

**VILLAGE OF NORTH PRAIRIE  
PUBLIC HEARING FOR 2023 VILLAGE BUDGET AND VILLAGE BOARD MINUTES  
NOVEMBER 10, 2022**

The meeting was called to order by 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: 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 October 13, 2022 –**

Trustee J. H. Taylor, 400 N Main Street, stated that the designated wetlands on last month's minutes indicate that the wetlands on the property located at 400 N Main Street should be aligned the same as the DNR but does not recall that being said. The current Village map should reflect the same areas as previously shown on prior zoning maps as the wetlands have not changed. The wetlands were designated the same on the DNR maps.

**Motion by J. H. Taylor, seconded by F. Rewasiewicz, to approve October 13, 2022 Village Board minutes with the statement that no wetland changes have occurred to the property located at 400 N Main Street and should remain the same as previously located on maps. Motion carried.**

**Announcement of Closed Session pursuant to Wis. Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically, Public Safety Employee additional compensation for work performed during the absence of the Village Clerk payable on Dec. 8, 2022, later in this meeting.**

**2023 Proposed Budget Public Hearing-**

**Village Board comments:** President G. Nickerson stated that the proposed 2023 budget indicates a \$.01 reduction per thousand in the mil rate for the Village compared to last year. The Village will be incurring new expenses in the budget for 2023.

Trustee D. Hall mentioned that the budget still shows \$20,000 in the Fire and Transport and the Village does not receive any revenue. The \$20,000 should be removed and will change the revenue section. The budget deficit will increase \$20,000 and ultimately reduce the Fund Balance projected at the end of the year.

**Public Comment:**

**L. Nottling, Karin Drive-** asked about two different expense line items – the line item for Road Repairs and Maintenance for \$235,000 is a significant increase from previous years and the Vehicle Maintenance was extremely high. This is due to the addition of the Road Repair Project (LRIP project for \$150,764) budgeted in 2023. D. Stellpflug stated that the Vehicle Maintenance was extremely high this year due to both plow trucks needing repairs in 2022.

**Motion by D. Hall, seconded by A. Pellegrino, to close the Public Comment section. Motion carried unanimously.**

**Adoption of the 2023 Village Budget and 2022 Tax levy-**

**Motion by D. Hall, seconded by D. Stellflug, to adopt the 2023 Village Budget and the 2022 Tax Levy of \$1,000,721.00 with the charges for Fire and Ambulance reduced to zero, as well as reducing the Fund Balance to \$673,515.00 at the end of 2023.**

**Motion carried. Opposed: Trustee J. H. Taylor**

**Motion by G. Nickerson, seconded by D. Nottling, to open the meeting to Public Comments. Motion carried.**

Resident L. Nottling thanked the Village Board members for allowing Trick-or-Treat to be held on Saturday, prior to Halloween. She also suggested that some type of monthly email about upcoming events and meetings would be helpful for Village residents to know what is happening in the Village.

**Motion by G. Nickerson, seconded by D. Stellflug, to close the Public Comment section of the meeting.**

**Motion carried.**

**VILLAGE PRESIDENT REPORT:**

Village President G. Nickerson stated that modification of Hwy 59 will be coming up soon.

**Zoning changes for 105/107 Main Street-**

**Motion by G. Nickerson, seconded by J. H. Taylor, to open the meeting to Deputy Clerk Pauline Wigderson to inform the Village Board members about the discussion held at the Plan Commission to rezone both of the properties located at 105/107 N Main Street which are currently zoned B-2 General Business. Motion carried.**

The Plan Commission will hold the Public Hearing in January, 2023 and is recommending that both properties should to be rezoned to R-2 Residential to allow for single-family homes. Trustee J. H. Taylor felt this would be a good fit with the surrounding area. The Village Board agreed to move forward with the Public Hearing to rezone the properties. D. Hall recommended that the Plan Commission should review the Master Plan as the Church is next to R-2 Residential properties and north of the parcels is B-2.

**Motion by A. Pellegrino, seconded by J. H. Taylor, to set the Public Hearing to rezone the Church and Parsonage parcels (105 and 107 Main Street) to R-2 Zoning at the January 2023 Plan Commission meeting and make a recommendation to the Village Board. Motion carried. Opposed: D. Hall**

**Financial adjustments to changing Village emails to .gov and new signatures required-**

**Motion by J. H. Taylor, seconded by D. Nottling, that the Village of North Prairie provide new signatures and change the Village emails to .gov. The current emails and the .gov emails will run concurrently until everything has been changed over to the new email and only when .gov has been changed over, the payments will begin.**

**Motion by G. Nickerson, seconded by A. Pellegrino, to open the meeting to Police Chief S. Tamez. Motion carried.**

Police Chief S. Tamez stated that both email addresses need to be maintained until the new emails are up and running. Trustee D. Hall would like to investigate if the current emails could be transferred to .gov without any delay. The Village ipads will need to be set up for the .gov emails. The Village will begin paying for the .gov

addresses when it is live. Deputy Clerk P. Wigderson mentioned that when the Village of Wales changed their emails over to .gov, it was generally a smooth process and the .gov emails are very secure.

**Motion carried unanimously.**

**Adopting the Waukesha County All Hazard and Mitigation Plan for 2021-** President G. Nickerson introduced Gail Goodchild, Emergency Management Coordinator for Waukesha County.

**Motion by G. Nickerson, seconded by J. H. Taylor, to open the meet to Gail Goodchild, Emergency Management Coordinator for Waukesha County. Motion carried.**

Gail Goodchild stated that the FEMA requires an update to the Waukesha County All Hazard and Mitigation Plan every five years. The process looks at risks involved and mitigates the risks. Waukesha County applied for a grant to update and approve the Plan for Waukesha County and then FEMA reviews and approves the Plan. Only after that, the Municipality will approve the Plan. The Plan contains some projects specific for North Prairie:

1. Back-up Generators for power outages
2. Village warning siren

If the Village adopts the Waukesha County All Hazard and Mitigation Plan, the Plan has to be updated every 5 years. Waukesha County looks at all hazards and risks for Waukesha County.

Trustee J. H. Taylor asked if there is a % of cost sharing between the County and the municipality. G. Goodchild stated the FEMA Grant provides 75% of the cost and the municipality would cover 25% of the cost.

BRIC Grant (building structures) is available with 2.2 Billion in funds available.

Flood Mitigation Grants are available.

HMGP- Hazard Mitigation Grant Program – is available after the Presidential declaration of disaster.

If eligible for the grants, formalize the project with the State. November 19 is the pre-application deadline and the timeframe for the project is 3 years. If the Village would apply in 2023 and get approved, the Village would have three years to complete the project.

**Motion by D. Hall, seconded by J. H. Taylor, that the Village Board approve adopting the Waukesha County All Hazard Mitigation Plan for 2021. Motion carried.**

**Repeal and recreate Section 50-4(2) for clarification of Village Ordinance on allowing school buses to utilize curb guard and flashing lights in areas of the Village that have sidewalks and curbing on either side and create Sec. 50-4(3) of North Prairie Village Code.**

**Motion by J. H. Taylor, seconded by D. Nottling, to simultaneously repeal and recreate Section 50-4(3) on allowing school buses to utilize curb guard and flashing lights. The Village of North Prairie needs to adopt Ordinance No. 01-2022 so that school buses can utilize the curb guard and flashing lights in areas of the Village that have sidewalks and curbing on either side. Motion carried.**

**Approving a Referendum and/or Public Hearing regarding restructuring the North Prairie Police Dept. from all part-time to a full-time/part-time Dept.**

**Motion by J. H. Taylor, seconded by D. Nottling, approve a Public Hearing in December, 2022 to consider the Referendum to restructure the North Prairie Police Dept. from all part-time to a full-time/part-time Department at the Village Board meeting in December, 2022. Motion carried.**

#### **VILLAGE CLERK/TREASURERS REPORT:**

The November 8<sup>th</sup> Election was busy and the Village had an 81% voter turnout.

**Wisconsin Elections Commission 2022 Election Security Subgrant Program for Municipalities and purchase of new computer to be used exclusively for Election compliance-**

Deputy Clerk Pauline Widgerson stated that the WI Elections Commission is offering a subgrant to purchase a laptop to only be used for Elections. They will provide up to \$1,200 to purchase a laptop to be used exclusively for elections, Dymo printer, software, Norton Anti-virus, and two hours of IT to get everything set up. No other Village work will be on the Election computer. The Village needs to purchase all of the election equipment for \$794.00 plus two hours of IT support and then be reimbursed for the purchases. The Grant is only available until Dec. 31, 2022.

**Motion by D. Hall, seconded by F. Rewasiewicz, to approve the Election Subgrant Program Agreement to be used for exclusively for Election compliance at a cost not-to-exceed \$1,200.00 to be spent by December 31, 2022. Motion carried unanimously.**

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

**Adding Hickory Drive to the No Parking Ordinance on both sides of the street during hours to be set by the police Chief and Prairie View Elementary School-**

Trustee A. Pellegrino stated that Prairie View Elementary School needs a better traffic flow plan at the beginning and end of each school day.

**Motion by J. H. Taylor, seconded by D. Hall. To add Hickory Drive to the No Parking Ordinance. Motion carried.**

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

Trustee D. Stellpflug mentioned that CBDG paperwork was submitted for the reimbursement of the installation of the sidewalk in Veteran's Park.

**Personnel and Policy Committee-** Trustee A. Pellegrino stated that the next Committee meeting will be November 17, 2022 at 7:00 p.m.

**AD HOC ARPA Funds-** Trustee D. Stellpflug mentioned that the Committee hopes to use the ARPA funds to offset the tennis court repairs. Notices and postings will be used to get the word out regarding the possible uses for ARPA funds. Several businesses have already submitted requests for the ARPA funding. The funds need to be spent by the end of 2024. Once the application form is finalized, it will be distributed for the businesses that need the extra assistance. This item will be added to the December Village Board meeting to approve the process for the distribution of the ARPA funding.

**FINANCE, FEE AND INSURANCE COMMITTEE:**

**Monthly Bills and Payroll-**

**Motion by F. Rewasiewicz , seconded by J. H. Taylor, to approve November payroll checks and Accounts Payable for October and November as recommended by Committee:**

**Payroll checks 17843-17863 for a total of \$19,522.52.**

**Federal and State Withholding: \$7,942.88 paid electronically**

**Accounts Payable Vouchers for October and November:**

**Regular invoices for the Village: Checks 17841-17842 to Globe Life and Sun Life**

**Other Invoices: 17864-17906 for a total of \$106,490.70.**

**Motion carried unanimously.**

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

**8:40 p.m. Motion by G. Nickerson, seconded by F. Rewasiewicz, to go into Closed Session pursuant to WI Statute 19.85(1)(C) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically, Public Safety Employee additional compensation for work performed during the absence of the Village Clerk payable on Dec. 8, 2022.**

**9:05 p.m. Motion by J. H. Taylor, seconded by F. Rewasiewicz, to reconvene in open session at 9:05 p.m. Motion carried.**

**Motion by J. H. Taylor, seconded by A. Pellegrino, to instruct the Village of North Prairie to provide a Bonus Check of \$1,500.00 to Police Clerk M. Rabay for all of the extra-curricular work completed for the Village Clerk during the Village Clerk's absence. Motion carried.**

**Motion by A. Pellegrino, seconded F. Rewasiewicz, to adjourn at 9:12 p.m. Motion carried unanimously.**

Respectfully submitted

Rhoda Bagley

Village Clerk