



## **VILLAGE OF KIMBERLY BOARD MEETING AGENDA**

**Monday, August 4, 2025 at 5:00pm  
Rick J. Hermus Council Chambers  
515 W. Kimberly Ave.  
Kimberly, WI 54136**

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- 1. Call to Order**
- 2. Roll Call**
- 3. Moment of Silent Reflection, Pledge of Allegiance**
- 4. President's Remarks**
- 5. Approval of July 21, 2025 Meeting Minutes**
- 6. Unfinished Business for Consideration or Action**
  - a. None
- 7. New Business for Consideration or Action**
  - a. None
- 8. Public Participation**
- 9. Closed Session**

The village board will meet pursuant to State Statute 19.85(1)(e) to conduct specific public business in which competitive or bargaining reasons require a closed session and 19.85(1)(g) to confer with legal counsel related to police services. The village board will also meet in closed session pursuant to 19.85(1)(b) to consider the appeal of Operator's License applications which were previously denied.

The board may reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session matters.

- 10. Action on Closed Session matters (if any)**
- 11. Adjournment**

**Village Board Meeting Virtual Attendance Info**

August 4, 2025

5:00 – 6:00 PM (America/Chicago)

**Please join my meeting from your computer, tablet or smartphone.**

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Any person wishing to attend the meeting who because of their disability is unable to attend, is requested to contact the ADA Coordinator at 920-788-7500 at least 48 hours prior to the meeting so that reasonable accommodation may be made.

**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.

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Jennifer Weyenberg  
Village Clerk-Treasurer

Dated 07/22/25

Drafted by: ELZ

Approved by Village Board: \_\_\_\_\_