

**VILLAGE OF KIMBERLY
BOARD MEETING MINUTES
08/25/2025**

A meeting of the Kimberly Village Board was called to order on Monday, August 25, 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, Tom Gaffney, Mike Hruzek, Norb Karner, and Dave Hietpas via phone
Board Excused: Trustee Marcia Trentlage
Staff Present: Clerk-Treasurer Jennifer Weyenberg, Administrator/Director of Public Works Danielle Block, Community Development Director Sam Schroeder, Community Enrichment Director Holly Femal

President's Remarks

President Kuen noted the project along Kennedy Ave is complete and is appreciative of the smooth driving surface.

Approval of Minutes from the 08-18-2025 Meeting

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

Public Hearing on Text Amendment to the Zoning Code, Chapter 525 of the Municipal Ordinance- Accessory Uses and Structures

Trustee Karner moved, Trustee Hammen seconded the motion to convene to a public hearing. Motion carried by unanimous vote. With no one signed up to speak regarding public hearing matters, President Kuen called for a motion to close the hearing. Trustee Hammen moved, Trustee Karner seconded the motion to close the Public Hearing and reconvene into the regular meeting. The motion carried by unanimous vote.

2026 Budget Guidance presented by Administrator/Director of Public Works Danielle Block

Administrator/Director of Public Works Block shared a brief overview of the packet provided to the board and highlighted key points such as the maximum 2.5% budgetary increase is the limit for 2026 and WRS. She also touched base on the 2026 budget calendar. No action was taken on this item.

Review Draft Capital Improvement Program 2026-2030

The Board discussed aspects of the draft Capital Improvement Program 2026-2030. No action was taken on this item.

Unfinished Business

Ordinance No. 6, Series of 2025 Amending Section 180-19.1 Keeping of Chickens

Trustee Hammen moved, Trustee Karner seconded the motion to approve Ordinance No. 6, Series of 2025. Motion carried by unanimous vote of the board. The amendment removes the requirement to get consent from neighbors within 100 ft. and in turn requires an applicant to notify abutting property owners.

New Business

Appeal Dangerous Animal Notice- Derek & Sara VanDerHorst, 605 Theresa Ct.

Trustee Karner moved, Trustee Hammen seconded the motion to waive item § 180-21(D) Confinement and to amend § 180-21(G) Liability Insurance, requiring the owner to procure liability insurance in the amount not less than \$250,000 instead of \$1,000,000 as listed in the ordinance. Motion carried by a 5-1 vote with Hruzek opposed. Trustee Trentlage was absent.

Certificate for Payment #1 to Blue Sky Contractors, LLC in the amount of \$76,696.35 for the Municipal Salt Storage Building

Trustee Hammen moved, Trustee Karner seconded the motion to approve certificate for payment #1 to Blue Sky Construction, LLC in the amount of \$76,696.35 for partial payment for work performed through August 22, 2025. Motion carried by unanimous vote of the board.

Award Bid for Salt Shed Overhead Door

Trustee Hammen moved, Trustee Gaffney seconded the motion to award the bid for the salt shed overhead door in the amount of \$10,430 to EZ Glide Overhead Doors, funded through the Streets Building Capital Project Fund (Bond Proceeds). Motion carried by unanimous vote of the board.

Ordinance No. 5, Series of 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Accessory Structures

Trustee Karner moved, Trustee Gaffney seconded the motion to approve Ordinance No. 5, Series of 2025. Motion carried by unanimous vote of the board.

Resolution No. 7, Series of 2025 to Adopt Revised 2025 Fee Schedule

Trustee Hammen moved, Trustee Hruzek seconded the motion to approve Resolution No. 7, Series 2025, Updating the 2025 Fee Schedule. Motion carried by unanimous vote of the board. This resolution, related to the Weights & Measures contract, is effective as of August 25, 2025 and increases the "Pump Inspection Fee" from \$30.00/pump to \$40.00/pump.

2026 Village Health Insurance and Contribution Amounts through State of Wisconsin Employee Trust Fund Local Health Plan

Trustee Hammen moved, Trustee Karner seconded the motion to approve. Motion carried by unanimous vote of the board. The maximum monthly village contribution will be \$947.61/single and \$2,330.86/family. There are no changes to the Opt-Out amount for 2026.

Special Event Permit Requests

Trustee Karner moved, Trustee Hammen seconded the motion to approve the following special event permit requests: JRG Promise Makers Run on Sept. 24, 2025; Kimberly Softball Organization Fall Tournament on Sept. 27-28, 2025; 2025 KHS Homecoming Parade on Oct. 1, 2025 and Fireworks on Oct. 3, 2025; and Kimberly Fall Craft Fair on Oct. 4, 2025. Motion carried by unanimous vote of the board.

Public Participation

Bryan Crain, 600 Homestead Trail, gave a public apology for his actions involving an incident that occurred last year. Another member of the audience wanted to thank the Board and Director Schroeder for their work with amending the ordinance for keeping chickens in the Village of Kimberly.

Closed Session

Trustee Hammen moved, Trustee Karner seconded the motion to enter closed session pursuant to State Statute 19.85(1)(e) to conduct specific public business in which competitive or bargaining reasons require a closed session related to police services and to discuss the development of properties located in TID No. 6, and also pursuant to State Statute 19.85 (1)(c) to discuss the qualifications and salary for specific applicants and employees. Motion carried by unanimous vote of the board at 5:35pm.

Trustee Hammen moved, Trustee Gaffney seconded the motion to reconvene into open session. Motion carried by unanimous vote of the board at 6:08pm.

Action on Closed Session matters

Trustee Hammen moved, Trustee Gaffney seconded the motion to approve the new Deputy Treasurer-Administrative Assistant (Advanced) and Resident Services Specialist positions along with the pay scales and organizational chart reflecting those positions. Motion carried by unanimous vote of the board.

Adjournment

Trustee Hammen moved, Trustee Karner seconded the motion to adjourn. Motion carried by unanimous vote of the board at 6:10pm.


Jennifer Weyenberg
Village Clerk-Treasurer

Dated 08/26/25

Drafted by: ELZ

Approved by Village Board: 9-8-25