

**VILLAGE OF NORTH PRAIRIE
BUDGET PUBLIC HEARING AND VILLAGE BOARD MEETING MINUTES
NOVEMBER 12, 2015**

The meeting was called to order by President G. Nickerson at 7:03 p.m. in the Village Board Room. Roll call was taken with the following members present:

President G. Nickerson

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

Clerk: R. Bagley

Absent: Trustee J. Moravec

Others Present: Police Chief S. Tamez, Fire Rep. Phil Buchholtz, and several Village residents.

The Pledge of Allegiance was recited.

Motion by D. Samuels, seconded by A. Pellegrino, to approve the October 8, 2015 Village Board Public Hearing and meeting minutes as written. Motion carried unanimously.

2016 Budget Public Hearing – President G. Nickerson explained that the Public Hearing will commence at 7:04 p.m. with comments from the Village Board members, then will open the hearing to any comments from the public. Trustee D. Samuels suggested increasing the revenues in the Fire Dues to \$8,300 which is the actual amount expected from the State. Clerk R. Bagley mentioned the Village received the actual amount expected in Transportation Aids in 2016 which is \$8,544 more than the proposed amount, so that line item was increased. General Fund expenditures were adjusted lower to reflect some items which were/will be acquired and paid in 2015 as presented by D. Samuels. A. Pellegrino recommended that \$50 be allocated to Board of Review for meeting attendance. The members concurred to adding \$125 to BOR for attendance. Household hazardous waste fee was added to the Sanitation section. After all adjustments were made, the proposed 2016 Budget ended up balanced and eliminated the projected \$18,070 deficit.

Comments from the public:

D. Salter, 507 Chad Ct., inquired about the \$50 budgeted for house numbers. It was explained that the Village provides new address tiles to new home permits where the property owner reimburses the Village for the expense. The special yard waste pick-ups for the Village have been discontinued in 2016 due to budget cuts.

Motion by G. Nickerson, seconded by B. Peters, to close the 2016 Budget Public Hearing at 7:27 p.m. Motion carried unanimously.

Motion by D. Stellpflug, seconded by B. Peters, to approve and adopt the 2016 Village Budget and 2015 Tax Levy as presented and adjusted, with revenues and expenses projected to be \$1,000,273 with the 2015 Tax Levy of \$812,198, -6.47% from 2015. The estimated mill rate is \$3.93 for the Village. Roll Call Vote: Trustees B. Peters, yes; A. Pellegrino, yes; D. Stellpflug, yes; D. Samuels, yes; C. Pasierb, yes; and President G. Nickerson, yes. Motion carried unanimously.

Motion by D. Samuels, seconded by D. Stellpflug, to open the meeting to Public Comment. Motion carried.

P. Shorr, 104 S. Oakridge Drive, is opposed to the proposed snowmobile trail in the Village limits.

D. Salter, 507 Chad Ct., mentioned that the weeds have been cut along Main Street by the tracks.

Motion by D. Samuels, seconded by D. Stellpflug, to close the Public Comment section. Motion carried.

VILLAGE PRESIDENT'S REPORT:

Waukesha County Fire/EMS Study- President G. Nickerson mentioned that he received a letter from Waukesha County Executive Paul Farrow regarding the participation in the study for the consolidation of Fire and EMS Service areas in the Lake Country region. The Village is one of the 18

districts included in the study. President G. Nickerson will send a letter to County Exec. Paul Farrow asking to keep the Village apprised of the study and costs as they move forward.

FROM PLAN COMMISSION: Certified Survey Map being a re-division of Lots 138 and 139 of Prairie Village Addition No. 1- G. Nickerson mentioned that one of the recommendations from the Plan Commission is to place the addresses of the two lots on the face of the CSM.

Motion by G. Nickerson, seconded by C. Pasierb, to approve the Certified Survey Map for the re-division of Lots 138 and 139 of Prairie Village Addition No. 1, dated October 28, 2015, upon meeting all of the requirements for R-1 (Residential) Zoning and the addition of the addresses for the two lots on the face of the CSM, as recommended by the Plan Commission.

Discussion: D. Samuels requested that the setback and offset lines be removed from the lots as they can be subject to change.

Motion is amended by G. Nickerson, second is amended by C. Pasierb, to approve the Certified Survey Map for the re-division of Lots 138 and 139 of Prairie Village Addition No. 1, dated October 28, 2015, upon meeting all of the requirements for R-1 (Residential) Zoning with the addition of the addresses for the two lots on the face of the CSM, as recommended by the Plan Commission and to also remove the setback and offset lines from the Certified Survey Map. Upon receiving the revised CSM, Village President G. Nickerson is authorized to sign and the Village Clerk is authorized to register the CSM. Motion carried unanimously. The Finance & Fee Committee will meet to determine the procedure/process/costs to move forward with the sale of the two lots.

Board members up for election: The following trustee positions will be up for election on April 5, 2016 for J. Moravec, A. Pellegrino and C. Pasierb. Nomination papers may be circulated beginning December 1, 2015 and returned by 5:00 p.m. on January 5, 2016.

VILLAGE CLERK Report- Clerk R. Bagley mentioned the Municipal Code updates are available. The Clerk updated the Board members regarding the status of the new election machines.

PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE: D. Samuels stated the Committee met on Oct. 26th. The Committee reviewed the radar equipment with the Police Dept., as well as other squad maintenance concerns. Both Chiefs' annual reviews were completed.

Fire Dept. Mergers/Consolidations/Options/Updates: Trustee D. Samuels has had conversations with Dousman Fire District. The Fire Chief of the Dousman Fire District is recommending that the Village President submit a letter to the Dousman Fire District Board. Trustee D. Samuels has not heard anything from Mukwonago and Eagle.

Motion by D. Samuels, seconded by A. Pellegrino, directing President G. Nickerson to draft a letter to the Dousman Fire District Board, including the chief elected officials of the members of the Fire District, indicating that the Village would like to continue with discussions regarding a possible merger/consolidation or other options regarding Fire and EMS Services. Motion carried unanimously.

Proposed Snowmobile Trail- Trustee D. Samuels mentioned that a Rep. from the Kettle Moraine Snowmobile Club is requesting authorization from all property owners to receive permission to cross their property with snowmobiles. The Committee reviewed the proposed trail. The Representative would like the Village to support the Club's request for the property owners to grant permission. The Village will not be involved in signage, markings or mailings for the snowmobile trail.

Motion by D. Samuels, seconded by B. Peters, that the proposed snowmobile trail be allowed and have Village President G. Nickerson sign a letter indicating that the Village approves the trail to provide to the Kettle Moraine Snowmobile Club, as revised. The property owners must provide their

authorization to allow snowmobiles to cross their property. D. Samuels mentioned that the trail is reviewed annually.

Motion by D. Samuels, seconded by D. Stellpflug, to suspend the rules to allow Police Chief S. Tamez to speak. Motion carried. Chief Tamez stated that permission must be obtained annually from the property owners to allow snowmobilers to cross private property.

B. Peters is concerned that once the trail is approved, nothing will change for at least one year. If complaints are received regarding the trail, residents should have additional options to change their authorization. That was the intent of the ordinance.

Motion carried.

Waukesha County Maintenance Agreement- D. Samuels stated that Police Chief S. Tamez received some prices from the County for radio services and provided the Basic Hardware Maintenance Agreement.

Motion by D. Samuels, seconded by D. Stellpflug, to accept the October 2, 2015 letter and provisions for the Basic Hardware Maintenance Agreement, along with Appendix R6 which includes the 2016 Estimated Radio Services Rates. Motion carried unanimously.

PUBLIC WORKS, BUILDINGS AND GROUNDS COMMITTEE: Trustee D. Stellpflug stated the Committee met on October 26th. The Committee discussed DPW office space, as well as internet issues in the Fire Dept. building. No interest in the holiday decorations for sale or the plow truck. D. Stellpflug will have a representative review the roofs on Village Hall and pavilions for any hail damage. DPW review was completed.

2016-2017 LRIP Grant Application- Trustee D. Stellpflug mentioned that the grant was submitted timely for the repairs of Brian Court and Chad Court proposed in 2017. The approximate amount of the grant is \$22,584.

Motion by D. Stellpflug, seconded by D. Samuels, to accept the LRIP Grant for the repairs of Brian Court and Chad Court street project in 2017. Motion carried unanimously.

Envirocon Agreement- Motion by D. Stellpflug, seconded by D. Samuels, to approve the one-time spring application for weed control from Envirocon in the amount of \$1,594.00 for various Village-owned properties. Motion carried unanimously.

Pavilion for Broadlands Park- D. Stellpflug mentioned the Committee needs to know if there is Village Board support to continue researching the proposed pavilion building and have plans drawn up. No storage area is included in this project. D. Samuels suggested moving forward with a building design so that costs can be determined. B. Peters is not in favor of dividing a project into phases as the likelihood of the project being fully completed over years is unlikely. He recommends a quality, solid single project as indicated in the Master Plan. The Board members concurred.

FINANCE & FEE COMMITTEE: Trustee C. Pasierb stated the Finance and Fee Committee met Oct. 16th to review and complete the rezoning requirements for the two lots.

Monthly Bills and Payroll-

Motion by C. Pasierb, seconded by D. Samuels, to approve checks 9520-9524 for utilities paid at the end of Oct. for \$3,071.78, November payroll checks from 9526-9554 for a total of \$20,045.67, and Accounts Payables checks for Oct. and Nov. 9525, 9555-9606 for a total of \$39,693.80, as recommended by the Committee.

The motion is amended by C. Pasierb, second amended by D. Samuels, to include and authorize the Village Clerk to distribute the monthly October Court Revenues checks to appropriate municipalities when received from the Court Clerk. Motion carried unanimously.

Rotroff Jeanson & Company Engagement Letter-

Motion by D. Samuels, seconded by C. Pasierb, to approve the Engagement Letter submitted by Rotroff Jeanson & Company to provide the 2015 audit of financial statements and accounting assistance as indicated in the objectives. Motion carried unanimously.

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

Motion by A. Pellegrino, seconded by D. Samuels, to adjourn at 8:45 p.m. Motion carried.

Respectfully submitted,
Rhoda Bagley
Village Clerk/Treasurer