

**VILLAGE OF KIMBERLY
BOARD MEETING MINUTES
12/09/2024**

A meeting of the Village Kimberly Board was called to order on Monday, December 9, 2024 at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave by President Chuck Kuen.

Board Present: President Chuck Kuen, Trustees Lee Hammen, Norb Karner, Mike Hruzek, Marcia Trentlage and Tom Gaffney

Board Excused: Trustee Dave Hietpas

Staff Present: Administrator/Public Works Director Danielle Block, Community Development Director Sam Schroeder, Community Enrichment Director Holly Femal, Judy Hebbe, a member of the media.

President's Remarks

None

Approval of Minutes from the 12-02-2024 Meeting

Trustee Hammen moved, Trustee Trentlage seconded the motion to approve the Village Board minutes from 12-02-2024. Motion carried by unanimous vote of the board.

Unfinished Business

None

New Business

Award Municipal Fence Installation Contract to Security Fence in the amount of \$4,393.00

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve awarding the fence contract to Security Fence in the amount of \$4,393.00 funded by the Complex Trust Fund. Motion carried by a roll call vote, 6-0.

Award Tree Removal Contract to Lowney's in the amount of \$2,500.00

Trustee Hammen moved, Trustee Karner seconded the motion to approve awarding the tree removal contract to remove infested or dead ash trees in the public right of way to Lowney's in the amount of \$2,500. This contract will be funded by the General Fund Tree & Brush Control Expense. Motion carried by unanimous vote of the board.

Ordinance No. 5, Series of 2024 Amending Chapter 270 of the Village of Kimberly Municipal Code Related to Fires and Fire Prevention Code

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve Ordinance No. 5, Series of 2024 Amending Chapter 270 of the Village of Kimberly Municipal Code Related to Fires and Fire Prevention Code. Motion carried by unanimous vote of the board.

Ordinance No. 6, Series of 2024 Amending Chapter 207 of the Village of Kimberly Municipal Code Building Construction Codes

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve Ordinance No. 6, Series of 2024 Amending Chapter 207 of the Village of Kimberly Municipal Code Building Construction Codes. Motion carried by unanimous vote of the board.

Professional Service Agreement- Village of Kimberly and EPLEX, LLC for Commercial Plan Review

Trustee Hammen moved, Trustee Karner seconded the motion to approve the Professional Services Agreement by and between the Village of Kimberly and EPLEX LLC d/b/a E-Plan Exam for the Commercial Plan Review. This agreement will provide better service to our constituents by providing increased response rate guaranteeing 15 business days from the date of complete submittal to the State of Wisconsin versus the 6 to 8 weeks it's taking at this time. Motion carried by unanimous vote of the board.

Resolution No. 16, Series of 2024 to Adopt the Second Amendment to the Kimberly Industrial Protective Covenants

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve Resolution No. 16, Series of 2024 to Adopt the Second Amendment to the Kimberly Industrial Protective Covenants. Motion carried by unanimous vote of the board.

Updates to On-Call Policy

Trustee Karner moved, Trustee Hammen seconded the motion to approve the updates to the On-Call Policy including creating a larger group of staff to share in the on-call responsibilities; utilizing one phone number for the after-hours contact within the Village; compensate for the responsibility of being on-call and more closely align with existing Village policies; and reduce the number of staff on-call by aligning one phone and policy to cover Park duties during the summer months, Complex Civic Wing rentals and emergency call-ins. Administrator Block also noted that she wanted to strike the Mechanic from Item 2- "The following employees are subject to the On-Call Procedures when assigned:" as it more aligns with the duties of the Street/Park Operators and Maintenance staff. This policy would take effect on January 1, 2025. Motion carried by unanimous vote of the board.

Public Participation

None

Adjournment

Trustee Hammen moved, Trustee Gaffney seconded the motion to adjourn. Motion carried by unanimous vote at 5:13pm.



Danielle Block
Administrator/Public Works Director

Dated 12/10/24

Drafted by: ELZ

Approved by Village Board: 12-16-24