



## VILLAGE BOARD AGENDA

Monday, June 8, 2026 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 Meeting Minutes from June 1, 2026**
  6. **Public Hearing on Request for Year-Round Outdoor Alcoholic Beverage Permit**
  7. **Unfinished Business for Consideration or Action**
    - a. None
  8. **New Business for Consideration or Action**
    - a. Year-Round Outdoor Alcoholic Beverage Permit for Clubhouse Wine Bar, 345 N Main St
    - b. Deposit Capital Credit Union "Elevate Communities Grant" into Fire Department Donation Trust
    - c. Purchase SCBA Quick Connectors and Adapters from Fire Department Donation Trust
    - d. Certificate of Payment #17 (FINAL) to SMA Construction Services in the amount of \$33,843.57 for the Kimberly Street & Parks Dept. Building
    - e. Resolution No. 8, Series of 2026 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing
    - f. Position Description for Crossing Guard
  9. **Public Participation**
  10. **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 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.
  11. **Action on Closed Session matters (if any)**
  12. **Adjournment**
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**Village Board Meeting- Virtual Attendance Info**

June 8, 2026 at 5:00pm

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

<https://meet.goto.com/183966365>

You can also dial in using your phone.

Access Code: 183-966-365

United States (Toll Free): 1 (866) 899-4679

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 W/ BOARD OF REVIEW  
06/01/2026**

A meeting of the Kimberly Board of Review was called to order on Monday, June 1, 2026 at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave by President Chuck Kuen.

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

**Board of Review Roll Call**

Clerk Weyenberg called the roll for the Board of Review.

President Kuen read the following statement from the agenda, “Due to the fact the assessment roll is not completed at this time, the Board of Review will be adjourned until September 16, 2026 from 10:00am to noon. Pursuant to §70.45, Wis. Stats., the 2026 assessment roll will be available for examination at an Open Book session to be held from 1:00pm-6:00pm on August 26, 2026 at the Kimberly Municipal Building. Instructional materials about assessment and Board of Review procedures will be available at that time as well as information on how to file an objection and the Board of Review proceedings under Wisconsin Law.” There was no discussion regarding this statement.

**Adjournment**

Trustee Trentlage moved, Trustee Gaffney seconded the motion to adjourn the Board of Review.

Following the adjournment of the Board of Review, President Kuen called to order a regular meeting of the Kimberly Village Board

**President’s Remarks**

President Kuen congratulated Holly Femal (not present) on being with the Village for 10 years as the Community Enrichment Director.

**Approval of Minutes from the 05-18-2026 meeting**

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

**Unfinished Business**

None

**New Business**

**Certificate of Payment #2 to Donald Hietpas & Sons in the amount of \$213,760.72 for the Schindler, Fulcer, & Pine/Walnut Ally project**

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

**Change Order #1 in the amount of \$19,986.18 for the 2025 Sanitary Sewer Cleaning & Televising project**

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

**Certificate of Payment #2 to Great Lakes TV Seal in the amount of \$11,916.85 for the 2025 Sanitary Sewer Cleaning & Televising project**

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

**Resolution Number 7, Series of 2026 Wisconsin Department of Natural Resources NR 208-Compliance Maintenance Resolution**

Administrator Block gave a brief overview of the annual report. Trustee Karner moved, Trustee Hammen seconded the motion to approve. Motion carried by unanimous vote of the board.

**Site & Architectural Review- 345 N Main St- Clubhouse Wine Bar Outdoor Patio**

Trustee Trentlage moved, Trustee Karner seconded the motion to approve the site review plan as it relates to the outdoor patio for the Clubhouse Wine Bar located at 345 N Main Street as presented with the following conditions:

1. Minor modifications may be approved by Village Staff.
2. Any alcohol consumption is subject to a separate permit by the Village Board.
3. Any exterior patio lighting meet Village ordinance and shall be turned off at the end of the business hours.
4. Screening and fencing shall be installed as part of the initial construction of the project – additional elements may be added at a later date.
5. Any fencing, landscaping or structures within the Village easement along the east property line are subject to those restrictions and including the possibility of removal at the property owners cost as necessary.
6. Grading and drainage elevations at the property line shall be maintained.

Motion carried by unanimous vote of the board.

**Site & Architectural Review- 558 Eisenhower Dr- Progression is Everything Motors**

Trustee Karner moved, Trustee Hammen seconded the motion to approve the site review plan related to Vehicle Sales with the following conditions:

1. Vehicle display is limited to the five parking stalls located east of the building.
2. All vehicles displayed shall be located on hard surface and not in grass areas.
3. All vehicles shall be in an operable state.
4. All maintenance and service of vehicles shall take place off-site.
5. No outdoor storage is permitted.
6. Any fixed signage shall require a permit and meet municipal code. Any temporary signage shall meet code and be located on the property and not within the right of way.
7. Any refuse shall share the existing facilities on site or shall be stored inside. Grading and drainage elevations at the property line shall be maintained.

Motion carried by unanimous vote of the board.

**Public Participation**

None

**Adjournment**

Trustee Hammen moved, Trustee Trentlage seconded the motion to adjourn. Motion carried by unanimous vote of the board at 5:11pm.

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Jennifer Weyenberg  
Village Clerk-Treasurer

Dated 06/02/26

Drafted by: ELZ

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

**Village of Kimberly  
Outagamie County, Wisconsin**

**Notice of Hearing  
Request for Year-Round Outdoor Alcoholic Beverage Permit  
Clubhouse Wine Bar, 345 N Main St, Kimberly, WI**

PLEASE TAKE NOTICE that the Village Board of the Village of Kimberly, Outagamie County, Wisconsin, will hold a public hearing per ordinance 308-17 to consider approval of an outdoor alcoholic beverage permit for Clubhouse Wine Bar, 345 N Main Street.

YOU ARE FURTHER NOTIFIED that the Board will hear from all persons interested in the request at a meeting to be held on the following:

Date: Monday, June 8, 2026

Time: 5:00 p.m.

Location: Kimberly Municipal Building, Rick J. Hermus Council Chambers, 515 W. Kimberly Avenue.

Dated this 13th day of May, 2026

Published May 20 and May 27, 2026

Jennifer Weyenberg  
Village Clerk



**VILLAGE OF KIMBERLY  
OUTDOOR ALCOHOLIC BEVERAGE PERMIT APPLICATION**

Permits expire on June 30<sup>th</sup> of each year.

Permit Type: Year Round  Seasonal  // New Permit \$100.00  Renewal \$25.00

Fee: 100.00 Receipt #: 1.000064211 Initial Permit Granted on: \_\_\_\_\_

Business Name	Club House Wine Bar
Business Address	345 N Main Street
Business Phone	920-423-3100
Contact/Agent	Patrick DeJesus
Contact Phone	[REDACTED]

I acknowledge that **Seasonal Permits require** that the permit area be re-inspected prior to opening after being closed for the off season and will contact the building inspector at 920-788-7507 to initiate the process.

Re-opening inspection completed by:  Bldg. Insp.  Police Dept.  Fire Dept.

**Renewal of Permit:** I certify that there have been **NO** changes to the permit area since last being licensed and furthermore certify that the most recently approved site map and accompanying information on file remains accurate. (skip to signature line)

**Renewal of Permit:** I certify that **NO SIGNIFICANT** changes have been made to the permit area since last being licensed and furthermore certify that the most recently approved site map and accompanying information on file remains accurate EXCEPT for the minor changes described below (include new site map if useful to show changes): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

description continued on back/additional pages attached)

**NEW PERMIT REQUIREMENTS  
(or renewals w/ significant changes)**

Approved By: (init. & date)

	Received	Bldg. Insp.	Police Dept.	Fire Dept
Application Form				
Application Fee		n/a	n/a	n/a
Site map				
Additional Photos etc.				
Requirement Check off Sheet				
Final Inspection				

Patrick DeJesus  
Applicant Signature

5-11-2026  
Date

Village Board Decision:  APPROVE  DENY Date: \_\_\_\_\_

\_\_\_\_\_  
Clerk Signature

Date issued: \_\_\_\_\_





## Village of Kimberly REQUEST FOR BOARD CONSIDERATION

**ITEM DESCRIPTION: Capital Credit Union Elevate Communities Grant Trust Fund Deposit**

**REPORT PREPARED BY: Fire Chief Chad Smith**

**REPORT DATE: 6/8/2026**

**ADMINISTRATOR'S REVIEW / COMMENTS:**

**No additional comments to this report** \_\_\_\_\_ *DLB*

**See additional comments** \_\_\_\_\_

**EXPLANATION:**

The Kimberly Fire Department applied for and was selected as a recipient of the 2026 Capital Credit Union Elevate Communities Grant for the purchase of department equipment in the amount of \$6,400.

The department is requesting Board approval to deposit the grant funds received from Capital Credit Union into the Kimberly Fire Department Donation Trust Fund to be utilized for the specified equipment purchase identified in the related equipment purchase request for board consideration (RBC).

**RECOMMENDED ACTION:**

Approve this request to deposit the grant funds in the amount of \$6,400.00 in the Kimberly Fire Department Donation Trust Fund (101-48-4885).



## Village of Kimberly REQUEST FOR BOARD CONSIDERATION

**ITEM DESCRIPTION: Self-Contained Breathing Apparatus (SCBA) Quick Connectors & Adapters**

**REPORT PREPARED BY: Fire Chief Chad Smith**

**REPORT DATE: 6/8/2026**

**ADMINISTRATOR'S REVIEW / COMMENTS:**

**No additional comments to this report** \_\_\_\_\_

*DLB*

**See additional comments** \_\_\_\_\_

**EXPLANATION:**

The Kimberly Fire Department applied for and was selected as a recipient of the 2026 Capital Credit Union Elevate Communities Grant in the amount of \$6,400. The grant application was submitted to support the purchase of SCBA bottle quick connectors and cascade (refill station) adapters. These components improve the efficiency of SCBA bottle refilling, reduce wear and tear on both the SCBA bottles and refill station equipment, and assist with faster bottle exchanges during emergency operations.

With the award of the grant funding, the Kimberly Fire Department is requesting approval to purchase 32 quick connectors for department SCBA bottles and 2 cascade refill station adapters at a total cost of \$6,200. The equipment proposed for purchase is identified in the attached quote from Alex Air.

- 32 SCBA Bottle Connectors
- 2 Cascade Adapters

**RECOMMENDED ACTION:**

Approve this request to purchase the 32 SCBA Bottle Connectors and the 2 Cascade Adapters from the Fire Department Donation Trust Fund in the amount of \$6,402.12.

Alex Air Apparatus 2, LLC  
 312 Oak St South  
 New London, MN 56273

# INVOICE

Date	Invoice #
5/12/2026	INV-54405

Bill To
Kimberly Fire Dept 515 W. Kimberly Ave Kimberly, WI 54136 Attn: Jim Hietpas

Ship To
Kimberly Fire Dept 515 W. Kimberly Ave Kimberly, WI 54136 Jim Hietpas 920-788-7500 Ext. 120

S.O. No.	CUSTOMER PO	TERMS	DUE DATE	REP
SO-19545		Net 30	6/11/2026	833

Quantity	Item Code	Description	Price Each	Amount
32	DRA-3357114	(Stock) Cylinder Quick Connect Adaptor 4500 PSI HP (Spare)	141.00	4,512.00
2	DRA-3357116	Charging Adapter HP for Compressor	940.00	1,880.00
		S&H	10.12	10.12

INVOICES NOT PAID WITHIN 30 DAYS ARE SUBJECT TO A 1.5% FINANCE CHARGE	<b>Subtotal</b>	\$6,402.12
F.O.B. Shipping Point, Freight Prepaid and Added. Please pay from this invoice, a statement will not be sent.	<b>Sales Tax (6.875%)</b>	\$0.00
<b>If items are not received within 10 days please inform us. A 3% fee will be added on to credit card payments over \$2,000</b>	<b>Total</b>	\$6,402.12
	<b>Payments/Credits</b>	\$0.00
	<b>BALANCE DUE</b>	\$6,402.12

Phone #	Fax #	E-Mail	Web Site
(800) 264-2320		info@alexairapparatus.com	www.alexairapparatus.com

# APPLICATION FOR PAYMENT

TO OWNER:

Village of Kimberly  
515 W. Kimberly Avenue  
Kimberly, WI 54136

FROM CONTRACTOR:

SMA Construction Services  
201 W Walnut Street, Ste 301  
Green Bay, WI 54303

PROJECT:

Kimberly Street and Parks Dept  
Kimberly, WI

ARCHITECT:

Short Elliott Hendrickson Inc.  
425 West Water Street, Ste 300  
Appleton, WI 54911

APPLICATION #: 17 - Final

PERIOD: 03/01/2025-05/31/2026

PROJECT #: 24020

CONTRACT #:

CONTRACT DATE: 07/19/2024

Distribution to:

<input type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	GENERAL CONTRACTOR
<input type="checkbox"/>	SUBCONTRACTOR
<input type="checkbox"/>	CONSTRUCTION MNGR

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	\$	<u>9,167,000.00</u>
2. Net change by Change Orders	\$	<u>237,420.97</u>
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>9,404,420.97</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G)	\$	<u>9,404,420.97</u>
5. RETAINAGE:		
a. 0.00% of Completed Work (Column D + E) (After 80% complete)	\$	<u>0.00</u>
b. 0.0% of Stored Material (Column F)	\$	<u>0.00</u>
Total Retainage (Lines 5a + 5b or Total in Column I)	\$	<u>0.00</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	<u>9,404,420.97</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	<u>9,370,577.40</u>
8. CURRENT PAYMENT DUE	\$	<u>33,843.57</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less 6)	\$	<u>0.00</u>

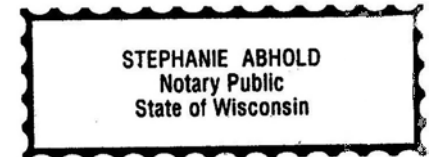
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Contractor		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order	\$237,420.97	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from Contractor and that current payment shown herein is now due.

  
Signature

5/28/2026  
Date

State of: WI  
County of: Brown  
Subscribed and sworn to before me this 28th day of May 2026




Notary Public:   
My Commission expires: June 22, 2030

### Architect's Certification for Payment

To the best of the architect's knowledge, the architect certifies to the owner the amounts contained within this payment application are just and reasonable. Work is in accordance with the Contract Documents and progress is as indicated. Contractor is entitled to payment of the Amount Certified.

AMOUNT CERTIFIED..... \$ 33,843.57

ARCHITECT:   
By: \_\_\_\_\_ Date: 6/1/2026

# CONTINUATION SHEET

APPLICATION NO: 17 - Final

PERIOD: 03/01/2025-05/31/2026

CONTRACTOR'S PROJECT NO: 24020

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Bonds/Insurance/Builders Risk	\$142,400.00	\$142,400.00	\$0.00		\$142,400.00	100%	\$0.00	\$3,204.00
2	Mobilization	\$15,500.00	\$15,500.00	\$0.00		\$15,500.00	100%	\$0.00	\$348.75
3	Demobilization	\$15,500.00	\$15,500.00	\$0.00		\$15,500.00	100%	\$0.00	\$348.75
4	General Conditions	\$245,400.00	\$245,400.00	\$0.00		\$245,400.00	100%	\$0.00	\$5,521.50
5	Demolition	\$87,000.00	\$87,000.00	\$0.00		\$87,000.00	100%	\$0.00	\$1,957.50
6	Site Utilities	\$148,700.00	\$148,700.00	\$0.00		\$148,700.00	100%	\$0.00	\$3,345.75
7	Asphalt Paving	\$106,800.00	\$106,800.00	\$0.00		\$106,800.00	100%	\$0.00	\$2,403.00
8	Earthwork	\$245,000.00	\$245,000.00	\$0.00		\$245,000.00	100%	\$0.00	\$5,512.50
9	Fencing	\$117,500.00	\$117,500.00	\$0.00		\$117,500.00	100%	\$0.00	\$2,643.75
10	Landscaping	\$13,200.00	\$13,200.00	\$0.00		\$13,200.00	100%	\$0.00	\$297.00
11	Building Concrete - Material	\$102,300.00	\$102,300.00	\$0.00		\$102,300.00	100%	\$0.00	\$2,301.75
12	Building Concrete - Labor	\$228,500.00	\$228,500.00	\$0.00		\$228,500.00	100%	\$0.00	\$5,141.25
13	Concrete Slabs - Material	\$137,500.00	\$137,500.00	\$0.00		\$137,500.00	100%	\$0.00	\$3,093.75
14	Concrete Slabs - Labor	\$67,500.00	\$67,500.00	\$0.00		\$67,500.00	100%	\$0.00	\$1,518.75
15	Concrete Reinforcing - Material	\$82,300.00	\$82,300.00	\$0.00		\$82,300.00	100%	\$0.00	\$1,851.75
16	Site Concrete	\$135,000.00	\$135,000.00	\$0.00		\$135,000.00	100%	\$0.00	\$3,037.50
17	Precast - Shop Drawings/Engineering	\$47,500.00	\$47,500.00	\$0.00		\$47,500.00	100%	\$0.00	\$1,068.75
18	Precast - Material/Delivery	\$895,600.00	\$895,600.00	\$0.00		\$895,600.00	100%	\$0.00	\$20,151.00
19	Precast - Erection/Finish	\$283,600.00	\$283,600.00	\$0.00		\$283,600.00	100%	\$0.00	\$6,381.00
20	Masonry - Materials	\$104,400.00	\$104,400.00	\$0.00		\$104,400.00	100%	\$0.00	\$2,349.00
21	Masonry - Labor	\$137,600.00	\$137,600.00	\$0.00		\$137,600.00	100%	\$0.00	\$3,096.00
22	Structural Steel - Materials	\$218,100.00	\$218,100.00	\$0.00		\$218,100.00	100%	\$0.00	\$4,907.25
23	Steel Joists/Decking - Materials	\$275,200.00	\$275,200.00	\$0.00		\$275,200.00	100%	\$0.00	\$6,192.00
24	Misc Steel - Materials	\$78,100.00	\$78,100.00	\$0.00		\$78,100.00	100%	\$0.00	\$1,757.25
25	Steel Installation	\$169,700.00	\$169,700.00	\$0.00		\$169,700.00	100%	\$0.00	\$3,818.25
26	Carpentry - Material	\$97,400.00	\$97,400.00	\$0.00		\$97,400.00	100%	\$0.00	\$2,191.50
27	Carpentry - Labor	\$93,400.00	\$93,400.00	\$0.00		\$93,400.00	100%	\$0.00	\$2,101.50
28	Casework - Materials	\$69,600.00	\$69,600.00	\$0.00		\$69,600.00	100%	\$0.00	\$1,566.00
29	Insulation/Air Barrier/Caulking	\$49,500.00	\$49,500.00	\$0.00		\$49,500.00	100%	\$0.00	\$1,113.75
30	Roofing - Materials	\$454,800.00	\$454,800.00	\$0.00		\$454,800.00	100%	\$0.00	\$10,233.00
31	Roofing - Labor	\$302,300.00	\$302,300.00	\$0.00		\$302,300.00	100%	\$0.00	\$6,801.75
32	Metal Wall Panels	\$91,400.00	\$91,400.00	\$0.00		\$91,400.00	100%	\$0.00	\$2,056.50



# CONTINUATION SHEET

APPLICATION NO: 17 - Final

PERIOD: 03/01/2025-05/31/2026

CONTRACTOR'S PROJECT NO: 24020

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
64	HVAC Controls	\$283,300.00	\$283,300.00	\$0.00		\$283,300.00	100%	\$0.00	\$6,374.25
65	HVAC Testing & Balancing	\$8,300.00	\$8,300.00	\$0.00		\$8,300.00	100%	\$0.00	\$186.75
66	Electrical Gear - Material	\$158,300.00	\$158,300.00	\$0.00		\$158,300.00	100%	\$0.00	\$3,561.75
67	Electrical Lighting - Material	\$65,300.00	\$65,300.00	\$0.00		\$65,300.00	100%	\$0.00	\$1,469.25
68	Electrical Rough-in Material	\$211,500.00	\$211,500.00	\$0.00		\$211,500.00	100%	\$0.00	\$4,758.75
69	Electrical - Labor	\$228,500.00	\$228,500.00	\$0.00		\$228,500.00	100%	\$0.00	\$5,141.25
70	Fire Alarm	\$18,900.00	\$18,900.00	\$0.00		\$18,900.00	100%	\$0.00	\$425.25
71	Communications	\$30,200.00	\$30,200.00	\$0.00		\$30,200.00	100%	\$0.00	\$679.50
72	Alternate #1 - Ionization System	\$7,000.00	\$7,000.00	\$0.00		\$7,000.00	100%	\$0.00	\$157.50
73	Change Order #1	\$141,240.03	\$141,240.03	\$0.00		\$141,240.03	100%	\$0.00	\$3,177.90
74	Change Order #2	\$89,037.37	\$89,037.37	\$0.00		\$89,037.37	100%	\$0.00	\$2,003.34
75	Change Request #23 -Add'l Gate Operator	\$7,143.57	\$0.00	\$7,143.57		\$7,143.57	100%	\$0.00	\$160.73
76									
77									
78									
79									
80									
81									
82									
83									
84									
85									
86									
87									
88									
89									
90									
91									
<b>GRAND TOTALS</b>		\$9,404,420.97	\$9,395,577.40	\$8,843.57	\$0.00	\$9,404,420.97	100%	\$0.00	\$0.00



201 W. Walnut St., Ste 301, Green Bay, WI 54303  
920-438-3833 phone / 920-438-3837 fax  
[www.smaconstructionservices.com](http://www.smaconstructionservices.com)

**FINAL LIEN WAIVER**

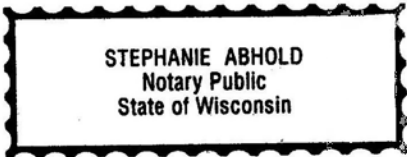
RE: Project Name: Kimberly Street and Parks Dept  
Address: Kimberly, WI  
Project Number: 24020

IN CONSIDERATION OF THE SUM OF: (\$33,843.57) Thirty three thousand eight hundred forty three dollars and fifty seven cents.

The receipt of which is hereby acknowledged, the undersigned does hereby WAIVE, RELEASE AND FOREVER DISCHARGE any and all liens, claims or rights of liens on or against the premises described above for and on account of work performed and labor, equipment and or material supplied at or in connection with construction or improvement at the premises described above, THIS WAIVER IS CONDITIONAL UPON ACTUAL PAYMENT OF THE AMOUNT SHOWN ABOVE.

THROUGH DATE: 05/31/2026 SERVICE SUPPLIED: Building Construction

BY: Michael Abhold  
COMPANY NAME: SMA Construction Services, LLC  
ADDRESS: 201 W. Walnut St. Ste 301, Green Bay, WI 54303



Subscribed and sworn before me this 28th day of May, 2026

State of: Wisconsin County of: Brown

Notary Public: Stephanie Abhold

My commission expires: June 22, 2030



## Village of Kimberly REQUEST FOR BOARD CONSIDERATION

**ITEM DESCRIPTION: Safe Drinking Water Loan Program (SDWLP)**

**REPORT PREPARED BY: Danielle Block, Administrator/DPW**

**REPORT DATE: June 8, 2026**

**ADMINISTRATOR'S REVIEW / COMMENTS:**

**No additional comments to this report** \_\_\_\_\_

*DLB*

**See additional comments attached** \_\_\_\_\_

**EXPLANATION:**

The Village of Kimberly received notice from the Wisconsin Department of Natural Resources that our 2027 Intent to Apply (ITA) has been reviewed and uploaded into the WDNR's system and will be placed on the State Fiscal Year 2027 SDWLP Project Priority List (PPL).

The PPL provides an initial eligibility determination for all ITAs that were submitted and additionally ranks ITAs by the self-scores that applicants requested through the Priority Evaluation and Ranking Formula (PERF). You can view the PPL on the Project Lists and Intended Use Plans <https://dnr.wisconsin.gov/aid/projectListsIUPs.html> webpage.

The SFY 2027 Safe Drinking Water BIL Funded Lead Service Lateral (LSL) Loan Program application period is now open and must be submitted by June 30, 2026. McMahon is assisting the Village with the preparation and submittal of the SDWL application. As part of the application process a thorough financial statement and questionnaire is required, along with Village data and environmental documentation. Within the financial questionnaire, a reimbursement resolution is required by the Village Board for certain funding options. This is a requirement by the IRS declaring the municipality's official intent to reimburse a municipal account with proceeds from a tax-exempt bond or promissory note (SDWLP loan proceeds). This **may** be required for the 2027 LSL Replacement Program if SDWL dollars are utilized in the event of a funding shortfall for the public side LSL replacements. By having this in place, this will provide the option and flexibility to pursue tax-exempt financing if required.

The Village intends to complete the application to fund both private and public side lead service laterals.

Village-Owned Lead Laterals = 152 (\$679,500 estimated construction costs)

Private-Owned Lead Laterals = 142 (\$634,500 estimated construction costs)

Private-Owned Unknown Laterals = 27 (\$121,500 estimated construction costs)

Total Construction Estimate for Planning Purposes = \$1,435,500

There are no Village-Owned Water Mains that contain Lead.

With this application there is no need for the Village to implement or create a formal Financial Assistance Program to utility customers with Public Service Commission (PSC) approval. The Village, for now, will rely upon the SDWLP BIL LSL for the funding of the above lead replacements. Should there be a shortfall in the funding amount or a discontinuation of the program in future years, then the Village Water Utility would need to consider a formal FAP for private owners.

**RECOMMENDED ACTION:** Approve Resolution 8, Series of 2026 Water Department Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing.

**VILLAGE OF KIMBERLY  
OUTAGAMIE COUNTY, WISCONSIN  
RESOLUTION NUMBER 8, SERIES OF 2026**

**WATER DEPARTMENT  
RESOLUTION DECLARING OFFICIAL INTENT TO  
REIMBURSE EXPENDITURES FROM PROCEEDS OF  
BORROWING**

**WHEREAS**, the Village of Kimberly, Outagamie County, Wisconsin (the "Municipality") plans to undertake the 2027 Lead Service Replacement Project (the "Project"); and

**WHEREAS**, the Municipality expects to finance the Project on a long-term basis by issuing tax-exempt bonds or promissory notes (the "Bonds"); and

**WHEREAS**, because the Bonds will not be issued prior to May of 2027, the Municipality must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

**WHEREAS**, it is necessary, desirable, and in the best interests of the Municipality to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Board of Trustees of the Village of Kimberly, that:

**Section 1. Expenditure of Funds.** The Municipality shall make expenditures as needed from its funds on hand to pay the costs of the Project until Bond proceeds become available.

**Section 2. Declaration of Official Intent.** The Municipality hereby officially declares its intent under Treas. Regs. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$1,435,550.

**Section 3. Unavailability of Long-Term Funds.** No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

**Section 4. Public Availability of Official Intent Resolution.** This Resolution shall be made available for public inspection at the Village of Kimberly Municipal Complex within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

**Section 5. Effective Date.** This Resolution shall be effective upon its adoption and approval.

Date introduced, approved and adopted: June 8, 2026

VILLAGE OF KIMBERLY

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Charles A. Kuen, Village President

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Jennifer Weyenberg, Clerk-Treasurer



## VILLAGE OF KIMBERLY

### CROSSING GUARD

**Approximate number of employees in classification with the same title:** 4

**Department:** Street Department

**Location:** 426 W. Kimberly Avenue

**Reports to:** Deputy Director of Public Works

**Supervises:** None

**Pay Grade and Classification:** C

**Workweek:** Monday – Friday (varies)

**Background Check:** Yes

**Medical Physical:** Yes

#### **PURPOSE OF POSITION:**

The purpose of the position is to care for the safety of children at identified street crossings. This is routine outdoor work performed on a pre-scheduled and varied shifts at intersections in the Village of Kimberly. Major responsibilities include caring for the safety of children at street crossings. Work is performed under the supervision of the Public Works Department.

#### **FUNDAMENTAL JOB DUTIES AND RESPONSIBILITIES**

- Identify and extend gaps in traffic with use of a hand-held stop sign to allow children to cross safely. Direct, control and guide children safely across the street.
- Relate, in a positive way, with children.
- Set out orange safety cones in the street near controlled crossing multiple times per day as required to alert traffic to school zones.
- Provide relief to regularly assigned guards at busy crossings or work such crossings alone as needed.
- Report problems, hazards and mishaps to the immediate supervisor and to school officials.
- Identify oneself to the school related to the assigned crossing. Teach students about safety procedures at crossings. Work with the school and supervisor to resolve student problems.
- Assist in initial orientation and on-the-job training for new employees. Attend annual orientation, training seminars and/or other scheduled trainings and meetings.
- Perform related work as required.

#### **REQUIREMENTS OF WORK**

- Knowledge of traffic hazards and safety precautions relating to crossing guard work.
- Knowledge of methods of promoting safety for children and employees.
- Ability to establish and maintain effective working relationships with children, school officials, other village employees and the general public.
- Ability to effectively communicate basic traffic and street crossing instructions to drivers and students and to give both written and oral instructions.
- Ability to maintain accurate records and documentation.
- Ability to read and understand written correspondence and training materials.
- Ability to exercise good judgment, fitness and tact.

- Ability to stay alert.
- Ability to work under adverse weather conditions.
- Ability to see and hear cars and children at major crossings and intersections.
- Ability to lift 7 to 10 pound traffic cones.
- Ability to lift and hold “STOP” sign above head under normal and adverse weather conditions.
- Ability to be punctual and to maintain adequate attendance.

### **PHYSICAL DEMANDS OF THE ESSENTIAL FUNCTIONS**

100% of the time is spent walking, standing, talking and hearing. 10% of the time is spent kneeling, stooping, crouching and using near and far vision. 50% of the time is spent working with hands and arms overhead. Carry 50 lbs. or less, 50% of the time. 100% of the time must be alert and able to see and hear traffic in order to guide children safely.

### **WORKING CONDITIONS WHILE PERFORMING THE ESSENTIAL FUNCTIONS**

100% of the time is spent outside school year-round (extreme cold and/or heat). 25% of the time, work is done in noisy conditions. In certain situations, wet and humid conditions are present. Expected to work at busy intersections to stop traffic during morning and/or afternoon school hours. Expected to control and stop traffic using traffic cones and a hand-held stop sign. Must have the physical ability to lift and place traffic cones weighing approximately 7-10 pounds each and to lift and raise and hold the stop sign above the head approximately 30 seconds to 2 minutes each crossing per shift.

### **EQUIPMENT USED TO PERFORM ESSENTIAL FUNCTIONS**

Limited office equipment (mobile device, computer, telephone, and copy machine), measuring devices, automobiles, and trucks.

### **MINIMUM AND RECOMMENDED POSITION QUALIFICATIONS:**

**Education:** High school education or equivalent is required.

**Experience:** No experience is required. Prefer 3+ years of similar experience.

**Certifications/Licenses:** Valid Driver’s License is required.

**Knowledge, Skills, and Abilities:** Good communication skills. Basic everyday living skills are needed as well as the ability to understand and follow verbal and written directions, read, write, add and subtract.

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*The above statements are intended to describe the general nature and level of work being performed by most people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and requirements. Scheduling flexibility is required to accommodate changing business needs.*

**UPDATED 06/04/2026, APPROVED XX-XX-2026**