VILLAGE OF NORTH PRAIRIE
VILLAGE BOARD MEETING - MINUTES
May 27, 2026 – 6:30 p.m.

Announcement of Closed Session pursuant to Wisconsin State Statute §19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility; specifically, to consider offer for employment for the Police Chief position, compensation & benefits in the Village of North Prairie.

1. **CALL TO ORDER** – President Miresse called the meeting to order at 6:37 pm.
2. **ROLL CALL** – Present: Village President, Dan Miresse, Trustees Samuels, Schroeder, Harmann and Hall. Absent: None.
3. **PLEDGE OF ALLEGIANCE WAS RECITED**
4. **CONFIRMATION OF PROPER NOTICE OF MEETING** – Administrator Etten confirmed proper notice.

5. **APPROVAL OF VILLAGE BOARD MINUTES**
   a. Regular Board Meeting – April 9, 2026 – Trustee Hall motioned to table the April 9, 2026, meeting minutes, seconded by Trustee Samuels, **motion carried unanimously.**
   b. Special Board Meeting – May 4, 2026 - Trustee Hall motioned to table the May 4, 2026, meeting minutes, seconded by Trustee Samuels, **motion carried unanimously.**

6. **REPORTS:** Building Inspector, Fire, Police and Public Works Department were submitted.

7. **PUBLIC COMMENTS:** (No official action will be taken under Public Comment). Trustee Hall motioned to open the meeting for public comment, seconded by Trustee Schroeder, **motion carried unanimously.**
   - Resident Carol Schroeder commented that she walks her grandchildren daily and has noticed a significant patrol presence by the Waukesha County Sheriff's department.
   - No other comments.

   Trustee Hall motioned to close the meeting to public comment, seconded by Trustee Schroeder, **motion carried unanimously.**

8. **VILLAGE PRESIDENT**
   a. Report to the Board. None.
   b. Discussion and/or Action: KMFD Intermunicipal Agreement – The Board discussed the financial formula, staffing and the Village of Eagle ("VOE") and Town of Eagle ("TOE) non-negotiable items of having only one fire station, which would be the station located in Eagle and a full-time fire chief. The informal municipal committee that was formed to discuss the Intermunicipal Agreement is addressing items one at a time. The ISO rating was discussed and the potential effect on homeowner's insurance if there is not a fire station located in North Prairie. It appears the VOE and TOE appear to be handling these meetings as board meetings as there is a quorum of each of their boards in attendance and motions are being made to approve individual items rather than as recommendations to approve to their respective board. **Discussion only, no action taken.**
   c. Discussion and/or Action: Single Firehouse Location – President Miresse stated that the VOE and the TOE have stated this a non-negotiable condition and that the location of the single firehouse will be the current station in Eagle. This will likely result in a significant cost to all member municipalities to renovate that current building to allow for sleeping quarters, but no estimated expense has been provided. **Discussion only, no action taken.**
   d. Discussion and/or Action: KMFD Chief Requirements – President Miresse stated that the VOE and the TOE have stated having a full time Fire Chief is a non-negotiable condition. **Discussion only, no action taken.**

e. Discussion and/or Action: Board of Review appointment – Remove Trustee Schroeder, appoint Trustee Samuels – Trustee Samuels motioned to remove Trustee Schroeder from the Board of Review and appoint Trustee Samuels, seconded by Trustee Schroeder, no discussion, **motion carried unanimously.**

f. Discussion and/or Action: Status of the number of Trustees – Trustee Hall stated that we are a six-member Board, since only one board position is eliminated per election cycle if not enough candidates submit papers to be on the ballot. Because there are two open trustee positions due to only one person running for office this last election cycle, the Board has three options, per state statute, to handle the vacant position: 1) hold a special election, 2) appoint someone to the position, or 3) leave the position vacant. Discussion held. Trustee Hall motioned to leave the open position vacant, seconded by Trustee Schroeder, **motion carried unanimously.**

g. Discussion and/or Action: The Glen's Watermain Easement per recommendation of the Plan Commission – the Plan Commission did not take action on this item as it is not final. Trustee Hall motioned to table this item, seconded by Trustee Harmann, **motion carried unanimously.**

9. VILLAGE ADMINISTRATOR/CLERK/TREASURER

a. Report to the Board – Administrator Etten notified the board the Deputy Clerk will be on vacation from June 16 – 23, 2026, returning June 24, 2026.

b. Discussion: Status on sale of Ford Canteen/Auxiliary vehicle – The cantina was sold on WI Surplus Auction for $17,863.00. Discussion was held on where to book the revenue in the budget. Administrator Etten stated the Cantina RV was coded to "Sale of Assets-Other" revenue account and the sale of the Pick-Up truck was coded to the "Sale of Assets – Hwy." revenue account. Trustee Hall asked Administrator Etten to reclassify both sales to the same account "Sale of Assets", not by department so revenue can be accurately tracked.

c. Discussion and/or Action: Financial Reports for May 2026 - Trustee Hall questioned why the tax revenue was not recorded yet. Administrator Etten stated she thought the auditor does the final entry during audit. Trustee Hall stated the previous clerk/treasurer's entered revenue, not the auditors and asked that it be reflected in the financials by the July meeting. Trustee Samuels questioned fuel charges being coded to Parks vs. Hwy., what makes up the Park Fees number, whether we have billed for snow removal yet, and where is the cost for the recycling mailer reflected? Administrator Etten will reclassify the fuel charges, the Park Fees typically represent Park Dedication Fees when new construction happens, but it may include Park Rental Fees so she will check into that and reclassify if needed. She will also work on getting invoices done for snow removal by next board meeting and will confirm where the cost of the recycling mailer is reflected in the budget. **No action taken.**

d. Discussion and/or Action: Assessment Roll available – Appx. July 1st, Open Book appointments. Open book with the assessor will be held in person on July 16, 2025, from 10:00 am – 4 pm on and by phone July 17, 2026. The next Board of Review meeting is August 6, 2026, from 6:00 – 8:00 p.m. Trustee Samuels motioned to approve the dates for the Open Book and Board of Review meetings as presented, seconded by Trustee Harmann, **motion carried unanimously.**

10. PUBLIC WORKS & PUBLIC SAFETY COMMITTEE

a. Report to the Board – Trustee Samuels stated we received the recycling grant, the bridge is being started in the Prairie View Park, we are looking to get some additional diamond work done and the agreement with Harvest Fest is being reviewed by the attorney. **No action taken.**

b. Discussion and/or Action: Review quote for diamond mix to be used at ball diamonds – Trustee Samuels stated this item is still under review by the committee. **No action taken.**

c. Discussion and/or Action: Update on Lake Country Fire Dept. – Trustee Schroeder provided documentation to the Board relating to his discussions with the Fire Chief of the Lake Country Fire Dept. The board discussed the ISO rating, which is rating system for calculating homeowner property premiums. The rating is based on various factors including the distance of properties from the nearest fire station and whether it is 5 road miles or more. Residential homes having a rating of 5 or less are considered "protected". Typically, if a fire station is not located within 5 road miles of a property, the ISO rating for that property is a 9 or 10 and is considered "unprotected". Property owners in North

Prairie are currently at an ISO rating of 5 or less due to having a fire station located in North Prairie. Trustee Schroeder stated the road miles from his house to the LCFD Station 37/Hwy. 83 station is 5.5 miles via Hwy. E and 5.9 miles via from Hwy 83. The Eagle fire station is 6.7 miles from his house via Hwy NN to Hwy E and 6.2 miles via Hwy. 59. Trustee Schroeder stated the options LCFD has presented will ensure North Prairie has a fire station in North Prairie and it would provide the residents of North Prairie with full-time fire and ambulance service. LCFD also offered contingency plans depending on the status of the Kettle Moraine Fire District to ensure North Prairie has coverage. Discussion only; no action taken.

11. COMMUNICATION & PERSONNEL COMMITTEE

a. Report to the Board. None.
b. Motion to go into Closed Session pursuant to Wisconsin State Statute §19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility; specifically, to consider offer for employment for the Police Chief position, compensation & benefits in the Village of North Prairie – Trustee Hall motioned to go into closed session, seconded by Trustee Samuels. Roll call vote: Trustee Samuels – Aye, Trustee Schroeder – Aye, President Miresse – Aye, Trustee Harmann – Aye, Trustee Hall – Aye, **motion carried unanimously.**
c. Motion to reconvene into open session – Trustee Hall motioned to reconvene into open session, seconded by Trustee Samuels. Roll Call vote: Trustee Samuels – Aye, Trustee Schroeder – Aye, President Miresse – Aye, Trustee Harmann – Aye, Trustee Hall – Aye, **motion carried unanimously.**
d. Discussion and/or Action: Recommendation for Full-Time Police Chief – Trustee Hall motioned to continue discussions and negotiations, seconded by Trustee Harmann, **motion carried unanimously.**

12. FINANCE COMMITTEE

a. Report to the Board – Trustee Schroeder reported that the pump-house repairs were completed and the cost was only $200 over the estimate and that was due to the additional distance and blacktop. **No action taken.**
b. Discussion and/or Action: Review and approval monthly bills – Trustee Schroeder motioned to approve for a total of $193,348.14, including check #20863-20901, with one void and reissue, and one overrun check, seconded by Trustee Hall, **motion carried unanimously.**

13. Motion to Adjourn – Trustee Samuels motioned to adjourn at 9:38 pm, seconded by Trustee Harmann, **motion carried unanimously.**

Submitted by:
Evelyn Etten, Administrator/Clerk/Treasurer
June 4, 2026