

**VILLAGE OF NORTH PRAIRIE
VILLAGE BOARD MINUTES
FEBRUARY 10, 2022**

The meeting was called to order by President G. Nickerson at 7:04 p.m. in the Village Municipal Center. Roll call was taken with the following members present:

President G. Nickerson

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

Absentee: K. Singh

The Pledge of Allegiance was recited.

Motion by J.H. Taylor, second by D. Hall, to approve the January 25, 2022, Village Board minutes as submitted. Motion carried unanimously.

Motion by G. Nickerson, second by A. Pellegrino to open the meeting to Public Comments. Motion carried.

No Public Comments were received.

Motion by G. Nickerson, second by D. Hall, to close the Public Comment section. Motion carried.

ANNOUNCEMENT OF POSSIBLE CLOSED SESSION: The Village President Announced that Village Board may go into closed session pursuant to Wisconsin 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 review applications and consideration for the positions of Village Clerk and Deputy Clerk; compensation and current Clerk/Treasurer situation.

VILLAGE PRESIDENT REPORT: President Nickerson mentioned that the spring election will be held on Tuesday, April 5, 2022. Copies of time cards were provided to the Board that will be used for all the temporary help.

Brian Peters would like to buy the old North Prairie Dump vacant property on the corner of Hwy ZZ and Grush Road for \$1.00. This parcel is owned by the Village of North Prairie. A few years ago, the parcel was offer to the Town of Genesee for \$1.00, but they were not interested in purchasing the property. The information provided to the Village Board has the wrong address listed for the property. The Village Board would also like to have more information as to what he would like to use the property for before entertaining any offer to purchase. Mr. Peterson can resubmit corrected paperwork to the Village Board for further review and discussion.

KTL Solutions has been working on updating the Village email addresses from a .net to a .gov format. Currently there are 18 address, but they would be reduced to 16 emails with the new

.gov. The cost would be \$188.00 per month for KTL to manage the emails. The website would remain with the current web host.

Motion by J.H. Taylor, second by D. Stellflug to enter into a contract for KTL Solutions to manage 16 email addresses at a cost of \$188 per month, quote #quo03160-z3v0c7 dated January 11, 2022. Discussion - D. Hall had concerns about not being able to review the contract prior to the meeting, is there a discount for paying annually instead of monthly, is there a termination clause? Where us the government contract that is reference in the contract?
Motion carried, Trustee D. Hall and A. Pellegrino were opposed.

The Village will need to move into Microsoft Cloud 365, for the new .gov format which is not supported on the other Microsoft version. This is necessary to work with the new .gov email addresses and website. The .gov is a more secure platform. Will the Trustees all have access to the Microsoft Office 365? Could Bill who has been working with Rhoda on this conversion come to the next Village Board meeting to discuss some of these issues?

Motion by J.H. Taylor, second by F. Rewasiewicz to enter into agreement for Microsoft Cloud 365 to be used for the new North Prairie.gov as outline in exhibit A as per the document submitted, #POAOSG May 2020. Discussion A. Pellegrino is not in favor of this contract as she has not had time to review or have her questions answered. The Board should have more information before bringing items for review. **Motion carried. D. Hall and A. Pellegrino opposed.**

Splitting the bills between the Kettle Moraine Fire District and Village of North Prairie Public Works sections of the building. The split would be 80% Fire District and 20% North Prairie. A.. Pellegrino would like to table this until we can we get a 12 month review of the utility bills for the building. Building & Grounds Committee will get this information for the next meeting.

The Kettle Moraine Fire District would like to use the 1936 Fire Truck for the North Prairie Harvest Fest and the Eagle's Kettle Moraine Day Parades.

Motion by D. Hall, second by A. Pellegrino to allow the Kettle Moraine Fire District use the 1936 Fire Truck for the North Prairie Harvest Fest Parade and Eagle's Kettle Moraine Day Parade. D. Hall amended the motion to, provided the truck is in good working order condition and road worthy. Motion carried unanimously.

VILLAGE CLERK: The tax settlements have been paid, injury reporting in being completed. Gail has been working with accountant to get audit going. Gail is working with County to get things going for the election. The Village is going to need some help with the actual running of the election and the absentee voting.

Motion by G. Nickerson, second by J.H. Taylor, to open the floor to Chief Tamez. Motion carried unanimously.

PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE AND REPORTS: No report from the Committee at this time.

Possible Full-time Police Officer: Discussion and investigation on the possible hiring of a full-time police officer is ongoing.

PUBLIC WORKS, BUILDINGS & GROUNDS COMMITTEE AND REPORTS:

Getting things setup for the season. Crack filling will be happening this year. Money was received from the CBD Grant for 2022 sidewalk repairs. They are still working on a possible grant for a water bottle filling station. All the projects for the DPW have been completed. Prairie Village pond maintenance contract for 2022. Aquatic contract not to exceed \$3600 for the cleaning of the weeds, second application if necessary and minnows; the minnows are not needed in the pond and they are not food for the fish that were stocked in 2021. Service Sanitation has quoted \$95 a unit for the required 3 units for the season. Could we get this for a 2 year contract. This item will be placed on the next agenda after more information is received. True Green has quoted \$1,094 for this year's fertilizer/broadleaf weed killer.

Motion by D. Stellpflug, second by J.H. Taylor, to approve the contract with Aquatic Biologists not to exceed \$3600 and only a second application if needed, estimate #2522. Motion amended by D. Hall to not to exceed \$2625 as no minnows are needed. Motion carried unanimously.

Motion by D. Stellpflug, second by D. Hall to approve the contract with True Green dated September 22, 2021 #2394 for fertilizer/broadleaf weed killer. Discussion – the address is wrong for Broadlands Park and should be corrected and the Board would like to be notified before the applications are done. **Motion carried unanimously.**

Ad Hoc ARPA (American Rescue Plan Act) Committee: No Report at this time. Can the Attorney be contacted to see what the money can be used for? The Village wants to use the money correctly and would appreciate feedback as to what that might be.

FINANCE, FEE AND INSURANCE COMMITTEE:

Monthly Bills and Payroll-

Motion by D. Hall, second by D. Stellpflug, to approve February, A/P checks 17170 - 17209 for a total of \$136,023.72, tax overpayment checks 17213-17233 \$4,816.60. and Federal and State withholding ach payments of \$21,336.66 for a grand total of \$164,259.60 as recommended by the Committee. Motion carried unanimously. Check 17178 is being held

until all the work is completed.

Motion by D. Hall, second by D. Stellpflug, to approve the February payroll checks 17137 – 17159 for a total of \$31,919.59, as recommended by the Committee. Motion carried. J.H. Taylor abstained. Check 17157 is being held for insurance discussion.

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

Motion by G. Nickerson, second by J.H. Taylor to convene into closed session per WI 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 review applications and consideration for the positions of Village Clerk and Deputy Clerk; compensation and current Clerk/Treasurer situation. Motion carried unanimously on a Roll Call vote: G. Nickerson – aye; D. Hall – aye; F. Rewasiewicz – aye; J.H. Taylor – aye; A. Pellegrino – aye and D. Stellpflug – aye. Meeting opened 8:47 p.m.

Here discussion was had pertaining to the above referenced matter

Motion by G. Nickerson, seconded by F. Rewasiewicz, to reconvene into Open Session at 9:32 p.m. Motion carried unanimously.

PERSONNEL AND POLICY COMMITTEE: The Committee reported that there was 1 applicant for the Clerk position and there will be a second interview with the candidate. The Committee would like to put the ad out there again to see if more applications would come in. The Committee interviewed Nancy Cockey for the part-time Deputy Clerk position. Hours are not to exceed 780.

Motion by A. Pellegrino, second by J.H. Taylor, to hire Nancy Cockey for the part-time Deputy Clerk position with hours not to exceed 780. A. Pellegrino amended the motion, second by J.H. Taylor, that Nancy Cockey must complete the employment application and pass a background check as well. Motion carried unanimously.

Motion by J.H. Taylor, second by D. Hall that compensation for Nancy Cockey be \$23 per hour and not to exceed 780 hours per year. Motion carried unanimously.

Motion by A. Pellegrino, second by J.H. Taylor to adjourn at 9:38 p.m. Motion carried unanimously.

Respectfully Submitted.