

**VILLAGE OF NORTH PRAIRIE  
PUBLIC HEARING AND VILLAGE BOARD MEETING MINUTES  
NOVEMBER 11, 2021**

The meeting was called to order by President G. Nickerson at 7:02 p.m. in the Village Board Room. Roll call was taken with the following members present:

President G. Nickerson

Trustees: F. Rewasiewicz, J. H. Taylor, D. Stellpflug, and A. Pellegrino.

Clerk: R. Bagley

Absent: Trustees D. Hall and K. Singh

Others Present: Debra Carrasco-Zanini and 12 members of the North Prairie Native Gardens and 8 Village residents.

The Pledge of Allegiance was recited.

**Motion by J. H. Taylor, seconded by D. Stellpflug, to approve the October 14, 2021 Village Board minutes as submitted. Motion carried unanimously.**

**2022 Proposed Budget Public Hearing-**

President G. Nickerson opened the Public Hearing to Village Board members for their comments on the Proposed 2022 Village Budget. No comments were made.

**Motion by G. Nickerson, seconded by J. H. Taylor, to open the 2022 Budget Public Hearing to Public Comments. Motion carried.**

No comments were made.

**Motion by G. Nickerson, seconded by F. Rewasiewicz, to close the Public Hearing to Public Comments. Motion carried.**

**Motion by G. Nickerson, seconded by J. H. Taylor, to close the Public Hearing for the 2022 Budget at 7:08 p.m. Motion carried unanimously.**

**Motion by J. H. Taylor, seconded by F. Rewasiewicz, to adopt the 2022 Village Budget as published with a balanced 2022 Budget with \$1,097,041 total Revenues and \$1,097,041 total Expenses, and also approve the 2021 Tax Levy of \$999,933.00, as submitted. The Mil Rate for the 2021 tax bills will be \$3.27 per thousand of assessed value. Motion carried unanimously.**

**Motion by G. Nickerson, seconded by F. Rewasiewicz, to open the meeting to Public Comments. Motion carried.**

**D. Carrasco-Zanini, 212 Corby Drive**, stated that several volunteers from the Friends of North Prairie Native Gardens are present this evening and introduced the members. On behalf of the volunteers, Debbie thanked the Village for allowing them to utilize a portion of Prairie Village Park to create a 1,000 sq. ft. pollinator garden and 1,000 sq. ft. prairie to create butterfly habitats. She also thanked DPW Dave Molitor and the NP Fire Department for their assistance in creating the gardens and supplying the water. One of their goals is to expand the outreach and education for their plans for the gardens. Their projects are gaining momentum within the local school district.

**D. Molitor, 313 N Arlington Ave**, asked if he could comment on an item on the agenda regarding the full-time Police officer position for the Village. President G. Nickerson stated that this is just beginning discussions, but can certainly comment.

- What is a binding/non-binding referendum? G. Nickerson stated the difference is that a binding referendum vote by the residents would be the result. A non-binding referendum will allow the Board to decide and is used only for citizen input.
- What is the total cost of a full-time Police Officer? Based on experience.

- The costs to join the WI Retirement System will need to be researched. Nothing has been presented.
- Any consideration given to joining with a neighboring municipality?
- What are the costs for one shift of a Waukesha County Officer?
- Does not recommend using ARPA funds as the Village has many other needs for those funds.
- Possibly increase the wages for the part-time police officer to encourage applications?

President G. Nickerson mentioned that possibly the part-time officers could be reduced with a full-time officer. Training is also under consideration. This is just a starting point.

**D. Samuels, 505 Karin Drive**, is very concerned that items were included on the agenda tonight with possible action taken on them. This is the first time on the Board level that anything has been brought up regarding hiring a full-time police officer. Other ideas were brought up during the Budget workshops. Also, any figures which are brought up to cover a new full-time officer better include all numbers in an honest format- real numbers.

- Utilize Waukesha County Sheriff's Dept.
- Merge with another Community?
- Is crime increasing? Need to make informed decisions.
- No member is present from the Police Dept.
- How many Police Dept. administrators do we need? They should also patrol.
- What is the Village doing differently to look at other options?
- She is not seeing an increase in crime.

Trustee F. Rewasiewicz stated that it is very difficult to retain good part-time trained officers. All options will be reviewed.

Trustee J. H. Taylor mentioned that the Police Dept. lose officers to higher pay as it is all about money.

**Motion by F. Rewasiewicz, seconded by D. Stellpflug, to close the public comment section. Motion carried.**

**VILLAGE PRESIDENT REPORT:** President G. Nickerson mentioned that the recent Municipality Magazine has some interesting articles for the Village. The 2021 Parks & Rec program from the League of WI Municipalities Mutual Insurance provided a check for \$1,172.00. Also, the Village squad car was side-swiped in the City of Waukesha on Nov. 5th and the paperwork is in progress. The 2018 squad will be out of commission until it can be repaired.

**Humane Animal Welfare Society (HAWS) Agreement to provide animal services during 2022, 2023 and 2024 for an annual fee of \$578.00-**

The Waukesha HAWS Agreement to provide animal services for the next three years (2022, 2023 and 2024) at the current price of \$578.00 per year.

**Motion by J. H. Taylor, seconded by F. Rewasiewicz, to approve the Humane Animal Welfare Society (HAWS) Agreement to provide animal services for the next three years (2022, 2023 and 2024) for an annual fee of \$578.00. Motion carried unanimously.**

**Proclamation Commemorating Village of North Prairie School Choice Week January 23-29, 2022-**

**Motion by G. Nickerson, seconded by A. Pellegrino, to approve the Proclamation commemorating Village of North Prairie School Choice Week January 23-29, 2022. Motion carried unanimously.**

**Resignation from the Kettle Moraine Fire Commission-** Village President G. Nickerson mentioned that Joe Whitmore submitted a letter resigning from the Kettle Moraine Fire Commission, effective immediately.

**Motion by G. Nickerson, seconded by F. Rewasiewicz, to accept the resignation of Joe Whitmore from the Kettle Moraine Fire Commission. Motion carried.**

**Recommendation to fill vacancy on KMFC-** President G. Nickerson is recommending Al Mull who lives on N Fairview Avenue. Mr. Mull is currently a long-time Plan Commission member and has been a Village resident since 1980.

**Motion by G. Nickerson, seconded by D. Stellpflug, to appoint Al Mull to fill the vacancy on the Kettle Moraine Fire Commission, effective immediately, as recommended by the Village President. Motion carried unanimously.**

**VILLAGE CLERK REPORT:** Clerk R. Bagley mentioned that DPW Dave Molitor attended the meeting to discuss the distribution of the State LRIP funding for 2022-2023 term. The Village will be receiving \$30,820 for the Village Local Road Improvement Program in 2023. The preparation of the 2021 tax bills is underway with the tax bills being mailed out during the first full week in December.

**Operator's License-** Request for Cassandra L Glad for the Sports Page Bar and Grill upon successfully meeting all of the requirements for licensing.

**Motion by D. Stellpflug, seconded by F. Rewasiewicz, to approve the Operator's License for Cassandra L Glad for the Sports Page Bar & Grill through June 30, 2022. Motion carried unanimously.**

**Resolution No. 2021-03R** to provide for the combination of Wards on Election Day- This Resolution describes how the three Village wards ballot styles will be created for spring and fall elections so that all wards when combined will create one reporting district.

**Motion by A. Pellegrino, seconded by F. Rewasiewicz, to adopt Resolution No. 2021-03R providing for the combination of Wards on Election Day. Motion carried unanimously.**

The Public Works, Building & Grounds Committee and Reports section was moved up to accommodate the Civic Pride Award group.

**PUBLIC WORKS, BUILDING & GROUNDS COMMITTEE AND REPORTS:** The Committee met on November 1, 2021. The snow-rail system is completed on the Fire Dept. roof. Ceiling tiles have been installed. The Committee was given the authority to approve a company to install two unit heaters in the Fire Dept. building. The Committee unanimously selected Kettle Moraine Heating and Air Conditioning, LLC, to install the two new unit heaters and appropriate venting for a total cost of \$6,555.00.

**Presentation of the 2021 Civic Pride Award-** Trustee D. Stellpflug stated the Committee awarded the 2021 Civic Pride Award to the Friends of North Prairie Native Gardens to thank them for all of their time and resources spent on creating a beautiful butterfly habitat to help restore the declining monarch butterfly population and to provide a home for other pollinator and beneficial insects in Prairie Village Park. Sod was removed and 445 native plants were purchased and planted by volunteers on the garden's east side in May 2021. This is an ongoing project. A round of applause was given to all of the great volunteers!

**Rescind contract with BHS Underground, Inc. as requested, to replace Fire Hydrant-** Trustee D. Stellpflug stated that the Committee received a letter from BHS Underground, Inc. to release them from their quote to install a new fire hydrant due to a significant price increase on the fire hydrant. The Committee is recommending rescinding the contract with BHS Underground, Inc.

**Motion by D. Stellpflug, seconded by J. H. Taylor, to rescind the contract for BHS Underground, Inc. for the installation of a new fire hydrant at a cost of \$7,200.00, as recommended by Committee. Motion carried unanimously.**

**Bid from The Wanasek Corp. to replace Fire Hydrant-** Trustee D. Stellpflug stated that the Committee had also received a bid from The Wanasek Corp. to replace the fire hydrant located at 125 N Main Street at a cost of \$7,700.00, which includes a one-year warranty.

**Motion by D. Stellpflug, seconded by J. H. Taylor, to approve the bid from The Wanasek Corp. to install a new fire hydrant at 125 N Main Street, at a cost of \$7,700.00, as recommended by Committee. This includes a one-year warranty. Motion carried unanimously.**

**Bid from Electrical Connections, Inc. –** The bid to install new flag pole lights was referred to Committee.

**Contract for annual Snow and Ice Control for the Prairie Village Water Trust parcels-**

**Motion by D. Stellpflug, seconded by J. H. Taylor, to approve the Contract for annual Snow and Ice Control for the Prairie Village Water Trust parcels for the 2021-2022 snow season. Motion carried unanimously.**

**PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE AND REPORTS:** Village President G. Nickerson mentioned the Committee met on October 28<sup>th</sup> and approved the purchase of a second MDC (mobile data computer) for the Police Dept. squad car at a cost not-to-exceed \$3,700.00 and the charge to be applied to the 2021 PD budget if the funds are available.

Trustee J. H. Taylor has been researching four accounting firms to provide an annual accounting audit for the JMC. A JMC Committee meeting will be scheduled soon to move forward with the annual accounting audit in 2022.

Trustee F. Rewasiewicz mentioned that the Fire Dept. members are completing applications for the KMFD and are moving forward to begin operation as KMFD on January 1, 2022.

**Kettle Moraine Fire District:** President G. Nickerson stated that the Kettle Moraine Fire Board has ratified Scott Kugel as the new KMFD Fire Chief. Katie Hritz was approved as the part-time Administrative Assistant for the KMFD. The Human Resource Policy was approved at the last meeting. Numerous items are covered at each meeting in order to begin operations on January 1, 2022. G. Nickerson explained that the KMFD will maintain all equipment and insure all FD equipment owned by Eagle Fire Dept. and the NP Fire Dept. as of January 1, 2022. North Prairie will continue to pay off the loans on the FD vehicles. When a new piece of equipment is purchased as of January 1, 2022, the Village of NP will only pay their percentage of the KMFD as determined by the Agreement. A. Pellegrino had numerous questions regarding the savings and expenses regarding the merger.

**Recommendation to investigate the position a full-time Police Officer position in North Prairie-**

President G. Nickerson mentioned that the idea of looking into a full-time officer was brought up by the Police Chief and discussed at the recent Public Safety and Protective Services meeting. The Committee has discussed possibly mixing the shifts with a full-time officer. At this time, the Police Chief is the only one in administration who does not patrol. G. Nickerson would like to continue the discussion when the Police Chief is present at a meeting. We cannot determine funding at this time and does not recommend using the ARPA funds. Trustee A. Pellegrino would like all of the details worked out in the Committee and then present detailed reasoning as to why this is a good idea with alternate options. She would like to see the Police Chief assisting with patrol.

Village President G. Nickerson mentioned this was presented to determine if there is any interest in the idea of pursuing a full-time position. If there is no interest, the Committee will not pursue this any

further. G. Nickerson would like to table this to next month and discuss further in Committee only if there is interest in pursuing this further.

**Timeline and funding source(s) for full-time Police Officer-** No discussion or action taken.

**Possible Referendum to create funding for a full-time Police Officer-** No discussion or action taken.

**PERSONNEL & POLICY COMMITTEE-** Trustee A. Pellegrino stated that the Committee met on October 27<sup>th</sup> and have been reviewing job descriptions and interview questions for the Village Clerk job position. This should be posted by January 1, 2022. The Committee will be meeting again on November 17 and December 2. The Committee is looking at some flexibility in this full-time position.

**AD-HOC ARPA COMMITTEE-** Trustee D. Stellpflug mentioned the Committee met on November 9<sup>th</sup> and that he won the position of Chairperson. The Committee will be having any requests go through the appropriate Village committee first by the end of January indicating upfront costs for the funds for projects, and long-term continuing costs. The Committee is also looking into reaching out to the Community with some type of mailing with a process to submit requests. The funds do not need to be allocated in the first year. They will be meeting again on December 2, 2021.

**FINANCE, FEE AND INSURANCE COMMITTEE:** F. Rewasiewicz mentioned the Committee met earlier. No Insurance information has been presented yet for the 2022 renewal.

**Monthly Bills and Payroll-**

**Motion by F. Rewasiewicz, seconded by J. H. Taylor, to approve EOM checks 16854-16861 for invoices received, Gary Berg Donation, Warrant Fee, Spectrum, Sun Life, KMFD start-up check, tax bill postage, WE Energies and TIAA paid at the end of October for \$41,068.25, November payroll checks 16862-16886 for a total of \$23,179.72, A/P checks 16887-16928 for a total of \$51,425.92, as recommended by the Committee. Motion carried unanimously.**

**Monthly reports for the Building Inspector, Fire Department, Police Department and Department of Public Works were filed for the record.**

**Motion by A. Pellegrino, seconded by F. Rewasiewicz, to adjourn at 8:56 p.m. Motion carried unanimously.**

Respectfully submitted,  
Rhoda Bagley,  
Village Clerk/Treasurer