

**VILLAGE OF KIMBERLY
BOARD MEETING MINUTES
12/01/2025**

A meeting of the Kimberly Village Board was called to order on Monday, December 1, 2025 at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave by President Kuen.

Board Present: President Chuck Kuen, Trustees Tom Gaffney, Dave Hietpas, Mike Hruzek, Norb Karner, Lee Hammen, and Marcia Trentlage
Board Excused: None
Staff Present: Clerk-Treasurer Jennifer Weyenberg, Administrator/Director of Public Works Danielle Block, Community Development Director Sam Schroeder, and Fire Chief Chad Smith
Others Present: Engineer Brad Werner (McMahon) and Judy Hebbe of the Times Villager

President's Remarks

The lighting of the pond took place last night and it was a great evening for a walk.

Approval of Minutes from the 11-17-2025 Meeting

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

Unfinished Business

None

New Business

Site & Architectural Review- Kim-Com Promotions LTD (PaperFest) located at 141 N Clark St

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve the site plan and architectural components as presented, contingent upon the following:

1. The noted terrace tree to be removed shall remain.
2. Areas not identified as outdoor storage or parking shall be stripped of any gravel, topsoiled and shall be restored with grass. Any future use of this area shall require the review by the Village Staff.
3. A grading and drainage plan shall be provided and approved by Village Staff to ensure proper drainage of the site and parking prior to restoration.
4. Any new lighting shall be full cut off and meet Village Ordinances.
5. Any new signage shall require a separate permit and approval by the Village Staff.
6. Any dumpster or refuse shall be enclosed, aesthetically constructed similar to the building, and out of view from off premise.
7. Minor modifications to the building and site plan are permitted with Village Staff review and approval.

Motion carried by unanimous vote of the board.

Purchase HAL Adult Airway and CPR Trainer

Trustee Hammen moved, Trustee Karner seconded the motion to approve the purchase a HAL Adult Airway and CPR Trainer. Funds for this purchase are from the Gold Cross Ambulance grant deposited

into the EMS Department Donation Trust Fund in an amount not to exceed \$1,520.00. Motion carried by a roll call vote, 7-0.

Certificate for Payment #4 to Blue Sky Contractors, LLC in the amount of \$28,697.17 for the Municipal Salt Storage Building

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

Aspen Birch Room Refresh Project

Trustee Karner moved, Trustee Hammen seconded the motion to approve the Aspen/Birch refresh project in an amount not to exceed \$17,750.00, funded by the Complex Trust fund. These funds were available in excess after the completion of the library remodel and the hearing loop system in the board room and Evergreen room were installed. Motion carried by a roll call vote, 7-0.

Public Participation

Jon and Karen Hahnnemann, 796 Schelfhout Ln, spoke regarding the connectivity around Kwik Trip and Frontida. There is a stretch where there is no sidewalk for patrons, so people are having to walk in the road and it is not very safe, especially for those living at Frontida. President Kuen thanked them for bringing it to the board's attention and let them know that village staff would looking into the layout of that area.

Closed Session

Trustee Hammen moved, Trustee Trentlage 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 required a closed session related to properties located in TID No. 6., as well as to consider qualifications for a specific position under 19.85(1)(c). Motion carried by unanimous vote of the board at 5:09pm.

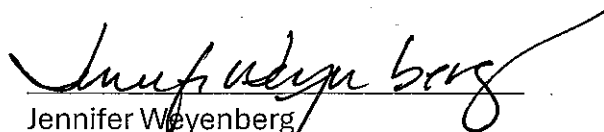
Trustee Hammen moved, Trustee Karner seconded the motion to reconvene into open session. Motion carried by unanimous vote of the board at 5:46pm.

Action on Closed Session matters

Trustee Karner moved, Trustee Trentlage seconded the motion to approve an update to a job description for a part-time Utility Billing Clerk/Administrative Assistant and an option to pursue an annuitant re-hire for the position. 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 5:46pm.


Jennifer Weyenberg
Village Clerk-Treasurer

Dated 12/02/25

Drafted by: ELZ

Approved by Village Board: 12-8-25