

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, June 23, 2025**

Minutes

1. Call to Order, Pledge of Allegiance, and Roll Call

Meeting called to order by Deputy Clerk Chantel Jaenke at 6:00 p.m. **MOTION:** Trustee McQuillan, seconded by Trustee Raddatz to appoint Trustee Van Dyke to preside over the meeting in President Youngquist's absence. The Pledge of Allegiance was recited.

Deputy Clerk Chantel Jaenke took roll call and noted those present: Trustees Michael Van Dyke, Kris Koeppe, Tim Raddatz, and Kate McQuillan. Excused: President Dale Youngquist, Trustee Deb Swiertz, and Trustee 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, Engineer Zach Laabs, and Engineer Lee Reibold. There were three attendees.

2. Awards / Presentations

a) Annual Audit Report for Fiscal Year 2024 – David Minch, CPA of KerberRose, S.C.

Director Searl introduced David Minch. David Minch noted that the audit went well this year and was completed in a timely manner. There are two reports that get issued at the conclusion of the audit, the Independent Auditors Report and the report on Internal Control Over Financial Reporting. They issued an unmodified opinion on the financial statements which means the financial statements are fairly presented in accordance with generally accepted accounting principles. There were no internal control findings to review.

Mr. Minch then reviewed the general fund balance. As of December 31st, the General Fund had a total fund balance of just under \$9.5 million, reflecting an increase of about \$147,000 from the prior year. Mr. Minch provided details on the general fund balance and a breakdown of each component. Director Searl provided clarification regarding wage and benefit costs being over budget due to four retirements, where payouts were made from accumulated sick leave banks into HRAs.

Mr. Minch then reviewed the total fund balance for all the governmental funds the Village has. The fund balance combined is \$29.1 million, a small decrease of \$191,000, reflecting stable financial management. He then went over the overall long-term debt of the Village. The total outstanding debt is just under \$30 million, well below the legal margin of \$109 million. Overall, the long-term debt of the Village had a net increase of \$3.1 million due to new issuances and current debt service payments in the current year.

Mr. Minch went through the proprietary net funds and the breakdown by utility, including sewer, water, and storm water showing trend information over the previous years. He stated all utilities are functioning very strongly and generating good operating income, increasing their fund balance year to year.

3. Public Hearings

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

a) Regular Village Board Meeting – June 9, 2025

Minutes and Correspondence to Receive

b) Planning Commission Meeting Minutes – March 19, 2025

MOTION: Trustee Koeppe, seconded by Trustee McQuillan 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**6. Discussion Items****7. Unfinished Business****8. New Business-Resolutions/Ordinances/Policies**a) 250623-1 Accept the Electronic Compliance Maintenance Annual Report (eCMAR)

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

b) 250623-2 Designation of July as Parks & Recreation Month in Fox Crossing

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

c) 250623-3 Annual Alcohol Beverage License Application for the Term July 1, 2024 – June 30, 2025

MOTION: Trustee McQuillan, seconded by Trustee Koeppe to approve as submitted. 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 *Second Reading & Adoption*

MOTION: Trustee Koeppe, seconded by Trustee Raddatz to accept the Second Reading and Adoption as submitted. Motion carried via voice vote.

e) 250623-4 Operator License Applicants

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

f) 250623-5 Expenditures

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

9. Reports

a) Deputy Clerk Chantel Jaenke – 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

Deputy Clerk Jaenke reminded residents that the Board of Review will be held on July 9th from 4:00 p.m. to 6:00 p.m. at the Municipal Complex. Any residents that would like to object to their assessment, need to file written or oral notice with the Village Clerk's office at least 48 hours prior to Board of Review.

10. Closed Session**11. Adjourn**

At 6:22 p.m., **MOTION:** Trustee Koeppe, seconded by Trustee McQuillan to adjourn. Motion carried via voice vote.

Respectfully submitted,

Chantel M. Jaenke, CMC, WCMC
Village Deputy Clerk

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