

**VILLAGE OF NORTH PRAIRIE  
REGULAR VILLAGE BOARD MEETING MINUTES  
JUNE 11, 2015**

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

President G. Nickerson

Trustees: B. Peters, J. Moravec, A. Pellegrino, D. Stellpflug, D. Samuels and C. Pasierb.

Clerk: R. Bagley

Others Present: Fire Chief B. Taylor (left at 8:00 p.m.)

The Pledge of Allegiance was recited.

**Motion by D. Samuels, seconded by D. Stellpflug, to waive the compensation for the Special Joint Board meeting held at the Eagle Municipal building on May 28, 2015. Motion carried.** Only members who attended the special meeting voted.

**Motion by D. Samuels, seconded by J. Moravec, to approve the May 14, 2015 Village Board meeting minutes, as written. Motion carried unanimously.**

**Motion by G. Nickerson, seconded by D. Samuels, to open the meeting to Public Comments. Motion carried.**

D. Salter, 507 Chad Ct., inquired about the electrical outlets on some of WE Energies poles in the Village. She also asked about the next step regarding the Fire Dept. merger/consolidation. D. Samuels mentioned that the issue will be discussed later in the meeting.

**Motion by G. Nickerson, seconded by A. Pellegrino, to close the Public Comment section of the meeting. Motion carried.**

**VILLAGE PRESIDENT:**

**Purchasing procedures for Depts.-**Village President G. Nickerson mentioned that the purchasing policy was never approved and should go back to the Personnel and Policy Committee.

**Committee Appointments** – President G. Nickerson listed the new committee assignments.

**Finance & Fee Committee**- Chair B. Peters, D. Samuels and C. Pasierb.

**Personnel & Policy**- Chair J. Moravec, B. Peters, and A. Pellegrino.

**Public Safety & Prot. Services**- Chair D. Samuels (Fire), J. Moravec (Police), B. Peters (Court).

**Public Works, Bldgs & Grounds, Civic Pride**- Chair D. Stellpflug (Streets, Roads, Sanitation & Recycling) C. Pasierb (Parks) and A. Pellegrino (Municipal buildings).

**Response to citizen's concerns-** G. Nickerson mentioned that the Police Dept. researched the safety issue of turning off of Hwy 59 onto Piper Road and read the memo into the minutes. Based on the information received, no action will be taken by the State in the near future.

**VILLAGE CLERK:** Clerk R. Bagley reminded everyone of the Primary Election for the 33 Senate District which will be held on Tuesday, June 23<sup>rd</sup>.

**Amended Election Equipment Agreement with Waukesha County-** Waukesha County clarified some of the verbiage from the previous agreement. If the agreement is approved, the County will pay 2/3's of the cost of the new election equipment and the Village will be responsible for 1/3 of the cost.

**Motion by D. Stellpflug, seconded by A. Pellegrino, to approve the amended/clarified Election Equipment Contract Governmental Agreement with Waukesha County for purchase of new election equipment at a total cost of \$9,604.00. The Village 1/3 share will be \$3,201.00 to be paid back over three years. Motion carried unanimously.**

The Clerk reviewed the annual liquor license renewals, background checks, annual visits to each establishment by various departments, and included a list of the renewing establishments,

applications and operators. All applications were submitted in a timely manner and all department reviews indicated no outstanding issues with any of the four establishments.

**Motion by J. Moravec, seconded by D. Stellpflug, to approve the renewal Combination Class A Retail Licenses for the sale of Fermented Malt Beverages and Intoxicating Liquors for the licensing year 2015-2016, Cigarette, Soda and renewal operator licenses for North Prairie Petro Center, LLC, d/b/a Bill's Self Service Gas Station, 102 E. State Road, North Prairie, Kirit Patel, Agent, upon meeting all requirements of licensing. Motion carried unanimously.**

**Motion by J. Moravec, seconded by A. Pellegrino, to approve the renewal Combination Class A Retail Licenses for the sale of Fermented Malt Beverages and Intoxicating Liquors for the licensing year 2015-2016, Cigarette, Soda and renewal operator licenses for Rana & Sons, LLC, d/b/a Jak Petro, 226 Industrial Drive, North Prairie, Kush Kamal Singh, Agent, upon meeting all requirements of licensing. Motion carried unanimously.**

**Motion by J. Moravec, seconded by A. Pellegrino, to approve the renewal for the Regular Combination Class B Retail Licenses for the sale of Fermented Malt Beverages and Intoxicating Liquors for the licensing year 2015-2016, Cigarette and renewal operator licenses for Broadlands Golf Club, LLC, d/b/a Broadlands Golf Club, 18 Augusta Way, North Prairie, Louis J. Yaeger IV, Agent, upon meeting all requirements of licensing. Motion carried unanimously.**

**Motion by J. Moravec, seconded by C. Pasierb, to approve the renewal for the Regular Combination Class B Retail Licenses for the sale of Fermented Malt Beverages and Intoxicating Liquors for the licensing year 2015-2016, renewal operator licenses for D.J.P.S., LLC d/b/a Sport's Page Bar and Grill, 117 N. Main Street, North Prairie, Scott McGuire, Agent, upon meeting all requirements of licensing. Motion carried unanimously.**

**Motion by J. Moravec, seconded by A. Pellegrino, to approve the renewal Class B Beer License and renewal Class C Wine License for the licensing year 2015-2016 for sale of Fermented Malt Beverages and Wine and Soda for The Smoke Pit, 132 N. Main Street, North Prairie, Scott Saunders and Robert Bokelman, owners, upon meeting all requirements of licensing. Establishment is in the process of opening. Motion carried unanimously.**

**Motion by J. Moravec, seconded by C. Pasierb, to approve the 2015-2016 Soda Water License application for D&D Products, 200 N. Harrison Street. Motion carried unanimously.**

**Motion by J. Moravec, seconded by A. Pellegrino, to approve the 2015-2016 Soda Water License application for Lucy's Restaurant, 228 Industrial Drive. Motion carried unanimously.**

**Motion by J. Moravec, seconded by C. Pasierb, to approve the 2015-2016 Operator's License for Megan C. Leanna for Broadlands Golf Club, LLC upon meeting all licensing requirements. Motion carried unanimously.**

**Motion by J. Moravec, seconded by C. Pasierb, to approve the 2015-2016 Operator's License for Joseph M. Pease representing the North Prairie Lion's Club upon meeting all licensing requirements. Motion carried unanimously.**

**Motion by J. Moravec, seconded by A. Pellegrino, to approve the 2015-2016 Operator's License renewal for William Olson representing the North Prairie Lion's Club. Motion carried unanimously.**

**Motion by D. Samuels, seconded by A. Pellegrino, to approve the request from North Prairie Lion's Club for a Temporary Class B Beer Picnic License to sell and serve beer at Hansen Auto Annual Car Show on June 27, 2015 in Veteran's Park provided a Certificate of Liquor Liability Insurance has been submitted. Motion carried.** (President G. Nickerson recused himself).

**Motion by D. Samuels, seconded by J. Moravec, to approve the request from North Prairie Lion's Club for a Temporary Class B Beer Picnic License to sell and serve beer at Zero Zone Company Picnic on August 1, 2015 in Veteran's Park provided a Certificate of Liquor Liability Insurance has been submitted. Motion carried.** (President G. Nickerson recused himself).

**Motion by D. Samuels, seconded by J. Moravec, to approve the request from North Prairie Lion's Club for a Temporary Class B Beer Picnic License to sell and serve beer at North Prairie Harvest Fest from Sept. 18-20, 2015 in Veteran's Park provided a Certificate of Liquor Liability Insurance has been submitted. Motion carried.** (President G. Nickerson recused himself).

**PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE:** D. Samuels stated the committee has not met since the last Board meeting.

**Motion by D. Samuels, seconded by G. Nickerson, to suspend the rules to allow Fire Chief B. Taylor to speak on the following issues. Motion carried unanimously.**

**Fire Dept. Mergers/Consolidations/Options:** The Town and Village of Eagle and Village of North Prairie Boards held a joint meeting at the Eagle Municipal Building on May 28<sup>th</sup>. The Committee of three (R. Spurrell, J. Davis and D. Samuels) presented the *estimated* revenues and expenses for a merged department. On June 4<sup>th</sup>, a presentation was made to the North Prairie Fire Dept. membership and was viewed favorably. With 22 members in attendance, only 1 voted against the proposed merger. On June 8<sup>th</sup>, the same presentation was given to the Eagle Fire Dept. membership. Some members had to leave on a call. After some time, the final votes were 9 in favor and 10 against. The acting Fire Chief did not vote. D. Samuels would like to know what the concerns are regarding the Eagle Fire Dept. membership. Several months ago, the majority was in favor of the consolidation. D. Samuels will meet with her committee members to determine the next step. Fire Chief B. Taylor will discuss any issues with the acting Eagle Fire Chief.

**PUBLIC WORKS, BUILDINGS AND GROUNDS COMMITTEE:** D. Stellpflug stated the new snowplow truck has arrived and Best Truck is working on getting all of the necessary parts to build the box part. The shouldering project is completed by Wolf Paving Company.

**Harrison Street paving quality issues-** D. Stellpflug presented information from Giles, Inc. to evaluate some core samples from Harrison Street to determine, by independent testing, if the street meets the specifications from the contract.

**Motion by D. Stellpflug, seconded by J. Moravec, to approve the proposal from Giles, Inc. for \$690.00 to evaluate four core samples from Harrison Street to determine if there are any quality issues prior to the warranty expiring, as recommend by the Committee. Motion carried unanimously.**

**Location/Costs of moving mailboxes on Harrison Street** – Committee is working on the location and costs and should have an update by the July Board meeting.

**Waterville Road repairs** – Town of Ottawa recently submitted the costs for the portion of Waterville Road in the North Prairie jurisdiction (15%) for the asphaltic chip seal surfacing for pavement maintenance which may be already completed. The total cost is \$15,623.00, with \$3,515 being allocated to the Village. The funds were not budgeted as the Village was unaware that the Town was planning this street maintenance.

**Motion by D. Stellpflug, seconded by D. Samuels, to reimburse the Town of Ottawa 15% of the cost (\$3,515.00) of the asphaltic chip seal surfacing on Waterville Road. Aye vote: 1- Trustee D. Stellpflug, No votes- 6 trustees. Motion failed.**

**Morrissey Drive repair-** D. Stellpflug mentioned that there is a large pothole on Morrissey Drive repair between Prairie Village Subdivision and Ferris Fields addition. The Committee will obtain bids for a temporary repair and will bring this back in July.

**Catch-Basin Repairs-** One catch-basin repair was never completed so the Committee will incorporate the basin repair in the 2016 budget.

**FINANCE AND PERSONNEL COMMITTEE:** D. Samuels stated the Finance and Personnel Committee met on May 28<sup>th</sup>. The lamresponding service was reviewed and renewed for one year. WE Energies provided a map showing poles. Trustee A. Pellegrino will create a roster of the poles and pole numbers which contain electric boxes for future reference.

**Monthly Bills and Payroll-**

**Motion by D. Samuels, seconded by D. Stellpflug, to approve checks 9031-9035 for utilities paid at the end of May for \$3,411.03, May payroll checks from 9036-9065 for a total of \$23,042.95, and Accounts Payables checks for May and June 9066-9119 for a total of \$99,433.71, as recommended by the Committee. Motion carried unanimously.**

**Additional winter fest Forked Snowflakes-**

**Motion by D. Samuels, seconded by A. Pellegrino, to purchase three additional winter fest forked snowflakes for \$336 each rather than adding electrical outlets to poles, as recommended by Committee. Motion carried unanimously.**

**Two Lots in Prairie Village Park-** D. Samuels mentioned that the Village should continue with the public hearing to adopt an ordinance to amend the comprehensive plan and eventually rezone the two lots (Lots 138 and 139) located in Prairie Village Park. Morrissey Drive can be vacated where it has never been extended between Karin and Prairie View Drive.

**Motion by D. Samuels, seconded by A. Pellegrino, to move forward with a Public Hearing at the August 13<sup>th</sup> Village Board meeting, as required, to amend the comprehensive plan regarding Lots 138 and 139 located in Prairie Village Park, as recommended by the Committee, as the lots are a source of revenue in the 2015 budget. The Village Planner will assist with the appropriate notices. Motion carried. Opposed: Trustee J. Moravec**

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

**Motion by D. Samuels, seconded by D. Stellpflug, to adjourn at 8:49 p.m. Motion carried.**

Respectfully submitted,  
Rhoda Bagley  
Village Clerk/Treasurer