

**VILLAGE OF KIMBERLY
BOARD MEETING MINUTES
07/21/2025**

A meeting of the Kimberly Village Board was called to order on Monday, July 21, 2025 at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave by President Chuck Kuen.

Board Present: President Chuck Kuen, Trustees Lee Hammen, Marcia Trentlage, Tom Gaffney, Mike Hruzek, Dave Hietpas, and Norb Karner*(arrived at 5:11pm)
Board Excused: None
Staff Present: Clerk-Treasurer Jennifer Weyenberg, Administrator/Director of Public Works Danielle Block, Community Development Director Sam Schroeder, Library Director Holly Selwitschka, Fire Chief Chad Smith, Interim Police Chief Jeremy Slotke, and Brad Werner of McMahon.

President's Remarks

None

Approval of Minutes from the 07-14-2025 Meeting

Trustee Hammen moved, Trustee Trentlage seconded the motion to approve. Motion carried by unanimous vote of the board.

Public Hearing for Ordinance No. 2, Series 2025 Amending Chapter 525, Zoning Code and Ordinance No. 3, Series 2025 Amending Chapter 514, Subdivision Code of the Village of Kimberly Municipal Code related to Referenced Fees

Trustee Hammen moved, Trustee Gaffney seconded the motion to convene to a public hearing. Motion carried by unanimous vote at 5:01pm. No one signed up to speak regarding public hearing matters, President Kuen called for a motion to close the hearing. Trustee Trentlage moved, Trustee Hammen seconded the motion to close the Public Hearing and reconvene into the regular meeting. The motion carried by unanimous vote at 5:02pm.

Unfinished Business

None

New Business

Change Order #2 in the amount of \$1,288.43 and Certificate of Payment #3 FINAL to Jossart Brothers for the Welhouse Dr. & Curtin Ave. Sanitary, Water & Storm Sewer Reconstruction project

Trustee Hammen moved, Trustee Gaffney seconded the motion to approve both the change order #2 in the amount of \$1,288.43 and the Certificate of Payment #3 final to Jossart Brothers for the Welhouse Dr & Curtin Ave project. Motion carried by unanimous vote of the board.

Certificate of Payment #2 to Vinton Construction Co. in the amount of \$445,346.57 for the Marcella Street Trail project

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve. Motion carried by unanimous vote of the board.

Notice of Claim- 404 Wilbur St.

Trustee Hammen moved, Trustee Gaffney seconded the motion to deny the claim for damages to the basement. Motion carried by unanimous vote of the board.

Site & Architectural Review- Gathering Hub located at 728 Schelfhout Ln.

Trustee Hammen moved, Trustee Gaffney seconded the motion to approve the site plan and architectural components for the Gathering Hub located at 728 Schelfhout Lane as presented, contingent upon the following:

1. A letter from MSA or the Fire Department shall be provided accepting a reduced occupancy capacity.
2. Occupancy shall be reduced to 200 (37 on-site stalls plus half of the 7 shared stalls divided by 20% similar to Community Center Use) or an official agreement acceptable to the Village staff shall be provided with a neighboring property for a minimum of 10 parking stalls at 250 occupancy load or more if exception is not granted in order to meet the max occupancy load.
3. Noise dampening materials shall be considered in the buildout of the interior as well as the landscaping along the western property line shall be maintained.
4. Any outdoor lighting improvements shall be full cut off and meet code.

Motion carried by unanimous vote of the board.

Ordinances

Ordinance No. 2, Series 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Referenced Fees

Trustee Hammen moved, Trustee Gaffney seconded the motion to approve Ordinance No. 2, Series 2025. Motion carried by unanimous vote of the board.

Ordinance No. 3, Series 2025 Amending Chapter 514, Subdivision of Land Code of the Village of Kimberly Municipal Code related to Referenced Fees

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve Ordinance No. 3, Series 2025. Motion carried by unanimous vote of the board.

Ordinance No. 4, Series 2025 Amending Chapter 207, Building Code of the Village of Kimberly Municipal Code related to Referenced Fee

Trustee Hammen moved, Trustee Trentlage seconded the motion to approve Ordinance No. 4, Series 2025. Motion carried by unanimous vote of the board.

Resolution No. 6, Series 2025 Adopting the Revised 2025 Fee Schedule

Trustee Trentlage moved, Trustee Gaffney seconded the motion to approve Resolution No. 6, Series 2025 adopting the revised 2025 fee schedule. Motion carried by unanimous vote of the board. This new fee schedule is effective on August 1, 2025.

Preservation of Topography- 310 Rivers Edge Dr.

Trustee Trentlage moved, Trustee Gaffney seconded the motion to approve the preservation of topography at 310 Rivers Edge Dr as presented. Motion carried by unanimous vote of the board.

Change Order #9 in the amount of \$22,544.27 for the Kimberly Street & Parks Dept. Building

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve change order #9 in the amount of \$22,544.27 for the Kimberly Street & Parks Dept. Building. This is to excavate and

remove unsuitable material and lay geo grid fabric. Motion carried by unanimous vote of the board.

Kimberly Public Library- Hearing Loop Installation

Trustee Hammen moved, Trustee Trentlage seconded the motion to approve the Kimberly Public Library Hearing Loop Installation and award the contract to DRS in the amount of \$3,816.00. Motion carried by a roll call vote, 6-0, with Trustee Karner absent. This work will be funded by the Complex Trust Fund.

Deny Operator Licenses - S. Guerra; C. Schroeder; K.M. Tessen

Trustee Hammen moved, Trustee Trentlage seconded the motion to deny all operator license applications for S. Guerra, C. Schroeder, and K.M. Tessen. Motion carried by unanimous vote of the board. The applicants will all be notified of their opportunity to request an appeal and their rights to discuss this decision in closed session.

Approve Bills & Claims from 06/13/2025-07/17/2025 in the amount of \$1,630,134.07

Trustee Hammen moved, Trustee Gaffney seconded the motion to approve. Motion carried by unanimous vote of the board.

Receive Minutes of Boards and Commissions

Water Commission minutes from 06/10/25 meeting; Library Board minutes from 05/19/25 & 06/16/25 meetings; Plan Commission minutes from 05/20/25 and 06/17/25 meetings and Fire Commission minutes from 03/17/25 meeting. There was no discussion or action taken on these items, the minutes will be filed as presented.

Reports

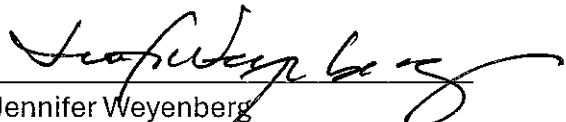
The reports from the Interim Chief of Police, Fire Chief, Administrator-Director of Public Works, Community Development Director, Community Enrichment Director, Library Director, and Clerk-Treasurer were presented. The reports are on file with the Village Clerk's Office.

Public Participation

None

Adjournment

Trustee Hammen moved, Trustee Trentlage seconded the motion to adjourn. Motion carried by unanimous vote of the board at 5:21pm.


Jennifer Weyenberg
Village Clerk-Treasurer

Dated 07/22/25

Drafted by: ELZ

Approved by Village Board: 8-4-25