

**VILLAGE OF NORTH PRAIRIE
REGULAR VILLAGE BOARD MEETING MINUTES
OCTOBER 13, 2016**

The meeting was called to order by President G. Nickerson at 7:00 p.m. in the Village Board Room. Roll call was taken with the following members present:

President G. Nickerson

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

Clerk: R. Bagley

Others Present: Police Chief S. Tamez and Fire Chief P. Buchholtz

The Pledge of Allegiance was recited.

Motion by D. Stellpflug, seconded by B. Peters, to approve the September 8, 2016 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, believes it is ridiculous to charge for an annual permit if only burning one time during the year. D. Samuels explained that residents prefer the annual permit over a monthly permit. B. Peters suggested utilizing a patio fire pit.

Motion by G. Nickerson, seconded by C. Pasierb, to close the Public Comment section of the meeting. Motion carried.

VILLAGE PRESIDENT: G. Nickerson mentioned that the railroad tracks on Main Street have been temporarily repaired. He has no update regarding the Waukesha County Fire/EMS feasibility study.

Functional Classification and Urban Area Boundary Changes Policy- G. Nickerson explained the Village just received the sample resolution for the delegation of approval authority for classification and boundary changes in urban areas. This will be on the agenda in November.

Board and Employee Expense Reimbursement Policy- The old policy was adopted in May 1998 and needs to be updated. G. Nickerson referred this policy to the Personnel & Policy Committee to update and bring back to the Village Board.

Agreement for Interim Market Update- Associated Appraisal provided an agreement to provide an interim market update assessment in 2017. The consensus of the Board members is to delay this process until the Village is closer to 90% assessment in major classifications.

Motion by B. Peters, seconded by C. Pasierb, to not accept the agreement to provide an interim market update assessment in 2017 as submitted by Associated Appraisal. Motion carried unanimously.

VILLAGE CLERK: Clerk R. Bagley mentioned that the final population figure for the Village in 2016 is 2,175 residents. Absentee voting is going strong both by mail and in-person voting.

Soda License request for ZaZing!- Request by new owner Andrea Lesnick for 205 N Main Street.

Motion by G. Nickerson, seconded by B. Peters, to approve the Soda License request for ZaZing! Restaurant located at 205 N Main Street. Motion carried unanimously.

Operator's License- One application for an operator's license has been received and the applicant has met all of the requirements for licensing.

Motion by D. Samuels, seconded by A. Pellegrino, to approve the Operator's License request by Linda Hollister for the North Prairie Lions Club upon meeting all of the requirements for licensing. Motion carried unanimously.

PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE: Trustee D. Samuels stated no committee meeting had been scheduled. The Fire Dept. Open House is scheduled on Saturday, October 15th!

Fire Dept. Mergers/Consolidations/Options: Trustee D. Samuels stated they met with Dousman Fire Dept. on October 5th regarding consolidation and Dousman is looking for additional information from North Prairie. Another meeting is scheduled on October 26th. All options remain open at this time.

PUBLIC WORKS, BUILDINGS AND GROUNDS, CIVIC PRIDE COMMITTEE: D. Stellpflug stated the Committee has not met recently. The play structure was constructed in Prairie Village Park on Saturday, October 8th with approximately 15 volunteers. Some landscaping is the only thing left to complete the project.

John's Disposal 2017 rate request- Trustee D. Stellpflug will discuss the rate increase request with John's Disposal to get more information and has not heard back from John's Disposal. No action taken at this time.

Replacement of Pedestrian Doors at Fire Dept.- Trustee D. Stellpflug stated that he received three quotes to replace two doors at the Fire Dept. and would like to follow-up on one quote with an alternate cost for steel doors.

Motion by D. Stellpflug, seconded by C. Pasierb, to allow the Committee to select two replacement pedestrian doors for the Fire Dept. at a cost not-to-exceed \$7,000.00, upon receiving the signature of the Village President on the selected bid. Motion carried unanimously.

Storm Water Management Ordinance- No action taken.

Pavilion/Concession building for Broadlands Park- Trustee B. Peters mentioned he met with the County Executive and discussed a broader project which could be County-sponsored and operated. It would contain a larger pavilion with a community pool over a 6-year span beginning with the design, funding and ultimately construction. The majority of the cost of the construction would fall on the Village, with the County covering staffing and the operating expenses. All sporting activities would utilize the pavilion complex. Additional information will be obtained before moving forward with this project. All options will still be considered as the Committee looks at the Village debt and funding for a new pavilion.

Letter of Agreement from Waukesha County for Winter Materials-

Motion by D. Stellpflug, seconded by B. Peters, to approve the Waukesha County Letter of Agreement to provide Winter Materials to the Village to purchase up to 400 tons salt at \$69.13 per ton and salt/sand mix at \$85.68 per ton for the 2016-2017 winter season. Motion carried unanimously.

PERSONNEL & POLICY COMMITTEE: A. Pellegrino mentioned the Committee met with Captain T. Tesch and Chief P. Buchholtz and has received additional information from our insurance representatives regarding the Return-to-Work Policy. Another committee meeting is scheduled on Oct. 27th.

Return-to-Work Policy- No action taken.

FINANCE AND FEE COMMITTEE: C. Pasierb mentioned the Committee met prior to this meeting. The Committee reviewed the proposed 2017 Budget and received the estimated 2017 Gen. Transportation Aids which results in an increase of \$2,844 to the budget. An adjustment will also need to be made to the EMS grant revenues and expenditures. More information will be presented at the Public Hearing on Thursday, November 10th, beginning at 7:00 p.m.

Monthly Bills and Payroll-

Motion by D. Samuels, seconded by B. Peters, to approve checks 10743-10748 for utilities paid at the end of September for \$3,392.41, October payroll checks from 10749-10801 & 10873 for a total of \$34,179.98, and Accounts Payables checks for September and October, 10802-10872 & 10874 for a total of \$130,490.09, as recommended by the Committee. Motion carried unanimously.

Resolution No. 2016-05R Schedule of Fees- D. Samuels asked Police Chief S. Tamez if he reviewed the proposed fees for Public Safety.

Motion by D. Samuels, seconded by A. Pellegrino, to suspend the rules to allow Chief S. Tamez to speak. Motion carried.

Chief Tamez stated that all of the fees were verified.

Motion by D. Samuels, seconded by C. Pasierb, to approve Resolution No. 2016-05R which updates the Village Fee Schedule. Motion carried unanimously.

Public Hearing for 2017 Budget-

Motion by C. Pasierb, seconded by S. Lutz, to set the Public Hearing for the proposed 2017 Budget on Thursday, November 10, 2016, beginning at 7:00 p.m. The notice will be posted and published as required. Motion carried unanimously.

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

Motion by A. Pellegrino, seconded by B. Peters, to adjourn at 7:55 p.m. Motion carried.

Respectfully submitted,
Rhoda Bagley
Village Clerk/Treasurer