

**VILLAGE OF KIMBERLY
BOARD MEETING MINUTES
09/21/2026**

A meeting of the Kimberly Village Board was called to order on Monday, September 21, 2026 at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave by President Chuck Kuen.

Board Present: President Chuck Kuen, Trustees Tom Gaffney, Mike Hruzek, Dave Hietpas, Norb Karner, Marcia Trentlage and Lee Hammen
Board Excused: None
Staff Present: Clerk-Treasurer Jennifer Weyenberg, Administrator/Director of Public Works Danielle Block, Community Development Director Sam Schroeder, Community Enrichment Director Holly Femal, Interim Police Chief Slotke, and Outagamie County Deputy Kaden Oleson
Others Present: Judy Hebbe of the Times-Villager

President's Remarks

President Kuen read the 'National See Tracks? Think Train Week' proclamation regarding train safety that is taking place the week of September 21-27, 2026.

Approval of Minutes from the 09-14-2026 meeting

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

Public Hearings

Conditional Use Permit- Home Occupation- 221 S Helen St- Home Studio & Planned Unit Development- White Cedar Townhomes- Parcel 250088706

Trustee Karner moved, Trustee Hammen seconded the motion to convene into a public hearing at 5:02pm for the Conditional Use Permit for the Home Occupation at 221 S Helen St. Home Studio. Motion carried by a unanimous vote of the board.

With no one in the audience to speak for or against the item, President Kuen closed the public hearing for this item but asked to remain in a public hearing for the Planned Unit Development for the White Cedar Townhomes. There was also no one in the audience to speak for or against the item.

Trustee Hammen moved, Trustee Karner seconded the motion to close the public hearing and reconvene into the regular meeting. Motion carried by unanimous vote at 5:03pm.

Appointments

Gary Hanson and Roger Stienen to Water Commission

Trustee Karner moved, Trustee Gaffney seconded the motion to approve the appointments. Motion carried by unanimous vote of the board. This is a 3-year term starting Oct 1, 2026 and expiring Sept 30, 2029.

Presentation and Discussion on Sunset Park Master Plan Concepts by Rettler Corporation and Community Enrichment Director Holly Femal.

Community Enrichment Director Femal gave a brief overview of the concept plans followed by a phone presentation by consultant John Kneer. President Kuen opened up the floor for public participation regarding this matter.

* Brad Siebers, 124 Central Parkway, asked how the people that live around Sunset Park were notified or contacted about the questionnaire.

* Jim DeBruin, 430 Rivers Edge, wanted to get clarification on what grant funding is and where the money comes from when it is awarded.

No action was taken on this item; it was for discussion and input only.

Reports of Officers and Departments

The reports from the Fox Valley Metro PD, Outagamie County Sheriff Dept, Fire Chief, Administrator-Director of Public Works, Community Development Director, Community Enrichment Director, Library Director, and Clerk-Treasurer were presented. The reports are on file with the Village Clerk's Office.

Unfinished Business

None

New Business

2027 Village Health Insurance and Contribution Amounts through State of Wisconsin Employee Trust Fund Local Health Plan

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve the P04 Health Plan with the monthly premiums at 88% maximum employer contribution levels for Village employees and the annuitants for 2027 and approve no change to the Opt-Out amount for 2027. Motion carried by unanimous vote of the board.

FVMPD Joint Budget Adjustment

Trustee Hammen moved, Trustee Trentlage seconded the motion to approve FVMPD Budget Adjustments as presented. Motion carried by unanimous vote of the board.

Certificate of Payment #1 to Vinton Construction in the amount of \$531,304.35 for the Schindler Dr & Fulcer Ave project

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

Certificate of Payment #1 to Beardsley Concrete LLC in the amount of \$31,200.00 for the 2026 Green Dot Sidewalk program

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

Conditional Use Permit- Home Occupation- 221 S Helen St for Home Studio

Trustee Hammen moved, Trustee Karner seconded the motion to approve the proposed Conditional Use Permit to operate a home studio at 221 S Helen Street as presented subject to the restrictions of Section 525-55B of the Zoning Code with the following restrictions: 1. The home occupation shall be conducted only within the enclosed area of the dwelling unit or an attached garage. 2. There shall be no exterior alterations which change the character thereof as a dwelling and/or exterior evidence of the home occupation other than those signs permitted in the district. 3. No storage or display of materials, goods, supplies or equipment related to the operation of the home occupation shall be visible outside any structure located on the premises. 4. No use shall create smoke, odor, glare, noise, dust, vibration, fire hazard, small electrical interference or any other nuisance not normally associated with the average residential use in the district. 5. Only one sign may be used to indicate the type of occupation or business. Such sign shall not be illuminated. 6. The use shall not involve the use of commercial vehicles for more than occasional delivery of materials to or from the premises. 7. The Plan Commission may determine the percentage of the property that may be devoted to the occupation. 8. The home occupation may be restricted to a service-oriented business prohibiting the manufacturing of items or products or the sale of items or products on the premises. 9. The types and number of equipment or machinery may be restricted by the Plan Commission. 10. Sale or transfer of the property shall cause the conditional use permit to be null and void. Motion carried by unanimous vote of the board.

White Cedar Townhomes- Parcel 250088706

i. Planned Unit Development

Trustee Karner moved, Trustee Gaffney seconded the motion to approve the planned unit development amendment for the White Cedar Townhomes Subdivision with the following conditions of approval: 1. The restrictions and covenants as listed in the Planned Unit Development Narrative, the Final Plat and the Covenants are incorporated herein. 2. Parking shall be restricted to the driveway, garage or public street and not permitted on the adjoining property or access road. 3. Minor modifications to the Planned Unit Development and building design shall be permitted upon review by the Village staff. Motion carried by unanimous vote of the board.

ii & iii. Preliminary and Final Plat

Trustee Hammen moved, Trustee Karner seconded the motion to approve both the preliminary and final plats with the following conditions: 1. The Planned Unit Development is approved as presented allowing greater flexibility in land use restrictions. 2. Cluster mailbox location is reviewed and approved by the USPS. 3. Refuse collection shall be reviewed and approved by the Village of Kimberly. Motion carried by unanimous vote of the board.

Update on Site and Architectural Review- 222 N Main St- Single Family Conversion

The owner has elected to maintain the property as a commercial building. This item was to act as documentation that the property will be maintained as commercial and not converted as previously considered. No action was taken on this item.

Approve Bills & Claims from 08/14/2026-09/17/2026 in the amount of \$1,458,661.91

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

Receive Minutes of Boards and Commissions

Fire Commission minutes from 06/29/26, Plan Commission minutes from 06/16/26, Water Commission minutes from 08/11/26, Library Board minutes from 07/20/26. There was no action taken on this item, the minutes will be filed as presented.

Public Participation

None

Closed Session

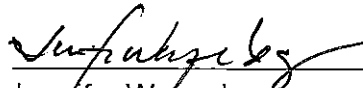
Trustee Karner moved, Trustee Trentlage seconded the motion to enter closed session pursuant to State Statute 19.85(1)(e) to conduct specific public business in which competitive or bargaining reasons required a closed session related to police services and properties located in TID No. 6. Motion carried by unanimous vote of the board at 6:07pm.

Trustee Hammen moved, Trustee Trentlage seconded the motion to reconvene into open session. Motion carried by unanimous vote of the board at 6:17pm.

There was no action taken on closed session matters.

Adjournment

Trustee Trentlage moved, Trustee Hammen seconded the motion to adjourn. Motion carried by unanimous vote of the board at 6:17 pm.



Jennifer Weyenberg
Village Clerk-Treasurer

Dated 09/22/26

Drafted by: ELZ

Approved by Village Board: 10-5-26