

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

The meeting was called to order by the Village President G. Nickerson at 7:00 p.m. in the Village Municipal Center.

Roll call was taken with the following members present:

President G. Nickerson

Trustees: J.H. Taylor, D. Stellpflug, D. Hall and D. Nottling

Village Clerk: R. Bagley

Absent: Trustees F. Rewasiewicz and A. Pellegrino

The Pledge of Allegiance was recited.

Village Board Meeting Minutes from February 9, 2023 –

Motion by D. Stellpflug, seconded by J.H. Taylor, to approve February 9, 2023 Village Board Meeting minutes, as submitted. Motion carried unanimously.

Public Hearing #1: Ordinance to Repeal and Recreate Sections 58-31 through 58-62 of the Municipal Code of the Village of North Prairie, Wisconsin, regarding Noxious Weeds and Invasive Species.

Public Hearing opened at 7:04 p.m.:

Trustee J. H. Taylor supports the updates as the Municipal Code was severely out of date regarding Noxious Weeds and Invasive Species. The proposal updates previous terminology.

C. Schroeder, 206 Prairie View Drive, asked if the proposed Ordinance could be posted online.

Motion by G. Nickerson, seconded by J. H. Taylor, to close the Public Hearing at 7:06 p.m. Motion carried.

Public Hearing #2: Application by Rajwinder Singh for Class “B” Beer License and Class C Wine License for North Prairie Market, LLC, DBA Lunch Room, Suite B, 102 E. State Road, North Prairie-

Trustee D. Stellpflug asked about the separate business upstairs. President G. Nickerson stated that the Plan Commission has been researching this for some time now due to meeting the ADA requirements for the premises as a table for food may be downstairs. Beer and wine would be served upstairs.

Trustee J. H. Taylor stated that the petitioner has done his due diligence regarding this matter. He is concerned about the safety of navigating the stairs when people leave.

M. Hansen asked if the upstairs Lunch Room will contain video and poker games. The response was that the machines located downstairs will be moved upstairs, and no more than 5 machines are allowed.

Motion by G. Nickerson, seconded by D. Hall, to close the Public Hearing. Motion carried.

Public Comment:

Motion by G. Nickerson, seconded by D. Hall, to open the meeting to Village residents. Motion carried.

Carol Schroeder mentioned that it was a great idea to add Contracting Services to B-1 at 226 Industrial Drive. M. Hansen stated that 226 Industrial Drive was intended to be zoned Industrial as it was originally part of the plan for the Industrial Park. Trustee D. Hall stated that the Village is doing what is right for the Village, as a whole.

Motion by G. Nickerson, seconded by D. Hall, to close public comment at 7:25 p.m. Motion carried.

Report from Village President- G. Nickerson stated that he was asked a few months ago to type Village meeting minutes in totality, so he used a Committee meeting for an example of the time and materials involved. The meeting lasted 2 hours and 17 minutes and the minutes ended up 37 pages long, taking 17 hours to complete. He believes that it would not be a good use of time for the Village personnel.

From Public Hearing #1: Ordinance to Repeal and Recreate Sections 58-31 through 58-62 of the Municipal Code of the Village of North Prairie, Wisconsin, regarding Noxious Weeds and Invasive Species-

Motion by J. H. Taylor, seconded by D. Hall, to approve Ordinance No. 01-2023 which updates sections to Repeal and Recreate Sections 28-31 through 58-62 of the Municipal Code of the Village of North Prairie, Wisconsin, regarding Noxious Weeds and Invasive Species. Motion carried unanimously.

From Public Hearing #2:

Motion by D. Hall, seconded by D. Nottling, to approve a Class “B” Beer License and a Class C Wine License for North Prairie Market, LLC, DBA Lunch Room, Suite B upstairs, 102 E. State Road, North Prairie, upon meeting all requirements. Motion carried unanimously.

Request from the Town of Genesee- The Town of Genesee is requesting financial participation for the reconstruction and repaving of Dable Road in its entirety, including the 19.66% that belongs to the Village of North Prairie-

President G. Nickerson and Trustee D. Stellpflug attended a meeting at the Town of Genesee to obtain the details regarding the repairs to Dable Road proposed for this summer for \$30,000.00.

Motion by D. Hall, second by J. H. Taylor, to approve financial participation in the reconstruction and repaving of Dable Road at a cost not to exceed \$35,000.00 for the municipal contribution of the reconstruction of Dable Road.

Trustee J. H. Taylor was not aware of sharing the cost of any repairs to Dable Road. Nothing is in the budget for this project. D. Hall mentioned that we could complete our own section, but the cost would not be this amount.

Trustee D. Hall has rescinded the motion. J. H. Taylor withdrew his second.

Motion by D. Hall, seconded by D. Nottling, to approve the financial cost for the reconstruction and repaving of Dable Road at a cost not-to-exceed 19.66% of the total cost of the municipal portion. Motion carried.

Opposed: Trustee J. H. Taylor

Recommendation from the Plan Commission to add contracting services as a Permitted Use in B-1 Zoning District and to set a Public Hearing for same-

Motion by J. H. Taylor, seconded by D. Nottling, to set a Public Hearing on April 13, 2023 at 7:00 p.m. to add Contracting Services as a permitted use in B-1 Zoning District, as recommended by the Plan Commission.

Motion carried.

Recommendation from the Plan Commission to add Conditional Use Requirements according to the service, location and requirements for Contracting Services in the B-1 Zoning District and to set a Public Hearing for same-

Motion by J. H. Taylor, second by D. Nottling , to set a Public Hearing based on the recommendation from the Plan Commission to add Conditional Use requirements according to the service, location and requirements for contracting services in the B-1 Zoning District and to set a Public Hearing to be held on April 13, 2023 immediately after the scheduled Public Hearing at 7:00 p.m. to add Contracting Services as a permitted use in B-1 Zoning District.

The Village will have the option, depending upon the service, to determine if a Conditional Use is required. Trustee J. H. Taylor believes that Contracting Services should be a permitted use. This provides for more control by the Village. Trustee D. Hall believes that if it is not a Permitted Use, it can be a Conditional Use.

Motion by G. Nickerson, seconded by D. Nottling, to open the meeting to John Carini and Mike Hansen.

Motion carried.

M. Hansen stated that the building on Main Street went from a Fire Station, to a daycare service, to Kettle Moraine Heating and now Lone Rock Services. What is their zoning? It is currently Zoned B-2.

Mr. Carini stated that a Conditional Use is based on property use/storage/ inside/outside. The Conditional Use allows contractors to come in and follow the conditions and allows controls on the use and property.

President G. Nickerson stated that some businesses with Permitted Uses also have a Conditional Use.

Trustee J. H. Taylor asked if the Board would consider Conditional Uses in all zoning classifications.

Trustee D. Hall stated that contractors hold either a Permitted Use OR a Conditional Use. Contracting Services will need to be added to the Conditional Uses in order to regulate the conditions of the business.

Trustee J. H. Taylor rescinded his motion. D. Nottling rescinded his second to the motion.

Trustee D. Hall does not want to drag this issue out any longer and would like to see this a Permitted Use. Contracting Services, as a Conditional Use, is already listed under B-1 Zoning District. D. Hall would like to contact the Village Attorney to clarify the Permitted Use vs. Conditional Use.

President's Report- President G. Nickerson stated that there have been no Committee meetings.

Village Clerk/Treasurer Report- Village Clerk R. Bagley stated the plans for Absentee voting for the April 4, 2023 Spring Election are already underway.

Public Safety & Protective Services Committee (Police, Fire Municipal Court)- No meeting was scheduled.

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

Trustee D. Stellpflug stated that the 2023 Recycling Flyer is ready to mail out and the Recycling Grant will be completed soon. The next meeting will be on March 30, 2023 at 6:15 pm.

Change Municipal Code Sec. 46-5(b)(4) Road and Street Obstructions Prohibited- Trustee D. Stellpflug has been receiving complaints about residents/snow plows pushing snow across the Village streets and need to change the Municipal Code under Street Obstruction Prohibited.

Motion by J.H. Taylor, seconded by D. Hall, to schedule a Public Hearing on April 13, 2023 after the first Public Hearing to include this item under Road and Street Obstructions Prohibited, Sec. 46-5(b)(4). Motion carried.

No Mow May, per request from Prairie Village Native Gardens-

Motion by D. Stellflug, seconded by J. H. Taylor, to support and assist in the initiative to have the Village residents not mow their lawns during the month of May. Motion carried.

This will be a trial year and will amend the Policy if this trial is successful.

Personnel and Policy Committee- Trustee J. H. Taylor stated the Committee met on February 27th and the Committee will be posting the Village Clerk/Treasurer's ad.

Motion by J.H Taylor, seconded by D. Hall, that the Village Board approve the posting the Village Clerk/Treasurer ad, as submitted.

D. Nottling questioned the timeline when applications are due. Trustee Hall stated that if you stated "until job is filled", the ad will remain posted. Otherwise, the ad disappears after a short time. **Motion carried.**

Committee Time-Line for Clerk/Treasurer/Administrator Search-

Motion by J. H. Taylor, seconded by D. Nottling, that the Village Board accept the Job Posting as presented. Motion carried. D. Hall opposed.

As to whether an Administrator should be considered at this time- President G. Nickerson spoke with representatives from a neighboring Village and they thought the Village of North Prairie would be too small to consider hiring an Administrator. Trustee J. H. Taylor recommended that the current Clerks would have the best knowledge of the position and would like to have them available to provide feedback to the Personnel and Policy Committee.

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

Finance, Fee and Insurance Committee-

Monthly Bills and Payroll- Trustee D. Hall mentioned that a future item for the Finance, Fee and Insurance Committee is to work on updating the Fee Schedule.

Motion by D. Hall, seconded by J. H. Taylor, to approve March, 2023 payroll checks and Accounts Payable for February and March, as recommended by Committee:

Payroll checks 18175-18198 for a total of \$20,831.72. Federal and State Withholding: \$8,514.36 paid electronically.

End of the Month Accounts Payable Vouchers for February, 2023 are 18169-18174 for \$1,118.99:

Regular invoices for the Village: Checks 18199-18233 for a total of \$96,822.19. Grand total for all checks was \$126,168.27. Check 18223 was voided due to overrun of one check. Motion carried unanimously.

Motion by G. Nickerson, seconded by J. H. Taylor, to open the meeting to Fire Dept. Officer Art Rydzik.

Motion carried. A. Rydzik stated that discrepancies were found in the Fire District payroll as WRS participants should have a percentage of the wage deducted, and the checks indicated a set amount. President G. Nickerson stated that everything has been rectified. Trustee J. H. Taylor asked if the Fire District budget is affected? The Fire District is working out the discrepancies through their budget.

Report to ARPA (American Rescue Plan Act)- Trustee D. Stellpflug mentioned that the annual report is due on March 30, 2023.

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

Motion by D. Hall, seconded by J. H. Taylor, to adjourn at 8:30 p.m. Motion carried unanimously.

Respectfully submitted,
Rhoda Bagley
Village Clerk