

**VILLAGE OF NORTH PRAIRIE
VILLAGE BOARD MINUTES
FEBRUARY 9, 2023**

The meeting was called to order by the Village President G. Nickerson at 7:02 p.m. in the Village Municipal Center.

Roll call was taken with the following members present:

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

Village Clerk: R. Bagley

The Pledge of Allegiance was recited.

Village Board Meeting Minutes from January 12, 2023 –

Motion by D. Stellpflug, seconded by F. Rewasiewicz, to approve January 12, 2023 Village Board Meeting minutes, as submitted. Motion carried unanimously.

Announcement of Closed Session later in this meeting pursuant to WI Statutes SS 19.85(1)c to discuss employment qualifications and hours for the Clerk/Treasurer position.

Motion by G. Nickerson, seconded by J.H. Taylor, to open the meeting to Village residents. Motion carried.

D. Samuels, 515 Karin Drive, mentioned that she does not know why the Village Board needs to go into a closed session to discuss the Village Clerk replacement. President G. Nickerson responded that this is preferred by the Village Attorney.

Motion by G. Nickerson, seconded by J.H. Taylor, to close the Public Hearing to residents. Motion carried.

Report from Village President- No report.

Information for Beer/Wine Licensing required for North Prairie Market from January meeting- ADA compliance review in order to move forward with Class B Beer licensing and Class C Wine licensing on the second floor at 102 E State Road, Bill's Gas Station & Mini Mart was approved by the Plan Commission on February 4, 2023 with recommendation to the Village Board. The Building Inspector finds no issues and all requirements for accessibility have been satisfied.

Motion by D. Nottling, seconded by J.H. Taylor, to set a Public Hearing upon recommendation from the Village Planner and upon application for Class B Beer and Class C Wine Licenses for the North Prairie Market to serve beer and wine in the upper section of the North Prairie Market.

Motion was withdrawn.

Motion by D. Nottling, seconded by D. Hall, to approve a Public Hearing for Bill's Self-Service and Mini-Mart to apply for a Class B Beer and a Class C Wine License to serve beer and wine in the upper section of the building located at 102 E State Road in North Prairie. Motion carried.

Item C is tabled as the Plan Commission would like more information in a legal opinion regarding changing the current zoning of 226 Industrial Drive from B-1 Business to I-1 Industrial.

Final Update on .gov installation throughout the Village and Police Department- President G. Nickerson stated that .net emails will continue to ghost into the new .gov emails. Work is in progress to find a way to save the old emails. Trustee D. Hall stated that we need to find a way to clean up the old emails during the transfer to .gov. She would like to direct the Policy Committee to find options to preserve the old emails and comply with the Open Records Law.

Trustee A. Pellegrino would like to know the per dollar cost to transfer all of the existing emails and create a policy for storage of old emails. President G. Nickerson suggested using the current guidelines for the preservation of old information.

Waukesha County Joint Powers Agreement-

Motion by G. Nickerson, seconded by D. Nottling, to sign the Waukesha County Joint Powers Agreement and send back to Waukesha County. Motion carried.

Setting a Public Hearing to repeal and recreate a Noxious Weed and Invasive Species Ordinance-

Motion by D. Hall, seconded by A. Pellegrino, to have the Village Board approve a Public Hearing on March 9, 2023, for an Ordinance to Repeal and Recreate Sections of the Noxious Weed and Invasive Species Chapters, specifically Sections 58.31 – 58.62 due to numerous updates. Motion carried.

Village Clerk/Treasurer Report- Village Clerk R. Bagley stated the plans for the February 21, 2023 Primary Election are already underway with just Supreme Court candidates on the ballot.

Public Safety & Protective Services Committee (Police, Fire Municipal Court)-

The Public Safety & Protective Services had one meeting. They are looking at the Police Department in 2024.

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

Trustee D. Stellpflug stated that plans were drawn for the Broadlands Subdivision for a 26'x40' pavilion and a 16'x16' pavilion. Both would have cement floors. President G. Nickerson suggested certified mulch for a base. The Committee is waiting on Wolf Paving to develop plans for tennis courts. Trustee A. Pellegrino suggested having Trustee D. Stellpflug act as the General Contractor. Trustee D. Hall suggested that the Village post some projects on the League website.

Contract for Weed Spraying 2023- The Public Works Committee voted to accept the contract for weed spraying from TruGreen for \$2,665.70.

Motion by D. Stellpflug, seconded by J.H. Taylor, to approve the contract from TruGreen for a total of \$2,665.70 in 2023. Motion carried.

Contract for Pond Maintenance for 2023- The Public Works Committee voted to accept the contract for aeration servicing and routine maintenance from Aquatic Biologists, Inc.

Motion by D. Stellpflug, seconded by D. Hall, to approve Aquatic Biologists, Inc. to provide pond maintenance at Prairie Village Pond with no Blue Dye or Fathead Minnows/delivery for a total cost of \$2,155.00 in 2023. Motion carried.

Contract for replacement door on Village Hall for Police Dept.- The Village budgeted \$3,800.00.

Motion by D. Stellpflug, seconded by J.H. Taylor, to approve Rinderle Door Co. to replace the door on the Village Hall for the Police Department at a cost of \$4,307.25

Motion failed.

Motion by D. Stellpflug, seconded by J.H. Taylor, to approve the quote from Quality Door & Hardware to replace the door on the Village Hall for the Police Department for a cost of \$3,920.28. Motion carries.

Opposed: D. Hall.

2022 MS4 Annual Reporting Requirements- The cost for Ruekert & Mielke to complete the 2022 MS4 Annual report is \$2,000.00.

Motion by D. Stellpflug, second by D. Hall, to have Ruekert & Mielke, Village Engineers, complete the 2022 MS4 Annual Report at a cost not to exceed \$2,000.00.

Discussion: Trustee A. Pellegrino questioned why we cannot complete the reporting requirement in-house. Our DPW Director could do this work or seek an alternate engineering firm to complete the project.

Trustee J.H. Taylor agrees and mentioned to look at alternative companies during the budget process by beginning with the Finance, Fee & Insurance Committee.

Motion carried. Opposed: J.H. Taylor

Personnel and Policy Committee- Trustee A. Pellegrino stated the Committee met on February 27th with an agenda consisting of 12 items.

Trustee D. Hall asked if the Committee will be creating a timeline for the hiring of a new Clerk/Treasurer?

Trustee A. Pellegrino stated that there are too many things to consider.

Finance, Fee and Insurance Committee-

Monthly Bills and Payroll- Trustee F. Rewasiewicz stated that the taxes collected were mailed out to the School Districts and Waukesha County with checks 18056-18161.

Motion by F. Rewasiewicz, seconded by J. H. Taylor, to approve February, 2023 payroll checks and Accounts Payable for January and February, as recommended by Committee:

Payroll checks 18113-18132 for a total of \$19,748.85. Federal and State Withholding: \$6,058.50 paid electronically.

Accounts Payable Vouchers for January and February, 2023, including tax refunds of \$16,601.13:

Regular invoices for the Village: Checks 18071-18161 for a total of \$80,930.50. Grand total for all checks was \$181,609.85. Motion carried unanimously.

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

Motion by J. H. Taylor, seconded by F. Rewasiewicz, to enter into Closed Session pursuant to WI Statute SS 19.85(1)c to discuss employment qualifications and hours for the Clerk/Treasurer position.

Roll Call Vote: F. Rewasiewicz, yes; J.H. Taylor, yes; D. Stellpflug, yes; A. Pellegrino, no; D. Hall, no;

D. Nottling, yes; President G. Nickerson, yes. Motion carried.

Motion by D. Hall, seconded by J.H. Taylor, to reconvene into open session. Motion carried.

Motion by D. Hall, seconded by F. Rewasiewicz, to adjourn at 8:18 p.m. Motion carried unanimously.

Respectfully submitted,
Rhoda Bagley
Village Clerk