



Village of Fox Crossing Board of Trustees
Regular Meeting Minutes
Monday, May 4, 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 (via teleconference), Kris Koeppel (via teleconference), 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, Assistant Fire Chief Shawn Bordeaux, Police Chief Tim Callan, Director of Parks & Recreation Amanda Geiser, Director of Public Works Joe Hoechst, Engineer Zach Laabs, and Attorney Andrew Rossmeissl.

Excused: Fire Chief Todd Sweeney and Engineer Lee Reibold

Public Attendance: One individual was present.

2. **Awards / Presentations**

- a) Governor's Proclamation of Municipal Clerks Appreciation Week, May 3 – 9, 2026 – Village President Dale Youngquist

President Youngquist highlighted the proclamation from Governor Evers recognizing Municipal Clerks Appreciation Week and expressed appreciation to Clerk Jaenke and Deputy Clerk Lee for their hard work and dedication.

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

Minutes to Approve

- a) Regular Village Board Meeting – April 6, 2026 & April 20, 2026

Minutes and Correspondence to Receive

- b) Spring Election Results – April 7, 2026
c) Water Main Breaks Report – March 2026
d) Water Pumpage Report – March 2026

Motion: Trustee Raddatz, 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**

None.

5. **Discussion Items**

None.

6. **Unfinished Business**

None.

7. New Business-Resolutions/Ordinances/Policies

a) 260504-1 Proclamation of National Police Week 2026

Motion: Trustee Swiertz, seconded by Trustee McQuillan, to approve the Proclamation of National Police Week 2026, as presented.

Discussion: Chief Callan provided an overview of the proclamation and the events taking place in honor of the occasion.

Vote: Motion carried unanimously.

b) 260504-2 Award Proposal – Village of Fox Crossing Insurance Policy

Motion: Trustee McQuillan, seconded by Trustee Swiertz, to award the bid for the Village of Fox Crossing Insurance Policy to Cities and Villages Mutual Insurance Company, as presented.

Discussion: Director Searl reviewed the bids received and explained the scoring process used in determining the award. He also reviewed the approved proposal and the proposed funding for the deductible.

Vote: Motion carried unanimously.

c) 260504-3 2026 Budget Amendments to Provide Funds for Various Items in Village Departments

Motion: Trustee Swiertz, seconded by Trustee Raddatz, to approve the 2026 Budget Amendments to provide funds for various items in Village departments, as presented.

Discussion: Director Searl reviewed each proposed amendment, including the funding sources for each item. An in-depth discussion occurred regarding the proposed budget amendment to add additional custodial work for 2026 at the Municipal Complex, including discussion related to funding sources for the additional custodial staff. Board members asked questions seeking additional details and reasoning behind the amendment request, and Director Hoechst responded to questions regarding the proposal.

Discussion also occurred regarding the possible removal of the custodial amendment if sufficient support did not exist for the amendments as presented. Prior to the roll call vote, the Board conducted an informal straw poll to gauge support for approving the budget amendments in their entirety. The straw poll indicated 5–2 support for approving the full set of amendments. No official action was taken during the straw poll.

Vote: On roll call vote: 5-2, motion carried.

d) 260504-1:ORD Amend Fox Crossing Municipal Code Chapter §182 for Cigarette and Tobacco Products *First Reading*

Motion: Trustee Swiertz, seconded by Trustee McQuillan, to approve the first reading of the amendment to Fox Crossing Municipal Code Chapter §182 for Cigarette and Tobacco Products, as presented.

Discussion: Village Manager Sturgell reviewed the proposed ordinance amendments and explained the changes and additions included in the update.

Vote: Motion carried unanimously.

e) 260504-2:ORD Amend Fox Crossing Municipal Code Chapter §364-5 Recreational Vehicles on School or Municipally Owned Property, and Create Chapter 364-5.5 Electric Scooter, Electric Bicycle and Bicycle Regulations *First Reading*

Motion: Trustee Raddatz, seconded by Trustee McQuillan, to approve the first reading of the amendment to Fox Crossing Municipal Code Chapter §364-5 Recreational Vehicles on School or Municipally Owned Property, and Create Chapter 364-5.5 Electric Scooter, Electric Bicycle and Bicycle Regulations, as presented.

Discussion: Chief Callan and Director Geiser explained the reasoning behind the proposed ordinance amendments and noted that Neenah, Menasha, and Appleton are implementing the same regulations.

Vote: Motion carried unanimously.

f) 260504-3:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties *First Reading*

Motion: Trustee Swiertz, seconded by Trustee Raddatz, to approve the first reading of the amendment to Fox Crossing Municipal Code Chapter §A450 Fines & Penalties, as presented.

Discussion: Clerk Jaenke reviewed the proposed changes to the fines and noted the updated amounts, including applicable court fees.

Vote: Motion carried unanimously.

g) 260504-4 Final Acceptance for Water and Sanitary Sewer Utilities Located at Neenah High School

Motion: Trustee Hanson, seconded by Trustee Swiertz, to approve the final acceptance of the water and sanitary sewer utilities located at Neenah High School, as presented.

Discussion: Director Hoechst provided an overview of the project history and the process that led to its current completion status.

Vote: Motion carried unanimously.

h) 260504-5 Reappointment of Housing Board of Appeals Member – Mike Gibbons

Motion: Trustee McQuillan, seconded by Trustee Swiertz, to reappoint Mike Gibbons to the Housing Board of Appeals, as presented.

Vote: Motion carried unanimously.

i) 260504-6 Issue Secondhand Dealer License - January 1 through December 31, 2026

Motion: Trustee Hanson, seconded by Trustee McQuillan, to issue a secondhand dealer license to Quintin Meyer, CaraMia USA, LLC d/b/a Meyer Coin and Jewelry Exchange, as presented.

Discussion: Clerk Jaenke noted that the business will maintain an office location; however, operations are primarily conducted at conventions and gold and coin shows.

Vote: Motion carried unanimously.

j) 260504-7 Operator License Applicants

Motion: Trustee Swiertz, seconded by Trustee Raddatz to approve the operator license applicants, as presented.

Vote: Motion carried unanimously.

k) 260504-8 Expenditures

Motion: Trustee Swiertz, seconded by Trustee Hanson 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.

b) Trustee Kris Koeppe – Results of Electronic Recycling Event held on April 18, 2026

Discussion: Trustee Koeppe reviewed the results of the electronic recycling event held on April 18, 2026, and expressed appreciation to all those who assisted with the event.

9. Closed Session

None.

10. Adjourn

Motion: Trustee Hanson, seconded by Trustee Swiertz to adjourn at 7:24 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.*