



## VILLAGE BOARD AGENDA

Monday, November 17, 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 November 10, 2025 Meeting Minutes**
6. **Unfinished Business for Consideration or Action**
  - a. None
7. **New Business for Consideration or Action**
  - a. Approve Bills & Claims from 10/17/2025-11/12/2025 in the amount of \$730,499.41
8. **Receive Minutes of Boards and Commissions**
  - a. Water Commission minutes from 10/14/2025 meeting
  - b. Library Board minutes from 09/15/2025 meeting
  - c. Plan Commission minutes from 09/16/2025 meeting
9. **Reports**
  - a. Interim Chief of Police
  - b. Fire Chief
  - c. Administrator/Director of Public Works
  - d. Community Development Director
  - e. Community Enrichment Director
  - f. Library Director
  - g. Clerk-Treasurer

## 10. **Public Participation**

## 11. **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 related to properties located in TID No. 6.

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.

**12. Action on Closed Session matters (if any)**

**13. Adjournment**

**Village Board Meeting- Virtual Attendance Info**

November 17, 2025 at 5:00pm

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

<https://meet.goto.com/818859549>

You can also dial in using your phone.

Access Code: 818-859-549

United States (Toll Free): 1 866 899 4679

- One-touch: tel:+18668994679,,818859549#

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  
11/10/2025**

A meeting of the Kimberly Village Board was called to order on Monday, November 10, 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**

President Kuen wanted to remind everyone that tomorrow, Tuesday, November 11<sup>th</sup> is Veteran's Day and he encouraged everyone to reach out and thank a Veteran.

**Approval of Minutes from the 11-03-2025 Meeting**

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

**Public Hearing on 2026 Operating Budget and 2025 Tax Levy for the Village of Kimberly**

Trustee Karner moved, Trustee Hammen seconded the motion to convene into a public hearing, Motion carried by unanimous vote at 5:01pm. No persons signed up to speak for or against the proposed operating budget and tax levy. At 5:01pm, Trustee Karner moved, Trustee Trentlage seconded the motion to close the hearing and reconvene into the regular meeting. Motion carried by unanimous vote of the board.

**Unfinished Business**

None

**New Business**

**Ordinance No. 11, Series of 2025 Adopting the 2026 Operating Budget for the Village of Kimberly and Establishing the 2025 Tax Levy**

Trustee Trentlage moved, Trustee Hruzek seconded the motion to adopt the 2026 Operating Budget and the 2025 Tax Levy. Motion carried by unanimous vote of the board. This ordinance authorizes the Clerk-Treasurer to distribute a tax levy of \$4,696,084.00 upon all taxable property in the village plus additional tax related to Tax Incremental Districts No. 4, 5, and 6 as described by law.

**Resolution No. 8, Series of 2025 Adopting the Revised 2026 Fee Schedule**

Trustee Karner moved, Trustee Hammen seconded the motion to approve Resolution No. 8, Series of 2025. Motion carried by unanimous vote of the board.

**Certificate for Payment #14 to SMA Construction Services in the amount of \$709,029.62 for the Kimberly Street & Parks Dept. Building**

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

**Certificate for Payment #1 to Advance Construction, Inc. in the amount of \$172,467.94 for the Papermaker Stormwater Management Pond**

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

**Public Participation**

None

**Adjournment**

Trustee Hammen moved, Trustee Karner seconded the motion to adjourn. Motion carried by unanimous vote of the board at 5:07pm.

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Jennifer Weyenberg  
Village Clerk-Treasurer

Dated 11/11/25

Drafted by: ELZ

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

Payee	Vendor Number	GL Period	Check Issue Date	Check Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
<b>78370</b>									
Action Painting & Epoxy	1512	10/25	10/27/2025	78370	4709	WALLPAPER REMOVAL AND	101-5700-916	28,920.00	28,920.00
Total 78370:									28,920.00
<b>78371</b>									
AT&T	698	10/25	10/27/2025	78371	920788972310	MONTHLY LIBRARY FAX LINE	501-5511-291	60.45	60.45
AT&T	698	10/25	10/27/2025	78371	920788972310	MONTHLY PHONE LINE-ELEV	101-5160-229	60.45	60.45
AT&T	698	10/25	10/27/2025	78371	920788972310	MONTHLY PHONE LINE-OFFI	101-5143-200	60.44	60.44
AT&T	698	10/25	10/27/2025	78371	920788972310	MONTHLY PHONE LINE-FIRE	101-5220-200	30.22	30.22
AT&T	698	10/25	10/27/2025	78371	920788972310	MONTHLY PHONE LINE-SENI	101-5530-200	30.22	30.22
Total 78371:									241.78
<b>78372</b>									
AUTOMOTIVE SUPPLY	132	10/25	10/27/2025	78372	061027919	PLASTIC EPOXY	101-5324-200	12.28	12.28
Total 78372:									12.28
<b>78373</b>									
BATTERIES PLUS LLC	888	10/25	10/27/2025	78373	P86394635	D AND AA ALKALINE BULK BA	101-5331-200	18.84	18.84
Total 78373:									18.84
<b>78375</b>									
Concentra	1503	10/25	10/27/2025	78375	104282232	OCCUPATIONAL SCREENING	101-5412-200	460.00	460.00
Total 78375:									460.00
<b>78376</b>									
Davis Painting & Decorati	1498	10/25	10/27/2025	78376	9458	SANDBLASTING & PAINTING	702-5700-913	2,100.00	2,100.00
Total 78376:									2,100.00
<b>78378</b>									
EAGLE ENGRAVING INC	974	10/25	10/27/2025	78378	2025-7965	FIREGROUND ID TAGS AND	101-5220-200	10.90	10.90
Total 78378:									10.90
<b>78379</b>									
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	COURT EXPENSES	101-5121-200	273.46	273.46
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	ADMIN EXPENSES	101-5141-200	50.65	50.65
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	CENTRAL OFFICE EXPENSE	101-5143-200	299.55	299.55
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	ELECTION EXPENSES	101-5144-200	179.00	179.00
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	IT EXPENSES	101-5152-200	752.27	752.27
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	STREET EXPENSES	101-5331-200	470.08	470.08
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	RECREATION DEPT EXPENS	101-5530-200	258.00	258.00
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	CEDAR OVERLOOK EXPENS	702-5700-913	279.99	279.99
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY GRANT EXPENSES	501-5511-279	739.44	739.44
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY ELECTRONIC TECH	501-5511-281	545.99	545.99
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY SUPPLIES	501-5511-284	4,543.33	4,543.33
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY DIGITAL COLLECTI	501-5511-286	26.36	26.36
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY ADVERTISING	501-5511-287	27.96	27.96
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY AUDIO/VISUAL	501-5511-290	17.95	17.95
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY BOOKS	501-5511-292	362.02	362.02
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY EQUIP MAINT	501-5511-293	21.78	21.78

Payee	Vendor Number	GL Period	Check Issue Date	Check Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY NEWSPAPER	501-5511-294	62.83	62.83
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY PROGRAMS	501-5511-296	434.20	434.20
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	LIBRARY TRAINING	501-5511-297	365.48	365.48
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	FIRE DEPT EXPENSES	101-5220-200	275.12	275.12
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	FIRE DEPT EQUIP MAINT	101-5220-241	33.24	33.24
ELAN FINANCIAL SERVI	1296	10/25	10/27/2025	78379	OCT 2025	FIRE DEPT EDUCATION & PU	101-5220-244	608.90	608.90
Total 78379:									10,627.60
<b>78380</b>									
Elisha D Smith Public Libr	1507	10/25	10/27/2025	78380	001	2'X3' POSTERS	501-5511-283	135.00	135.00
Total 78380:									135.00
<b>78381</b>									
FASTENAL COMPANY	257	10/25	10/27/2025	78381	WIKIM306242	BOLTS	101-5324-200	8.92	8.92
Total 78381:									8.92
<b>78382</b>									
FOX VALLEY TECHNICA	277	10/25	10/27/2025	78382	CI019593	HAZARDOUS MATERIALS OP	101-5220-242	102.96	102.96
FOX VALLEY TECHNICA	277	10/25	10/27/2025	78382	CI019595	HAZARDOUS MATERIALS OP	101-5220-242	102.96	102.96
FOX VALLEY TECHNICA	277	10/25	10/27/2025	78382	CI021615	HAZARDOUS MATERIALS OP	101-5220-242	102.96	102.96
Total 78382:									308.88
<b>78383</b>									
GORDON FLESCH COM	1415	10/25	10/27/2025	78383	I01063591	COPIER CONTRACT	501-5511-298	180.29	180.29
Total 78383:									180.29
<b>78384</b>									
Halron Lubricants	1511	10/25	10/27/2025	78384	1662267-00	DEF FLUID	101-5324-200	200.81	200.81
Total 78384:									200.81
<b>78385</b>									
HARRISON PRINTING &	787	10/25	10/27/2025	78385	29085	10# WINDOW ENVELOPES	101-5143-200	175.00	175.00
Total 78385:									175.00
<b>78388</b>									
HEART OF THE VALLEY	416	10/25	10/27/2025	78388	OCTOBER 20	HOV METRO HOOK UP FEE	201-2153	3,104.00	3,104.00
Total 78388:									3,104.00
<b>78390</b>									
MCMAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940802	09-25-00516 2025 ILICIT DIS	205-5370-200	280.00	280.00
MCMAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940841	09-25-00288-06 MEMORIAL P	702-5370-295	237.75	237.75
MCMAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940841	09-25-00288-08 CEDARS WE	702-5370-299	132.50	132.50
MCMAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940841	09-25-00288-14 CEDARS EAS	702-5370-293	113.97	113.97
MCMAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940992	09-22-00638 KENNEDY/MARC	401-5341-200	3,152.03	3,152.03
MCMAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940993	09-25-00156 PAPERMAKER P	205-5370-297	3,050.00	3,050.00
MCMAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940994	09-23-00574-00 FIELD STAKIN	702-5341-200	1,561.86	1,561.86
MCMAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940995	09-25-00603 CEDARS LOT 17	702-5341-200	630.00	630.00
MCMAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940998	09-24-00218 PAPERMILL RUN	702-5700-971	420.00	420.00

Payee	Vendor Number	GL Period	Check Issue Date	Check Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
MCAHON ASSOCIATE	414	10/25	10/27/2025	78390	00940999	09-23-00749 2024 BLUE DEV	702-5700-932	10,228.80	10,228.80
MCAHON ASSOCIATE	414	10/25	10/27/2025	78390	00941000	09-22-00138 HISTORIC OVER	702-5700-913	3,721.52	3,721.52
Total 78390:									23,528.43
<b>78391</b>									
MENARDS	758	10/25	10/27/2025	78391	83823	WEED KILLER & LIGHT BULB	101-5160-200	38.46	38.46
Total 78391:									38.46
<b>78393</b>									
MJI Building Services	1480	10/25	10/27/2025	78393	1794	DRAW 3 PROGRESS PAYME	702-5700-913	4,149.12	4,149.12
Total 78393:									4,149.12
<b>78394</b>									
Old Dominion Brush Com	1510	10/25	10/27/2025	78394	9679331	VAC HOSE & NOZZLE	205-5370-200	3,166.08	3,166.08
Total 78394:									3,166.08
<b>78395</b>									
OUTAGAMIE COUNTY T	465	10/25	10/27/2025	78395	1022105	SEPTEMBER DIESEL	101-5331-200	1,171.43	1,171.43
Total 78395:									1,171.43
<b>78396</b>									
REINDERS INC	508	10/25	10/27/2025	78396	6081644-02	#12 REPAIRS	101-5324-200	342.47	342.47
Total 78396:									342.47
<b>78397</b>									
SWINKLES TRUCKING &	580	10/25	10/27/2025	78397	0067910-IN	PULVERIZED TOPSOIL	101-5331-200	77.00	77.00
Total 78397:									77.00
<b>78398</b>									
UNIFIRST CORPORATIO	1135	10/25	10/27/2025	78398	1481048647	BAGGED WIPERS/LAUNDRY	101-5323-200	21.72	21.72
UNIFIRST CORPORATIO	1135	10/25	10/27/2025	78398	1481049074	BAGGED WIPERS/LAUNDRY	101-5323-200	21.72	21.72
Total 78398:									43.44
<b>78400</b>									
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	ADMINISTRATOR PHONE	101-5141-200	44.36	44.36
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	CLERK/TREASURER PHONE	101-5143-200	44.29	44.29
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	ELECTION PHONE	101-5144-200	44.29	44.29
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	COMPLEX PHONES	101-5160-232	88.58	88.58
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	FIRE DEPT PHONE	101-5220-200	26.41	26.41
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	INSPECTIONS PHONES	101-5240-200	49.29	49.29
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	MECHANIC PHONES	101-5324-200	44.35	44.35
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	STREETS PHONES	101-5331-200	153.27	153.27
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	REC DEPT PHONE	101-5530-200	43.68	43.68
VERIZON WIRELESS	87	10/25	10/27/2025	78400	6126138982	STORM WATER	205-5370-200	41.08	41.08
Total 78400:									579.60

Payee	Vendor Number	GL Period	Check Issue Date	Check Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
<b>78401</b>									
VILLAGE OF LITTLE CH	400	10/25	10/27/2025	78401	SEPT WATER	SEPT WATER 500 MOASIS	101-5323-200	279.08	279.08
Total 78401:									279.08
<b>78402</b>									
WE ENERGIES	664	10/25	10/27/2025	78402	5676665874	COMPLEX/FIRE DEPT ANALY	101-5160-234	3,235.22	3,235.22
WE ENERGIES	664	10/25	10/27/2025	78402	5676665874	TRAFFIC LIGHTS	101-5341-200	104.36	104.36
WE ENERGIES	664	10/25	10/27/2025	78402	5676665874	STREET LIGHTS/UNDERPAS	101-5342-200	11,124.50	11,124.50
WE ENERGIES	664	10/25	10/27/2025	78402	5676665874	PARKS	101-5520-200	738.50	738.50
WE ENERGIES	664	10/25	10/27/2025	78402	5676665874	X-MAS LIGHTS	101-5531-200	14.73	14.73
WE ENERGIES	664	10/25	10/27/2025	78402	5676665874	ROGER ST LIFT STATION	201-5360-200	49.09	49.09
WE ENERGIES	664	10/25	10/27/2025	78402	5676665874	X-MAS ARBORETUM-POND/F	205-5370-200	558.78	558.78
WE ENERGIES	664	10/25	10/27/2025	78402	5676665874	KIMBERLY AVE MUNICIPAL B	101-5160-233	658.83	658.83
WE ENERGIES	664	10/25	10/27/2025	78402	5676665874	RED CEDAR PKWY/TREATY	702-5160-234	100.26	100.26
Total 78402:									16,584.27
<b>78403</b>									
Wisconsin Backflow Testi	1508	10/25	10/27/2025	78403	202467	ANNUAL BACKFLOW INSPEC	101-5160-232	809.95	809.95
Wisconsin Backflow Testi	1508	10/25	10/27/2025	78403	202481	ANNUAL BACKFLOW INSPEC	101-5542-200	110.00	110.00
Total 78403:									919.95
<b>78405</b>									
ASSOCIATED TRUST C	57	11/25	11/04/2025	78405	27443	TIF #6 BOND FEES	310-5820-740	475.00	475.00
ASSOCIATED TRUST C	57	11/25	11/04/2025	78405	27444	TIF 5 BOND FEES	310-5820-745	475.00	475.00
Total 78405:									950.00
<b>78406</b>									
AUTOMOTIVE SUPPLY	132	11/25	11/04/2025	78406	061028208	WIPER BLADES	205-5370-200	34.96	34.96
Total 78406:									34.96
<b>78409</b>									
EMERGENCY COMMUNI	148	11/25	11/04/2025	78409	4601	SIREN REPAIR LABOR	101-5160-231	750.00	750.00
EMERGENCY COMMUNI	148	11/25	11/04/2025	78409	4601	4 SIREN BATTERIES	101-5160-231	540.00	540.00
EMERGENCY COMMUNI	148	11/25	11/04/2025	78409	4601	SIREN REPAIR MISC	101-5160-231	70.49	70.49
Total 78409:									1,360.49
<b>78410</b>									
EZ GLIDE GARAGE DO	255	11/25	11/04/2025	78410	0191824-IN	SERVICE CALL TO REPAIR D	101-5160-232	198.50	198.50
Total 78410:									198.50
<b>78412</b>									
FIRST AMERICAN TITLE	1042	11/25	11/04/2025	78412	442 N Main St	442 N MAIN ST ACQUISITION	702-5700-920	196,125.85	196,125.85
Total 78412:									196,125.85
<b>78413</b>									
FOX VALLEY METRO P	265	11/25	11/04/2025	78413	OCT 2025	BLOOD DRAW FEES	101-5121-200	124.39	124.39



Payee	Vendor Number	GL Period	Check Issue Date	Check Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 78413:									124.39
<b>78414</b>									
Halron Lubricants	1511	11/25	11/04/2025	78414	1673011-00	NEW OIL EQUIPMENT PURC	101-5700-928	24,565.00	24,565.00
Halron Lubricants	1511	11/25	11/04/2025	78414	1673053-00	WASTE OIL EQUIP PURCHAS	101-5700-928	15,369.00	15,369.00
Total 78414:									39,934.00
<b>78416</b>									
J.F. AHERN CO	61	11/25	11/04/2025	78416	766099	ANNUAL FIRE ALARM INSPE	101-5160-232	710.00	710.00
Total 78416:									710.00
<b>78417</b>									
JAMES IMAGING SYSTE	455	11/25	11/04/2025	78417	40374766	TOSHIBA E-STUDIO5525 OFF	101-5143-200	691.41	691.41
JAMES IMAGING SYSTE	455	11/25	11/04/2025	78417	40374766	TOSHIBA E-STUDIO2525 REC	101-5530-200	565.70	565.70
Total 78417:									1,257.11
<b>78418</b>									
JOE'S POWER CENTER	346	11/25	11/04/2025	78418	203212	STRING LINE TRIMMERS - ST	101-5324-200	82.97	82.97
Total 78418:									82.97
<b>78419</b>									
KAAT'S WATER CONDITI	1242	11/25	11/04/2025	78419	0012331	COOLER RENTAL- NOV 2025	101-5331-200	9.45	9.45
KAAT'S WATER CONDITI	1242	11/25	11/04/2025	78419	0012331	DRINKING WATER	101-5143-200	10.56	10.56
KAAT'S WATER CONDITI	1242	11/25	11/04/2025	78419	0012331	DRINKING WATER	101-5331-200	15.84	15.84
Total 78419:									35.85
<b>78420</b>									
KK SEW & VAC INC	890	11/25	11/04/2025	78420	272203	VACUUM SERVICE & PARTS	101-5160-231	244.89	244.89
Total 78420:									244.89
<b>78421</b>									
KLINK HYDRAULICS LL	376	11/25	11/04/2025	78421	BR289	WANDS FOR PRESSURE WA	101-5700-928	362.40	362.40
Total 78421:									362.40
<b>78422</b>									
LAKE AND POND SOLU	386	11/25	11/04/2025	78422	20124	FOUNTAIN REMOVAL,CLEANI	205-5370-200	1,115.00	1,115.00
Total 78422:									1,115.00
<b>78423</b>									
MACQUEEN EQUIPMEN	516	11/25	11/04/2025	78423	P57132	MSA G1 REGULATOR KEEPE	101-5220-241	37.23	37.23
Total 78423:									37.23
<b>78424</b>									
MENARDS	758	11/25	11/04/2025	78424	84466	TP, CLEANING WIPES, VINYL	101-5160-200	107.91	107.91
MENARDS	758	11/25	11/04/2025	78424	84517	MISC SUPPLIES	101-5520-200	1.99	1.99
MENARDS	758	11/25	11/04/2025	78424	84522	FAUCET AND PLUMBING SU	101-5160-231	56.44	56.44

Payee	Vendor Number	GL Period	Check Issue Date	Check Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
MENARDS	758	11/25	11/04/2025	78424	84584	FAUCET REPAIR LIBRARY	101-5160-231	54.99	54.99
MENARDS	758	11/25	11/04/2025	78424	84586	MISC SUPPLIES	101-5520-200	6.56	6.56
Total 78424:									227.89
<b>78426</b>									
MSA PROFESSIONAL S	1431	11/25	11/04/2025	78426	022011	KIMBERLY BLDG INSPECTIO	101-5240-200	5,015.61	5,015.61
Total 78426:									5,015.61
<b>78427</b>									
OUTAGAMIE COUNTY T	465	11/25	11/04/2025	78427	OCT 2025	JAIL ASSESSMENTS/DRIVER	101-5121-200	879.42	879.42
Total 78427:									879.42
<b>78428</b>									
STATE OF WISCONSIN	674	11/25	11/04/2025	78428	OCT 2025	COURT FINES AND SURCHA	101-5121-200	1,753.78	1,753.78
Total 78428:									1,753.78
<b>78429</b>									
TANYA ROSENTHAL-EV	597	11/25	11/04/2025	78429	678	HOME ALONE BABYSITTING	101-5530-200	1,140.00	1,140.00
Total 78429:									1,140.00
<b>78430</b>									
TDS	1027	11/25	11/04/2025	78430	012 875 1137	PHONE LINES/INTERNET- CE	101-5143-200	72.40	72.40
TDS	1027	11/25	11/04/2025	78430	012 875 1137	PHONE LINES/INTERNET- LI	501-5511-291	53.10	53.10
TDS	1027	11/25	11/04/2025	78430	012 875 1137	PHONE LINES/INTERNET- PA	101-5530-200	36.20	36.20
TDS	1027	11/25	11/04/2025	78430	012 875 1137	PHONE LINES/INTERNET-GA	101-5323-200	24.14	24.14
TDS	1027	11/25	11/04/2025	78430	012 875 1137	PHONE LINES/INTERNET- CU	101-5160-232	12.07	12.07
TDS	1027	11/25	11/04/2025	78430	012 875 1137	PHONE LINES/INTERNET-FIR	101-5220-200	12.07	12.07
TDS	1027	11/25	11/04/2025	78430	012 875 1137	PHONE LINES/INTERNET- C	101-5121-200	12.07	12.07
TDS	1027	11/25	11/04/2025	78430	012 875 2906	INTERNET 500 MOASIS DRIV	101-5323-200	49.99	49.99
Total 78430:									272.04
<b>78431</b>									
TRANSCENDENT TECH	593	11/25	11/04/2025	78431	m8375	ANNUAL SOFTWARE MAINTENANCE	101-5143-200	1,390.00	1,390.00
Total 78431:									1,390.00
<b>78432</b>									
UNIFIRST CORPORATIO	1135	11/25	11/04/2025	78432	1481049490	BAGGED WIPERS/LAUNDRY	101-5323-200	21.72	21.72
Total 78432:									21.72
<b>78433</b>									
VINTON CONSTRUCTIO	639	11/25	11/04/2025	78433	K0001-09-24-0	PAY CERT#2 FINAL KENNED	401-5700-932	259,827.19	259,827.19
Total 78433:									259,827.19
<b>78434</b>									
WE ENERGIES	664	11/25	11/04/2025	78434	5681444671	500 MOASIS DRIVE	101-5323-200	46.87	46.87
WE ENERGIES	664	11/25	11/04/2025	78434	5683955278	150 W PAPERMILL RUN GAS	702-5160-234	9.57	9.57

Payee	Vendor Number	GL Period	Check Issue Date	Check Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 78434:									56.44
<b>78435</b>									
AMPLITEL TECHNOLOG	42	11/25	11/12/2025	78435	26585	ANNUAL SECURITY MONITO	101-5160-232	516.00	516.00
Total 78435:									516.00
<b>78436</b>									
BRAND IMAGE AND APP	1284	11/25	11/12/2025	78436	1541	200 KIMBERLY DECALS	101-5530-200	150.00	150.00
Total 78436:									150.00
<b>78437</b>									
BROOKS TRACTOR INC	171	11/25	11/12/2025	78437	D37492	MIRROR ASSEMBLY	101-5324-200	331.91	331.91
Total 78437:									331.91
<b>78438</b>									
CITY OF APPLETON	121	11/25	11/12/2025	78438	18564	WEIGHTS/MEASURES CONT	101-5240-200	320.00	320.00
CITY OF APPLETON	121	11/25	11/12/2025	78438	18646	VALLEY TRANSIT SERVICES	101-5352-200	8,242.00	8,242.00
Total 78438:									8,562.00
<b>78440</b>									
EVERGREEN POWER L	254	11/25	11/12/2025	78440	29213	STARTER	101-5324-200	305.34	305.34
Total 78440:									305.34
<b>78442</b>									
FINGER PUBLISHING	959	11/25	11/12/2025	78442	177701	PUBLIC HEARING ADS	101-5153-200	42.05	42.05
FINGER PUBLISHING	959	11/25	11/12/2025	78442	177701	SNOW REMOVAL AD	101-5331-200	75.20	75.20
FINGER PUBLISHING	959	11/25	11/12/2025	78442	177701	ORDINANCE AD	101-5143-200	36.07	36.07
FINGER PUBLISHING	959	11/25	11/12/2025	78442	177701	BUDGET AD	101-5141-200	221.26	221.26
Total 78442:									374.58
<b>78443</b>									
GFL Environmental Servi	1513	11/25	11/12/2025	78443	LQ03101693	USED OIL FILTERS	101-5362-200	114.95	114.95
Total 78443:									114.95
<b>78444</b>									
GREAT LAKES TV SEAL	293	11/25	11/12/2025	78444	23788	K0001-09-23-00727 BLUE DE	702-5360-299	973.00	973.00
Total 78444:									973.00
<b>78445</b>									
Halron Lubricants	1511	11/25	11/12/2025	78445	1674031-00	OIL SAMPLE KITS	101-5324-200	170.50	170.50
Total 78445:									170.50
<b>78446</b>									
HEART OF THE VALLEY	416	11/25	11/12/2025	78446	OCTOBER BIL	WASTEWATER TREATMENT	201-5360-265	35,880.64	35,880.64

Payee	Vendor Number	GL Period	Check Issue Date	Check Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 78446:									35,880.64
<b>78447</b>									
INTERSTATE BATTERY	332	11/25	11/12/2025	78447	90169951	BATTERY	101-5324-200	150.95	150.95
Total 78447:									150.95
<b>78449</b>									
KIDSTAGE	1133	11/25	11/12/2025	78449	1252	KIDSTAGE LITTLE MERMAID	101-5530-200	2,700.00	2,700.00
Total 78449:									2,700.00
<b>78450</b>									
KWIK TRIP INC	355	11/25	11/12/2025	78450	00229256 NO	CUSTODIAL GAS & OIL PURC	101-5160-200	54.61	54.61
KWIK TRIP INC	355	11/25	11/12/2025	78450	00229258 NO	FIRE DEPT GAS & OIL PURC	101-5220-200	105.87	105.87
KWIK TRIP INC	355	11/25	11/12/2025	78450	OCTOBER ST	OCTOBER FUEL STREETS	101-5331-200	4,612.76	4,612.76
Total 78450:									4,773.24
<b>78451</b>									
MENARDS	758	11/25	11/12/2025	78451	85038	ANTIFREEZE	101-5520-200	143.52	143.52
MENARDS	758	11/25	11/12/2025	78451	85085	BATTERIES - BAGS - CONTR	101-5160-200	64.06	64.06
MENARDS	758	11/25	11/12/2025	78451	85224	ANTIFREEZE	101-5520-200	5.98	5.98
Total 78451:									213.56
<b>78453</b>									
MK ELECTRICAL SERVI	432	11/25	11/12/2025	78453	5528	ELECTRICAL WORK CEDARS	702-5700-913	20,000.00	20,000.00
Total 78453:									20,000.00
<b>78454</b>									
OUTAGAMIE COUNTY C	464	11/25	11/12/2025	78454	2025 DOG TA	DOG LICENSE FEES TO COU	101-5125-200	1,415.25	1,415.25
Total 78454:									1,415.25
<b>78455</b>									
OUTAGAMIE COUNTY T	465	11/25	11/12/2025	78455	39228	BRUSH YARD WASTE DISPO	101-5363-200	3,711.96	3,711.96
OUTAGAMIE COUNTY T	465	11/25	11/12/2025	78455	39228	SOLID WASTE	101-5363-200	11,106.60	11,106.60
Total 78455:									14,818.56
<b>78456</b>									
PETERS CONCRETE C	596	11/25	11/12/2025	78456	2258926	116 DARBOY ROAD	401-5700-932	845.00	845.00
Total 78456:									845.00
<b>78458</b>									
RECDESK LLC	502	11/25	11/12/2025	78458	RD-000347	ANNUAL SUBSCRIPTION RE	101-5530-200	3,630.00	3,630.00
RECDESK LLC	502	11/25	11/12/2025	78458	RD-000347	ANNUAL SUBSCRIPTION RE	101-5542-200	600.00	600.00
RECDESK LLC	502	11/25	11/12/2025	78458	RD-000347	ANNUAL SUBSCRIPTION RE	101-5143-200	600.00	600.00
Total 78458:									4,830.00

Payee	Vendor Number	GL Period	Check Issue Date	Check Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
<b>78459</b>									
Stertil-Koni USA	1486	11/25	11/12/2025	78459	187767	SHOP ECOLIFT FOR NEW ST	101-5700-928	18,305.28	18,305.28
Total 78459:									18,305.28
<b>78460</b>									
Town Counsel Law & Litig	1500	11/25	11/12/2025	78460	2831	POLICE SERVICES LEGAL FE	101-5130-200	1,462.00	1,462.00
Total 78460:									1,462.00
<b>78461</b>									
ULINE	1031	11/25	11/12/2025	78461	199925145	HEAVY DUTY TRAFFIC BARR	702-5700-925	2,543.57	2,543.57
Total 78461:									2,543.57
<b>78462</b>									
UNIFIRST CORPORATIO	1135	11/25	11/12/2025	78462	1481049930	BAGGED WIPERS/LAUNDRY	101-5323-200	21.72	21.72
Total 78462:									21.72
<b>78463</b>									
VANDERLOOP SHOES	640	11/25	11/12/2025	78463	I04-10093826	SAFETY BOOTS IAN SWANS	101-5331-200	150.00	150.00
Total 78463:									150.00
<b>78464</b>									
VYE	393	11/25	11/12/2025	78464	11666	WEBISTE FIX - MISSING ELE	101-5152-200	200.00	200.00
Total 78464:									200.00
<b>78465</b>									
WPRA	1052	11/25	11/12/2025	78465	10335	MEMBERSHIP RENEWAL	101-5530-200	150.00	150.00
Total 78465:									150.00
Grand Totals:									730,499.41

Approved on: November 17, 2025

Village President: \_\_\_\_\_  
Charles A. Kuen

Trustees: \_\_\_\_\_  
Marcia Trentlage  
  
\_\_\_\_\_  
Lee W. Hammen  
  
\_\_\_\_\_  
Norb Karner  
  
\_\_\_\_\_  
David Hietpas  
  
\_\_\_\_\_  
Mike Hruzek  
  
\_\_\_\_\_  
Tom Gaffney

Clerk-Treasurer: \_\_\_\_\_  
Jennifer Weyenberg

**REGULAR MEETING OF THE KIMBERLY WATER COMMISSION**  
**MINUTES**  
**October 14, 2025**

Chairman Johnson called the meeting to order at 11:00 am. Commissioners Hanson and Hietpas appeared in person. Commissioner Stienen was absent and excused. Also attending the meeting were Administrator/Public Works Director Block, Water Superintendent Verstegen, and Utility Billing Clerk Firchow.

**Annual Election of Chairperson**

The Annual Election of chairperson was conducted. Chairman Johnson was nominated by Commissioner Hanson and Commissioner Hietpas seconded the nomination. The nomination was carried by unanimous vote of the Commission.

**Approval of Minutes from September 9, 2025, Meeting**

Commissioner Hanson moved, Hietpas seconded the motion to approve the Water Commission minutes of the September 9, 2025, meeting. The motion carried by unanimous vote of the Commission.

**Unfinished Business**

None

**New Business**

**Bills and Claims, and Financial Statements for the month of August 2025**

Commissioner Hietpas moved, Hanson seconded the motion to approve the Bills and Claims, and Financial Statements for the month of August 2025. The motion carried by unanimous vote of the Commission.

**Village Contracted Utility Locate Service Update**

Administrator/Public Works Director Block informed the commission that utility locates for the village will now be contracted through a third party. After hours locates for water, storm, and sewer would still be completed by the Water Utility (MCO). It was also noted this change is supported by the Village Board and is pending legal review.

**Review draft 2026 Water Utility Budget**

Administrator/Public Works Director Block and Superintendent Verstegen presented the draft 2026 Water Utility Budget providing a detailed review of expenditures and revenues. A special meeting of the Water Commission is scheduled for November 4, 2025, at 11:00am for review and approval of the budget. There was no action taken on this item.

## **Reports**

### **Midwest Contract Operations, Inc.**

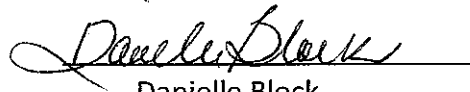
Superintendent Verstegen reported that the Well #2 pull went well, noting the pump will be replaced and anticipates the project will come in under budget. Discoloration of water has been reported, and it was found the iron level was high and are currently draining the reservoirs to correct the issue. Staff are working on meter changes, leak detection, and will start on identifying the remaining unknown private side service type. Hydrant flushing has been completed and will conduct hydrant training with the Fire Department. High usage prevention discussed and recommended reading the full village monthly with billing to remain as quarterly.

## **Public Participation**

None

## **Adjournment**

Commissioner Hanson moved, Hietpas seconded the motion to adjourn. The motion carried by unanimous vote and the Commission adjourned at 11:40 am.

  
Danielle Block  
Secretary

Dated October 20, 2025

Drafted by MMF

Approved by Water Commission on 11-4-2025



**MINUTES OF THE MEETING OF THE  
KIMBERLY PUBLIC LIBRARY BOARD  
September 15, 2025**

The meeting was called to order at 4:00pm by Library Board President Corinne Herro. The meeting was held in the Aspen-Birch Room of the Village of Kimberly Municipal Complex with an option to attend via Zoom.

Members present in Person: Corinne Herro, Dave Hietpas, Phil Yunk, and Barbara Wentzel

Members absent: Rose VanderVelden (excused)

Members present via Zoom: none

Others present in Person: Holly Selwitschka, Kimberly Library Director

**Motion by Hietpas, seconded by Herro to approve the minutes of the August 18, 2025 meeting. Motion carried by unanimous vote.**

**Motion by Hietpas, seconded by Herro to approve the current bills as written. Motion carried by unanimous vote.**

The library board did not preview the first draft of the 2026 budget proposal, as it was not ready to share.

**Motion by Wentzel, and seconded by Yunk, to approve the 2026 Schedule of Library Closures. Motion carried by unanimous vote.**

**Director's Report:** Holly reviewed her brief director report. Most items appeared on the agenda. She reminded board members of upcoming FOKL fundraisers.

**New Business:** none

**Unfinished Business:**

**Current CIP Projects Update:** Discussion about CIP, completion of the carpet and painting projects, and final items to finish up. Library Board provided consent to purchase furnishings for the library work space and also a framed art print from the library's current budget.

**Motion by Wentzel, and seconded by Herro, to accept the changes to the Social Media Plans & Policy. Motion carried by unanimous vote.**

The library board reviewed the Teen Library Card Policy and procedures and found that no changes were necessary at this time.

**Items for the Next Meeting:** 2026 Budget Proposal and a visit from Bradley Shipps to talk about OWLS services and answer board questions. The next meeting will be Monday, October 20 at 4pm in the Library Meeting Room 1.

**Motion by Yunk, seconded by Herro, to adjourn the meeting. Motion carried by unanimous vote.** The meeting was adjourned at 4:36pm.

*Submitted by: Holly Selwitschka, Library Director*

**VILLAGE OF KIMBERLY  
PLAN COMMISSION MINUTES  
09/16/2025**

A meeting of the Village Kimberly Plan Commission was called to order on Tuesday, September 16, 2025, at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave, by President Kuen.

Commissioners Present: President Chuck Kuen and Commissioners: Michael Robach, Jeremy Freund, Norb Karner, and Nancy Bourassa  
Commissioners Excused: Commissioners Dave Vander Velden and Todd Schneider  
Staff Present: Deputy Clerk Erica Ziegert, Administrator/Director of Public Works Danielle Block & Community Development Director Sam Schroeder

**Approval of Minutes from the 08-19-2025 Meeting**

Commissioner Karner moved, Commissioner Robach seconded the motion to approve. Motion carried by unanimous vote.

**Public Hearing**

**Ordinance No. 7, Series 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Parking and Driveways**

Commissioner Karner moved, Commissioner Freund seconded the motion to convene to a public hearing. Motion carried by unanimous vote at 5:01pm.

With no comments brought forward, President Kuen called for a motion to close the hearing.

Commissioner Karner moved, Commissioner Bourassa 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**

**Site & Architectural Review – Freedom Fellowship Church – 724 S Railroad Street**

Commissioner Karner moved, Commissioner Robach seconded the motion to approve the site plan and architectural components for Freedom Fellowship Church located at 724 S Railroad Street as presented, contingent upon the following:

1. Parking is not permitted in the grass or gravel areas in the rear of the building. Any expanded parking beyond paving the gravel area for traffic flow, would require additional review. Furthermore, any future access between 724 S Railroad Street and the property to the south shall require review by the Village of Kimberly. 2. New outdoor lighting shall be installed within six months of occupancy and shall be full cutoff and meet Village ordinances. 3. Any future accessory structures shall meet ordinance and shall be submitted to the Village of Kimberly for approval. 4. Any dumpster or refuse shall be enclosed and out of view from off premise and shall be located in the rear of the building. Motion carried by unanimous vote.

**Ordinance No. 7, Series 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly  
Municipal Code related to Parking and Driveways**

Commissioner Freund moved, Commissioner Karner seconded the motion to approve Ordinance No. 7, Series 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Parking and Driveways. Motion carried by unanimous vote.

**Adjournment**

Commissioner Karner moved, Commissioner Freund seconded the motion to adjourn. Motion carried by unanimous vote at 5:13pm.

A handwritten signature in black ink, appearing to read 'Erica Ziegert', written over a horizontal line.

Erica Ziegert  
Deputy Clerk  
Dated 09/17/2025



# Department Report

To: Village Board  
From: Captain Jeremy Slotke  
Date: November 2025  
Re: FVMPD Report

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## HIGHLIGHTS

- Officer Delvoye has given his two-week notice. His last day at FVMPD will be 11/10. With Officer Delvoye's departure, Lt. Gostisha will begin to count toward road staffing to try and alleviate some of the overtime forces. Command staff are also coming in on their off time to cover patrol shifts.
- One of the crossing guards quit, and Administrative Manager Lenz is beginning the hiring process to look for a replacement.
- Officer Nett retired after 30 years with FVMPD. His last day was 11/3.
- CSO McKenzie-Brown has completed his field training and is now on solo assignment.
- Fall training cycle is under way. Consists of scenario and active shooter training.
- Hosting ALERRT training 11/15-11/16. Will be instructed by FVMPD staff and will be for staff from local LE/fire/EMS agencies.

## TOP PRIORITIES

- Continue to support patrol staff and combat burnout during this transition period

## UPCOMING EVENTS



# Department Report

To: Village Board  
From: Chad Smith | Fire Chief  
Date: November 2025  
Re: Fire Department Report

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## HIGHLIGHTS

- Training Conducted:
  - Physical Agility Course – 10/13
  - Simulated Car Fire at Hallmark Place Apartments – 10/27
- Fire Inspections
  - Total Year-To-End of Month (September): 206
    - Routine: 207
    - Re-Inspection: 37
    - Complaint: 4
    - Certificate of Occupancy: 4
    - Sprinkler System Certification: 2
    - Fire Alarm Certification: 2
- Anniversaries
  - None
- Class Completions/Starting
  - ICS-300 – Chad Smith, Corey Martin, Kris Castillo, Chris Kuna
  - Entry Level Firefighter – Alexander Lomibao, James McKenzie-Brown, Sacsha McGowan

## UPCOMING EVENTS

- Retired Firefighter Gary DeGoey's Funeral – 11/3
- Annual Hallmark Safety Training – 11/4
- Christmas at the Pond -11/30

## CALL VOLUME

Fire Calls for October – 8  
Fire Calls October 31<sup>st</sup> - 83  
EMS Calls for October – 43  
EMS Calls October 31<sup>st</sup> - 480



# Department Report

To: Village Board  
From: Danielle Block | Administrator/Director of Public Works  
Date: November 2025  
Re: Administrator's Report

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## HIGHLIGHTS

- Continued coordination with the PSC regarding the Water Rate Increase Application. Final cost-of-service study and proposed rate design published. PSC scheduled the Public Hearing for December 2, 2025.
- Continued work with FVMPD, KASD, Village of Little Chute and the Outagamie County Sheriff's Department.
- Finalized the 2026 budget document, held public hearing and completed the approval process.
- Set the 2025 Tax Levy based on the 2026 adopted budget.
- Kicked off the 2025 Audit process with Hawkins-Ash and Kerber Rose. This will set a timeline for delivery of the 2025 audit to the Village Board in the Spring of 2026.

## TOP PRIORITIES

- Continue to work with FVMPD, KASD, Village of Little Chute and Outagamie County Sheriff's Department regarding the transition of police services.
- Present the final 2026 Village Budget to the Village Board during the month of November, hold Public Hearing and consider for adoption.
- Prepare the final 2026 budget document.
- Assist Clerk-Treasurer as need for the preparation of tax bills and required DOR reporting.
- Year-end reporting and project closeouts.
- Strategize for the potential recruitment of Utility Billing Clerk and Municipal Clerk duties.
- Complete 2025 Audit document requests.

## UPCOMING EVENTS

- PSC Water Utility Rate Increase Public Hearing, December 2<sup>nd</sup> 2-3pm.
- Village Holiday Party and Employee Appreciation event, December 12<sup>th</sup>.



# Department Report

To: Village Board  
From: Danielle Block | Administrator/Director of Public Works  
Date: November 2025  
Re: Public Works Monthly Report

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## HIGHLIGHTS

- Continued work at the Municipal Services Center and planning for move in: contractor equipment specification meetings between staff, architects, engineers and building contractors for the new Municipal Services Center.
- Continued construction of the Central Cedars Historic Overlook. Floor painting, cabinets, tilework and cleaning.
- Updates to training manual discussion for skills and abilities with all pieces of Village equipment.
- Kicked off the 2025 Fall Leaf Collection Season – “Life of a Leaf Man” campaign.
- Started the Papermaker Pond project with Advance Construction, Inc.
- Completed the 2026 budget needs and analysis for the Department of Public Works.
- Restarted the quarterly updates to the Safety Data Sheets for materials and substances within the Village.
- Submitted a final application for Surface Transportation Block Grant (STBG) Award dollars for the Kennedy Avenue/Marcella Street (Railroad Street to Kimberly Avenue) and Kennedy Avenue/Eisenhower Drive intersection reconstruction project. The next award cycle is for projects from 2026-2030. This project would likely not occur until 2030 at the earliest.
- Completed the reimbursement application for the WisDOT LRIP grant dollars for the Kennedy Avenue diamond grinding project. The approximate grant reimbursement amount is \$86,000.

## TOP PRIORITIES

- Work toward substantial completion of the Cedars Historic Overlook for the winter season.
- Continue the Papermaker Pond project with Advance Construction, Inc. Substantial completion date is the end of November 2025. Spring plantings will carry into 2026.
- Finalize the 2025 TAP Grant reimbursement application for the Marcella Street trail

and railroad crossing project.

- Complete the Wisconsin Department of Natural Resources MS4 Permit Audit – Stormwater Review and Analysis comments and suggestions.
- Municipal Services Center:
  - Installation of final finishings and owner-supplied equipment.
  - IT and networking installations mid-November
  - Final Punch List walkthrough Wednesday, November 19<sup>th</sup>
  - Occupancy anticipated at the end of November
  - Move-in to begin week of Monday, November 17<sup>th</sup>
  - Targeting an opening date of Monday, November 24<sup>th</sup>
  - Official Open House & Ribbon Cutting Monday, December 15<sup>th</sup>
  - Yard Waste Site Relocation back to Maes Avenue to occur December or January. The public will be notified.

## **UPCOMING EVENTS**

- Target opening date (subject to change) for the Municipal Services Building is Monday, November 24<sup>th</sup>
- Official Municipal Services Open House & Ribbon Cutting Monday, December 15<sup>th</sup>
- Year-end Training with CVMIC to cover required health, hearing and safety topics on December 12<sup>th</sup>



October Solid Waste Summary														
DATE	Ticket #	TRUCK	Automated Garbage Weight	COST	Business & Parks Dumpster Collection Weight	COST	Large Item Collection Weight	COST	Sweepings Weight	COST	Yard Waste Weight	COST	Street Parks Facility Contaminated Weight	Total Cost
10/01/25	1055959	32A	8660	\$ 259.80		\$ -		\$ -		\$ -		\$ -		\$ 259.80
10/01/25	1056028	speedy		\$ -		\$ -		\$ -		\$ -		\$ -	24140	\$ 687.99
10/01/25	1056091	speedy		\$ -		\$ -		\$ -		\$ -		\$ -	25540	\$ 727.89
10/01/25	1056168	speedy		\$ -		\$ -		\$ -		\$ -		\$ -	13740	\$ 391.59
10/01/25	1056194	32	16360	\$ 490.80		\$ -		\$ -		\$ -		\$ -		\$ 490.80
10/01/25	1056217	49		\$ -		\$ -	1140	\$ 34.20		\$ -		\$ -		\$ 34.20
10/02/25	1056332	80		\$ -		\$ -		\$ -		\$ -	960	\$ 17.28		\$ 17.28
10/02/25	1056371	80		\$ -		\$ -		\$ -		\$ -	720	\$ 12.96		\$ 12.96
10/02/25	1056408	80		\$ -		\$ -		\$ -		\$ -	820	\$ 14.76		\$ 14.76
10/02/25	1056417	32	13300	\$ 399.00		\$ -		\$ -		\$ -		\$ -		\$ 399.00
10/02/25	1056477	80		\$ -		\$ -		\$ -		\$ -	540	\$ 9.72		\$ 9.72
10/02/25	1056636	32	6480	\$ 194.40		\$ -		\$ -		\$ -		\$ -		\$ 194.40
10/02/25	1056641	80		\$ -		\$ -		\$ -		\$ -	540	\$ 9.72		\$ 9.72
10/03/25	1057034	80		\$ -		\$ -		\$ -		\$ -	1320	\$ 23.76		\$ 23.76
10/03/25	1057070	80		\$ -		\$ -		\$ -		\$ -	1060	\$ 19.08		\$ 19.08
10/03/25	1057116	80		\$ -		\$ -		\$ -		\$ -	2080	\$ 37.44		\$ 37.44
10/06/25	1057581	80		\$ -		\$ -		\$ -		\$ -	740	\$ 13.32		\$ 13.32
10/06/25	1057587	38		\$ -		\$ -		\$ -		\$ -	4720	\$ 84.96		\$ 84.96
10/06/25	1057612	80		\$ -		\$ -		\$ -		\$ -	960	\$ 17.28		\$ 17.28
10/06/25	1057615	38		\$ -		\$ -		\$ -		\$ -	4900	\$ 88.20		\$ 88.20
10/06/25	1057640	3		\$ -		\$ -		\$ -		\$ -	1740	\$ 31.32		\$ 31.32
10/06/25	1057643	80		\$ -		\$ -		\$ -		\$ -	1600	\$ 28.80		\$ 28.80
10/06/25	1057649	38		\$ -		\$ -		\$ -		\$ -	7240	\$ 130.32		\$ 130.32
10/06/25	1057704	3		\$ -		\$ -		\$ -		\$ -	5860	\$ 105.48		\$ 105.48
10/06/25	1057712	80		\$ -		\$ -		\$ -		\$ -	2840	\$ 51.12		\$ 51.12
10/06/25	1057717	38		\$ -		\$ -		\$ -		\$ -	5640	\$ 101.52		\$ 101.52
10/06/25	1057787	3		\$ -		\$ -		\$ -		\$ -	1420	\$ 25.56		\$ 25.56
10/06/25	1057850	3		\$ -		\$ -		\$ -		\$ -	1520	\$ 27.36		\$ 27.36
10/07/25	1057939	3		\$ -		\$ -		\$ -		\$ -	1560	\$ 28.08		\$ 28.08
10/07/25	1058017	3		\$ -		\$ -		\$ -		\$ -	1140	\$ 20.52		\$ 20.52
10/07/25	1058107	32	16160	\$ 484.80		\$ -		\$ -		\$ -		\$ -		\$ 484.80
10/07/25	1058291	32	9340	\$ 280.20		\$ -		\$ -		\$ -		\$ -		\$ 280.20
10/07/25	1058510	32	12340	\$ 370.20		\$ -		\$ -		\$ -		\$ -		\$ 370.20
10/08/25	1058710	32	10280	\$ 308.40		\$ -		\$ -		\$ -		\$ -		\$ 308.40
10/09/25	1058925	32	12740	\$ 382.20		\$ -		\$ -		\$ -		\$ -		\$ 382.20
10/09/25	1059055	32	6920	\$ 207.60		\$ -		\$ -		\$ -		\$ -		\$ 207.60
10/10/25	1059204	80		\$ -		\$ -		\$ -		\$ -	1560	\$ 28.08		\$ 28.08
10/10/25	1059220	49	1800	\$ 54.00		\$ -		\$ -		\$ -		\$ -		\$ 54.00
10/10/25	1059247	80		\$ -		\$ -		\$ -		\$ -	2260	\$ 40.68		\$ 40.68
10/10/25	1059268	80		\$ -		\$ -		\$ -		\$ -	1980	\$ 35.64		\$ 35.64
10/10/25	1059304	80		\$ -		\$ -		\$ -		\$ -	1840	\$ 33.12		\$ 33.12
10/10/25	1059332	80		\$ -		\$ -		\$ -		\$ -	2100	\$ 37.80		\$ 37.80
10/10/25	1059371	80		\$ -		\$ -		\$ -		\$ -	780	\$ 14.04		\$ 14.04
10/13/25	1059983	3		\$ -		\$ -		\$ -		\$ -	1400	\$ 25.20		\$ 25.20
10/13/25	1060021	3		\$ -		\$ -		\$ -		\$ -	1580	\$ 28.44		\$ 28.44
10/13/25	1060083	3		\$ -		\$ -		\$ -		\$ -	1260	\$ 22.68		\$ 22.68
10/13/25	1060133	3		\$ -		\$ -		\$ -		\$ -	1140	\$ 20.52		\$ 20.52
10/13/25	1060213	3		\$ -		\$ -		\$ -		\$ -	920	\$ 16.56		\$ 16.56
10/14/25	1060406	80		\$ -		\$ -		\$ -		\$ -	1480	\$ 26.64		\$ 26.64
10/14/25	1060488	80		\$ -		\$ -		\$ -		\$ -	1420	\$ 25.56		\$ 25.56
10/14/25	1060538	80		\$ -		\$ -		\$ -		\$ -	1660	\$ 29.88		\$ 29.88
10/14/25	1060541	32A	17700	\$ 531.00		\$ -		\$ -		\$ -		\$ -		\$ 531.00
10/14/25	1060578	80		\$ -		\$ -		\$ -		\$ -	1120	\$ 20.16		\$ 20.16
10/14/25	1060633	80		\$ -		\$ -		\$ -		\$ -	1580	\$ 28.44		\$ 28.44
10/14/25	1060663	80		\$ -		\$ -		\$ -		\$ -	1280	\$ 23.04		\$ 23.04
10/14/25	1060681	32A	7980	\$ 239.40		\$ -		\$ -		\$ -		\$ -		\$ 239.40
10/14/25	1060708	80		\$ -		\$ -		\$ -		\$ -	1460	\$ 26.28		\$ 26.28
10/15/25	1060886	32A	13840	\$ 415.20		\$ -		\$ -		\$ -		\$ -		\$ 415.20
10/15/25	1061075	32A	10380	\$ 311.40		\$ -		\$ -		\$ -		\$ -		\$ 311.40
10/16/25	1061461	32A	19940	\$ 598.20		\$ -		\$ -		\$ -		\$ -		\$ 598.20
10/17/25	1061683	80		\$ -		\$ -		\$ -		\$ -	2140	\$ 38.52		\$ 38.52
10/17/25	1061717	80		\$ -		\$ -		\$ -		\$ -	2240	\$ 40.32		\$ 40.32
10/17/25	1061797	80		\$ -		\$ -		\$ -		\$ -	2340	\$ 42.12		\$ 42.12
10/17/25	1061852	80		\$ -		\$ -		\$ -		\$ -	260	\$ 4.68		\$ 4.68
10/17/25	1061897	80		\$ -		\$ -		\$ -		\$ -	2500	\$ 45.00		\$ 45.00
10/17/25	1061934	80		\$ -		\$ -		\$ -		\$ -	280	\$ 5.04		\$ 5.04
10/21/25	1062846	38		\$ -		\$ -		\$ -		\$ -	5080	\$ 91.44		\$ 91.44
10/21/25	1062867	38		\$ -		\$ -		\$ -		\$ -	6180	\$ 111.24		\$ 111.24
10/21/25	1062904	38		\$ -		\$ -		\$ -		\$ -	5960	\$ 107.28		\$ 107.28
10/21/25	1062946	38		\$ -		\$ -		\$ -		\$ -	5840	\$ 105.12		\$ 105.12
10/21/25	1062972	32A	17200	\$ 516.00		\$ -		\$ -		\$ -		\$ -		\$ 516.00
10/21/25	1062987	38		\$ -		\$ -		\$ -		\$ -	7100	\$ 127.80		\$ 127.80
10/21/25	1063059	38		\$ -		\$ -		\$ -		\$ -	5180	\$ 93.24		\$ 93.24
10/21/25	1063093	32A	7960	\$ 238.80		\$ -		\$ -		\$ -		\$ -		\$ 238.80
10/22/25	1063301	32A	13280	\$ 398.40		\$ -		\$ -		\$ -		\$ -		\$ 398.40
10/22/25	1063449	32A	9940	\$ 298.20		\$ -		\$ -		\$ -		\$ -		\$ 298.20
10/23/25	1063659	32A	12420	\$ 372.60		\$ -		\$ -		\$ -		\$ -		\$ 372.60
10/23/25	1063797	32A	6920	\$ 207.60		\$ -		\$ -		\$ -		\$ -		\$ 207.60
10/24/25	1063960	38		\$ -		\$ -		\$ -		\$ -	4740	\$ 85.32		\$ 85.32
10/24/25	1064004	38		\$ -		\$ -		\$ -		\$ -	4620	\$ 83.16		\$ 83.16
10/24/25	1064007	49	2780	\$ 83.40		\$ -		\$ -		\$ -		\$ -		\$ 83.40
10/24/25	1064036	38		\$ -		\$ -		\$ -		\$ -	5560	\$ 100.08		\$ 100.08
10/24/25	1064163	38		\$ -		\$ -		\$ -		\$ -	4480	\$ 80.64		\$ 80.64
10/24/25	1064208	38		\$ -		\$ -		\$ -		\$ -	4100	\$ 73.80		\$ 73.80
10/27/25	1064709	38		\$ -		\$ -		\$ -		\$ -	5720	\$ 102.96		\$ 102.96
10/27/25	1064738	38		\$ -		\$ -		\$ -		\$ -	5460	\$ 98.28		\$ 98.28
10/27/25	1064769	38		\$ -		\$ -		\$ -		\$ -	5940	\$ 106.92		\$ 106.92
10/27/25	1064811	38		\$ -		\$ -		\$ -		\$ -	6260	\$ 112.68		\$ 112.68
10/27/25	1064858	38		\$ -		\$ -		\$ -		\$ -	6220	\$ 111.96		\$ 111.96
10/27/25	1064914	38		\$ -		\$ -		\$ -		\$ -	5680	\$ 102.24		\$ 102.24
10/27/25	1065019	49		\$ -		\$ -	10220	\$ 306.60		\$ -		\$ -		\$ 306.60
10/28/25	1065292	49		\$ -		\$ -	9880	\$ 296.40		\$ -		\$ -		\$ 296.40
10/28/25	1065375	32A	18580	\$ 557.40		\$ -		\$ -		\$ -		\$ -		\$ 557.40
10/28/25	1065455	49		\$ -		\$ -	8580	\$ 257.40		\$ -		\$ -		\$ 257.40
10/28/25	1065514	49		\$ -		\$ -	2440	\$ 73.20		\$ -		\$ -		\$ 73.20
10/28/25	1065522	32A	8680	\$ 260.40		\$ -		\$ -		\$ -		\$ -		\$ 260.40
10/29/25	1065781	32A	14980	\$ 449.40		\$ -		\$ -		\$ -		\$ -		\$ 449.40
10/29/25	1065806	49		\$ -		\$ -	8500	\$ 255.00		\$ -		\$ -		\$ 255.00
10/29/25	1065940	32A	11700	\$ 351.00		\$ -		\$ -		\$ -		\$ -		\$ 351.00
10/30/25	1066182	32A	13580	\$ 407.40		\$ -		\$ -		\$ -		\$ -		\$ 407.40
10/31/25	1066363	32A	7220	\$ 216.60		\$ -		\$ -		\$ -		\$ -		\$ 216.60
10/31/25	1066792	38		\$ -		\$ -		\$ -		\$ -	6540	\$ 117.72		\$ 117.72
10/31/25	1066837	38		\$ -		\$ -		\$ -		\$ -	6080	\$ 109.44		\$ 109.44
10/31/25	1066854	80		\$ -		\$ -		\$ -		\$ -	1560	\$ 28.08		\$ 28.08
10/31/25	1066898	38		\$ -		\$ -		\$ -		\$ -	5720	\$ 102.96		\$ 102.96
TOTALS			160.40	\$ 9,883.80	0.00	\$ -	20.38	\$ 1,222.80	0.00	\$ -	100.26	\$ 3,609.36	31.71	\$ 1,807.47
			Tons		Tons		Tons		Tons		Tons			



# Department Report

To: Village Board  
From: Sam Schroeder | Community Development Director  
Date: November 2025  
Re: Community Development Report

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## HIGHLIGHTS

- Continued to conduct BRE (Business, Retention and Expansion) visits to understand the health, constraints and future needs of our business community.
- Conducted on-going discussions with our existing Kimberly developers to understand the status of projects and define next steps.
- Worked closely with the development community and regional partners to showcase Kimberly and to better understand current and future market projections within the Village and region.
- Executed the closing of 442 N Main Street being the former Specialty Mineral Site for future redevelopment
- Released Request for Proposals for the Comprehensive Plan Rewrite in hopes of commencing the work in early 2026
- Administered future development considerations for upcoming Plan Commission and Village Board meetings
- Process permits working closely with MSA Professional Services.
- Continued Code Enforcement actions as they arise.
- Supported the Gathering Hub and Crane Engineering with their Fall grand openings.

## TOP PRIORITIES

- Expand BRE (Business, Retention and Expansion) visits to understand the health, constraints and future needs of our business community.
- Explore future development options with the remaining vacant Mill site properties.
- Explore opportunities and work with the development community to market and develop the Village-owned, vacant TID properties, and other vacant sites throughout the community.
- Work with MSA to launch their permitting system for better tracking.
- Review and update ordinances as needed specific to protest petitions and liquor licenses.

2025 Year to Date Year to Date Building Permit & Fees Report					
Permit Category		Monthly Summary			
Category Prefix	Category Name	Value	Fees Collected Acct 01-44300-00	Number of Permits / Structures	Number Dwelling Units
<b>Residential Building</b>					
100	New Single Family	\$4,013,639.00	\$8,941.90	9	0
110	New Two Family	\$0.00	\$0.00	0	0
120	New Multi-Family	\$0.00	\$0.00	0	0
130	Residential Additions	\$165,000.00	\$1,030.00	3	0
140	New Accessory Buildings	\$33,450.00	\$425.00	8	
141	Addn Accessory Bldg	\$3,800.00	\$300.00	3	
150	Interior Alterations	\$625,373.36	\$7,700.42	22	
151	Exterior Alterations	\$97,903.00	\$2,051.78	15	
160	Decks/Patios	\$75,000.00	\$350.00	4	
170	Fences	\$240,402.81	\$1,925.00	37	
180	In-Ground Pools	\$394,000.00	\$500.00	5	
181	Above Ground Pools	\$12,400.00	\$500.00	4	
190	Raze Residential	\$0.00	\$0.00	0	
<b>Sub-Total Residential Building</b>		<b>\$5,660,968.17</b>	<b>\$23,724.10</b>	<b>110</b>	<b>0</b>
<b>Commercial &amp; Industrial Building</b>					
200	New Buildings	\$880,000.00	\$6,695.06	2	
210	Additions	\$26,216,864.00	\$26,155.28	4	
220	Interior Alterations	\$495,268.00	\$7,732.64	5	
221	Exterior Alterations	\$0.00	\$0.00	0	
230	Signs	\$99,458.04	\$505.00	10	
240	Raze Com'l/Ind	\$0.00	\$0.00	0	
<b>Sub-Total Commercial/Industrial Building</b>		<b>\$27,691,590.04</b>	<b>\$41,087.98</b>	<b>21</b>	
<b>Electric</b>					
300	Residential Services	\$106,650.00	\$2,400.20	8	
310	Residential Alterations	\$237,605.39	\$5,670.50	37	
320	Commercial/Industrial Services	\$522,200.00	\$10,421.60	3	
321	Commercial/Industrial Alterations	\$460,903.00	\$7,171.70	14	
<b>Sub-Total Electric</b>		<b>\$1,327,358.39</b>	<b>25664</b>	<b>62</b>	
<b>HVAC</b>					
400	Residential Heating	\$117,094.12	\$2,668.44	19	
401	Residential AC	\$19,500.00	\$725.00	5	
402	Residential - Both	\$224,420.75	\$3,359.42	16	
410	Com'l & Ind Heating	\$15,499.00	\$275.00	2	
411	Com'l & Ind AC	\$26,403.00	\$300.00	2	
412	Com'l & Ind - Both	\$746,541.00	\$3,393.90	5	
420	Other	\$0.00	\$0.00	0	
<b>Sub-Total HVAC</b>		<b>\$1,149,457.87</b>	<b>\$10,721.76</b>	<b>49</b>	
<b>Plumbing</b>					
500	Residential Laterals	\$157,315.00	\$2,515.10	1	
501	Residential Alterations	\$184,189.09	\$2,970.89	22	
510	Com'l & Ind Laterals	\$54,420.00	\$250.00	2	
511	Com'l & Ind Alterations	\$1,132,705.00	\$10,488.23	11	
512	Other	\$1,400.00	\$300.00	3	
<b>Sub-Total Plumbing</b>		<b>\$1,530,029.09</b>	<b>\$16,524.22</b>	<b>39</b>	
<b>Permit Totals</b>		<b>\$37,359,403.56</b>	<b>\$117,722.06</b>	<b>281</b>	<b>0</b>
			<b>Fees Collected</b>	<b>Number</b>	
			Miscellaneous Fees		
			UDC Seals	1	
			Parkland Dedication Fee	9	
			Grade Fee	9	
			VoK Sanitary Sewer Connection Fee	8	
			HOVMSD Sanitary Sewer Connection Fee	8	
			Storm Water - Erosion Control Permits	0	
			Admin Fee	0	
			Erosion	0	
			Storm Sewer Fee	0	
			<b>Total Miscellaneous Fees</b>	<b>\$46,741.00</b>	
<b>Total All Fees</b>			<b>\$164,463.06</b>		



# Department Report

To: Village Board  
From: Holly Femal | Community Enrichment Director  
Date: November 17<sup>th</sup>, 2025  
Re: Community Enrichment Director's Report

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## PREVIOUS MONTH'S HIGHLIGHTS

### PARKS

- Winterization of all parks facilities has been completed, until Spring 2026!
- Fall clean-up of fallen leaves has been an ongoing effort and will continue into December
- Fencing repairs were completed on the youth diamond 1<sup>st</sup> and 3<sup>rd</sup> baseline fences due to bowing of the chain link fabric. Work was completed in early November to get a jump start on the Spring to do list.
- In preparation for the Pumpkin Walk event, parks staff completed trimming and landscaping maintenance throughout Memorial Park. In addition, Timber Innovations sent volunteers to assist with spreading piles of mulch in the landscaped areas.
- Staff are preparing for Santa Claus to come to town. All lights have been tested for the annual Christmas at the Pond celebration. Installation to follow.

### RECREATION

- Registration is open for 3 separate babysitting classes in 2026
- Registration is open for an upcoming KidStage class highlighting the production of Beauty and the Beast.
- The form is open for those who would like to request a letter from Santa this holiday season.  
<https://forms.gle/Pk5u4GmRyxpWrhko7>

### EVENTS AND OUTREACH

- Another successful Pumpkin Walk was held on October 24<sup>th</sup>. The event hosted a record number of pumpkins and booths, the weather was great, and the park was full of people. Thanks to all who assisted with the success of this annual event!
- The RFP for the 2026 project to Master Plan Sunset Park was released in October, with interested parties required to submit by November 19<sup>th</sup>, 2025, 4 p.m. The document was sent to 8 firms, with inquiries and submissions of interest received from four firms to date.
- An RFP for the printing and circulation of the *KimTalk* was issued on November 5<sup>th</sup> with direct submission to four local printing and direct mail companies. Submissions are due by December

1<sup>st</sup> for analysis and potential request to the board in mid – late December in preparation for the 2026 mailings.

- All event partners from 2024 as well as Pumpkin Walk supporters were contacted and invited to become involved with the Christmas at the Pond event. We are developing a list of interested parties to decorate trees in the park and bring a booth and goodies to the night of the lighting.
- CED attended a CORP planning meeting with Outagamie County. A public input session will be held in an open house drop in format at the Appleton Public Library on November 18<sup>th</sup> starting at 5 p.m. This event is open to the public.
- CED attended Trail Summit Base Camp 1.0 on November 6<sup>th</sup> to discuss regional trends and issues on trail etiquette, upcoming regional trail connections, and updated mapping on established CIP projects in the coming 5 years. The event hosted over 60 attendees with regional representation including support from ECWRPC, Community Foundation, and Fox Cities Greenways Inc. A virtual event will be held in the coming week concerning e-bike and e-scooter use on regional trails and development of best practices concerning etiquette and enforcement regionally.

## **UPCOMING TOP PRIORITIES AND NOTABLE DATES**

- November 11 – 13<sup>th</sup>, 2025 – Parks Staff will be actively decorating Memorial Park in preparation for the annual park lighting.
- November 19<sup>th</sup>, 2025 – RFP Deadline for submissions to the Sunset Park Master Planning Effort
- November 30<sup>th</sup>, 2025 – Christmas at the Pond 5 p.m. – 7 p.m. Memorial Park
- Week of December 1<sup>st</sup> – Ice Rink construction begins in Treaty Park with liner and ice installation to follow as consistent cold temps happen.
- December 8<sup>th</sup>, 2025 – Submission deadline for anyone interested in receiving a letter from Santa at the north pole, the elves need enough time to write the letters and get them to mailboxes before Christmas Eve!
- December 11<sup>th</sup>, 2025 – VOK to host Region 2 Wisconsin Park and Recreation Association meeting touring the group at the new Municipal Services Center.
- December 12<sup>th</sup>, 2025 – Staff Holiday Party.
- December 16<sup>th</sup>, 2025 – Village staff food drive donation delivery day to Fox Valley Pantry



# Department Report

To: Village Board

From: Holly Selwitschka | Library Director

Date: November 2025

Re: Library Report



## HIGHLIGHTS FROM THE PAST MONTH

- In October, library programming was back in full swing after having been closed for remodeling. We hosted a full spectrum of programming for all ages including the regular line-up of Tween Tuesdays, Story Times, and Book Clubs. Special events included a tech training day, genealogy workshop, info session on fraud protection, a houseplant workshop and a special Monster Mash story time. We participated with the Kimberly School district's multilingual event, and throughout the month, the library distributed 50 DIY Take-Home Science Kits as part of a grant from NASA. If it sounds busy, that's because it was! We had one Saturday on which we were closed, but even on that day we experienced team bonding, as library staff were able to attend their colleague's wedding. In total, we ushered 6,804 visitors through our doors and served approximately 800 attendees at library programming events.
- The library is currently recruiting Monster Makers on behalf of the school district. The art department each year teaches young students to design a monster then hands out materials in sewing kits to members of the community to sew together the monster design created by kindergarten students. Once the Monster is sewn, it is returned to the student who designed it. We have several kits that still need a good monster maker to bring them to life, and even community members with little-to-no sewing skills can make that happen.
- The library participated in the Pumpkin Walk, handing out treats that doubled as crafts but quickly ran out of supplies due to the amazing attendance at the event. One young library patron, a regular attendee at tween programs, who was visiting with library staff at the event started handing out candy from his own trick-or-treat bag until a library staff member was able to return with more treats to hand out.

- Friends of the Library were very active in October with 3 fundraisers raising more than \$5,000 on behalf of the library. The past few years Friends of Kimberly Library have fully funded the library's summer reading program for children and families and individuals of all ages. The summer reading program is the library's major literacy initiative hosted annually as an incentive to encourage reading for pleasure in all ages and to discourage the "summer slide" in youth. Fundraisers included a raffle basket fundraiser at the KRA fall craft show, a beer tasting event at Timber Tap, and the sale of Culver's Coupon sheets that enabled buyers to purchase coupons with a value of \$23 for only \$10.
  
- In response to staff member concerns over loss of funding for local SNAP recipients, the library is hosting a food drive. Items collected are used to fill in the library's simple food pantry shelf, and the majority of items are being given to the Fox Valley Food Pantry. The kindness and generosity of Kimberly residents is overwhelming, as we received bountiful donations within the first few days. The donation drive ends November 14.
  
- Kimberly Library is also hosting a donation box for the Salvation Army's Toys for Tots drive. This too has received generous donations from the community. Collections continue through December 6.
  
- The library is hosting a display from the Fox Valley Literacy Council called "Faces of Literacy" that shares stories of resilience by students who've learned literacy skills from the Fox Valley Literacy Council. The 6-panel display is interactive; visitors may scan a QR code to hear music written by local musicians from Fox Valley who have regularly participated in Appleton's Mile of Music festival, and were commissioned to create music inspired by these stories.



## TOP PRIORITIES FOR THE NEXT MONTH

- Work toward hiring a half-time teen programming librarian to replace a part time library aide who is retiring.
- Work to create a podcast studio and instrumental programming initiatives to launch a community podcast in 2026, funded through a grant from the Community Vision Fund within the Community Foundation for the Fox Valley Region.
- FOKL meeting to discuss upcoming fundraising efforts, learn about community foundation investment opportunities, and consider launching a capital campaign to update library furnishings
- Volunteer appreciation and Holiday festivities and some holiday library closings

## UPCOMING EVENTS DECEMBER 2025



### 2025 Toys for Tots Drop Off at Kimberly Public Library

Drop Off New-in-Box, Unwrapped Gifts to the Kimberly Library.

In partnership with Toys for Tots and The Salvation Army-Fox Cities, the Friends of the Kimberly Library are collecting new toys for families this holiday season. Help us make children smile.

Note: The last day to drop off toys is December 6th.

NOVEMBER 18  
9:00 am - 10:00 am  
@Kimberly Public Library

Short Story Group Discussion

NOVEMBER 18  
9:45 am - 10:30 am  
@Kimberly Public Library

Baby Stay And Play Story Time

NOVEMBER 18  
4:00 pm - 4:45 pm

Partypooper Party

NOVEMBER 18  
5:30 pm - 6:15 pm  
@Kimberly Public Library

Evening Book Club

NOVEMBER 20  
1:00 pm - 2:00 pm  
@Kimberly Public Library

Book Sayers Afternoon Book Club

NOVEMBER 21  
10:00 am - 10:30 am

Picture Book Palooza:  
Celebrating Picture Book Month

NOVEMBER 24  
9:00 am - 6:00 pm  
@Kimberly Public Library

Thanksgiving Break Puzzle Pick Up

The library is closed on  
Thursday, Nov. 27  
and Friday, Nov. 28

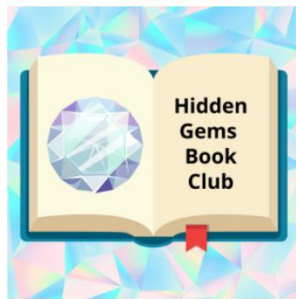


NOVEMBER 25  
4:00 pm - 4:30 pm  
@Kimberly Public Library



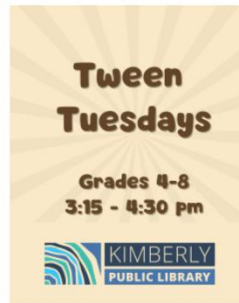
Hidden Gems Book Club  
(The Next Generation)

NOVEMBER 25  
4:30 pm - 5:00 pm  
@Kimberly Public Library



Hidden Gems Book Club

DECEMBER 2  
3:15 pm - 4:30 pm  
@Kimberly Public Library



Tween Tuesdays: Holiday Crafts

DECEMBER 1 - 31  
9:00 am - 6:00 pm  
@Kimberly Public Library



Drop In Gift Wrapping

DECEMBER 1  
12:30 pm - 2:00 pm  
@Kimberly Public Library



Crafternoons: Drop In Craft Circle (For Adults)

DECEMBER 8  
10:30 am - 11:30 am  
@Evergreen Room, Kimberly Public Library



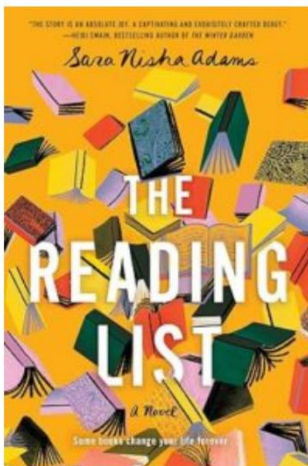
Adult Ukulele & Guitar\*  
Jam: Beginners Thru  
Advanced Adult Players

DECEMBER 9  
1:00 pm - 2:30 pm



Friends Of The Kimberly  
Library Meeting

DECEMBER 4  
10:00 am - 11:00 am  
@Kimberly Public Library



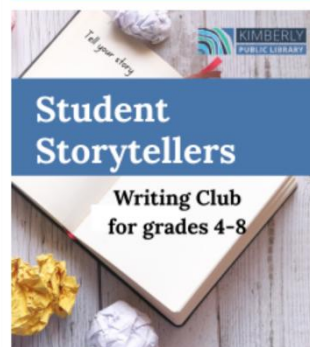
LitFix Morning Book Club

DECEMBER 9  
5:30 pm - 6:30 pm  
@Kimberly Public Library



Adult Craft-Beaded Tea Cup  
Succulents

DECEMBER 10  
4:30 pm - 5:00 pm  
@Kimberly Public Library



Student Storytellers

DECEMBER 15  
6:00 pm - 7:30 pm  
@Il Bar Coffeehouse and Bistro



Adult Craft-Sip And Make  
Ornaments

100 S Birch St Suite A, Kimberly, WI  
54136



# Department Report

To: Village Board  
From: Jennifer Weyenberg | Clerk-Treasurer  
Date: November 2025  
Re: Clerk-Treasurer Report

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## HIGHLIGHTS

- Deputy Treasurer Alison McCormick started the week of 11/10/25 and Resident Services Specialist Shaylah Elrick begins 11/17/25. Deputy Clerk Erica Ziegert completed the 2026 Gubernatorial Election training course.
- Completed 2026 Insurance Enrollments
- Type A Notice for the Spring Election was published- preparations for the 2026 elections cycle are underway
- Participated in the annual WI Municipal Treasurer's Fall Conference

## TREASURER'S REPORT

- GL Reconciliation Report- list of monthly revenues by account
- Summary of Accounts- balances in our checking, money markets, and other investment accounts
- Trust Fund Balances
- TIF Account Balances

## UPCOMING EVENTS

- Finalize the tax roll and load special assessments
- Continue to train two new hires in Central Office and provide refresher training on tax collections
- Begin work on the 2025 audit

## Report Criteria:

Including amounts updated to General Ledger

Account Summary

Formatted GL Account And Title	Debit Amount	Credit Amount	Total Amount
001-1000 (CASH IN BANK)	606,653.95	986.70-	605,667.25
001-1111 (UTILITY CASH CLEARING)	663.81	444,090.85-	443,427.04-
001-1112 (SA CASH CLEARING)	.00	6,118.26-	6,118.26-
101-2158 (SALES TAX PAYABLE)	.00	77.92-	77.92-
101-43-4353 (STATE AID - ROAD ALLOTMENT)	.00	119,880.13-	119,880.13-
101-44-4412 ( OPERATORS/BARTENDER LICENSE)	.00	687.00-	687.00-
101-44-4415 (CONDITIONAL USE PERMIT)	.00	450.00-	450.00-
101-44-4422 (DOG LICENSE)	.00	12.00-	12.00-
101-44-4431 (BUILDING PERMITS)	.00	3,065.90-	3,065.90-
101-44-4433 (ELECTRICAL PERMITS)	.00	125.00-	125.00-
101-44-4434 (PLUMBING PERMITS)	.00	1,595.77-	1,595.77-
101-44-4435 (HVAC-HEATING & AIR CONDITIO)	.00	1,178.60-	1,178.60-
101-44-4436 (CONSTRUCTION PERMITS)	.00	1,062.50-	1,062.50-
101-44-4438 (IMPACT FEES)	.00	1,000.00-	1,000.00-
101-45-4510 ( COURT PENALTIES AND FINES)	.00	5,625.52-	5,625.52-
101-45-4512 ( PARKING FINES)	.00	160.00-	160.00-
101-46-4610 ( CLERK'S FEES)	.00	275.00-	275.00-
101-46-4640 (POLYCART CHARGES)	.00	38.50-	38.50-
101-46-4642 (GARBAGE & REFUSE COLLECTION)	.00	570.00-	570.00-
101-46-4672 ( PARK/SHELTER RESERVATIONS)	.00	150.00-	150.00-
101-46-4674 ( MUNICIPAL COMPLEX RENTAL)	.00	905.00-	905.00-
101-46-4675 ( RECREATION PROGRAMS)	.00	65.00-	65.00-
101-46-4684 (BOAT LAUNCH PERMIT)	.00	110.00-	110.00-
101-46-4685 (YARD WASTE PERMIT)	.00	65.00-	65.00-
101-47-4740 (CABLE TV FRANCHISE FEES)	.00	4,710.79-	4,710.79-
101-48-4840 (ANTENNA RENTAL (JULY-DEC))	.00	6,644.38-	6,644.38-
101-48-4850 (DONATIONS- PARKS OUTLAY)	.00	1,500.00-	1,500.00-
101-48-4885 (EMPLOYEE APPRECIATION FUND)	.00	258.75-	258.75-
101-5220-244 ( EDUCATION & PUBLIC RELATION)	.00	171.60-	171.60-
201-2153 (HOV METRO SEWER HOOKUP FEE)	.00	3,104.00-	3,104.00-
201-42-4245 ( SANTARY SEWER HOOKUP-NEW FE)	.00	1,200.00-	1,200.00-
205-44-4439 (EROSION CONTROL PERMIT)	.00	250.00-	250.00-
501-46-4671 (LIBRARY COPY MACHINE)	.00	154.27-	154.27-
501-46-4672 (LIBRARY FEES/FINES)	.00	279.32-	279.32-
501-48-4850 (DONATIONS)	.00	250.00-	250.00-
501-48-4860 ( GRANTS)	.00	500.00-	500.00-
Grand Totals:	607,317.76	607,317.76-	.00

## **SUMMARY OF ACCOUNTS 2025 (4th QTR)**

### **General Fund Checking Account xxxxxxxx 9241**

Beginning Balance	\$2,279,774.75
Deposits	\$1,089,928.28
Withdrawals	\$1,118,809.11
Interest	\$499.94
Ending Balance	\$2,251,393.86
	October

### **General Fund Money Market Account xxxxxxxx0273**

Beginning Balance	\$3,412,935.56
Deposits	\$0.00
Withdrawals	\$0.00
Interest	\$6,319.07
Ending Balance	\$3,419,254.63
	October

### **Property Tax Savings Account xxxxxxxx 9000**

Beginning Balance	\$2,306,293.57
Deposits	\$0.00
Withdrawals	\$0.00
Fee	\$0.00
Interest	\$195.88
Ending Balance	\$2,306,489.45
	October

### **Water Department Business Money Market Account xxxxxxxx 9274**

Beginning Balance	\$732,669.54
Deposits	\$0.00
Withdrawals	\$0.00
Fee	\$0.00
Interest	\$1,356.54
Ending Balance	\$734,026.08
	October

### **Trust Accounts Business Money Market Account xxxxxxxx 5275**

Beginning Balance	\$4,463,946.72
Deposits	\$7,001.25
Withdrawals	\$371,023.82
Fee	\$0.00
Interest	\$9,115.26
Ending Balance	\$4,109,039.41
	October

**TIF Money Market Account xxxxxxxx 1278**

Beginning Balance	\$8,031,813.32
Deposits	\$0.00
Withdrawals	\$0.00
Fee	\$0.00
Interest	\$16,849.20
Ending Balance	\$8,048,662.52
	October

**American Deposit Mgt. Money Market Account (ADM) GORB dated 05-15-24**

Beginning Balance	\$2,847,266.87
Deposits	\$0.00
Withdrawals	\$1,255,715.36
Fee	\$0.00
Interest	\$7,222.07
Ending Balance	\$1,598,773.58
	October

**American Deposit Mgt. Money Market Account (ADM) GOPN dated 03-03-25**

Beginning Balance	\$2,175,534.35
Deposits	\$0.00
Withdrawals	\$0.00
Fee	\$0.00
Interest	\$7,134.56
Ending Balance	\$2,182,668.91
	October

# Trust Financial Statements for October 2025

## Capital Credit Union

FUND	BALANCE as of 9/30/25	% of total Investment	CCU Interest Earned	PLUS DEPOSITS	LESS DISBURSEMENTS	BALANCE as of 10/31/25	DEPOSIT & DISBURSEMENT DESCRIPTIONS
Boat Launch Trust	\$12,649.43	0.28%	\$25.83		\$696.58	\$11,978.68	Third Quarter Trust Fund Expenses
Cedars/Mill Site Trust	\$1,535,782.91	34.40%	\$3,136.02			\$1,538,918.93	
Complex Equipment	\$245,598.03	5.50%	\$501.50		\$92,304.18	\$153,795.35	Third Quarter Trust Fund Expenses
Data Processing	\$115,915.69	2.60%	\$236.70		\$14,705.00	\$101,447.39	Third Quarter Trust Fund Expenses
EMR Donations Trust	\$16,967.44	0.38%	\$34.65	\$2,931.25		\$19,933.34	PaperFest Donation
Fire Department	\$143,239.48	3.21%	\$292.49		\$8,459.00	\$135,072.97	Third Quarter Trust Fund Expenses
Fire Dept. Donations	\$20,991.72	0.47%	\$42.86	\$3,570.00		\$24,604.58	PaperFest Donation
Fox Valley Metro	\$199,634.59	4.47%	\$407.65			\$200,042.24	
Impact Fees	\$85,069.97	1.91%	\$173.71			\$85,243.68	
Kimberly Library Trust	\$33,155.03	0.74%	\$67.70			\$33,222.73	
Park Improvement	\$98,289.69	2.20%	\$200.70		\$78,150.56	\$20,339.83	Third Quarter Trust Fund Expenses
Personnel Trust	\$798,534.92	17.89%	\$1,630.59			\$800,165.51	
Reassessment Trust	\$114,168.44	2.56%	\$233.13			\$114,401.57	
Room Tax Trust Fund	\$133,180.34	2.98%	\$271.95			\$133,452.29	
Self Insured Fund	\$161,395.87	3.62%	\$329.57			\$161,725.44	
Street Facility Fund	\$128,254.26	2.87%	\$261.89	\$500.00		\$129,016.15	HOVWP donation
Street Equipment Replacement	\$621,123.91	13.91%	\$1,268.32		\$176,708.50	\$445,683.73	Third Quarter Trust Fund Expenses
	\$4,463,951.72	100.00%	\$9,115.26	\$7,001.25	\$371,023.82	\$4,109,044.41	
Monthly Interest	\$ 9,115.26	2.4700%				\$4,109,039.41	

# TIF Financial Statements for October 2025

## Capital Credit Union

FUND	BALANCE as of 09/30/2025		PLUS DEPOSITS Deposits		LESS DISBURSEMENTS Withdrawals		BALANCE as of 10/31/2025		DEPOSIT & DISBURSEMENT DESCRIPTIONS
	PMA INV	CCU MM	PMA INV	CCU MM	PMA INV	CCU MM	PMA INV	CCU MM	
310.1111									
TIF #4 Sinking	N/A	\$21,876.79	N/A	\$45.89	N/A		N/A	\$21,922.68	
\$21,922.68									
310.1185									
TIF #5 Sinking	N/A	\$268,792.89	N/A	\$563.88	N/A		N/A	\$269,356.77	
\$269,356.77									
701.1395									
TIF #5 Project	N/A	\$4,774.23	N/A	\$10.02	N/A		N/A	\$4,784.25	
\$4,784.25									
310.1197									
TIF #6 Sinking	\$ -	\$6,397,971.85	\$0.00	\$13,421.72	\$0.00		\$0.00	\$6,411,393.57	
\$6,411,393.57									
702.1116									
TIF #6 Project	\$ 0.00	\$1,338,392.56	\$0.00	\$2,807.69	\$0.00		\$0.00	\$1,341,200.25	
\$1,341,200.25									
CCU Interest	\$0.00	\$8,031,808.32		\$16,849.20			\$0.00	\$8,048,657.52	\$8,048,657.52
	2.470%	\$ 16,849.20						\$8,048,662.52	