

**VILLAGE OF NORTH PRAIRIE
REGULAR VILLAGE BOARD MEETING MINUTES
AUGUST 8, 2019**

The meeting was called to order by President G. Nickerson at 7:05 p.m. in the Village Board Room. Roll call was taken with the following members present:

President G. Nickerson
Trustees: F. Rewasiewicz, J. H. Taylor and D. Stellpflug.
Clerk: R. Bagley
Absent: Trustees A. Pellegrino, D. Hall and K. Singh
Others Present: Fire Chief P. Buchholtz

The Pledge of Allegiance was recited.

Motion by J. H. Taylor, seconded by F. Rewasiewicz, to approve the July 11, 2019 Public Hearing and Regular Village Board minutes as written. Motion carried unanimously.

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

J. H. Taylor, 318 N Main Street, recused himself from the Board and stepped down to request if the top of the flag pole could be repaired in the Board room, and to add the Joint Municipal Court information on the front doors of the Village Hall to include the name, phone number and hours. Both items will be referred to the Building and Grounds Committee.

Motion by G. Nickerson, seconded by D. Stellpflug, to close the Public Comment section of the meeting. Motion carried. J. H. Taylor returned to the Board.

VILLAGE PRESIDENT REPORT: President G. Nickerson mentioned Waukesha County Executive Paul Farrow indicated that the County is adjusting their approach in analyzing TIF proposals and questions regarding TIF developments should go to Andrew Thelke. The Municipality magazine has some great information. He attended the Emergency Management Program for Waukesha County on July 31st and the County will be sending out a synopsis of the ideas presented.

President Nickerson received a copy of events and donations from the North Prairie Fire Dept. Auxilliary as requested by Trustee Pellegrino and \$12,390.00 was raised for a newer vehicle at this point. The Auxilliary responds to approximately 50 requests for service/activities/events each year, and approximately \$150,000-\$175,000 has been raised and donated since its creation in mid-1940's.

Establish 2020 budget workshops and Public Hearing dates- President G. Nickerson mentioned that Monday evenings seemed to work best for everyone. The recommended dates are as follows:

Monday, Sept. 16th from 6:00 pm – 8:00 pm

Monday, Sept. 30th from 6:00 pm – 8:00 pm

Monday, Oct. 7th from 6:00 pm – 8:00 pm

Only if necessary, Monday, Oct. 14th and/or Monday, Oct 21st, from 6:00 pm – 8:00 pm.

Public Hearing for proposed 2020 Budget – November 14th at 7:00 pm.

The proposed 2020 budget numbers should be submitted from the departments to the Village Clerk by Friday, September 6th.

Trick-or-Treat Date for 2019-

Motion by J. H. Taylor, seconded by F. Rewasiewicz, to schedule Trick-or-Treat for the Village on Sunday, October 27, 2019 from 4:00 pm until 7:00 pm. Motion carried unanimously.

Contribution to Fire Dept. Auxiliary to purchase/customize a newer vehicle- G. Nickerson presented the specifications of the newer 2000 Carry-Go Ford F350 V10 20' camper just purchased by the Fire Dept. Auxiliary for \$13,000. Modifications to the 2000 Ford motor home are necessary prior to the Auxiliary utilizing the vehicle on a fire call. The vehicle is being donated to the Village to be used in conjunction with the Fire Department calls for service and activities.

Motion by G. Nickerson, seconded by D. Stellpflug, to accept the donation of the 2000 Ford motor home as part of the North Prairie Fire Dept. fleet from the Auxiliary.

Discussion: J. H. Taylor wants to make certain that use of public funds are allocated properly when there are other groups that provide much needed services to the community. He does not believe that the Auxiliary is a required service to the community. He would like to know the life-costing of the vehicle. It needs to be identified as a service vehicle. J. H. Taylor does not have enough information on the total cost to customize the vehicle.

Roll call vote: Trustees F. Rewasiewicz, Aye; J. H. Taylor, No; D. Stellpflug, Aye, President G. Nickerson, Aye. 3 Ayes, 1 No. Motion carried. Three trustees were absent. J. H. Taylor is opposed due to lack of information regarding the cost to maintain and customize the vehicle.

Customizing the Auxiliary Ford vehicle- G. Nickerson continued by requesting an itemized list of necessary upgrades to the vehicle. J. H. Taylor suggested that this is totally opposite of the way other purchases are handled by not knowing the total cost of this vehicle. F. Rewasiewicz suggested to purchase the vehicle from the Auxiliary and utilize the donations to customize the vehicle. J. H. Taylor still does not have enough information to make an informed decision. F. Rewasiewicz stated that this was a used vehicle and a quick decision was needed to purchase it. Otherwise, it would have been sold immediately to someone else.

Motion by G. Nickerson, seconded by F. Rewasiewicz, to open the discussion to the residents. Motion carried. Sue R. mentioned that 44 other people were responding to the advertisement of the vehicle and by waiting any longer, the vehicle would have been gone. The price was reduced for the Auxiliary.

Motion by G. Nickerson, seconded by J. H. Taylor, to open the meeting to Fire Chief P. Buchholtz. Motion carried. Fire Chief P. Buchholtz stated that a positive feature is that all department vehicles receive planned maintenance on an annual basis.

J. H. Taylor reiterated that the Auxiliary serves a great purpose, but does not have enough information to move forward with this vehicle.

F. Rewasiewicz stated that the Auxiliary needs to move forward to utilize the vehicle and believes that everything can be completed for significantly less than \$10,000.00 to assist the Auxiliary with the funding of the upgrades.

Motion by F. Rewasiewicz, seconded by D. Stellpflug, to allow the Fire Dept. to upgrade and customize the 2000 Ford vehicle in an all-inclusive amount Not-to-Exceed \$10,000. F. Rewasiewicz will spearhead the customizing.

Roll Call Vote: Trustees F. Rewasiewicz, Aye; J. H. Taylor, No; D. Stellpflug, Aye, President G. Nickerson, Aye. 3 Ayes, 1 No. Motion carried. Three trustees were absent. J. H. Taylor is opposed due to lack of information regarding the total cost to customize the vehicle.

VILLAGE CLERK: Clerk R. Bagley provided the 2020 budget worksheets to the Board members and department heads. The Clerk also mentioned that the Video Service Provider report for the State was completed on August 7th.

Waukesha County Data Processing Services Property Tax Assessment and Billing rates and services for 2020 and 2021- Clerk R. Bagley indicated that the rates for 2020 will increase \$.04 to \$1.64 per parcel for taxes and the rates for 2021 will increase an additional \$.04 to \$1.68 per parcel.

Motion by D. Stellflug, seconded by J. H. Taylor, to approve Waukesha County Data Processing Services Property Tax Assessment and Billing rates and services for 2020 and 2021, as presented per parcel. Motion carried unanimously.

PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE: Trustee J. H. Taylor mentioned on June 20th the Joint Court committee met to discuss two engagement letters he received to complete an internal policy and procedures review of the Joint Municipal Court. The Committee agreed to include \$7,500 in the 2020 budget for the Court to provide a review that has never been completed before. The company will be selected at a later date.

Fire Dept. Mergers/Consolidations/Options: G. Nickerson indicated that two meetings are scheduled, one on August 15 to continue to work on annual financials and one on August 26 to present a consolidated budget and financial responsibilities for each municipality to all Boards at the Town/Village of Eagle Municipal Center, 820 E Main St, Eagle at 7:00 p.m.

PUBLIC WORKS, BUILDINGS AND GROUNDS, CIVIC PRIDE COMMITTEE: D. Stellflug stated the Committee met on August 1st. The Committee discussed the use/reservation of Village Parks where picnic tables and other park amenities are being requested to be moved to other locations. A policy should be created to cover this situation. The NPAA is willing to donate signs designating names for each field in the parks to alleviate confusion as to which field a child's game will be held. The Eagles Cove Condo Association has inquired about the Village snow plowing the private streets. The Village does not own equipment to plow the small courts.

Village Hall Parking Lot repair- D. Stellflug stated that the Village received two bids after a Class 1 notice was put out to repair, sealcoat and stripe the Village Hall parking lot from:

Parking Lot Maintenance, Inc -	\$21,713.00, and
Poblocki Paving Corp.-	\$24,783.00

Motion by D. Stellflug, seconded by J. H. Taylor, to accept and approve the proposal from Parking Lot Maintenance, Inc. for a total of \$21,713.00 to repair, sealcoat and stripe the Village Hall parking lot at 130 N Harrison Street, as recommended by Committee. A certificate of insurance must be provided prior to beginning the work. Motion carried unanimously.

Overhead Door Maintenance for 2019- D. Stellflug mentioned that \$600.00 was budgeted to maintain the overhead doors on the Fire Dept./DPW building and the Police Dept. at Village hall. GEIS Building Products proposed scheduled service calls based on man-hours/parts charges. Rinderle Door Co. proposed \$840.00 for the Fire Dept./DPW building and \$560.00 for the Police Dept.

Motion by D. Stellflug, seconded by J. H. Taylor, to accept the proposal from GEIS Building Products, Inc. for annual maintenance on the Fire Dept./DPW building (6 overhead doors) and the Police Dept. (2 overhead doors) at a cost Not-to-Exceed \$600.00, and amend the Contract to include the Village Hall address, as recommended by Committee. Motion carried unanimously.

Waukesha County Salt and Sand/Salt Mix for 2019-2020 season- Waukesha County is proposing to provide 350 tons of salt during the 2019-2020 winter season. The price of salt is \$82.07/ton, an increase of \$4.19/ton. The price of salt/sand mix is \$72.80/ton, and increase of \$24.80/ton.

Motion by D. Stellflug, seconded by J. H. Taylor, to approve the Letter of Agreement to Provide Waukesha County Winter Materials to the Village at a cost of \$82.07 per ton of salt and \$72.80 per ton of mix purchased, as recommended by Committee. Motion carried unanimously.

PERSONNEL & POLICY COMMITTEE: No report.

FINANCE AND FEE COMMITTEE: F. Rewasiewicz mentioned the Committee met prior to this meeting.

Funds to borrow from Citizens Bank- F. Rewasiewicz stated that the total costs for street repairs will include all of the \$75,000.00 which was budgeted to cover the expenses in 2019.

Motion by F. Rewasiewicz, seconded by J. H. Taylor, to borrow the full \$75,000.00 from Citizens Bank, as budgeted to cover the street repairs in 2019, and to create a two-year loan repayment as recommended by the Committee. Motion carried unanimously.

Monthly Bills and Payroll-

Motion by F. Rewasiewicz, seconded by J. H. Taylor, to approve checks 14286-14289 to TIAA Commercial, U. S. Cellular, WE Energies, and Sun Life paid at the end of July for \$2,712.68, August payroll checks from 14290-14315 for a total of \$23,949.96, and Accounts Payables for July and August checks 14316-14357 for a total of \$143,524.27, as recommended by the Committee. Motion carried unanimously.

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

Motion by J. H. Taylor, seconded by F. Rewasiewicz, to adjourn at 8:41 p.m. Motion carried.

Respectfully submitted,
Rhoda Bagley, Village Clerk/Treasurer