

Public Works Committee
Minutes from March 10, 2026
Village Hall, 130 N. Harrison
North Prairie, WI. 53153

Call to Order: 5:00 pm

Roll Call: Trustees Cheri Lampe, Donna Samuels, Andy Harmann, Rick Reed (DPW), Dave Schroeder

Announcement: let it be know there is a quorum of the Village Board as Dave Schroeder is a Trustee.

Approval of 2-18-26 Donna made motion to approve minutes as presented. Andy seconded. No further discussion. Motion carried.

1. No one present from FNPBG - General update by Donna
2. We discussed Repeal/Replace Recycling Ordinance. Was a bit of concern by Cheri with the Ordinance. We are to review in greater detail the existing and new Ordinance and act on at the next meeting. Item is postponed until next meeting. No action taken.
3. Donna and Rick provided an update on where we are with the pump house. Rick could not get a meeting set up with contractors in time to bring to committee. He will be meeting with contractors Thursday, the 10th, to discuss the issue so we can get estimates on what costs we may be looking at. No action taken
4. Donna updated the committee on MS4 and said that all items have been approved by Lexi with the DNR and now are being sent to Abby with R&M so she can submit these documents with our permit as they do annually. No action taken.
5. Christmas lights are all down but concern over bulbs. We are hopeful that Midwest Tree will be able to help with the trimming of trees in Veterans Park for training purposes. Rick will continue to reach out to them to see how it might work. No action taken.
6. Legacy got dates to Donna so we could complete the agreement. Agreement is the same as it was last year except for dates. Donna made motion to accept the agreement as presented with recommendation to Village Board for approval. Andy seconded. Motion carried.
7. Donna provided update on Harvest Fest agreement with Village. Karen Miresse indicated that the agreement had been sent to their attorney for review and there were a few items they would like to address. She was going to have the attorney send the items to me. This has not been received to date. Donna will bring to committee upon receipt for review and discussion. No action taken.
8. Information was sent to Village Attorney for review. It has been stated that the Village may not do any work on private property without the owner's consent. The attorney also indicated that the railroad should have responsibility for anything that is in the right-of-way. Donna has been in contact with Commissioner of Railroads, and they have indicated if we are not getting cooperation from the property owner in removing shrub growth and low limbs on trees to please send communication to them for their records. Donna will get information to them as requested. No action taken.
9. Rick provided update with the sale of the Chevy Pickup. Truck has been sold for \$5000. To be picked up within the next few days. No action taken.
10. Donna and Rick will be working together to come up with a capital purchase plan for all items within the Public Works department. Discussed that it should be a part of an entire Village capital purchase plan. Rick still has trucks loaded with salt with the possibility of weather concerns. Salt has been delivered to the NP salt shed. No action taken.

11. Have quotes for portable toilets in parks for the season, fertilizer and weed control as well as Pond Maintenance. Review is as follows:
Portable toilets: Rick presented quotes of which GFL (who purchased the company who we used last year) came in with the same pricing as last year. Quote is for delivery mid - March – October. We discussed having them be responsible for hand sanitizer. Donna made motion to recommend to Village Board acceptance of GFL quote dated 3/10/26 for an amount of \$2184 for the season with ½ month of March being billed to NPAA per their request due to soccer practice starting. Andy seconded motion. Motion approved. We discussed Envirocon quote and decided due to budget not including cost for MS4 permit submission by R&M to forego this year’s treatment. No action taken. Discussed Aquatic Biologists quote. Discussed various aspects of the quote and determined we didn’t need some noted items. Donna made a motion to accept the following items from Estimate 3549 as follows:
Aeration Service and Routine Maintenance, Aeration Part, Routine compressor maintenance, Shoreline Treatment for Pondweeds and Algae as needed, Boat and application for pond treatment, Mileage and Travel, spraying inside perimeter of pond for cattails, and posting. Donna made motion to recommend to Village Board to accept the estimate not to exceed \$4000. Andy seconded. Motion carried.
12. Donna worked on specs for paving project for 2026. It includes the final section of Morrissey Dr. from Road X north to where the previous project ended at Prairie Village Subdivision. It also includes the drive and parking lots at Broadlands Park and Veterans Park entrance and driveway around the concession stand. Specs were reviewed by Lynch and Associates. We reviewed specs and set up timeline for project. They are as follows: Class II Notice for publication the week of March 16th and again the week of March 23rd. Sealed bids to be in no later than April 7th at 4:30. Bids will be opened at next Public Works meeting April 8th. Donna made motion to approve the specs as presented and the timeline indicated earlier. Andy seconded. Motion carried.
13. Donna made motion to adjourn the meeting at 6:43. Cheri seconded. Motion carried.

Respectfully submitted,
Donna Samuels
Public Works Committee Chair