

**VILLAGE OF NORTH PRAIRIE
PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE
MEETING MINUTES
NORTH PRAIRIE MUNICIPAL CENTER, 130 N HARRISON STREET, NORTH PRAIRIE, WI 53153
February 24TH, 2026 AT 5:00 P.M.**

1. Call to Order: **Called to order at 5:00 p.m.**
2. Roll Call: **Trustee Schroeder, Trustee Samuels and Trustee McCormack. Also present were two representatives from the Police Department, one resident, and a quorum of the Village Board.**
3. Public Comment.

At the sole discussion of the Committee Chair, citizens are invited to make comments to the Committee, under the following procedures. Committee members should not be expected to discuss issues presented at this time, citizens, comments limited to 2 minutes each; in the event public comments exceed 15 minutes, the Committee will continue with the regular agenda and resume public comment after the Committee business has been completed, public comments on specific personnel matters are not appropriate subject for this forum and should be referred to the Village Office; any comments which may violate an individual right of an employee will not be permitted: **No public comments were made.**
4. Approval of the January 30th minutes: **The Committee reviewed the January 30, 2026, meeting minutes. A correction was noted regarding the spelling of a trustee's name. A motion was made and seconded to approve the minutes as corrected. The motion carried by voice vote.**
5. Police
 - a. Discussion and/or Action: Donations Account Status and Accounting Procedures. Discussion will include a review of the current balance and activity within the Police Department Donations Account, as well as clarification regarding proper coding of invoices and internal accounting procedures to ensure accurate financial tracking and transparency: **The Committee discussed the Police Department Donations Account, noting a long-standing balance of approximately \$4,100. It was determined that funds should be actively utilized for department needs rather than remaining idle. The Department reported that a new radar unit and installation would be purchased using these funds, leaving a minimal remaining balance. Future purchases will be coordinated to ensure proper accounting and coding procedures.**
 - b. Discussion and/or Action: Police Department Software and Operational Efficiency. Discussion will include potential software updates or technology enhancements intended to improve departmental efficiency, administrative workflow, reporting capabilities, and overall operational effectiveness: **The Committee discussed current department software and administrative efficiency. After reviewing alternative systems and associated costs, it was determined that the current system remains the most practical and cost-effective option for the Department's size and operational needs.**
 - c. Discussion and/or Action: Radio Grant Status and Communications Equipment Timeline. Discussion will include an update on the status of pending radio grant applications, anticipated timelines, and contingency planning for equipment acquisition with or without grant funding: **An update was provided on the radio grant application. The total project cost is estimated at approximately \$45,000,**

with potential grant funding covering up to 80%. The Department expects to receive notification on the grant status in April. If awarded, the project must be completed by 2027. The Committee discussed the need to plan for funding regardless of grant outcome.

- d. Discussion and/or Action: Patrol Hours and Allocation Review. Discussion will include a review of January patrol hours, average daily patrol coverage, and evaluation of the current 60/40 patrol allocation split to assess operational effectiveness and community coverage needs: **The Committee reviewed January patrol hours and coverage data. Average weekly patrol hours were approximately 30.5, consistent with prior year averages. Coverage gaps were noted, including several days without patrol presence, primarily due to staffing changes. Weekend coverage showed improvement compared to prior periods. The Committee discussed ongoing efforts to balance patrol coverage within staffing limitations.**
- e. Discussion and/or Action: Alternative Shift Structure Evaluation. Discussion will include consideration of a proposed 7–6 hour shift structure and analysis of potential impacts on staffing efficiency, cost control, coverage continuity, and service delivery: **The Committee discussed the feasibility of implementing a structured seven-day, six-hour shift schedule. While the concept was viewed favorably, it was acknowledged that staffing availability limits the Department's ability to fully implement a fixed schedule. Emphasis was placed on increasing weekend coverage where possible, while maintaining flexibility based on officer availability.**
- f. Discussion and/or Action: Statutory Requirements and Obligations of the Chief of Police. Discussion will include review of correspondence outlining statutory requirements and obligations of the Chief of Police position and clarification of required duties under Wisconsin law: **The Committee discussed correspondence outlining statutory requirements for the Chief of Police position. The proposal has been submitted for legal review, and further guidance is expected at a future meeting to assist in defining department structure and leadership responsibilities.**
- g. Discussion and/or Action: Staffing Status and Coverage Planning Post-March. Discussion will include review of anticipated staffing changes after March, and evaluation of operational coverage plans to ensure continuity of police services: **The Committee engaged in extensive discussion regarding administrative staffing and the anticipated departure of the Police Clerk at the end of March. Concerns were raised about the lack of completed cross-training and the potential operational impact on administrative functions. The Committee discussed the importance of maintaining continuity and supporting future leadership transitions. No formal action was taken, and it was determined that further discussion and a potential recommendation would be needed prior to the March Board meeting.**
- h. Discussion and/or Action: Ordinance Review and Enforcement Effectiveness. Discussion will include evaluation of identified ordinances that may present enforcement challenges, assessment of potential gaps or weaknesses, and consideration of possible updates or amendments: **The Committee discussed the need to review and update Village ordinances to address enforcement challenges. It was noted that prior efforts had not progressed, and the Committee**

agreed to locate existing materials and begin reviewing ordinances in phases, recognizing that legal review and associated costs may be required.

- i. Discussion and/or Action: Harvest Fest Public Safety Coverage and Operational Planning. Discussion will include review of the proposed public safety plan for Harvest Fest, including law enforcement staffing, coordination with event organizers, cost implications, and consideration of alternative coverage strategies or service models to ensure adequate public safety in a fiscally responsible manner: **The Committee discussed preliminary planning for Harvest Fest public safety coverage. It was noted that event organizers may cover the cost of law enforcement services during the event. The Department will track available patrol hours and coordinate with organizers to determine appropriate staffing levels as the event approaches.**
- j. Discussion and/or Action: Police Fleet Status and Long-Term Capital Items. Discussion will include a review of the current condition and projected service life of the Police Department squad car fleet, anticipated replacement timelines, and identification of any long-term capital equipment needs. The Committee will assess whether future vehicle replacements or other capital expenditures should be incorporated into upcoming budget cycles or multi-year financial planning: **No discussion occurred on this item.**
- k. Discussion and/or Action: 2027 Proposed Police Department Budget Review. Discussion will include an initial review of the proposed 2027 Police Department budget, anticipated cost drivers, and identification of areas requiring further analysis or adjustment: **No discussion occurred on this item.**
- l. Discussion and/or Action: Lexipol Subscription Review. Discussion will include evaluation of the annual Lexipol subscription, payment schedule, reimbursement status through the League of Wisconsin Municipalities, and consideration of renewal or cancellation: **The Committee briefly noted that access and review of the Lexipol system is still pending due to administrative and access issues. Further discussion will occur at a future meeting.**

6. Fire

- a. Discussion and/or Action: Kettle Moraine Fire District (KMFD) Update. Discussion will include an update regarding the Kettle Moraine Fire District, including operational, financial, or governance matters relevant to the Village: **The Committee discussed ongoing concerns regarding the Kettle Moraine Fire District, including governance, communication, and operational challenges. General discussion reflected frustration with the current structure and uncertainty regarding future service arrangements.**
- b. Discussion and/or Action: Lake Country Fire Department (LCFD) Update. Discussion will include an update regarding the Lake Country Fire Department as presented by Dave, including any matters requiring Committee review or consideration: **An update was referenced regarding potential engagement with the Lake Country Fire Department. No formal action was taken.**
- c. Discussion and/or Action: Mukwonago Fire Department (MFD) Update. Discussion will include an update regarding the Mukwonago Fire Department as presented by Donna, including operational, financial, or service-level considerations: **The**

Committee noted ongoing efforts to gather information regarding Mukwonago Fire Department service options. No formal update was available at this time.

7. Court

- a. Discussion and/or Action: Letter of Withdrawal. Discussion will include review of the referenced letter of withdrawal, implications for the Joint Municipal Court structure and operations, and consideration of any necessary follow-up action: **The Committee discussed the letter of withdrawal from the Joint Municipal Court. General discussion included potential implications and next steps. No formal action was taken.**

8. Adjourn: **Meeting adjourned at 6:58 pm.**

February 19th, 2026

Michael P McCormack, Chair Public Safety & Protective Services Committee