



Village of Fox Crossing Board of Trustees
Regular Meeting Minutes
Monday, May 18, 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 Koeppe, Tim Raddatz, Kate McQuillan, and Deb Swiertz.

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 Zach Laabs, Engineer Lee Reibold, and Attorney Andrew Rossmeissl.

Excused: Trustee Barb Hanson

Public Attendance: Eight individuals were present.

2. **Awards / Presentations**

None.

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

Minutes to Approve

a) Regular Village Board Meeting – May 4, 2026

Minutes and Correspondence to Receive

b) Park Commission Meeting Minutes – April 8, 2026

c) Planning Commission Meeting Minutes – April 15, 2026

d) Water Main Breaks Report – April 2026

e) Water Pumpage Report – April 2026

Motion: Trustee Raddatz, seconded by Trustee McQuillan, 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**

Larry Kuepper, 1500 Jacobsen Rd., expressed concerns regarding ash trees in the Village of Fox Crossing. He stated that several dead trees are located behind his residence and requested information on the Village's plan for their removal. Director Hoechst responded that the trees are located on condominium association property and are the responsibility of the association.

5. **Discussion Items**

None.

6. **Unfinished Business**

None.

7. New Business-Resolutions/Ordinances/Policies

a) 260518-1 Certified Survey Map – 2495 Northern Road

Motion: Trustee Swiertz, seconded by Trustee McQuillan, to approve the Certified Survey Map for 2495 Northern Road, as presented.

Discussion: Director Dearborn stated that the proposal involves a lot division and noted that the Planning Commission recommended approval with conditions outlined in the resolution.

Vote: Motion carried unanimously.

b) 260518-2 Award Proposal – Butte Des Morts Beach Road Culvert Replacement Project

Motion: Trustee Koepp, seconded by Trustee Swiertz, to award the proposal for the Butte Des Morts Beach Road Culvert Replacement Project, as presented.

Discussion: Director Hoechst provided an overview of the award proposal, including the reasoning for not utilizing the standard public bidding process due to the project's emergency condition status under state statute. Given the expedited timeline required, only two contractors submitted proposals. One bid was significantly higher, with the lowest responsible bid submitted by DeGroot, Inc.

Vote: Motion carried unanimously.

c) 260518-3 Award Proposal – Schildt Park Pavilion Roof Replacement Project

Motion: Trustee Swiertz, seconded by Trustee McQuillan, to award the proposal for the Schildt Park Pavilion Roof Replacement Project, as presented.

Discussion: Director Geiser provided an overview of the project and award proposal to Rosenow Customs.

Vote: Motion carried unanimously.

d) 260518-4 Award Proposal – Kippenhan Park Playground Equipment Replacement Project

Motion: Trustee McQuillan, seconded by Trustee Swiertz, to award the proposal for the Kippenhan Park Playground Equipment Replacement Project, as presented.

Discussion: Director Geiser provided an overview of the project, noting that the award is for Option #3 and was procured through the Sourcewell purchasing program. The Board noted that the total award is \$91,000 to allow for necessary modifications.

Vote: Motion carried unanimously.

e) 260518-5 Resolution of Support for FY 2026 Safe Streets and Roads for All (SS4A) Grant Application

Motion: Trustee Swiertz, seconded by Trustee Koepp, to approve the Resolution of Support for the FY 2026 Safe Streets and Roads for All (SS4A) Grant Application as presented.

Discussion: Director Hoechst provided an overview of the grant, project, and participating partners. The resolution provides the Village's support for the submission of a grant application by the East Central Wisconsin Regional Planning Commission on behalf of the City of Appleton, the City of Menasha, and the Village of Fox Crossing. The proposed project includes pedestrian accommodations along State Highway 47, with construction anticipated to begin in 2027.

Vote: Motion carried unanimously.

f) 260504-1:ORD Amend Fox Crossing Municipal Code Chapter §182 for Cigarette and Tobacco Products Second Reading & Adoption

Motion: Trustee Swiertz, seconded by Trustee Koepp, to approve the *Second Reading & Adoption* of the amendment to Fox Crossing Municipal Code Chapter §182 for Cigarette and Tobacco Products, as presented.

Vote: Motion carried unanimously.

g) 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 Second Reading & Adoption

Motion: Trustee McQuillan, seconded by Trustee Swiertz, to approve the *Second Reading & Adoption* 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: Trustee Koeppe inquired whether the same ordinance had been adopted by the City of Neenah and the City of Menasha, as coordination efforts were ongoing. Staff indicated their understanding that the ordinance had not yet been brought before those governing bodies.

Vote: Motion carried unanimously.

h) 260504-3:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties *Second Reading & Adoption*

Motion: Trustee Swiertz, seconded by Trustee McQuillan, to approve the *Second Reading & Adoption* of the amendment to Fox Crossing Municipal Code Chapter §A450 Fines & Penalties, as presented.

Vote: Motion carried unanimously.

i) 260518-6 Amend Village of Fox Crossing Bond Schedule for 2026

Motion: Trustee Koeppe, seconded by Trustee Raddatz, to amend the Village of Fox Crossing Bond Schedule for 2026, as presented.

Discussion: Manager Sturgell provided an overview of the proposed increases, noting they reflect recent ordinance fine and penalty adjustments as well as the State's \$10 increase. He responded to questions from the Board regarding the allocation of the additional \$10.

Vote: Motion carried unanimously.

j) 260518-7 Reappointment of Police & Fire Commission Member – John Swenson

Motion: Trustee Raddatz, seconded by Trustee McQuillan, to reappoint John Swenson to the Police and Fire Commission, as presented.

Discussion: Clerk Jaenke administered the oath of office.

Vote: Motion carried unanimously.

k) 260518-8 Temporary Class "B" Retailer's Licenses – Youth Sports, Inc.

Motion: Trustee Swiertz, seconded by Trustee Koeppe, to issue a Temporary Class "B" Retailer's License to Youth Sports, Inc., as presented.

Vote: Motion carried unanimously.

l) 260518-9 Special Event License for Neenah Lacrosse Club End-of-Year Tournament held on May 30 & 31, 2026 at the Neenah High School

Motion: No motion was made due to an insufficient application to move forward with approval.

Vote: No vote was taken.

m) 260518-10 Expenditures

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

Vote: Motion carried unanimously.

8. Reports

- a) Village President Dale Youngquist – Open Book Continues with In Person on 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) Public Works Director Joe Hoechst – Public Information Meeting Regarding the East Shady Lane Reconstruction Project will be held on Wednesday, May 20, 2026 at 5:00 p.m. in the Arden Tews Assembly Room
- c) Village Manager Jeffrey Sturgell – Fox Crossing Municipal Complex Summer Hours will be 7:30 a.m. – 4:30 p.m. Monday through Thursday, and 7:30 a.m. to 11:30 a.m. on Friday; Summer Hours will run from Memorial Day through Labor Day

9. **Closed Session**

None.

10. **Adjourn**

Motion: Trustee Swiertz, seconded by Trustee McQuillan to adjourn at 6:34 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.*