

MEETING NOTICE AND AGENDA
VILLAGE OF NORTH PRAIRIE
Public Works – Protective Services Committee
May 27, 2026, 5:00 P.M.
Village Hall, 130 N. Harrison St.-Conference Room

Pursuant to the requirements of Section 19.84, WI Stats., notice is hereby given of a meeting of the Village of North Prairie Public Works & Public Safety Committee, at which a quorum of the Village Board may be in attendance to gather information about subjects which they have decision making responsibilities. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board attends the meeting: Please let the minutes reflect that a quorum of the Village Board is present.)

Call to Order

Roll Call

Discuss/Approve Public Works Minutes from April 8, 2026

Discuss/Approve Protective Services Minutes from Jan. 30, Feb. 24, and Mar 25, 2026

1. Discuss / Action as necessary: Update from North Prairie Native Garden organization on project(s) status.
2. Discuss / Action as necessary: Quote regarding diamond mix and labor for small ball diamond at Veteran's Park.
3. Discuss / Action as necessary: Potentially change parking regulations on Main St. from Sports Page parking lot entrance north to the railroad tracks indicating No Parking-Loading Zone.
4. Discuss / Action as necessary: Harvest Fest Agreement with the Village
5. Discuss / Action as necessary: Capitol purchase schedule, PT help usage and other department concerns.
6. Discuss / Action as necessary: Sale of Canteen (DPW Pick-up) and potential use of funds.
7. Discuss / Action as necessary: Update and further discussion regarding the Fire and EMS coverage for the Village of North Prairie. To include any updates on KMFD, discussions with Lake Country Fire District and Mukwonago Fire Department.
8. Discuss / Action as necessary: Recommend appointment of committee member to Jt. Municipal Court.
9. Discuss / Action as necessary: Discuss alternative plans for Village Municipal Court participation upon departure from current JMC.
10. Discuss / Action as necessary: Update on information/status of NPPD
11. Adjourn

May 16, 2026

Donna Samuels, Chair
Dave Schroeder, Member
Andy Harmann, Member

Please note, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information please contact the Village Office at 262-392-2271.

**Public Works Committee
Minutes from April 8, 2026
Village Hall, 130 N. Harrison
North Prairie, WI. 53153**

Call to Order: 5:01 pm

Roll Call: Trustees Cheri Lampe, Donna Samuels, Andy Harmann, Rick Reed (DPW), Dave Schroeder, 5 citizens

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

Approval of 3-10-26 Andy made motion to approve minutes as presented. Cheri seconded. No further discussion. Motion carried.

1. No one present from FNPNG
2. A request was made by two members of the Lions Club to sell concession items during NPAA scheduled games at Veterans Park. This would be the same as they did last year. The only caveat is that if the NPAA would wish to sell concessions they would have first rights to do so. Donna made motion to allow the sell of concessions provided they had all items in place to do so with the Village Admin/Clerk. Andy seconded motion. Motion carried.
3. Committee discussed the permit request by the Land O' Lakes Python team playing at Veteran's Park. They wish to sell beer and similar malted products during games. The Village received a letter from our attorney indicating they could obtain a Class "B" license that would be for 6 months. To allow this would exclude any other organization to sell from the concession stand. They could also do a daily permit however this would cost about 3-4 times more. Donna did discuss with the Admin/Clerk whether we have had, in recent years, anyone request a Class "B" 6-month permit. Neither could recall this being the case. Committee recommends the 6-month license, and should there be an issue it can then be adjusted next year if the organization requests the same. The area in which individuals can have beer/malted beverages would be from the Village Hall southeast to the concession stand, then angle from the concession stand to the outfield fence of the hardball diamonds 1st baseline. It would also be from the southeastern end of the Village Hall to the outfield fence of the hardball diamond by the 3rd baseline. Donna made the motion to approve as noted above. Andy seconded motion. Motion approved.
4. The Responsible Recycling Ordinance was presented to the committee as is being required to update by the DNR no later than 4/30/2026. Donna reviewed the existing Ordinance and the new Ordinance to confirm the need to update. All is in order with the following exceptions: Change date to April for approval. Remove John's Disposal and make language to Vendor to not have to monitor and change if we move to a different company in 1.15(11), 1.19(1) and 1.14. Cheri had concern over item 1.19 as to who would be monitoring totes. Donna made motion to recommend to the Board to repeal Ordinance 1-94 and replace it with Ordinance 2026-06. Andy seconded. Motion carried 2-1.
5. All pump house repairs are complete. Everything is functioning fine with a report from a Brinkman driver that obtaining water worked well. No action taken.
6. All MS4 requirements have been met to the best of our knowledge. Everything was submitted prior to March 31, 2026, which was the deadline. Lexi, from the DNR, was going to reach out to use should there be any further issues. To date we have not heard anything. No further action taken.

7. Donna received information from the attorney for Harvest Fest and their comments about the agreement. This is to be reviewed further. No action taken at this time.
8. It was discussed to possibly limit parking from the south side of the railroad tracks (Main St) heading south to Sports Pages entrance with either No Parking always or for a time period due to it being a loading zone for obtaining water from the Villages well. It creates a problem if cars are parked there for semis, etc. as they then extend out into the road for loading. The committee was asked if they felt this would be something to look into and discuss at our next meeting and all felt it to be a good idea. Donna has talked to the owners of Sports Page and Lone Rock to see if they had any concerns in doing this. They do not. No action taken.
9. The Village received 4 bids on the paving projects for 2026. Wolf Paving, Stark, Johnson & Sons, & Payne and Dolan. All bids were reviewed to be sure they met specs. After review Donna made the motion to accept the bid from Payne and Dolan and recommended to the Board the acceptance of same. Andy seconded the motion. Motion carried.
10. Rick reported that since our last meeting we had 1 event where salting was required and he had Chad come in and help with that. No action taken.
11. Donna made motion to adjourn the meeting at 6:31. Cheri seconded. Motion carried.

Respectfully submitted,
Donna Samuels
Public Works Committee Chair

**VILLAGE OF NORTH PRAIRIE
PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE
MEETING MINUTES
NORTH PRAIRIE MUNICIPAL CENTER, 130 N HARRISON STREET, NORTH PRAIRIE, WI 53153
January 30TH, 2026 AT 5:00 P.M.**

1. Call to Order: **Meeting was called to order at 5:00 p.m.**
2. Roll Call: **Trustee Schroeder, Trustee Samuels and Trustee McCormack. Also Present: Captain Tim (North Prairie Police Department), approximately 18 residents, 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: **Several residents spoke regarding the future of the North Prairie Police Department. Residents expressed support for maintaining a Village Police Department, citing concerns regarding response times, visibility, community familiarity, and proactive policing. One resident referenced a recent incident in a neighboring municipality where an on-duty officer's presence prevented further escalation, emphasizing the value of local coverage. Other residents expressed support for retaining the department but requested clearer financial comparisons between maintaining the department and contracting with the Waukesha County Sheriff's Department. A resident provided a presentation analyzing historical Village budget trends, asserting that police operating costs have remained consistent year-over-year and suggesting that capital expenditures in other departments have driven budget volatility. Discussion occurred regarding statutory coverage by the Waukesha County Sheriff's Department. It was clarified by Captain Tim that statutory coverage is always available; however, response times may vary depending on call priority and deputy location within the quadrant. Additional public comments addressed community expectations for patrol coverage, municipal court considerations, potential referendum timing, and long-term strategic planning. Written comments submitted by residents Elizabeth Noffling and Caroline Baisley were read into the record.**
4. Approval of the December 22nd minutes: **A motion was made by Trustee Schroeder and seconded by Trustee Samuels to approve the December 22, 2025, Public Safety & Protective Services Committee meeting minutes as presented. Motion carried.**
5. Approval of the January 14th minutes: **A motion was made by Trustee Schroeder and seconded by Trustee Samuels to approve the January 14, 2026, meeting minutes with amendments clarifying reference to Eagle's January 8, 2026, Board discussion regarding termination of the Kettle Moraine Fire District agreement. Specific authorization for Trustee Schroeder to contact Lake Country Fire District and for Trustee Samuels to contact the Mukwonago Fire Department. Motion carried as amended.**
6. Approval of the January 20th minutes: **A motion was made by Trustee Schroeder and seconded by Trustee Samuels to approve the January 20, 2026, meeting minutes with correction to reflect the accurate agenda posting date. Motion carried.**
7. Police

- e. Discussion and/or Action: Community-based policing considerations, including officer visibility, familiarity with residents, youth engagement, and community presence, and how these elements may be maintained or addressed under different policing models: **No further discussion occurred due to action taken under Item 7.d.**
- f. Discussion and/or Action: Review legal, contractual, and procedural considerations associated with potential changes to police services. Discussion may include contractual requirements, notice obligations, transition considerations, and coordination with the Village Board: **No further discussion occurred due to action taken under Item 7.d.**
- g. Discussion and/or Action: Whether additional public engagement is warranted prior to advancing recommendations, including the potential for additional informational meetings, surveys, or other methods of gathering resident input: **No further discussion occurred due to action taken under Item 7.d.**

8. Fire

- a. Discussion and/or Action: Regarding any updates or information discussed at all previous Village meetings: **The Committee discussed Fire Department matters and any updates previously presented at Village meetings. The discussion included ongoing considerations related to fire service structure and the Village's participation in existing arrangements. No formal action was taken under this item.**

9. Court

- a. Discussion and/or Action: Regarding any updates or information discussed at all previous Village meetings: **Trustee Schroeder reported that the Finance Committee has reviewed the Village's participation in the Joint Municipal Court and voted to recommend initiating the statutory withdrawal process. The Finance Committee concluded continued participation presents administrative and financial burdens disproportionate to benefit. A recommendation to begin formal withdrawal notification will be brought before the Village Board.**

10. Adjourn: A motion was made by Trustee McCormack and seconded by Trustee Samuels to adjourn at 7:14 p.m. Motion carried.

December 29th, 2026

Michael P McCormack, Chair Public Safety & Protective Services Committee

**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

**VILLAGE OF NORTH PRAIRIE
PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE
MEETING MINUTES
NORTH PRAIRIE MUNICIPAL CENTER, 130 N HARRISON STREET, NORTH PRAIRIE, WI 53153
March 25TH, 2026 AT 4:30 P.M.**

1. Call to Order: **The meeting was called to at 7:11 p.m.**
1. Roll Call: **Trustee Schroeder, Trustee Samuels, and Trustee McCormack. Also Present: Also present were two residents, including representation from the fire department.**
2. 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: **Public comment was opened. A resident expressed appreciation for the recent informational meeting and noted that the information presented was helpful for understanding fire service options moving forward. No additional public comments were made.**
3. Police
 - a. Discussion and/or Action: Police Department Administrative Staffing Transition. Discussion will include the upcoming expiration of the police secretary's resignation extension on March 31, 2026, the Board's prior decision not to extend the resignation, the status of administrative cross-training efforts within the department, and operational plans for maintaining administrative functions beyond the deadline: **This item was not discussed at this meeting and was referred to the March 25, 2026 Special Board Meeting.**
 - b. Discussion and/or Action: Police Chief Position Structure and Financial Impact. Discussion will include evaluation of full-time versus part-time police chief models, associated salary and benefit costs, potential alternative leadership structures, and the overall impact on the Village budget and long-term sustainability: **This item was not discussed at this meeting and was referred to the March 25, 2026, Special Board Meeting.**
4. Fire
 - a. Discussion and/or Action: Fire Service Contract Discussions – Lake Country Fire Department. Discussion will include an update on ongoing discussions with the Lake Country Fire Department, including potential service models, estimated costs, coverage expectations, and timeline for potential agreement: **Discussion started on a recent meeting with representatives from the Lake Country Fire Department, including Chief Fenwick and a fire board representative. The discussion primarily consisted of Lake Country gathering information about the Village's needs and circumstances. It was noted that Lake Country will present potential service options to their board at their April 22 meeting. Preliminary indications are that service arrangements may include either a contractual agreement or a buy-in structure, with cost details to be provided at a later date.**

Additional discussion referenced recent regional fire service conversations, including the increasing importance of sustainable funding mechanisms such as fire fees to support long-term operational and capital needs.

- b. Discussion and/or Action Fire Service Contract Discussions – Mukwonago Fire Department. Discussion will include an update on ongoing discussions with the Mukwonago Fire Department, including potential service models, estimated costs, coverage expectations, and timeline for potential agreement; **Trustee Samuels reported that there has been limited progress in communication with the Mukwonago Fire Department. Initial outreach did not result in direct follow-up; however, it was later learned that Mukwonago officials had briefly discussed the Village's inquiry internally. The Village was advised that a formal proposal outlining service needs, financial contribution, and available resources would be required for further consideration. Trustee Samuels indicated intent to contact the Mukwonago Fire Chief directly to determine the appropriate point of contact and next steps. General discussion followed regarding Mukwonago's organizational structure and the need to identify the proper governing body for future communication.**

5. Court

- a. Discussion and/or Action: Withdrawal from Joint Municipal Court. Discussion will include review of the process and requirements for withdrawing from the Joint Municipal Court: **The Committee briefly discussed the draft letter prepared by the Finance Committee regarding withdrawal from the Joint Municipal Court. It was noted that the letter would require some revisions prior to distribution. General discussion also included clarification that the Village is not required to participate in a municipal court and may instead utilize Waukesha County court services, though doing so may result in loss of associated revenue. Alternative options, including participation in another municipal court such as Lake Country Municipal Court, were mentioned as potential future considerations.**
- b.

- 6. Adjourn: **A motion was made to adjourn the meeting at approximately 7:35 p.m. The motion carried.**

March 23rd, 2026

Michael P McCormack, Chair Public Safety & Protective Services Committee