term July 1, 2025 – June 30, 2026
MOTION: Trustee McQuillan, seconded by Trustee Swiertz to approve as submitted. Motion carried via voice vote.

- k) 250609-10 Annual Mechanical Amusement License Renewal Applications for the Term July 1, 2025 – June 30, 2026
MOTION: Trustee Swiertz, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.
- l) 250609-11 Operator License Applicants
MOTION: Trustee Koeppe, seconded by Trustee Swiertz to approve as submitted. Motion carried via voice vote.
- m) 250609-12 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 – 2025 Board of Review will be held on Wednesday, July 9, 2025 from 4:00 p.m. to 6:00 p.m. at the Municipal Complex in the Arden Tews Assembly Room, 2000 Municipal Drive, Neenah; Objectors shall provide Written or Oral Notice of Intent to Object to their Assessment to the Village Clerk at least 48 hours in Advance of Board of Review

President Youngquist reminded residents of the upcoming Board of Review date and noted that residents should be contacting Accurate Appraisal with any questions prior and all of this information can be found on the Village Board of Review website. Objectors must file notice with the Village Clerk a minimum of 48 hours prior to July 9th at 4:00 p.m.

- b) Trustee Kris Koeppe – 2024 LED Streetlight Conversion Project Update

Trustee Koeppe gave update on the streetlight conversion project which began in 2020 with replacement funding for changing streetlights to LED for cost savings. There are currently 230-240 streetlights remaining that have not been converted, and they are waiting on information from WE Energies to determine if these lights should be changed over.

10. Closed Session

11. Adjourn

At 6:40 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Swiertz 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.