

**VILLAGE OF NORTH PRAIRIE
REGULAR VILLAGE BOARD MEETING MINUTES
MARCH 12, 2015**

The meeting was called to order by President D. Hall at 7:01 p.m. in the Village Board Room. Roll call was taken with the following members present:

President D. Hall

Trustees: B. Peters, A. Pellegrino, D. Stellpflug, D. Samuels and G. Nickerson.

Clerk: R. Bagley

Others Present: Police Chief S. Tamez, Fire Dept. Auxiliary Members and North Prairie Lions Club Members.

Absent: Trustee J. Moravec and Fire Chief B. Taylor

Motion by G. Nickerson, seconded by D. Samuels, to approve the February 12, 2015 Village Board meeting minutes as written. Motion carried unanimously.

Public Comments: Motion by D. Hall, seconded by G. Nickerson, to open the meeting to public comments. Motion carried.

D. Salter, 507 Chad Ct., inquired if the Village has any designated sledding hills due to concerns regarding recent sledding accidents and lawsuits on the news. The Village does not have a designated sledding hill. She also questioned the Village's policy on snowplowing with only one inch of snow. The Board members recalled that it was a sleet/ice mix with extremely cold conditions to follow.

Motion by D. Hall, seconded by G. Nickerson, to close the meeting to Public Comments. Motion carried unanimously.

North Prairie Lion's Club- Village President D. Hall recognized the generous donation of an AED (Automated External Defibrillator) for the Village Hall from the North Prairie Lion's Club. Sharyl Beranek, President of the Lion's Club, accepted the Certificate of Appreciation and letter from the Village Board and residents.

North Prairie Fire Department Auxiliary- Village President D. Hall recognized the generous donation of an AED for the Village Police Department. Auxiliary President Joan Smart and members were present to accept a Certification of Appreciation and letter from the Village Board and residents.

VILLAGE PRESIDENT: President D. Hall mentioned the Village received a letter of compliance with the 2014 assessments for all major classes from the Dept. of Revenue. The Village departments are now purchasing gasoline/diesel from Waukesha County. The Town of Eagle had the bid opening for the reconstruction of Piper Road and is moving along with the project.

VILLAGE CLERK: The Clerk mentioned that the Spring Election is April 7th. The Clerk attended a Board of Review training session at the City of St. Francis on March 5th.

PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE: D. Samuels stated the Committee met March 3rd and discussed the placement of the AED in the Village Hall near the Clerk's Office. Police Dept. members will be attending AED training. The Village police officers will be assisting by providing a location for a safe transaction place with purchases made on Craig's List, as an example. The Police Dept. has made suggestions to create a new snowmobile ordinance and will be discussed at a future committee meeting.

Fire Department mergers/consolidation/options update- Trustee D. Samuels, President D. Hall and Chief B. Taylor attended the recent joint meeting on February 26th with the Village of Eagle and the Town of Eagle. The Eagle Fire Dept. has an acting Fire Chief at this time. One proposal is to conduct a

joint feasibility study to determine an equitable formula for all entities. The Town of Eagle is significantly larger than the Village of Eagle and the Village of North Prairie. The consolidation/merger discussions are still a work-in-progress. A joint committee has been formed with one representative from each community to work out the numerous details prior to presenting any proposals to the Boards. Trustee D. Samuels will be the Village of North Prairie representative and will bring information back to the Board as discussions progress. Each municipality is looking towards an equitable financial share in the operation of the joint fire department.

PUBLIC WORKS, BUILDINGS AND GROUNDS COMMITTEE: D. Stellpflug stated the Committee met March 11th. The Committee discussed specs for the shouldering project for the various Village streets, driveway approaches along Harrison Street and N. Oakridge Drive, along with crack-sealing in the late summer or fall. Class II notices will be placed in the Mukwonago Chief with the bid results coming to the Board in April. The parking areas options along Harrison Street regarding paver blocks/grass/clean stone were discussed and will be on the Board agenda in April. The CDBG (Community Development Block Grant) applications are due April 15th.

New Snow Plow Truck- Trustee D. Stellpflug mentioned that the new truck will be released from the factory on March 19 and payment of \$86,800.00 will be necessary upon delivery of the truck.

Motion by D. Stellpflug, seconded by D. Samuels, to authorize the Village Clerk to provide payment of \$86,800.00 to Lakeside International Trucks upon notification that the new vehicle is ready for delivery from the dealership. Discussion: D. Samuels will contact R&R Insurance to provide insurance on the new vehicle. **Motion carried unanimously.**

Contract for Fertilizer/Weed Control- Trustee D. Stellpflug mentioned lawn-care services were discussed during the budget meetings and \$3,000 was budgeted for 2015. The consensus of the Committee was that the Village would go over the budgeted amount with any contract and agreed to have the Village DPW purchase and apply any necessary weed killer and fertilizer. President D. Hall recalled at budget discussions to have a service provide weed control/fertilizer to alleviate time constraints for the DPW and that funds were budgeted for this purpose. D. Samuels mentioned that weed control needs to be applied in a timely manner, not in late summer.

Motion by D. Stellpflug, seconded by D. Hall, to approve the proposal submitted by Envirocon for one spring application at a cost of \$1,540.00 for weed killer and fertilizer applications at the Village Hall, Fire Department, Veteran's Park, Broadlands Park and Prairie Village Park. Motion carried unanimously.

FINANCE AND PERSONNEL COMMITTEE: D. Hall mentioned that the owner of Total Quality Plastics building contacted her to determine if the Village is interested in creating a new TIF District to assist in remodeling and/or sales incentives. Future agenda items will include a possible TIF District and the creation of an employee comp-time policy. The Village insurance now includes a value regarding property-in-the-open in the Broadland Parks of \$10,000.

Motion by D. Hall, seconded by G. Nickerson, to approve checks 8725-8733 paid at the end of February to Centurylink, US Cellular, WE Energies, and tax payouts to the school districts and Waukesha County for \$401,117.24, February payroll checks from 8735-8764 for a total of \$20,436.37, and Accounts Payables check 8734 (Loan payment of \$145,221.53) and checks 8765-8818 for \$50,012.03, as recommended by the Committee. Motion carried unanimously.

Village Hall Copier Contract- President D. Hall stated that the Committee reviewed four options for the replacement of the Village copy machine which lease expires on April 1, 2015. Upon review of all

options/copy costs/companies, the Committee is recommending the Xerox WorkCentre 5325P for a 60 month lease at \$81.83 per month, with a cost per copy of \$.0080. Department codes will be established. The current lease with Xerox resulted in an average monthly cost of \$161.51 and the proposed lease will provide an average monthly cost of \$102.61.

Motion by D. Hall, seconded by D. Samuels, to approve the Lease Agreement from Xerox, 072131504, for the WorkCentre 5325P which includes all operating costs, training, toner, drum, remote monitoring, and free shipping on all supplies with a monthly lease cost of \$81.83 plus a cost per copy of \$.008. Discussion: Xerox will remove the old copier and install the new machine, set-up and train employees at no additional cost. **Motion carried unanimously.**

Holiday Decorations for Village- Trustee A. Pellegrino presented three different options (A, B and C) regarding a combination of banners and lighted decorations from Northern Lights Display installed along east and west State Road and north and south along Main Street. Decorations for the Village Hall were also discussed. The banners can be seasonal and displayed for a longer time and the new holiday decorations can be stored more easily. Some poles do not have electrical connections on them and in order to have an orderly display of decorations with LED lights, some additional electrical boxes may need to be installed. The Village Hall building roof line could have white lights installed, along with a snowflake mounted on the building. The Committee estimates that the old Village decorations could possibly be sold according to Village policy for \$1,000. Ideas for future consideration were also presented, such as a Village tree or projection lights.

Motion by D. Hall, seconded by A. Pellegrino, to approve the expenditures in Option A, as presented, which includes 8 winter banners, 8 welcome banners, 4 deluxe lighted snowflakes, 7 enhanced lighted snowflakes, 1 wall mounted lighted deluxe snowflake, brackets, lights for Village Hall, and installation of additional electrical boxes on poles at a total estimated cost of \$9,851.40.

Discussion: No shipping charges are included if the purchase is over \$6,000. **Motion carried unanimously.**

REPORTS: Monthly Building Inspector, Public Works Department, Police Department and Fire Department reports were filed for the record.

Motion by D. Samuels, seconded by D. Stellpflug, to adjourn at 8:30 p.m. Motion carried.

Respectfully submitted,
Rhoda Bagley
Village Clerk/Treasurer