

MEETING NOTICE & AGENDA

VILLAGE OF NORTH PRAIRIE

FINANCE COMMITTEE

July 10, 2025, AT 5:30 P.M.

MUNICIPAL CENTER – 130 N. HARRISON STREET

1. Call to Order
2. Roll Call
3. Discussion and/or Action: Approval of June 12, 2025, meeting minutes.
4. Discussion and/or Action: Review monthly bills and payroll with recommendation to the Village Board.
5. Discussion and/or Action: Participation in the State of WI Health Insurance Plan(s).
6. Discussion and/or Action: Recommendation to approve the 2026 Exterior Re-Evaluation Contract with Associated Appraisal for the re-assessment.
7. Discussion and/or Action: Recommendation to approve the 2026 Assessors Maintenance Contract with Associated Appraisal for monthly assessment maintenance.
8. Discussion and/or Action: Village Hall Rental – Consideration for hourly rates for groups to host community programs or training.
9. Motion to adjourn.

Dave Schroeder, Chair
Cheri Lampe
Andy Harmann

It is possible that members of and possibly a quorum of members of other government bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, 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.

Submitted by:

Evelyn Effen

Administrator/Clerk/Treasurer

June 24, 2025

**MEETING MINUTES FOR THE
VILLAGE OF NORTH PRAIRIE'S FINANCE, FEE AND INSURANCE COMMITTEE
JUNE 12, 2025, AT 5:30 P.M.
MUNICIPAL CENTER – 130 N. HARRISON STREET**

1) Call to Order at 5:00 PM

2) Motion made by Trustee Lampe to appoint Trustee Schroeder acting Chairperson of the meeting in Chairperson Rewasiewicz's absence, 2nd by Schroeder, motion carried.

3) Roll Call: Dave Schroeder, Cheri Lampe, Frank Rewasiewicz absent. Attendees: Trustee Andy Harman, Evelyn Etten, Carol S.

4) Discussion and/or Action: Approval of May 8, 2025, meeting minutes. Motion to approve as presented made by Lampe, 2nd by Schroeder, motion carried.

5) Discussion and/or Action: Review monthly bills and payroll with recommendation to the Village Board. Administrator Etten indicated there was a question with regard to Police Chief Tamez claiming 19 hours worked on his timesheet while he was home on medical leave. Administrator Etten held back pay for those hours under question and indicated she had reached out to the Chief for clarification as to what work was done from home. Discussion continued regarding medical leave and the need for approval from Policy and Personnel to work from home. She also indicated there is no online software available for work outside the office (with the exception of NPPD Clerk). Etten will update the Committee once she hears back from Chief Tamez.

Motion by Schroeder to recommend the monthly bills and payroll to the Village Board as follows: Invoices, payable vouchers and payroll checks # 20085 - #20158 for \$298,921.77. Federal and State withholding \$11,236.77 paid by ach for a total of \$310,158.54 for the June 12th, 2025, Board meeting with voided check #'s 19994 (void/reissue) and 20126 (overrun), 2nd by Lampe, motion carried. It should be noted that payment for the paving of Ferris road project and related engineering costs are included in the total amount.

6) Discussion and/or Action: Associated Appraisal for reassessment with recommendation. It was agreed to postpone discussion on this item with the thought that Trustee Rewasiewicz may be able to update the committee with information he had obtained regarding the best option - borrowing or budgeting - for the reassessment fees as well as the yearly maintenance fees.

7) Discussion and/or Action: Village Hall Rental – Consideration for hourly rates for groups to host community programs or training. (Example: Zumba or Ballroom dance lessons). Discussion was had regarding the current fees for four hours or more rental and whether it would be prudent to rent the hall for any shorter length of time considering factors of time spent scheduling, enforcing a time limit, ensuring clean up, taking deposits, as well as the noise consideration with regard to conducting village business concurrently (i.e. Zumba, dancing). Trustee Lampe will look into what the current requests are, keeping in mind what we do for one, we would need to offer to all. She will look into what other communities offer as well with regard to hourly hall rentals. Any action on this item was agreed to be postponed pending further information.

7) Motion to adjourn. Motion to adjourn by Lampe @ 6:22pm. 2nd by Schroeder, motion carried.

Minutes by Acting Chairman Dave Schroeder submitted on 6/25/25