

**VILLAGE OF NORTH PRAIRIE
VILLAGE BOARD AND PUBLIC HEARING MEETING MINUTES
AUGUST 13, 2020**

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

President G. Nickerson

Trustees: F. Rewasiewicz, J. H. Taylor, C. Wood, D. Stellpflug, D. Hall and K. Singh.

Clerk: R. Bagley

Others Present: Police Chief S. Tamez, Fire Chief P. Buchholtz, and 10 residents from the Broadlands Subdivision.

The Pledge of Allegiance was recited.

Motion by J. H. Taylor, seconded by C. Wood, to approve the July 9, 2020 Village Board meeting minutes as submitted. Motion carried unanimously.

Motion by G. Nickerson, seconded by J. H. Taylor, to open the meeting to citizens present. Motion carried.

R. Lalich, 222 Muirfield Ct., mentioned the Board is doing a good job!

Motion by G. Nickerson, seconded by J. H. Taylor, to close the Public comment section. Motion carried.

Public Hearing to consider an Ordinance Authorizing the Use of Private Golf Carts on certain streets in the Broadlands Subdivision in North Prairie.

President G. Nickerson explained that the proposed Ordinance, if approved, would allow the use of private golf carts to be driven to and from the golf course on Village streets in the Broadlands Subdivision.

Motion by G. Nickerson, seconded by J. H. Taylor, to open the Public Hearing to citizens at 7:06 p.m. Motion carried.

T. Paulson, 191 Crooked Stick Pass, mentioned that he has spent many hours working on the ordinance to make sure that golf carts are safe as possible to drive in the Broadlands Subdivision.

R. Hutson, 305 Cypress Pt., supports the golf cart ordinance and believe the golf carts are safer than cars when regulated and signage so people know what to do. Communities that have golf carts have a safe community. Golf carts reduce the carbon footprint and save energy.

T. Riggs, 312 Muirfield Circle, stated that the streets are mostly traveled by residents of the subdivision. Golf carts would travel a shorter distance to the golf course than cars. Supports the ordinance.

T. Thompson, 311 Cypress Pt., supports the ordinance and mentioned that the Broadlands Golf Club supports the ordinance, also.

D. Edler, 186 Crooked Stick Pass, lives on the second hole of the course and supports the ordinance and feels carts would be safer than cars.

R. Lalich, 222 Muirfield Ct., presented this idea in 2010 and the concern was that it would not include everyone in the Village and mentioned that the Golf Club requires the owners to live in the Broadlands Subdivision and condos in order to use a private golf cart. Supports the ordinance.

An email was received from A. Pellegrino and the Board members agreed to read the message into the record.

A. Pellegrino, 179 Crooked Stick Pass, does not support the ordinance due to safety concerns for pedestrians, bicyclists and motorists. The regular traffic often exceeds posted speed limits and is concerned about the blind corners on the hills.

Motion by G. Nickerson, seconded by D. Stellpflug, to close the Public Hearing comment section for the residents. Motion carried.

The hearing is open to comments from Board members:

Trustee D. Hall mentioned that her neighbors are asking why they cannot drive golf carts in Prairie Village Subdivision. Response was that the ordinance is designed to restrict travel only from home to the golf course and back home in the Broadlands Subdivision, without crossing any highways. All signage will be paid for by the Broadlands Subdivision.

D. Hall stated the trustees should consider the Village as a whole and is wondering how this ordinance will impact all of the Village residents. This could open up ATV's and snowmobiles to be driven on the Village streets. This ordinance has not even been reviewed by legal counsel. She does not feel this is a good ordinance for the Village as a whole because it is not broad enough to include every resident within the Village.

Trustee J. H. Taylor stated that he has been reviewing this topic for several years and is not opposed to the use of golf carts. The League of WI Municipalities training addressed traffic regulations in 2019 and mentioned that it doesn't make sense to vary traffic regulations within a municipality. This ordinance does not extend the privilege to the entire village to the full extent allowed by WI Statutes. Resident T. Paulson mentioned that the use of golf carts should have been addressed when the subdivision was created with a golf course.

D. Hall believes that this ordinance, as proposed, will pass issues to a future Village Board as it doesn't make sense. This will open the Village up to all motorized vehicles.

President G. Nickerson mentioned that this ordinance can be used as a building block. It will be reviewed annually to determine if any problems arise due to traffic or other concerns. The Board needs to see if this will work, or make modifications as necessary.

Trustee C. Wood stated this Public Hearing was advertised and expected to have residents attend the meeting stating that they don't live in the Broadlands Subdivision and would also like to also drive their golf carts. No one is in attendance. Not everyone will be law-abiding in this situation, so the interested residents will have to police your own community. He can support this ordinance.

Trustee D. Hall wants to make everyone aware that if the Sheriff's Dept. needs to respond to a call if our Police Dept. is not available, the County citations will be higher than a local citation.

Trustee D. Stellpflug mentioned that the Village is wider than the distance allowed by WI Statutes to allow golf carts on local streets, so again, some residents will be excluded.

Trustee K. Singh is in favor allowing golf carts in the Subdivision where the golf course is located.

Trustee F. Rewasiewicz mentioned that anyone within a one-mile radius of the golf course can make recommendations for change, but for now this is a good building block. He encourages review by legal counsel.

Motion by G. Nickerson, seconded by J. H. Taylor, to close the Public Hearing at 8:05 p.m. Motion carried.

Motion by C. Wood, seconded by K. Singh, to approve and adopt Ordinance No. 04-2020 Authorizing the Use of Private Golf Carts on Certain Streets in the Broadlands Subdivision in North Prairie as presented, and if motion passes, this ordinance will be subject to satisfactory legal review by the Village Attorney. If any portion of said ordinance is found to be illegal, the Village Board will act to amend accordingly.

D. Hall believes a vote is premature to having the proposed ordinance reviewed by legal counsel, which ultimately may not be enforceable.

Roll Call Vote: Trustees F. Rewasiewicz, Aye; J. H. Taylor, No; C. Wood, Aye; D. Stellflug, Aye; D. Hall, No; K. Singh, Aye, G. Nickerson, Aye. Motion carried. Two trustees opposed.

VILLAGE PRESIDENT REPORT: Village President G. Nickerson mentioned the Building Inspector report has been submitted and filed for the record

Donation of Infant Changing Table- Village President G. Nickerson thanked Trustee John Heintz Taylor and Tami Christine Somers for a second donation of an infant changing table for the Village Hall. Village Clerk will present a donation letter for their generous donations.

From Plan Commission: Request to move forward to allow chickens in the Village- The Plan Commission has been working on an ordinance and permit to allow chickens in the Village, based on a recent ordinance passed in the Village of Pewaukee. The Village President is recommending a public hearing to get a consensus on the wishes of the residents. Trustee D. Hall is recommending holding the Public Hearing on the draft Ordinance at the next Village Board meeting on Thursday, September 10th. The Board members agreed. Clerk will prepare the notice for publication and posting.

From Plan Commission: Ordinance No. 05-2020 regarding Driveway Construction- Village President G. Nickerson stated that the Plan Commission created an Ordinance to allow concrete to be installed over culverts on residential driveways, up to 4 feet of the Village street. Gravel, pavers or asphalt can be installed in the remaining 4 feet where concrete would not be allowed due to blending with asphalt on Village streets.

Trustee J. H. Taylor asked if there an instance that a culvert would be closer than 4 feet of the street? It does not matter where the culvert is located – concrete can be installed up to 4 feet of the road edge. D. Hall would like to know how a principal structure is defined, possibly garage? Primary garage? Is the approach included in the 4 feet? First four feet of the driveway from the edge of the street? Needs clarification to know where the edge of the street is located.

Motion by C. Wood, seconded by K. Singh, to approve Ordinance No. 05-2020, as written. The Ordinance has not been reviewed by the Village Attorney or Village Planner. Aye Votes: 3 (Trustees Wood, Singh and Rewasiewicz) No Votes: 4 (Trustees Stellflug, Heintz Taylor, Hall and President Nickerson). Motion failed.

The ordinance will be sent back to the Plan Commission for clarification of numerous terms, possibly eliminate the “principal structure”. The Village Planner will assist with the revision of the ordinance.

Establish 2021 Budget Workshops- Trustee J. H. Taylor mentioned that the Joint Municipal Court Committee will be meeting on Sept. 10, 2020 at 5:00 p.m. to discuss the 2021 budget for the Court.

1-Thursdays, September 24, 6-8 pm.

2- Wednesday, September 30, 6-8 pm.

3- Thursday, October 15, 6-8 pm.

4. Thursday, October 22, 6-8 pm.

5. Monday, October 26, 6-8:00 pm only if necessary.

Motion by J. H. Taylor, seconded by D. Hall, to schedule the 2021 Budget Workshop dates on September 24, September 30, October 15 and October 22 from 6-8 p.m. The dates will be extended to Monday, October 26th only if necessary. Motion carried.

2020 Trick-or-Treat Date and Time-

Motion by J. H. Taylor, seconded by F. Rewasiewicz, to set Village Trick-or-Treat to Saturday, October 31st, from 4 -7:00 p.m. Motion carried unanimously.

VILLAGE CLERK REPORT: The Clerk distributed the current financial statements to the Board members. The Primary Election was held on Tuesday, August 11th, with a 20% voter turnout of 298 voters. The day went very smoothly. The next election is Tuesday, November 3rd.

PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE AND REPORTS: The Committee met on August 6th. The Committee is looking at creating resource manual for the Fire Department. The next meeting will be August 20th.

Fire Dept. Mergers/Consolidations/Options: The Town of Eagle will be meeting on August 19th and will decide if they wish to continue with merger discussions with a conceptual approval of the merger information in order to move forward. The next Joint Fire Committee meeting will be on Monday, August 24th here at the Village Hall.

Update regarding the Joint Municipal Court Policy & Procedure Review by CLA- Trustee J. H. Taylor stated that CLA has completed the Internal Policy & Procedure review and the report will be addressed at the next Joint Municipal Court meeting scheduled on Thursday, Sept. 10th.

Purchase of electrostatic sprayers- The Public Safety Committee approved the purchase of two sprayers for the Village Hall to eliminate any spread of COVID-19.

PUBLIC WORKS, BUILDING & GROUNDS COMMITTEE AND REPORTS: Trustee D. Stellpflug mentioned that the Committee met earlier this evening. The DNR has no issue with draining the pond in Prairie Village Subdivision to allow for proper drainage and to prevent the spread of invasive species. Committee is reviewing the garbage/recycling proposals for 2021. The Village pump house is in need of a new roof. Trustee J. H. Taylor mentioned striping or designating the easement to the Village pump house.

Village Parks Parking Lot Sealing & Crack Filling- The Village received a quote to seal coat and restripe the basketball courts in Broadlands Park for \$650.00, and to crack fill the Prairie Village Park parking lot and seal coat/stripe the basketball court there for \$1,600.00.

Motion by D. Stellpflug, seconded by D. Hall to approve the quotes from Parking Lot Maintenance, Inc. to seal coat/restripe the basketball courts in Broadlands Park and crack fill the Prairie Village Park parking lot and seal coat/restripe the basketball court for a total of \$2,250.00. Motion carried unanimously.

Fire Dept./DPW building Engineering Analysis for leaking roof- Item was tabled.

Fire Dept./DPW building Mold Inspection report- Item was tabled.

Personnel & Policy Committee- Trustee C. Wood mention that the Committee is reviewing all of the Village old and new policies and would like to create a new all-inclusive, uniform electronic policy. This is an ongoing project.

Performance Evaluation Form- Trustee C. Wood inherited the work-in-progress Performance Evaluation Form which would be used for employees in the Village departments to provide for uniformity between departments. At some point, this form could be modified to include volunteer Fire Dept. personnel as D. Hall believes that they qualify as an employee. Pages 3 and 4 apply to Supervisory Evaluations. D. Hall suggested a new form be created for Supervisory Evaluations. Trustee J. H. Taylor does not believe that this is the latest version of the form as the Committee also worked on a wage increase scale which was to be included. The Form can be modified at any time.

Motion by D. Hall, seconded by J. H. Taylor, to open the meeting to the Police and Fire Chiefs. Motion carried.

Trustee D. Hall is wondering which forms the Chief's use for employee reviews. The Fire Chief has his own forms. The Police Chief uses the Village form.

Motion by J. H. Taylor, seconded by D. Hall, to approve the Village of North Prairie Performance Evaluation Form, as submitted, and to include an Adoption Date of 08-13-2020 on the bottom of the form. Motion carried unanimously.

The next Committee meeting is scheduled on August 20th and will include:

1. Fitness for Duty Policy,
2. Employee Guide Handbook,
3. Review of License and Permit Fees, and
4. Creating a Municipal Policy Book.

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

Monthly Bills and Payroll-

Motion by F. Rewasiewicz, seconded by D. Hall, to approve end of the month checks 15456-15463 to CenturyLink, TIAA Commercial, WE Energies, Excess Court Costs to T/Mukwonago and T/Eagle and Sun Life paid at the end of July for \$8,992.74, August payroll checks from 15464-15487 for a total of \$24,195.75, Accounts Payables for July and August: checks 15488-15545 for a total of \$47,127.48, as recommended by the Committee. Motion carried unanimously.

Motion by J. H. Taylor, seconded by D. Hall, to adjourn at 10:05 p.m. Motion carried.

Respectfully submitted,

Rhoda Bagley, Village Clerk/Treasurer