

**VILLAGE OF NORTH PRAIRIE
BUDGET PUBLIC HEARING AND VILLAGE BOARD MEETING MINUTES
NOVEMBER 9, 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, S. Lutz, A. Pellegrino, D. Stellpflug, D. Jump and C. Pasierb.

Clerk: R. Bagley

Others Present: Police Chief S. Tamez, Fire Chief P. Buchholtz and D. Tweedale from LWMMI.

The Pledge of Allegiance was recited.

Motion by A. Pellegrino, seconded by D. Jump, to approve the October 12, 2017 Village Board meeting minutes as written. Motion carried unanimously.

2018 Budget Public Hearing – President G. Nickerson opened the Public Hearing at 7:02 p.m. and explained that the hearing will commence with comments from the Village Board members, then will open the hearing to any comments from the public. Finance Committee Chair C. Pasierb briefly explained the 2018 proposed balanced budget. The 2018 purchase of a new squad car for the Police Dept. was removed from the operating expenses and placed in debt service, so the balance of the funds were allocated to highways, conversion of the old squad to DPW, trees for Village parks, and holiday decorations for the streets.

Motion by G. Nickerson, seconded by D. Stellpflug, to open the Public Hearing to citizens' present. Motion carried unanimously.

C. Wood, 409 Karin Drive, thanked the Village Board for presenting a balanced budget and appreciates the effort involved.

Motion by G. Nickerson, seconded by D. Stellpflug, to close the 2018 Budget Public Hearing at 7:05 p.m. Motion carried unanimously.

Motion by D. Stellpflug, seconded by C. Pasierb, to approve and adopt the 2018 Village Budget and 2017 Tax Levy as presented, with revenues and expenses projected to be \$1,163,117 which includes the purchase of a new squad car, with the 2017 Tax Levy of \$843,243, an increase of 2.11%. The estimated mill rate of \$3.93 is the same as last year. All Board members voted in favor of the motion on a voice vote. Motion carried unanimously.

Motion by G. Nickerson, seconded by C. Pasierb, to open the meeting to Public Comments. Motion carried.

J. Smart, Fire Dept. Auxiliary, mentioned that Wales had a successful Chili Cook-off with several North Prairie representatives receiving awards. The N.P. Auxiliary has been invited to participate in the Milwaukee Police & Fire Commission chili cook-off fund-raising event to be held on Saturday, November 11th.

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

Dennis Tweedale, CEO of the League of WI Municipalities Mutual Insurance (LWMMI), and current insurance carrier for the Village, gave a presentation regarding Public Officials' Liability, along with a 19 minute educational and informative DVD covering the "Scope of Your Authority: Preventing Public Officials' Liability". He briefly discussed the role and responsibilities of public officials to avoid lawsuits in the municipality as an elected or appointed official, and provided additional information about coverages, claim examples and Statutory Protections.

VILLAGE PRESIDENT: Village President G. Nickerson is having a structural engineer inspect the pavilion in Veteran's Park. Also, the Municipality magazine has some interesting articles which pertain to items in the State Budget affecting municipalities- page 17.

Railroad track repairs - At this time, track repairs are completed at the Harrison Street and Fairview Avenue crossings. The tracks on Main Street/CTH E are still rough, so modifications are expected to be made on both sides of the tracks to smooth out the repairs.

North Prairie Lion's Club request for Village signs- Tabled until next month.

Wisconsin Act 211 to provide for electronic permit forms- Effective January 2, 2018, all municipalities must begin supplying their new one-and two-family dwelling permit information to the State electronically.

Motion by G. Nickerson, seconded by D. Jump, to delegate to the Village Building Inspector to electronically supply any new one- and two-family dwelling permits to the State to meet the specifications of 2015 Wisconsin Act 211, effective January 2, 2018. Motion carried unanimously

Board Members up for election on April 3, 2018 are Trustees A. Pellegrino, C. Pasierb and S. Lutz. Nomination papers may be circulated beginning Dec. 1, 2017 and returned on or before Jan. 2, 2018.

VILLAGE CLERK: Clerk R. Bagley mentioned that the Village is already compiling information to prepare the 2017 tax bills.

Operator's License Request- Village Clerk mentioned that K. Beaulieu has met the requirements of licensing.

Motion by D. Stellpflug, seconded by F. Rewasiewicz, to approve the Operator's License request for Katie Beaulieu at Sports Page Bar & Grill, upon meeting all the licensing qualifications. Motion carried.

Special Charge for Tax Bill-

Motion by C. Pasierb, seconded by A. Pellegrino, to place the unpaid weed cutting fee for the property at 223 W State Road as a Special Charge on the 2017 tax bill. Motion carried unanimously.

PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE: G. Nickerson stated the committee met on Nov. 2nd and discussed the purchase/lease of the 2018 squad. The Committee also discussed future training courses for the Police and Fire Department members.

Motion by G. Nickerson, seconded by D. Jump, to open discussion to Fire Chief. Motion carried. Chief P. Buchholtz mentioned that he is looking into classes from WCTC.

Fire Dept. Mergers/Consolidations/Options: The Committee is expecting to continue conversations with Western Lakes Fire District at a meeting in December.

PUBLIC WORKS, BUILDINGS AND GROUNDS, CIVIC PRIDE COMMITTEE: Trustee D. Stellpflug stated the Committee has not met since the last Board meeting. The WISLR pavement ratings have been submitted, LRIP application is being reviewed and the pre-application for the recycling grant has been completed. Trees were planted in Veteran's Park and Prairie Village Park. Klatt Houses in Veteran's Park have been repaired.

Village Hall front door repairs- The repairs should be completed within two weeks.

Snow and Ice Control Contract with Prairie Village Water Trust- The rates have been updated to reflect the current costs to plow the two driveways.

Motion by D. Stellflug, seconded by D. Jump, to approve the new 2017-2018 snow season contract with the Prairie Village Water Trust, as submitted with \$75 per truck hour, treated sand \$85.68 per ton and \$68.58 salt per ton. Motion carried unanimously.

PERSONNEL & POLICY COMMITTEE: The Committee met on November 7th and approved three weeks of vacation for regular part-time employees (30-33 hours per week) after 14 years of employment. A draft policy will be revised for the Village Board meeting in December. The drainage ditch procedures/guidelines policy was referred back to the Dept. of Public Works, Building & Grounds, Civic Pride Committee. The next meeting is scheduled on January 9th.

A sub-committee under Personnel & Policy will be created to draft plans for construction of a pavilion at the Broadlands Park to discuss fund-raising and contractors. The public is invited to attend the December 12th meeting at 6:00 p.m. here at the Village Hall.

FINANCE AND FEE COMMITTEE: Trustee C. Pasierb mentioned the Committee met prior to this meeting and discussed the current fee schedule.

Monthly Bills and Payroll-

Motion by C. Pasierb, seconded by F. Rewasiewicz, to approve checks 12097-12102 for utilities paid at the end of October for \$2,915.60, November payroll checks 12103-12131 for a total of \$24,097.73, and Accounts Payables checks for October and November 12132-12180 for a total of \$55,346.93, as recommended by the Committee. Motion carried unanimously.

Contract with Wolverine Fireworks Display, Inc. for 2018 Harvest Fest-

Motion by C Pasierb, seconded by F. Rewasiewicz, to approve the Contract with Wolverine Fireworks Display, Inc. to provide fireworks for the 2018 Harvest Fest on September 15 and beginning of the parade on September 16, 2018 as well as provide half of the payment, \$2,500, for the contract. Motion carried unanimously.

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

Motion by A. Pellegrino, seconded by D. Jump, to adjourn at 8:26 p.m. Motion carried.

Respectfully submitted,
Rhoda Bagley
Village Clerk/Treasurer