

**VILLAGE OF NORTH PRAIRIE
VILLAGE BOARD MEETING MINUTES
APRIL 14, 2022 7:00 PM
130 N Harrison St. North Prairie, WI 53153**

The meeting was called to order by President G. Nickerson at 7:02 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

Kay Singh was not present.

The Pledge of Allegiance was recited.

Motion by J.H. Taylor and seconded by D. Stellpflug, to approve the March 10, 2022 Village Board minutes as submitted. Motion carried unanimously.

Public Comment:

No official action taken under public comment for the prior month's minutes taken. G. Nickerson made a motion to open discussion to citizen's present. Debbie Carrasco-Zanini reported on the current happenings and events of the Friends of North Prairie Native Gardens. They are working on a Facebook page. Collaboration with Prairie View elementary students is underway with putting in a pollinator garden. Clean-up will begin once the weather is warmer. Saturday, April 23rd the group will host an event in the Village Park distributing materials on how to start your own pollinator garden. The group will be distributing free milkweed seeds and tour the new pollinator garden.

Motion made by G. Nickerson, seconded by F. Rewasiewicz, 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 pending workers compensation matter, current Clerk/Treasurer situation and recommendations for hiring a Village Clerk candidate. Closed session moved to end of open public session.

Village President report –

An invitation from WEC Energy Group to set up ACH payments will be moved to the May agenda.

The Village of North Prairie received an application for a Right of Way permit to construct or maintain utilities within right of way easements. Tracking has been set up and will be implemented with the use of a spreadsheet indicating permit number, date requesting applicant contact information, address where work is done, project start and end date, reason for project and amount of fee paid. G. Nickerson recommended the application fee and provision discussion be deferred to the Finance and Fee committee. The current fee is \$40; however other municipalities are charging \$100 to \$150 and there are no special provisions currently stated for binding the applicant to restore the roadway to its former condition.

Two articles will be posted in the Village Clerks Office for those interested in viewing. Capital Buzz dated March 17, 2022 regarding an announcement of a \$1.9 million grant for Municipal Police Departments which Sal Tamez is aware of and Wisconsin worker's compensation law changes dated April 11, 2022.

G. Nickerson deferred the drafted budget amendment statement discussion to Howard Jeanson, the village's accountant and auditor. Howard Jeanson suggested to the board they amend the budget when going over the initial allotted amount instead of waiting until the end of the year. He stated some municipalities put budget amendments on the monthly agenda to keep items timely. Deb Hall motioned to approve the amended statement. Frank Rewasiewicz seconded the motion. Motion was carried unanimously. The 2021 budget was amended. The amended statement will appear in the Waukesha Freeman within 15 days of the date of this meeting.

The board continues to research the suggested correction on the zoning map for the Village of North Prairie's. Additional information will be reported at the May Village Board meeting.

It was requested the Village Hall Office hours be posted on the Village website. Office hours will be posted on the Village website for next month. They are currently added as a pdf document under a link. They will also be posted on the front doors of the Village Hall.

Discussion was had on Life Quest to continue collection efforts on funds for delinquent accounts of the North Prairie Fire Department. As of April, Life Quest had 8 open delinquent accounts. It does not cost us anything to have Life Quest continue to pursue collection of these accounts. G. Nickerson motioned to continue to use Life Quest to collect the funds for another 2 years. F. Rewasiewicz seconded the motion.

No update on North Prairie.gov

KMFD decision was made on Shared Utilities for Fire Departments; it was agreed to split the North Prairie Fire Hall Gas/Electric/Water District to pay 80% North Prairie Village to pay 20% Eagle Fire Hall Gas/Electric/Water North Prairie will pay 37% of the bills. North Prairie will pay full bills and invoice District at 80%, KMFD will pay full bills and invoice us for 37%.

John Heintz Taylor motioned we enter into the Joint Powers Agreement with Waukesha County for the 9-1-1 Emergency System. Dave Stellpflug seconded the motion. Motion carried unanimously.

Update on Year-to-date Costs vs. Budget of Clerk/Treasurer/Temporary Personnel Compensation Line Items. Comparing expenses for the first quarter with Rhoda's (Previous Clerk's) budgeted payroll amount amongst all temporary help thus far, there is a difference of \$816.63 over budget. The dollar amounts include Interim Clerk, Tax Collection, and Interim Treasurer, Office Help, Temporary Office help in February and new Deputy Clerk.

Village Clerk –

Gail reported we were able to gain access to the SAMS's and the Federal Government System. Rhoda was able to assist with her phone verification to prove her identity. Gail is working on the ARPA report and will have it done by tomorrow.

We started Liquor; cigarette and bartender licenses and they have been distributed. One has been returned. They will need to be approved at the June meeting. Board of Review, Gary and Al Mull was trained. Nancy will be trained at a coming workshop. Gail will be back at the May 17th Board of Review to assist if needed. We had 5 delinquent property tax payers. We sent out letters delinquent letters and received 2 back. We will continue to send out letters to request payment. As a reminder, please provide directions in your emails for the new Deputy Clerk as she is new in this position and may not know exactly what to do the information right away. There will be a learning curve with all things.

Update on 2022 spring election, Diana and Linda from Village of Mukwonago helped with the election process, everything went smoothly. Nancy job shadowed throughout the full Election Day.

Public Safety & Protective Services (Police, Fire, Municipal Court) No current updates

Public Works, Building & Grounds Committee (Streets & Roads, Parks, Community Center, Civic Pride)

Dave Stellpflug reported will be getting some recycling numbers from Nancy to complete the report on time by May.

A copy of the MS4 report was provided, and filed on time.

We received a bid for 3 exhaust fans for the police, ladies and men's restrooms that are not working. Electrical Connections Inc. proposed bid for \$2,175.00 to replace all three. D.

Stellpflug motioned, J Heintz-Taylor second, to accept the bid for \$2,175.00 to replace said fans. Motion carried.

We received a one bid for replacement of 3 Heaters in Fire Department from KM Heating for \$10,857.00. D. Stellpflug motioned, J Heintz-Taylor second, to accept the bid for \$10,857.00 to replace said heaters. Motion carried.

Sale of corner Lot at HWY ZZ and Grush Road – D. Stellpflug motioned to deny the request for sale and J Heintz-Taylor second. Motion carried.

Ad Hoc ARPA (American Rescue Plan Act) Committee- No report

Finance and Fee Committee

F Rewasiewicz motioned, J Heintz-Taylor seconded, to approve monthly bills and payroll. Motion carries.

Reports: Building Inspector, Police and Public Works Departments. Reports filed

Roll Call Vote completed to go into closed session. All were in favor. The Counsel entered into closed session at 9:12 PM. 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 a pending Workers Compensation Matter, current Clerk/Treasurer situation and recommendations regarding hiring a Village Clerk/Treasurer Candidate along with recommended compensation packages.

Reconvened to Open Session and Motion to Adjourn at Time: 9:47 PM by: A. Pellegrino
Second: J Heintz Taylor