

**SPECIAL MEETING OF THE KIMBERLY VILLAGE BOARD
MINUTES**

SEPTEMBER 30, 2019

President Kuen called the meeting to order at 6:00 p.m. Members present for roll call were Trustees Gaffney, Hammen, Hietpas, Hruzek, Trentlage and Weber. Also present were Fire Chief Van Theil, Gold Cross Administrative Director Steve Radich, Director of Operations Dannhoff, McMahon Engineer Werner, five residents, seven students and a member of the media.

Fire Chief Van Theil provided background on the need for an emergency medical first responder (EMR) service for the Village of Kimberly. The number of emergency calls the Fire Department responds to continues to rise and there are no Department members who are trained or licensed as emergency medical responders by the State of Wisconsin to address life-threatening medical situations. There are approximately 28 EMR groups established in the four-county area, including groups in Combined Locks and the Town of Buchanan. Approximately seven VOK firefighters have expressed an interest in becoming licensed as an EMR or First Responder. Gold Cross Administrative Director Radich stated that Gold Cross Services would assist the Village in submitting an Operation Plan to the State and would have a medical director and liaison person overseeing the group. Gold Cross would also provide a \$1,000 grant for start-up costs and \$1,600 for AEDs and is willing to provide EMR refresher training at no cost to the Village. In addition, certain supplies would be replenished at no cost by Gold Cross. An EMR service would allow the Village to provide medically certified first responder treatment when Gold Cross is not immediately available or is not in service after hours. Trustees were favorable to the idea, but were concerned about the potential costs and additional liability exposure. Administrator Block informed the Board that the Emergency Medical Responder service would have its own budget and initial information from the Village's insurer indicated the service would be covered under the Village's insurance policy. Administrator Block will continue to evaluate the 2020 proposed budget to assure the Village can sustain the service and obtain further clarification from the Village's insurer on liability coverage and update the Board at a later date.

Trustee Hammen moved, Trentlage seconded the motion to approve the Special Event permit for Kimberly High School's Homecoming parade and festivities on October 16, 2019. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Gaffney seconded the motion to approve the McMahon proposal (McM. No. K0001-9-18-00827.00) for structural analysis Phase II review of mill site Building A and Tank B not to exceed \$36,000.00. At this point, the Village still owns the land and is shouldering the cost of the structural analysis of the remaining mill buildings for potential repurposing. The tower at the mill site will be demolished after the winter so no structural analysis is required. At some point in the future, the developer Midwest Expansion will need to share in the cost of the structural analysis for Buildings D, E, F & G. The Board would like to receive a commitment in writing from Midwest about their commitment to funding the remaining structural analyses. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Trentlage seconded the motion to approve the proposed 2020 Village Health Insurance and Contribution Amounts for Village employees through the State of Wisconsin Employee Trust Fund Local Health Plan. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Weber seconded the motion to approve the recommendation by the Plan Commission to approve Midwest Expansion's request to subdivide Parcel 250-0887-01 in the Roots Development into four parcels. This will have no effect on the value of the property. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Weber seconded the motion to approve the 1-Year and 2-Year Regular Operator Licenses and Amusement Device Owner License as presented. The motion carried by unanimous vote of the Board.

Operator's Licenses – 1 Year Regular License Applicants

July 1, 2019 – June 30, 2020

Rachel L. Opsahl	1125 Melrose Ct., Apt. 1	Neenah	2 Buck Bar
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Operator's Licenses – 2 Year Regular License Applicants

July 1, 2019 – June 30, 2021

Mason E. Grundy	913 Draper Street	Kaukauna	2 Buck Bar
Stephanie N. Crutcher	1111 C Brosig Street	Green Bay	Tanners Grill & Bar
Mitchell A. Opsahl	224 E. 10 th Street	Kaukauna	2 Buck Bar
Ashley J. Vaughan	901 S. Buchanan Street	Appleton	Tanners Grill & Bar

Amusement Device Owner License Applicant

July 1, 2019 – June 30, 2020

Business/Agent Address

Badger State Vending LLC
Eric Jacobsen
1624 E. Calumet Street
Appleton, WI 54915

DBA Business/Address

Badger State Vending LLC
Eric Jacobsen
1223 Appleton Road
Menasha, WI 54952

Administrator Block updated the Board on the July 2019 Storm Disaster Relief Assistance through FEMA. The Village has successfully completed the first step of approval and is awaiting a phone call from a FEMA Program Delivery Manager to discuss the Village's damages and the next step in the process. Administrator Block and Administrator Fenlon of Little Chute have checked their calendars and the Joint Department Budget Workshop will be held on October 21st in Kimberly. The first draft of the budget will be on October 14th and the final budget is scheduled to be adopted on November 5, 2019.

There was no Unfinished Business.

Under New Business, President Kuen shared that he received a Thank-You card from the Gloude-mans family for the Village's expression of sympathy and friendship for their loss.

Trustee Hammen moved, Gaffney seconded the motion to adjourn into closed session pursuant to Wis. Stat. 19.85(1)(c) to consider employment, promotion, compensation of performance evaluation data of any public employee, specifically the approval of a new Parks position description and the reclassification of an employee. The motion carried by unanimous vote and the Board went into closed session at 6:31 pm.

Trustee Hammen moved, Gaffney seconded the motion to reconvene into open session. The motion carried by unanimous vote and the Board reconvened at 6:58 pm. The motion carried by unanimous vote of the Board.

Trustee Weber moved, Hammen seconded the motion to approve the Parks Lead position description. The motion carried by unanimous vote of the Board.

Trustee Trentlage moved, Hammen seconded the motion to approve the reclassification of Employee #301 from Administrative Assistant Entry to Administrative Assistant Advanced. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Weber seconded the motion to adjourn. The motion carried by unanimous vote and the Board adjourned at 6:59 pm.



Danielle L. Block
Administrator/Clerk