

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, August 25, 2025**

Minutes

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

Meeting called to order by President Youngquist at 6:02 p.m. The Pledge of Allegiance was recited.

Village Clerk Darla Salinas took roll call and noted those present: President Dale Youngquist, Trustees Michael Van Dyke, Kris Koeppe, Timothy Raddatz, Kate McQuillan, Deb Swiertz, and Barbara Hanson.

Also Present: Village Manager Jeffrey Sturgell, Deputy Finance Director Myra Piergrossi, Director of Community Development George Dearborn, Assistant Fire Chief Shawn Bordeaux, Chief of Police Scott Blashka, Police Captain Tim Callan, Director of Public Works Joe Hoechst, and Attorney Andrew Rossmeissl. Excused: Director of Parks & Recreation Amanda Geiser, Engineer Lee Reibold, and Engineer Bradley Werner. There were five attendees.

2. Awards / Presentations

3. Public Hearings

4. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

a) Regular Village Board Meeting – August 11, 2025

Minutes and Correspondence to Receive

b) Planning Commission Meeting Minutes – July 16, 2025

c) Park Commission Meeting Minutes – July 23, 2025

d) Water Main Breaks Report – July 2025

e) Water Pumpage Report – July 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

Dean Spoehr – 1340 Stead Drive, Menasha

Mr. Spoehr stated he is concerned about the recent information in the media surrounding local municipalities/counties working with ICE to detain/imprison offenders. He asked if we intend to have Village personnel working with ICE, how that will affect resources for the rest of the Village, and what the cost is for providing these resources. Chief Blashka stated currently the Village Police Department doesn't have anyone trained to work with ICE, however the County jail has procedures in place. He stated our department works with other departments (ICE, FBI, DEA, Federal Marshals, etc.) when assistance is requested but to date we haven't been requested by ICE. Mr. Spoehr stated he is aware of nine counties that have signed an agreement with ICE lately, specifically for jail operations. Chief Blashka stated there is no effect for law enforcement out on the road and noted we're not doing anything differently in Fox Crossing. Mr. Spoehr thanked the Police Department and stated he just wanted his concern on the record for the Village Board.

6. Discussion Items

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

- a) 250825-1 Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$5,500,000 General Obligation Promissory Notes

MOTION: Trustee Van Dyke, seconded by Trustee Hanson to approve as submitted. Baird Representative Brad Viegut presented information to the Village Board on these Resolutions. He provided the timeline of borrowing utilizing the same procedure as last year which was very effective. He gave a summary of parameters for each borrowing, estimated interest rates, maturity dates, purpose for these notes (levy supported, storm, TID, water, and sewer), and amortization schedules. He stated this borrowing is typical for what the Village has been doing to fund capital projects. Trustee Koeppel asked about the ability to refinance if interest rates would significantly drop. Mr. Viegut stated the general obligation note and revenue bonds have 10-year call features built in, however the parameters of these resolutions allow for flexibility to choose the best financing method. Motion carried via voice vote.

- b) 250825-2 Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,290,000 Waterworks System and Sewerage Revenue Bonds of the Village of Fox Crossing, Winnebago and Outagamie Counties, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds

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

- c) 250825-3 Developer Agreement and Escrow, Security and Deposit Account Control Agreement – Horizon Crossing Subdivision

MOTION: Trustee Van Dyke, seconded by Trustee Koeppel to approve as submitted. Deputy Finance Director Piergrossi stated she has reviewed many Developer Agreements in the past and wanted to make sure the Board understands the draw-down type of escrow that is included in this agreement. She stated the agreement still includes a final financial backup to ensure the Village remains whole, however we have tried not to allow special assessments in the past as new homeowners are typically confused and unhappy purchasing a property with a special assessment recorded against it. Deputy Director Piergrossi stated the amount of the escrow is also concerning to her, as the amount doesn't include contingencies for engineering costs or potential price increases, and typically an escrow is for an amount higher than the amount of the project. Trustee Hanson asked who provides the guarantee for the funds if/when the escrow is depleted. Attorney Rossmeissl stated this is a garden variety Developer Agreement, however the mix-up of ownership is unique where some of the lots are owned by the developer, and some are owned by Habitat for Humanity. He stated the form of security was a sticking point during negotiations, where the developer was unable or unwilling to provide a letter of credit or bond. He stated it is the Board's decision whether to approve the agreement with the escrow agreement, knowing that if the developer can't complete the funding, the Village has reserved the right to special assess the new owners without an opportunity for them to contest. Attorney Rossmeissl stated he is unsure as to the developer's opposition to the letter of credit; however, he was told by their attorney that it just wasn't possible. Trustee Hanson noted her concern over the escrow amount not meeting the recommended amount from the Village Engineer. Director Dearborn stated this year his department has only issued eight single-family permits and there are no other lots available to develop in the Village. Builders and buyers are asking for lots to develop on, but there just aren't any available in our community. John Weyenberg, President and CEO for Habitat for Humanity of the Fox Cities, was present and advised this arrangement with the developer is something new for them, however they believe a mixed income neighborhood creates a successful neighborhood. Trustee Van Dyke asked if Mr. Weyenberg had any

insight into the developer's issue regarding the letter of credit. Mr. Weyenberg stated he knows this developer prefers the use of cash and doesn't typically take loans for his developments. Trustee McQuillan stated she agrees there is a need for housing in the Village, however with this Developer Agreement not following the Village's typical protocol and the engineer's disagreement on the escrow figures and draw-down concept, she is not comfortable approving this. Trustee Koeppe expressed his concern about setting a precedent by approving this agreement and feels the escrow amount should match the engineer's recommendation. Attorney Rossmeissl stated he doesn't believe this agreement sets a precedent as every project is evaluated based on individual circumstances. Mr. Weyenberg stated Habitat for Humanity owns the land and will seek another developer if this agreement would not be approved. Motion denied via voice vote.

At 7:00 p.m., President Youngquist left the meeting and nominated Trustee Van Dyke to preside over the remainder of the meeting.

- d) 250825-4 Certified Survey Map – 4807 West Prospect Avenue & 2591 South Casaloma Drive

MOTION: Trustee McQuillan, seconded by Trustee Hanson to approve as submitted. Director Dearborn stated this was recommended for approval by the Planning Commission. Motion carried via voice vote.

- e) 250825-5 Operator License Applicants

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

- f) 250825-6 Expenditures

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

9. Reports

10. Closed Session

11. Adjourn

At 7:03 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppe to adjourn. Motion carried via voice vote.

Respectfully submitted,

Darla M. Salinas, CMC, WCMC
Village Clerk

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