Village of Fox Crossing Board of Trustees
Regular Meeting Minutes
Monday, September 28, 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 (via teleconference), Kris Koeppe, Tim Raddatz, and Kate McQuillan

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 Deb Swiertz and Trustee Barb Hanson
Public Attendance: Fourteen individuals were present.

2. Awards / Presentations

a) Introduction and Oath of Office of Fox Crossing Police Officer Brooke Allen – Police Chief Tim Callan

Police Chief Tim Callan introduced Officer Brooke Allen and highlighted her background and accomplishments. Clerk Jaenke administered the Oath of Office to Officer Allen.

3. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

a) Special Village Board Workshop – September 14, 2026
b) Regular Village Board Meeting – September 14, 2026

Minutes and Correspondence to Receive

c) Planning Commission Meeting Minutes – August 19, 2026

Motion: Trustee Raddatz, seconded by Trustee Koeppe, 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) 260928-1 Change Order #1 & Final – Valley Road Water and Sanitary Sewer Main Replacement Project

Motion: Trustee McQuillan, seconded by Trustee Raddatz, to approve Change Order #1 and Final for the Valley Road Water and Sanitary Sewer Main Replacement Project, as presented.
Discussion: Director Hoechst provided an overview of the project and noted that the change order increases the overall contract amount; however, the project remains under budget.
Vote: Motion carried unanimously.

b) 260928-2 Special Event License – St. Joe's Food Program 5K/10K Run/Walk 2026 Sponsored by Pacesetters Running Club Held October 3, 2026
Motion: Trustee Koeppe, seconded by Trustee McQuillan, to approve the Special Event License for the St. Joe's Food Program 5K/10K Run/Walk 2026, sponsored by Pacesetters Running Club and held on October 3, 2026, as presented.
Vote: Motion carried unanimously.

c) 260928-3 Special Event License – Fox Valley Youth Hockey Fundraiser Held October 16 & 17, 2026
Motion: Trustee McQuillan, seconded by Trustee Koeppe, to approve the Special Event License for the Fox Valley Youth Hockey Fundraiser to be held October 16 and 17, 2026, as presented.
Discussion: Clerk Jaenke explained that the Drop the Puck event is a new fundraiser for Fox Valley Youth Hockey, supporting both the organization and planned rink upgrades. She noted that the organizers have obtained a temporary tent permit, and the Temporary Class B license was approved by the Board earlier this month. The event will be held on Friday, October 16 from 3:00 p.m. to 9:00 p.m. and on Saturday from 8:00 a.m. to 10:00 p.m., utilizing both the indoor facilities and the parking lot at the ice arena. No food trucks will be present; instead, volunteers will be grilling food, with approval from the Health Department.
Vote: Motion carried unanimously.

d) 260928-4 Operator License Applicants
Motion: Trustee Raddatz, seconded by Trustee Koeppe, to approve the Operator License Applicant, as presented.
Discussion: Clerk Jaenke noted that there was an error on the resolution. The document had been copied forward from the last meeting, and a line referencing a denial was mistakenly not removed. The correction has been made internally and is reflected in the packet posted on the Village's website.
Vote: Motion carried unanimously.

e) 260928-5 Expenditures
Motion: Trustee Koeppe, seconded by Trustee Raddatz to approve the expenditures, as presented, without exception.
Discussion: President Youngquist requested clarification regarding an expense for a title search. Director Hoechst explained that the advanced title work for the Irish Road project includes reviewing property records dating back approximately 60 years to identify any easements or other documentation affecting the properties. This information will assist in determining the future right-of-way plat for the road. Director Hoechst noted that the cost is higher than a typical title search due to the extent of the research, at approximately $350 per property for the 20 properties along Jacobsen Road.
Vote: Motion carried unanimously.

8. Reports

a) Finance Director Jeremy Searl – Results of Village of Fox Crossing 2026 General Obligation Notes Sale
Director Searl provided an overview of the results of the Village's 2026 General Obligation Notes sale. He noted that the Village's financial advisor, Brad Viegut of Robert W. Baird & Co., initially estimated an interest rate of 4.08%; however, the notes were ultimately sold at an interest rate of 4.25%.

b) Village President Youngquist

- Announcement of Budget Workshop Dates

  President Youngquist announced the dates and times for the 2027 Budget Workshops:

  Budget Workshop #1: Monday, October 5, 5:00–9:00 p.m.
  Budget Workshop #2: Monday, October 12, 5:00–9:00 p.m.
  Budget Workshop #3: Monday, October 19, 5:00–9:00 p.m.
  Budget Workshop #4: Monday, October 26, 5:00–9:00 p.m.

  He noted that the October 12 and October 26 workshops will be scheduled around the regular Village Board meetings, which begin at 6:00 p.m.

- 2027 Village of Fox Crossing Budget Public Hearing to be held Monday, November 23, 2026 at 5:00 p.m. in the Arden Tews Assembly Room of the Village Municipal Complex, 2000 Municipal Drive

  President Youngquist announced that the 2027 Village of Fox Crossing Budget Public Hearing will be held on Monday, November 23, 2026, at 5:00 p.m. in the Arden Tews Assembly Room.

c) Trustee Kris Koeppe – Fall Electronic Recycling Event will be held on Saturday, October 10, 2026 from 8:00 a.m. to Noon at the Municipal Complex

Trustee Koeppe announced that the Fall Electronic Recycling Event will be held on Saturday, October 10, 2026, from 8:00 a.m. to noon at the Municipal Complex.

9. Closed Session

None.

10. Adjourn

Motion: Trustee Raddatz, seconded by Trustee McQuillan to adjourn at 6:22 p.m.
Vote: Motion carried unanimously.

Respectfully submitted,

Chantel M. Jaenke

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.*