



Village of Fox Crossing Board of Trustees
Regular Meeting Minutes
Monday, February 23, 2026 – 6:00 p.m.
Municipal Complex – Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956

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

The meeting of the Village Board of Trustees was called to order by President Youngquist at 6:00 p.m.

The Pledge of Allegiance was recited.

Village Clerk Chantel Jaenke conducted roll call and recorded the following Village Board members as present: President Dale Youngquist and Trustees Michael Van Dyke, Kris Koeppel, Tim Raddatz, Kate McQuillan, Deb Swiertz, and Barb Hanson.

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, Police Chief Tim Callan, Director of Parks & Recreation Amanda Geiser, Director of Public Works Joe Hoechst, Director of IT Tim Plagenz, Engineer Lee Reibold, Engineer Zach Laabs, and Attorney Andrew Rossmeissl.

Public Attendance: Five individuals were present.

2. **Awards / Presentations**

None.

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

Minutes to Approve

a) Regular Village Board Meeting – February 9, 2026

Minutes and Correspondence to Receive

b) Park Commission Meeting Minutes – January 14, 2026

Motion: Trustee Van Dyke, seconded by Trustee Hanson, to approve the meeting minutes and accept other departmental minutes and correspondence into the record, as presented.

Vote: Motion carried unanimously.

4. **Public Comments Addressed to the Village Board**

Jay Schroeder, 1295 N. Lake Street, commented on the Little Lake Butte des Morts Lake Association, on which he serves as a Board member, and expressed the need for increased funding for shoreline cleanup efforts, noting that the majority of the impacted shoreline is within the Village.

Lyle Hanson, 1730 Lakeshore Drive, commented on the Little Lake Butte des Morts Lake Association, on which he serves as a Board member, and spoke about the importance of the association's work, including efforts to identify remedies to control the algae bloom.

5. **Discussion Items**

None.

6. **Unfinished Business**

None.

7. New Business-Resolutions/Ordinances/Policies

a) 260223-1 2025 Year End Budget Amendments

Motion: Trustee Van Dyke, seconded by Trustee Koeppel to approve the 2025 year end budget amendments, as presented.

Discussion: Director Searl reviewed the annual year-end budget amendments and explained the adjustments within each department and the reasons for the changes.

Vote: On roll call vote: 7-0, motion carried.

b) 260223-2 2026 Budget Amendments to Provide Funds for Various Items in Village Departments

Motion: Trustee Van Dyke, seconded by Trustee Hanson to approve the 2026 budget amendments to provide funds for various items in village departments, as presented.

Discussion: Director Searl explained the amendments, noting they include rollover of unspent funds from the prior year as well as allocations for new items that were not anticipated during last year's budget process.

Vote: On roll call vote: 7-0, motion carried.

c) 260223-3 Adoption of Fire Department Five Year Strategic Plan 2026-2030

Motion: Trustee Hanson, seconded by Trustee Swiertz to adopt the Fire Departments Five Year Strategic Plan 2026-2030, as presented.

Discussion: Chief Sweeney noted that the department has maintained accreditation since 2001 and provided a brief overview of the strategic plan and its key initiatives.

Vote: Motion carried unanimously.

d) 260223-1:ORD Fox Crossing Municipal Code Chapter §274 for Mobile Food Vendors by Adding Chapter 274-9.5 Fire Code Inspection Requirements *First Reading*

Motion: Trustee Van Dyke, seconded by Trustee Koeppel to approve the first reading of an amendment to Fox Crossing Municipal Code Chapter §274 for Mobile Food Vendors by adding Chapter 274-9.5 Fire Code Inspection Requirements, as presented.

Discussion: Manager Sturgell reviewed the mobile food vending process and explained the need to include a fire code provision. The amendment adds a required fire code inspection and decal for mobile food vendors.

Vote: Motion carried unanimously.

e) 260223-4 Memorandum of Understanding for Fox Valley Regional Fire Departments Mobile Food Preparation Vehicle Inspection Program

Motion: Trustee Van Dyke, seconded by Trustee Swiertz to approve the Memorandum of Understanding for the Fox Valley Regional Fire Departments Mobile Food Preparation Vehicle Inspection Program, as presented.

Discussion: Manager Sturgell discussed the purpose of the memorandum and explained the process mobile food vendors will follow to obtain the required fire inspection and decal.

Vote: Motion carried unanimously.

f) 260223-2:ORD Amend Fox Crossing Municipal Code Chapter §146 for Alcohol Beverages *First Reading*

Motion: Trustee Hanson, seconded by Trustee Swiertz to approve the first reading of an amendment to Fox Crossing Municipal Code Chapter §146 regarding alcohol beverages, as presented.

Discussion: Manager Sturgell reviewed the proposed ordinance amendment intended to tighten and clarify the alcohol license application process. The amendment adds a supplemental questionnaire to provide the Board with additional applicant information during the licensing procedure and to help protect the Village from applicants seeking to operate establishments that may function as mini gambling halls. The changes give the Board clearer authority to approve or deny applications based on the information submitted. The amendment also prohibits issuing more than one alcohol license on a single tax parcel unless specifically approved by the Village Board. Attorney Rossmeissl responded to Board questions and emphasized the importance of the amendment, noting similar trends observed in other municipalities.

Vote: Motion carried unanimously.

- g) 260223-3:ORD Amend Fox Crossing Municipal Code Chapter §150 for Special Events and Mechanical Amusement Devices First Reading
Motion: Trustee Van Dyke, seconded by Trustee Hanson to approve the first reading of an amendment to Fox Crossing Municipal Code Chapter §150 regarding Special Events and Mechanical Amusement Devices, as presented.
Discussion: Manager Sturgell reviewed the purpose of the amendment, noting that it strengthens regulation of gambling machines and clarifies what the Village is licensing under the Mechanical Amusement Device License.
Vote: Motion carried unanimously.
- h) 260223-4:ORD Amend Fox Crossing Municipal Code Chapter §450 Fines & Penalties First Reading
Motion: Trustee Hanson, seconded by Trustee McQuillan to approve the first reading of an amendment to Fox Crossing Municipal Code Chapter §450 Fines & Penalties, as presented.
Vote: Motion carried unanimously.
- i) 260223-5 Authorization to Release 2026 Budgeted Stormwater Utility Funds to the Little Lake Butte Des Morts Lake Association
Motion: Trustee Van Dyke, seconded by Trustee McQuillan to approve the authorization to release the 2026 budgeted Stormwater Utility funds to the Little Lake Butte des Morts Lake Association, as presented.
Vote: Motion carried unanimously.
- j) 260223-6 Expenditures
Motion: Trustee Koeppe, seconded by Trustee Swiertz to approve the expenditures, as presented, without exception.
Vote: Motion carried unanimously.

8. Reports

- a) Public Works Director Joe Hoechst – Winnebago County Valley Road Reconstruction Project Update
Director Hoechst provided an overview of the Valley Road reconstruction project, including the project timeline and the specific areas where work will occur.
- b) Fire Chief Todd Sweeney – Appleton Fire Department Auto Aid Agreement Update
Chief Sweeney provided an update on the automatic aid agreement with the City of Appleton initiated last year. He noted that the CAD system had not been dispatching calls correctly, but the issue has since been resolved and the department is now receiving the appropriate assistance.

9. Closed Session

None.

10. Adjourn

Motion: Trustee Hanson, seconded by Trustee Swiertz to adjourn at 7:04 p.m.

Vote: Motion carried unanimously.

Respectfully submitted,

Chantel M. Jaenke, CMC, WCMC
Village Clerk

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