



Village of Fox Crossing Board of Trustees  
Regular Meeting Minutes  
Monday, April 20, 2026 – 6:00 p.m.  
Municipal Complex – Arden Tews Assembly Room  
2000 Municipal Drive, Neenah WI 54956

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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, 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 Micheletti.

**Public Attendance:** Six individuals were present.

2. **Awards / Presentations**

a) Introduction and Ceremonial Oath of Office of Newly Elected Officials – Village Clerk Chantel Jaenke

Village Clerk Jaenke administered the Oaths of Office to the Village Trustees elected in the April 7, 2026 election.

b) Tree City USA Award Presentation – Director of Parks & Recreation Amanda Geiser

Director Geiser provided an overview of the program and noted that this is its 20th year. The program included the removal of hazardous trees and the planting of new trees throughout the village.

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

Minutes to Approve

Minutes and Correspondence to Receive

a) Park Commission Meeting Minutes – March 11, 2026

b) Planning Commission Meeting Minutes – March 18, 2026

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

**Vote:** Motion carried unanimously.

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

Anita Hankey, 1914 Creek Side Drive, expressed concerns about flooding near her home. She noted that the area is currently designated as wetland, but with recent development, it now appears to function like a floodplain. She asked that the Board be aware of the situation and bring it to staff's attention.

5. **Discussion Items**

None.

6. **Unfinished Business**

None.

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

- a) 260420-1 Certified Survey Map – Vacant Parcel #12102300202 Located on West American Drive  
**Motion:** Trustee Van Dyke, seconded by Trustee Koepp, to approve the Certified Survey Map for vacant parcel #12102300202 located on West American Drive, as presented.  
**Discussion:** Director Dearborn provided an overview of the Certified Survey Map and noted that the Planning Commission recommends approval.  
**Vote:** Motion carried unanimously.
- b) 260420-2 Award Bid – Palisades Storm Sewer Extension Project  
**Motion:** Trustee Van Dyke, seconded by Trustee Hanson, to award the bid for the Palisades Storm Sewer Extension Project, as presented.  
**Vote:** Motion carried unanimously.
- c) 260420-3 Award Proposal – Village of Fox Crossing Ordinance Chapter §435 Zoning Update Project  
**Motion:** Trustee Van Dyke, seconded by Trustee McQuillan, to award the proposal for the Village of Fox Crossing Ordinance Chapter §435 Zoning Update Project, as presented.  
**Vote:** Motion carried unanimously.
- d) 260420-4 Appointment of Representative to the Fox West Regional Sewerage Commission  
**Motion:** Trustee Koepp, seconded by Trustee Raddatz, to nominate Trustee Van Dyke to the Fox West Regional Sewerage Commission.  
**Second Motion:** Trustee McQuillan, seconded by Trustee Swiertz, to nominate Trustee Hanson to the Fox West Regional Sewerage Commission.  
**Discussion:** The Board discussed the history of the commission's representatives and the qualifications of each interested Trustee.  
**Vote:** Motion carried by show of hands, 5-2, to appoint Trustee Van Dyke to the Fox West Regional Sewerage Commission.
- e) 260420-5 Reappointment of Planning Commission Member – Maury Cox  
**Motion:** Trustee Van Dyke, seconded by Trustee Hanson, to reappoint Maury Cox to the Planning Commission, as presented.  
**Vote:** Motion carried unanimously.
- f) 260420-6 Reappointment of Planning Commission Member – Thomas Young  
**Motion:** Trustee Van Dyke, seconded by Trustee Koepp, to reappoint Thomas Young to the Planning Commission, as presented.  
**Vote:** Motion carried unanimously.
- g) 260420-7 Reappointment of Planning Commission Member – Michael Scheibe  
**Motion:** Trustee Van Dyke, seconded by Trustee Swiertz, to reappoint Michael Scheibe to the Planning Commission, as presented.  
**Vote:** Motion carried unanimously.
- h) 260420-8 Reappoint Community Development Director George Dearborn to the Fox Cities Room Tax Commission  
**Motion:** Trustee Swiertz, seconded by Trustee Van Dyke, to reappoint Director George Dearborn to the Fox Cities Room Tax Commission, as presented.  
**Vote:** Motion carried unanimously.

- i) 260420-9 2026 Village of Fox Crossing Arbor Week Celebration  
**Motion:** Trustee Van Dyke, seconded by Trustee Swiertz, to designate the week of April 20–26, 2026, as the Village of Fox Crossing Arbor Week Celebration, as presented.  
**Vote:** Motion carried unanimously.
- j) 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 Second Reading & Adoption  
**Motion:** Trustee Van Dyke, seconded by Trustee McQuillan, to approve the second reading and adoption 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.  
**Vote:** Motion carried unanimously.
- k) 260420-10 Authorization for Direct Purchase of Concrete Culvert for the Butte Des Morts Beach Road Culvert Replacement Project  
**Motion:** Trustee McQuillan, seconded by Trustee Hanson, to authorize the direct purchase of a concrete culvert for the Butte Des Morts Beach Road Culvert Replacement Project, as presented.  
**Discussion:** Director Hoechst reported that staff identified a failing culvert that is causing the roadway to sink, resulting in closure of the northbound lane and limiting heavy truck traffic in an effort to prolong the life of the road. Staff met with the DNR to review the condition of the culvert. The DNR noted concerns related to nearby fish spawning but was generally supportive of proceeding with the culvert replacement.  
**Vote:** Motion carried unanimously.
- l) 260420-11 Operator License Applicants  
**Motion:** Trustee Van Dyke, seconded by Trustee Swiertz to approve the operator license applicants, as presented.  
**Vote:** Motion carried unanimously.
- m) 260420-12 Expenditures  
**Motion:** Trustee Koeppe, seconded by Trustee Van Dyke to approve the expenditures, as presented, without exception.  
**Vote:** Motion carried unanimously.

## 8. Reports

- a) 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.

## 9. Closed Session

None.

## 10. Adjourn

- Motion:** Trustee Hanson, seconded by Trustee Koeppe 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.