

**REGULAR MEETING OF THE KIMBERLY VILLAGE BOARD  
MINUTES  
MARCH 4, 2024**

President Kuen called the meeting to order at 6:00pm. Appearing in person were President Kuen, Trustees Gaffney, Trentlage, Karner, Hietpas, Hruzek and Hammen. Also present were Administrator/Community Development Director Mahoney, Clerk-Treasurer Weyenberg, Director of Public Works/Zoning Administrator Ulman, Community Enrichment Director Femal, Library Director Selwitschka, FVMPD Chief Meister, Brad Werner with McMahon & Associates, Jason Vollrath of Erickson & Associates and a member of the media.

**President's Remarks**

None

**Approval of Minutes from the 02-19-2024 and 02-26-2024 Meetings**

Trustee Hammen moved, Trustee Trentlage seconded the motion to approve the Village Board minutes from 02-19-2024 and 02-26-2024. The motion carried by unanimous vote of the board.

**Presentation of the 2022 Village of Kimberly Audited Financial Statements by Erickson & Associates:**

Jason Vollrath of Erickson & Associates stated that the Village of Kimberly's overall financial position is strong.

**New Business:**

**Resolution No. 2, Series of 2024-Preliminary Resolution Declaring Intent to Exercise Special Assessment Power (Welhouse Dr: Sunset Dr to Curtin St: Curtin St: Welhouse Drive to Roger Street; N. Sidney Street: Kimberly Ave to Papermill Run)**

Trustee Karner moved, Trustee Hammen seconded the motion to approve Resolution No 2. Series of 2024, a preliminary assessment resolution declaring intent to exercise special assessment powers. The motion carried by unanimous vote of the board. The public hearing is set for March 25, 2024 at 6:00pm.

**McMahon Professional Services Agreement Managing Prairies and Wetlands**

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve the McMahon Professional Services Agreement for Managing Prairies and Wetlands for 2024. The motion carried by unanimous vote of the board. Estimated scope of work will be \$6,900-11,300.

**Amended Organization Chart – Creation of Street Lead position**

Trustee Karner moved, Trustee Trentlage seconded the motion to approve the Street Lead position as well as eliminate the Street Foreman position and updated organizational chart. The motion carried by unanimous vote of the board.

**Street/Parks On-Call Procedure**

Trustee Hammen moved, Trustee Karner seconded the motion to approve the Street/Parks On-Call procedure. The motion carried by unanimous vote of the board. Under this new procedure, a designated employee shall be on call and available to answer the phone 24/7 for the week he/she holds the phone, employee must refrain from consuming intoxicating substances while on-call, a response while on-call will be compensated at double rate of pay for a minimum of two hours, and the rate shall be \$24/day, \$48/holiday.

**Payment to Outagamie County Highway Dept for cost share for CTH CE and Railroad Street Project in the amount of \$233,041.29.**

Trustee Hammen moved, Trustee Karner seconded the motion to approve the payment in the amount of \$233,041.29. The motion carried by unanimous vote of the board. The amount is under the \$346,400 amount budgeted for this project.

**Memorandum of Understanding (MOU) with Heart of the Valley Metropolitan Sewerage District for Interceptor System Rehabilitation Project**

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

**Department Reports:**

The reports from the Chief of Police, DPW/Zoning Administrator, Community Enrichment Director, Library Director, Community Development Director, Village Administrator and Clerk-Treasurer were presented. The reports are on file with the Village Clerk’s Office.

**Public Participation**

An employee stated they were not in favor of the new on-call procedure. There was also a question whether to terminate the overnight parking ban early since the weather has been cooperating. That would need to be a joint decision between Little Chute, FVMPD and the Village to make.

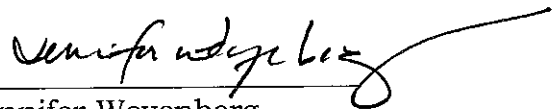
**Closed Session**

Motion by Trustee Karner, second by Trustee Hammen to enter closed session pursuant to §19.85(1)(c) of the Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee- Future Personnel Policies. Motion carried by unanimous vote of the board at 6:35pm.

Motion by Trustee Karner, second by Trustee Hammen to reconvene open session. Motion carried by unanimous vote. No action was taken in open session on the closed session matters.

**Adjournment**

Trustee Hammen moved, Trustee Gaffney seconded the motion to adjourn. The motion carried by unanimous vote at 6:55 pm.

  
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Jennifer Weyenberg  
Clerk-Treasurer

Dated 03/05/2024  
Drafted by ELZ  
Approved by Village Board 3-18-2024