

REGULAR MEETING OF THE KIMBERLY VILLAGE BOARD

MINUTES

April 6, 2020

President Kuen called the meeting to order at 6:00 p.m. Members present for roll call were Trustees Gaffney, Hammen, Hietpas, Hruzek and Weber with Trustee Trentlage appearing by tele-conference. Also present by remote conference were Operations Director Dannhoff, Library Director Thiry, Community Enrichment Director Femal, a resident and a member of the media. McMahon Engineer Werner appeared in person.

Trustee Hammen moved, Weber seconded the motion to approve the minutes of the March 2, 16 and 23, 2020 Village Board meetings. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Gaffney seconded the motion to approve the bills and claims for the month of March 2020. Trustee Hietpas requested more information on the cost of computer firewalls for the Parks & Rec Department. Administrator Block will provide the detailed billing to Trustee Hietpas. The motion carried by unanimous vote of the Board.

Trustee Trentlage moved, Hammen seconded the motion to approve the financial statements for the month of March 2020. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Gaffney seconded the motion to approve the minutes of the various Boards and Commissions as presented. The motion carried by unanimous vote of the Board.

Water Commission	March 3, 2020
Joint Review Board	March 10, 2020
Fire Commission	March 16, 2020
Plan Commission	March 17, 2020

Trustee Hammen moved, Weber seconded the motion to approve the Proclamation declaring April 24, 2020 Arbor Day in the Village of Kimberly. There will be no ceremonial community celebration this year because of COVID-19. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Gaffney seconded the motion to approve President Kuen's Board and Commission appointments as presented. The motion carried by unanimous vote of the Board.

- Joint Police Commission – One (1) three-year term to expire in May 2023 – Susan Brown
- Plan Commission – One (1) three-year term to expire in May 2023 – Todd Schneider
- Tree Board – One (1) three-year term to expire in May 2023 – Scott Vanden Hogen
- Board of Appeals – Two (2) three-year terms to expire in May 2023 – Wendy Vander Zanden and Josh Young; and Two (2) one-year Alternate Member terms to expire in May 2021 – Kell Bales and Kimberly Lintner
- Community Development Authority – One (1) four-year term to expire in May 2024 – Tim Wyngaard
- Fire Commission – One (1) five-year term due to expire May 2025 – Jason Weber; One (1) three-year vacancy term to expire in May 2023 – Ken Schultz
- Sex Offender Residence Board – One (1) five-year term to expire May 2025 – Marcia Trentlage
- Fox Cities Hotel Room Tax Commission – Two (2) one-year terms to expire in May 2021 – Danielle Block and Barbara Rein

Trustee Trentlage moved, Hammen seconded the motion to approve the 2-Year Regular Operator's License as presented. The motion carried by unanimous vote of the Board.

Operator's Licenses: 2-Year Regular License Applicants
July 1, 2019 – June 30, 2021

FIRST	LAST	ADDRESS	CITY	EMPLOYER
Paudel	Manish	4716 W. Grand Meadows Dr.	Appleton	Kimberly BP
Ishwar	Giri	730 W. Kimberly Ave.	Kimberly	Kimberly BP
Mercedes	Fenske	2116 Henry St., #16	Neenah	Tanners

Trustee Hammen moved, Weber seconded the motion to approve Resolution 6, Series of 2020, a resolution approving Boundary Amendment No. 1 to TID No. 6 and the proposed project plan as recommended in Plan Commission Resolution No. 5, Series of 2020. The motion carried by unanimous vote of the Board.

Trustee Weber moved, Hammen seconded the motion to approve Resolution 7, Series of 2020, a Final Special Assessment Resolution authorizing special assessments for installation and construction of 2020 municipal improvements within the Village of Kimberly and providing for the levying of special assessments against property owners. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Gaffney seconded the motion to approve awarding the contract for the Papermill Run Utilities & Street Grading/Graveling project, McM No. K0001-9-20-00233, to the low bidder Donald Hietpas & Sons, Inc. in the amount of \$404,579.45. The motion carried by unanimous vote of the Board.

Trustee Weber moved, Hammen seconded the motion to approve awarding the contract for the 2020 Concrete Street Reconstruction, McM No. K0001-9-19-00746, to the low bidder Vinton Construction Co. in the amount of \$482,458.90. The motion carried by unanimous vote of the Board.

Trustee Trentlage moved, Hammen seconded the motion to approve awarding the contract for the 2020 Sewer & Water Main Reconstruction, McM No. K0001-9-19-00781, to Donald Hietpas & Sons, Inc. in the amount of \$572,578.00. The motion carried by unanimous vote of the Board.

Trustee Hammen moved, Gaffney seconded the motion to approve awarding the contract for the 2020 Mini-Storm Construction, McM No. K0001-9-19-00745, to the low bidder Roger Bowers Construction, Inc. in the amount of \$214,975.25. The motion carried by unanimous vote of the Board.

Trustee Trentlage moved, Hammen seconded the motion to approve Fox Valley Metro's request for a part-time Municipal Court Officer position as requested by the Village of Kimberly and Village of Little Chute Municipal Judges. Chief Meister explained that the salary for this position would come from the Municipal Court budgets. The motion carried by unanimous vote of the Board.

Chief Meister from Fox Valley Metro Police Department assured everyone that the police department is maintaining a high level of service with full staffing during the pandemic. They have sufficient protective gear and sanitizer supplies. Both of the Village communities appear to be abiding by the Governor's Safer at Home order.

Director of Operations Dannhoff informed the Board that work would begin next week on the Roger Street lift station. Street operators have completed removing any remaining hanging limbs from the July storm

and have completed at least one round of all Village streets with the Street Sweeper and leaf vacuum. At least 50 yard waste stickers have been sold in the past two weeks as residents continue to clean up their yards.

Community Enrichment Director Femal had no additional comments to make to her written report detailing changes and rescheduling of activities and events in the 2020 Parks & Rec program as a result of COVID-19.

Library Director Thiry commented that residents should look to social media and the library's digital newsletter for program announcements.

Administrator Block reported on Community Development activities and indicated that the demolition project is proceeding at the old mill site and new homes are being constructed along John Street. The Boundary Amendment approved by the Board this evening will go before the Joint Review Board on April 14, 2020 for final approval of the amended boundary for TID 6.

Administrator Block reported that Administration has been busy with election matters, issuing and receiving absentee ballots and preparing for in-person voting. As a comparison, in the 2016 Presidential Preference Primary the Village had 3,962 registered voters with 434 absentee ballots being issued, while for this Presidential Primary the Village has 4,200 registered voters with 1,580 absentee ballots being issued. The County is providing five plain-clothes National Guardsmen to assist with the in-person election since so many poll workers cannot work because of COVID-19. Village street and maintenance personnel have constructed several sneeze guards to protect poll workers and residents. In addition poll workers have been fitted with masks and hand sanitizer and individual election pens will be provided to voters. Actual election results will not be tallied until April 13, 2020.

There was no unfinished business.

Under new business, Trustee Hammen passed on a request from a resident for additional large item pickups. Operations Director Dannhoff responded that the Street Department is already in the process of scheduling an additional large-item pickup this month.

Trustee Hammen moved, Weber seconded the motion to move into closed session pursuant to State Statute 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee. The motion carried by unanimous vote and the Board went into closed session at 6:33 pm.

Trustee Hammen moved, Gaffney seconded the motion to reconvene. The motion carried by unanimous vote and the Board reconvened at 6:44 pm.

Trustee Hammen moved, Weber seconded the motion to adjourn. The motion carried by unanimous vote and the Board adjourned at 6:44 pm.



Danielle L. Block
Administrator/Clerk