

**VILLAGE OF NORTH PRAIRIE
VILLAGE BOARD MEETING MINUTES
OCTOBER 12, 2017**

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: F. Rewasiewicz, A. Pellegrino, D. Jump and C. Pasierb.

Clerk: R. Bagley

Absent: Trustees S. Lutz and D. Stellpflug

Others Present: Police Chief S. Tamez, Fire Capt. A. Rydzik, K. Cizek and family.

The Pledge of Allegiance was recited.

Motion by C. Pasierb, seconded by A. Pellegrino, to approve the September 14, 2017 Village Board meeting minutes as written. Motion carried unanimously.

Motion by G. Nickerson, seconded by C. Pasierb, to open the meeting to Public Comments. Motion carried. No comments.

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

Civic Pride Award for 2017- Trustee A. Pellegrino stated the Committee received several nominations for the 2017 Civic Pride Award, and chose **Kelly (Beranek) Cizek** for her dedicated volunteer service as Chair of the North Prairie Harvest Festival. Kelly joined the Harvest Fest Committee in 2006 and has been the sole leader since 2009. Visitors from out-of-state attend the annual Festival and it has a popular Facebook following. A plaque and gift certificate was presented to Kelly Cizek, along with a sincere THANK YOU for her leadership and expertise for the successful annual Harvest Festivals!!

VILLAGE PRESIDENT: Village President G. Nickerson mentioned that DPW Dave Molitor will be participating on the LRIP selection committee for the 2018-2019 funding term. The Lion's Club will review the necessary repairs for the pavilion in Veteran's Park.

Railroad track repairs - At this time, repairs are scheduled to begin on October 23rd for the repairs to the tracks on Main Street/CTH E and Fairview Avenue. Harrison Street crossing will be repaired beginning October 30th. The streets will be closed during the repairs with detour routes posted.

VILLAGE CLERK: Clerk R. Bagley mentioned that the Village has received the proposed amount for General Transportation Aids in 2018 and it has been included in the 2018 budget. D. Tweedale from the LWMMI will be giving a 20 minute presentation to the Village Board on November 9th regarding Public Officials Liability.

PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE: G. Nickerson stated the committee has not met.

Fire Dept. Mergers/Consolidations/Options: The Committee is expecting Western Lakes Fire District to prepare a draft agreement providing associated costs for contracted services.

PUBLIC WORKS, BUILDINGS AND GROUNDS, CIVIC PRIDE COMMITTEE: Trustee A. Pellegrino stated the Committee met October 2, 2017 and the concrete installation at the Village Hall has been completed to specifications. The Klatt Houses in Veteran's Park have been repaired, however, the grant amount for the repairs will not be known until the middle of October. Trustee D. Jump will be working on the Comprehensive Outdoor Recreation Plan update to be completed by spring of 2018.

Village Hall front door repairs- Trustee Pellegrino stated the Village received two quotes to repair the Village Hall entry doors.

BGS Glass Service - \$1,885.00 with option for two pull handles of \$190

Bob's Glass Service - \$1,720.00 with option for two pull handles of \$184

Motion by A. Pellegrino, seconded by D. Jump, to approve the quote from Bob's Glass Service, Inc. for \$1,720, without the option for the two handles, as recommended by the Committee. A Certificate of Insurance must be provided prior to beginning the work. Motion carried unanimously.

PERSONNEL & POLICY COMMITTEE: The Committee met on Monday, September 25th and approved three weeks of vacation for regular part-time employees (30-32 hours per week) after 14 years of employment. A draft policy will be revised for the Village Board to approve regarding employee compensation. Another meeting will be scheduled in the near future.

Update of Return-to-Work Policy- Trustee A. Pellegrino indicated that it is important that the Finance & Fee Committee be informed of work comp claims in order to monitor employee safety.

Motion by A. Pellegrino, seconded by F. Rewasiewicz, to add item #8, under Section B Department Head/Personnel Committee Responsibilities, indicating the Village Clerk to report to Finance & Fee Committee the employee, department of the employee, date of the occurrence and the status of the report in order to monitor employee safety, as recommended by the Committee. Motion carried unanimously.

FINANCE AND FEE COMMITTEE: Trustee C. Pasierb mentioned the Committee met prior to this meeting.
Monthly Bills and Payroll-

Motion by C. Pasierb, seconded by F. Rewasiewicz, to approve checks 11994-11999 for utilities paid at the end of September for \$8,367.41, October payroll checks 12000-12043 for a total of \$34,184.67, and Accounts Payables checks for September and October 12044-12096 for a total of \$62,275.87, as recommended by the Committee. Motion carried unanimously.

Proposed 2018 Budget for publication and Public Hearing- Trustee C. Pasierb mentioned the Committee reviewed the 2018 budget, adjusted Police Clerk PTO hours, and discussed a lease (6%) or bank loan (2.5%) for the 2018 squad. The Committee prefers a bank loan at 2.5% interest rate for a three-year loan. Crack sealing of \$5,000 was added back to street repairs, converting old squad to DPW vehicle/repairs \$2,000, \$461 for new squad insurance, with balance of funds applied to Village miscellaneous for trees and additional electrical/snowflakes on street poles to balance budget.

Motion by G. Nickerson, seconded by C. Pasierb, to open meeting to comments. Motion carried.

Don Beranek stated that every Village Board promised to plant trees, and replace dead trees. Veteran's Park had over 50 trees at one time. Prairie Village Park needs trees. A. Pellegrino mentioned that 5 trees will be planted next Friday in Prairie Village Park.

Motion by G. Nickerson, seconded by C. Pasierb, to close the comment session. Motion carried.

Motion by C. Pasierb, seconded by A. Pellegrino, to approve the changes as discussed to balance the proposed 2018 budget, and publish notice for a Public Hearing on Thursday, November 9, 2017 beginning at 7:00 p.m. Motion carried unanimously.

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

Motion by A. Pellegrino, seconded by F. Rewasiewicz, to adjourn at 7:47 p.m. Motion carried.

Respectfully submitted,
Rhoda Bagley
Village Clerk/Treasurer