



Village of Fox Crossing Board of Trustees
Regular Meeting Minutes
Monday, April 6, 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, Fire Lieutenant Braun, Police Chief Tim Callan, Director of Parks & Recreation Amanda Geiser, Director of Public Works Joe Hoechst, Engineer Lee Reibold, Engineer Zach Laabs, and Attorney Andrew Rossmeissl.

Public Attendance: Three individuals were present.

2. **Awards / Presentations**

None.

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

Minutes to Approve

a) Regular Village Board Meeting – March 23, 2026

Minutes and Correspondence to Receive

a) Water Main Breaks Report – February 2026

b) Water Pumpage Report – February 2026

Motion: Trustee Van Dyke, seconded by Trustee Raddatz, 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**

No public comments were received.

5. **Discussion Items**

None.

6. **Unfinished Business**

None.

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

a) 260406-1 Award Bid & Change Order #1 – 2026 Road Resurfacing Program to Include the American Drive Trail Project, the Kippenhan Park Trail Project, and Palisades Park Site Improvements Project

Motion: Trustee Van Dyke, seconded by Trustee Koeppel, to award the bid and Change Order No. 1 for the 2026 Road Resurfacing Program, and to discuss which roads will be included in the project.

Discussion: Trustee Van Dyke asked staff for clarification on which roads will be included in the project. Director Hoechst provided an overview of the roads identified for resurfacing and explained the reasoning, noting the prioritization of roads most in need and what could appropriately be deferred to 2027. Staff also answered additional questions from the Board, including discussion of the upcoming Habitat for Humanity project on Lake Breeze Court and whether it would be advisable to delay work on that road until the development is completed. The Board also discussed the overall project cost if Forkin Street and Lake Breeze Court remained in the project.

Motion: Trustee Van Dyke, seconded by Trustee Koeppe, moved to award the bid and Change Order No. 1 for the 2026 Road Resurfacing Program to include the American Drive Trail Project, the Kippenhan Park Trail Project, the Palisades Park Site Improvements Project, Supplemental No. 1, and Supplemental No. 2, and to amend the Change Order to include only Forkin Street and Lake Breeze Court, removing Jacobsen Road from the project. Change Order No. 1 will now consist of a deduction of \$93,390.00 for removing Jacobsen Road, resulting in an adjusted contract price with MCC, Inc. of \$1,122,318.00.

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

- b) 260406-1:ORD Amend Fox Crossing Municipal Code Chapter §372.9 for Waste Management, Responsibilities of Owners or Designated Agents of Exempt Multifamily Dwellings and/or Nonresidential Facilities First Reading

Motion: Trustee McQuillan, seconded by Trustee Hanson, to approve the first reading of the amendment to Fox Crossing Municipal Code Chapter §372.9 for Waste Management, Responsibilities of Owners or Designated Agents of Exempt Multifamily Dwellings and/or Nonresidential Facilities, as presented.

Discussion: Manager Sturgell reviewed the updates and explained the reasoning for the amended ordinance.

Vote: Motion carried unanimously.

- c) 260406-2 Approve 2026 Fox Crossing Fire Department Community Risk Assessment & Standards of Cover

Motion: Trustee Hanson, seconded by Trustee Swiertz, to approve the 2026 Fox Crossing Fire Department Community Risk Assessment & Standards of Cover, as presented.

Discussion: Chief Sweeney provided an overview of the risk assessment and the benefits of conducting it. He explained that the Standards of Cover outlines the department's performance metrics, current baselines, and targeted goals.

Vote: Motion carried unanimously.

- d) 260323-1:ORD Amend Fox Crossing Municipal Code Chapter §270 Massage and Reflexology Second Reading & Adoption

Motion: Trustee Van Dyke, seconded by Trustee Swiertz, to approve the second reading and adoption of the amendment to Fox Crossing Municipal Code Chapter §270 Massage and Reflexology, as presented.

Vote: Motion carried unanimously.

- e) 260323-2:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties Second Reading & Adoption

Motion: Trustee Van Dyke, seconded by Trustee Raddatz, to approve the second reading and adoption of the amendment to Fox Crossing Municipal Code Chapter §A450 Fines & Penalties, as presented.

Vote: Motion carried unanimously.

- f) 260309-7 Operator License Applicants

Motion: Trustee Van Dyke, seconded by Trustee Koeppe to approve the operator license applicants, as presented.

Vote: Motion carried unanimously.

- g) 260309-8 Expenditures

Motion: Trustee Koeppe, seconded by Trustee Hanson to approve the expenditures, as presented, without exception.

Vote: Motion carried unanimously.

8. Reports

- a) Village Assessors Lori Sacco & Shanda Stachurski – Fox Crossing Valuation Update
Village Assessor Lori Sacco provided an overview of the timeline for the upcoming assessments and noted the preliminary valuation estimates, including a projected 5% increase for residential properties and an estimated 9–12% increase for commercial properties.
- b) Village President Dale Youngquist – Open Book will be held In Person on Monday, May 18, 2026, from 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m., and Tuesday, May 19, 2026, from 9:00 a.m. to 3:00 p.m.; the 2026 Board of Review will be held on Thursday, June 25, 2026 from 4:00 p.m. to 6:00 p.m.
- c) Trustee Kris Koeppe – Spring Electronic Recycling Event will be held on Saturday, April 18, 2026 from 8:00 a.m. to Noon at the Municipal Complex
- d) Village Clerk Chantel Jaenke – Spring Election will be held Tuesday, April 7, 2026, with Polls Open from 7:00 a.m. to 8:00 p.m.

9. Closed Session

None.

10. Adjourn

Motion: Trustee Hanson, seconded by Trustee McQuillan to adjourn at 6:49 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.