

Audio file

VILLAGE OF NORTH PRAIRIE
VILLAGE BOARD MINUTES
NOVEMBER 9, 2023

00:00:08 President Nickerson

1. **Call to Order:** The meeting was called to order by President Nickerson at 7:01 PM.
2. **Roll Call:** All members present; a quorum is present. Also present: Village Clerk, Dave Molitor, Chief Tamez and Melissa Rabay.
3. **The Pledge of Allegiance:** recited.
4. **Approval of October 12, 2023 Village Board meeting minutes**

00:01:16 Trustee H. Taylor

Motion to approve the October 12th, 2023 Village Board meeting minutes as submitted. Seconded by Trustee Stellpflug. Motion carried.

5. **PUBLIC HEARING: Proposed 2024 Village of North Prairie Budget.**

00:01:37 President Nickerson

- A. **Motion to open to the public. Seconded by Trustee Nottling. Motion carried.**
- B. **Public Comments on the proposed 2024 Village of North Prairie Budget.** – No comments heard.
- C. **Village Board Comments on the proposed 2024 Village of North Prairie Budget.** - No comments heard.

00:02:42 President Nickerson

- D. **Motion to close the public hearing. Seconded by Trustee Nottling. Motion carried.**

6. **Discussion and/or Action as Necessary: Proposed 2024 Village of North Prairie Budget**

00:03:23 Trustee Rewasiewicz

Motion to approve. The proposed 2024 Village of North Prairie Budget. Seconded by Trustee Nottling. Motion carried (Nay: Hall & H. Taylor)

7. PUBLIC COMMENT

00:03:55 President Nickerson

Motion to open up to citizens present. Seconded by Trustee Hall. Motion carried.

Village Resident, Carol Schroeder

I'm just curious if the nets at the tennis courts are going to be put back up? Nets have been taken down for the season and will be put up again in the spring.

00:05:36 President Nickerson

Motion to close public comment. Seconded by Trustee Hall. Motion carried.

President Nickerson

8. VILLAGE PRESIDENT

A. Report to the Village Board. This is not on the agenda, but just to make you aware that the Village Hall phones and computers are acting up and need replacement. This will be added to December's agenda. Additionally, Fentanyl is being mailed to election officials. If you get something and it doesn't look right, don't mess with it.

C. Discussion and Update: Of the Supplemental State Share Revenues and How They Can be Spent.

You have a copy of the additional shared revenue, what the aid can be used for and what it cannot be used for. It can be used for law enforcement, fire protection, emergency medical services, emergency response, communications, public works, courts and or transportation.

B. Discussion and/or Action as Necessary: Joint Powers Agreement with Waukesha County.

00:10:36 Trustee Nottling

Motion that the Village of North Prairie entered into the Joint Powers agreement with Waukesha County Department of Emergency Preparedness and Waukesha County Communications. Second by Trustee H. Taylor. Motion carries.

Village Clerk

9. VILLAGE CLERK

a. Report to the Village Board. Our office held the first of two poll worker trainings last week and it went well. We'll have the second one in December. We have some new people interested in working the polls.

b. Discussion and/or Action: Operator's License request for Walter J Fahey, Sports Page and Matt Smeiska, Broadlands.

00:12:14 Trustee Hall

Motion that the board approve the operator's license request for maximum Matt Smeiska at the Broadland for the Broadlands Golf Club. Seconded by Trustee Pellegrino. Motion carries.

Operator license for Walter Fahey, Sports Page, tabled due to incomplete information submitted to the Village Clerk.

Village Clerk

Discussion: Possible Ordinance to Use Split Shifts During Elections for Election Workers. We would like to bring forward an ordinance change to allow split shifts for poll workers. We think we'd have more

interest by offering split shifts to poll workers. It's a long day to ask some folks to work. It could be up to 14 or 16 hours. It would give us more flexibility, more tools in our toolbox. Other municipalities allow it. Our current ordinance requires a full day.

Trustee Hall

Is somebody working 8 to 2 and then 2 to 8? It's not like somebody's going to come in for an hour, is what I'm asking like we If we split shifts. We need to have the appropriate coverage, but are they going to be set shift hours?

Village Clerk

You will always have appropriate coverage. I would like to have the option available to reach out to high school students. I do need a little bit more flexibility to make that offer to them. High schools are allowed to do specific roles and must be 17/18 years old.

00:14:59 Trustee Hall

Motion to suspend the rules to allow chief to speak. Seconded by Trustee H. Taylor. Motion carries.

Chief Tamez

I know you'd like to have some structure in place but I've worked the polls a lot of times. Sometimes, I do the several hours and sometimes I work the whole day. I wouldn't put on restrictions. Whoever oversees taking care of the poll workers will make sure those shifts are filled. But if you limited it to a shift from 1:00 to 6:00 or this time to that time, you'll have less people available to help.

Trustee H. Taylor

If a proposed ordinance is brought forward, could it be made available for our review prior to the next board meeting? If some background as to why the changes are needed could be provided and if it's allowed by state statute maybe to reference that statute that allows us to have 17- and 18-year-olds just for my application knowledge.

Trustee Pellegrino

I want to say that I really like and commended the idea of having high school students be involved in the election process. I think they are the future. They are an underrepresented area of those who are voting and who are informed. And I think any opportunities that local government must get high school students and younger voters involved in the process, the better. Thank you for thinking of that idea, thinking outside the box, it's really great.

d. Discussion and/or Action as Necessary: Quote to Update the Villages Website to Make it ADA Compliant.

Village Clerk: You have the quote in your packets. I would encourage the board to look at updating the website and updating the software, including allowing online bill payment.

Trustee Pellegrino

There's a company out there. And they make the websites ADA compliant for seizure, safe profile, visually impaired attention deficit hyperactivity, friendly profile, cognitive disability profile, keyboard navigation and motor skills, as well as blind use for screen readers. You want to look more into the company, it's called accessiBE. It's very user friendly.

The board decided to revisit, at a future date, the ADA compliant website matter as part of a larger discussion encompassing revamping the Village's Website.

10. Public safety and Protective Services Committee, (Police, Fire, Municipal Court) President Nickerson states there has not been a new meeting since the last reported but one will be scheduled soon.

a. Municipal Court: Trustee Taylor has no update.

b. Police: Trustee Stellpflug stated that a quote was received from Ewald for a potential new vehicle. It has been signed and returned.

c. Fire: The acting chief's report in the board members packets.

11. PUBLIC WORKS BUILDING & GROUNDS COMMITTEE

Trustee Stellpflug

We haven't been able to schedule a much needed meeting but are working on it. Dave has been very busy. The tennis courts are basically finished with just some landscaping left. We've done crack filling, still a little bit of patching to do depending on weather next week. Dave (Molitor) and I worked on the LRIP grant application and we've been approved for 2025 for \$30,700.25.

12. PERSONNEL AND POLICY COMMITTEE: Trustee H. Taylor reports that the Personal and Policy's October's meeting was cancelled because there were three other village board meetings that night. The Chair is planning on meeting in November.

13. AD HOC ARPA COMMITTEE

Trustee Stellpflug reports that we used some ARPA funds in the budget. The committee has not met recently.

14. FINANCE AND FEE COMMITTEE

Trustee Rewasiewicz

- a. Report on discussion or action taken at previous meetings, reports or future agenda items.**
We're looking into some fee changes for next year. Ginger and I met with Scott from buildings, and we are below Wisconsin's recommended minimums for charges related to building permits. We've also met with Sal and are hoping to have some proposed changes for the board to approve soon.
- c. Discussion and/or Acton as Necessary: Resolution to Open up an Account with the Local Government Investment Pool (LGIP).**

Trustee Rewasiewicz reports the Finance and Fee committee recommends the board make a resolution to open an account with LGIP. LGIP pays more interest than our current bank, the fund is large and very safe.

00:30:34 Trustee Rewasiewicz

A motion to recommend making a resolution to open an account with the Local Government Investment Pool. Seconded by Trustee Hall. Motion returned to the author.

Village Clerk

The investment pool is run by SWIB, which is the state of Wisconsin Investment Board. I sent you an audio clip (podcast) about it, that got into the profile and how they manage the investments. SWIB oversees the state retirement plan.

LGIP is administered by the Department of Administration and SWIB does the investing. There's no minimum balance that we must keep in the account. If we withdraw \$10 million or more, we must give them 24-hour notice.

Trustee Hall

There's a resolution in my package that talks about approving participation and listing officers that have the right to transfer; I need to make sure this resolution has nothing to do with what we're talking about right now. I did not vote in favor of having the board act at this time in the Finance and Fee Committee because we do not have enough information as to what the fees will be. We can't move any money without board approval, so I'm not understanding why we're rushing to open an account before we don't have information from our existing bank. I am all in favor of finding the right vehicle to put our money in so that we are getting the best interest rate and that will more than likely end up being SWIB. But again, we are putting things forward before we have all the information.

Trustee Rewasiewicz

Citizens Bank has a financial advisor and they're supposed to meet with Ginger and I about switching our accounts into one with a higher earning rate.

Trustee Pellegrino

I'd like to attend that as well if I can.

Trustee Hall

As a member of the Finance Committee. I would like to hear what these representatives are saying and would like to make it a committee item.

d. Discussion and/or action to increase utility permit fees from \$40 to \$100 and have the DPW Department Inspect the Start and End of Work

00:44:41 Trustee Rewasiewicz

Motion to open up to Dave Molitor for discussion. Seconded by Trustee Nottling. Motion Carries.

DPW Director, Dave Molitor

I would go and inspect the quality of the workmanship after they (utilities) come in and dig a hole in somebody's front yard to access a gas line, do water repairs, cable TV or whatever it might be. Are they digging where they said they would? doing what they are supposed to be doing? have they put down

topsoil and reseeded if needed? and if the road is damaged has it been repaired correctly? I will be keeping an eye on things throughout the project and we will keep a file keeping track of the permits and paperwork. We would be charging \$150 a tax key number rather than one fee for the entire project.

Trustee Hall

We estimated a day's time for what he would now be responsible for and is already doing to be doing to be approximately 3 hours, maybe more, maybe less, depending on what it is and then if he's got to go back. Bringing us up to the level, it should be at based on the time that it's going to cost the Village for our DPW department to do what needs to be done.

Trustee Rewasiewicz

This is a charge to utility companies; it is not a charge to anyone in the Village.

00:49:05 Trustee Rewasiewicz

I make a recommendation to the Board to increase the utility fee from \$40.00 to \$150.0 per tax key number and that the DPW Department inspect at the start and finish of the work effective upon board approval. Second by Trustee Hall. Motion fails due to lack of second. (Second was withdrawn)

Trustee H. Taylor

I'm hearing different things than what's on the agenda.

I understand that, but our assignment is to both discuss and act as necessary, the increased utility permit fees from \$40 to \$100, and have DPW department inspect the start and end of the work. The motion was made instead of \$100 to \$150 and included per tax scheme number, and while I understand the differences, that is not on the agenda.

00:52:54 Trustee Hall

I withdraw my second

b. Discussion and/or Action as Necessary: Review and approve monthly bills and payroll.

00:53:26 Trustee Rewasiewicz

I will make the motion to approve the monthly bills and payroll. State and federal holding invoices, payroll vouchers and payable checks numbers 18744 to 18819 for \$227,379.33. One VOID check #18750 for a WE Energy overrun. Motion Seconded by Trustee Nottling. Motion Carried.

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

16. Motion for Adjournment made by Trustee Hall, seconded by Trustee H. Taylor. Meeting Adjourned at 7:56 PM.