

VILLAGE OF NORTH PRAIRIE
Village Board Meeting - Minutes
May 8, 2025 – 6:30 p.m.
130 N Harrison St., North Prairie, WI
Amended – May 7th, 2025

1. **Call to Order** – 6:32 pm
2. **Roll Call** – Present: Trustee Rewasiewicz, Trustee Lampe, Trustee Schroeder, Trustee Samuels, Trustee McCormack, Village President Miresse
3. **Pledge of Allegiance**
4. **Confirmation of Proper Notice of Meeting** – Administrator Etten confirmed proper notice of the Village Board meeting, 5/8/25.
5. **Reports:** Building Inspector, Fire, Police and Public Works Department
6. **PUBLIC COMMENT** – (No official action will be taken under Public Comment)
Note: Comments will be limited to 3 minutes per resident. Please state your name and address before speaking.
7. **VILLAGE PRESIDENT**
 - a. Discussion and/or Action: Discussion and/or Action: Committee meeting dates and times.
 - b. To authorize staff to publish notice of a Public Hearing to be held on June 12, 2025, at 6:30 p.m. to amend the PUD for the Broadlands overall development as recommended by the Plan Commission at its meeting held on May 6, 2025.
 - c. Discussion and/or Action: Plan Commission citizen member appointments.
 - d. Discussion and/or Action: Fire Commission citizen member appointments.
 - e. Discussion and/or Action: Residence Board citizen member appointments.
 - f. Discussion and/or Action: Vacant Trustee position pursuant to Section 17.24 Wis. Stats.
 - g. Discussion and/or Action: To extend Nancy Zastrow's contract to an on-call, as needed basis without a specific end date.
 - h. Discussion and/or Action: Request from Sport's Page to allow for and outside tent area for after bike run event on June 7, 2025, from 4:00 – 5:30 p.m. This area will allow patrons to purchase alcohol inside the bar but allow patrons to carry alcohol to outside tent area. No alcohol sales would be conducted outside. There will also be music during this time. If approved by the board, this will be added as an amendment to their liquor license upon the July 1 renewal.
 - i. Discussion and/or Action: Approval of Operator's License for:

<u>Operator</u>	<u>Employer</u>
Grace Addison Fisher	Broadland's
Danielle Nadine Chycinski	Sport's Page

- j. Discussion and/or Action: Ordinance 01-2025 – Amending Section 6-6(1) of the Municipal Code authorizing issuance of operators' license by the Village Clerk.
- k. Discussion and/or Action: Consideration of engagement of engineering firm for engineering services for the development known as “The Glen at the Broadlands”.
- l. Discussion and/or Action: Review and approval of Wolverine Fireworks contract, not to exceed \$5,125.00 for the Harvest Fest event. Approval of pre-payment of the invoice by the Village of North Prairie. After Harvest Fest event, the organization will reimburse the Village of North Prairie in full for cost of fireworks.

8. VILLAGE ADMINISTRATOR/CLERK/TREASURER

- a. Update regarding Deputy Clerk
- b. Financial Reports (Unaudited) - 2024
- c. Financial Reports – Jan. – April 2025

9. PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE

- a. Discussion and/or Action: Regarding response letters received from the Village of Eagle and the Town of Eagle related to the certified letter from the Village of North Prairie requesting consideration to re-evaluate the percentage breakdown of costs for the KMFD contract.
- b. Update regarding the lease agreement with the Joint Municipal Court
- c. Discussion and/or Action: Re-structuring of the Village of North Prairie Police, possible hiring a full-time office or engaging in a contract with another municipality.

10. PUBLIC WORKS BUILDING & GROUNDS COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items.
- b. Discussion and/or Action: Athletic Field Use Agreement – Legacy Ball Club, Inc.
- c. Discussion and/or Action: Athletic Field Use Agreement - NPAA
- d. Discussion and/or Action: Mowing & Snow Removal Contract - Prairie Village Water Trust
- e. Discussion: Update on ATV/UTV's

11. PERSONNEL & POLICY COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items. No meeting in May.

12. FINANCE & FEE COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items – Trustee Rewasiewicz reported on items the fee and finance committee is addressing, no action.
- b. Discussion and/or Action: Review and approval monthly bills and payroll – motion by Trustee Rewasiewicz to approve the monthly bills and payroll as presented, second by Trustee Schroeder, no further discussion, **motion carried, 6/0.**
- c. Discussion and/or Action: Associated Appraisal for reassessment with recommendation - Trustee Rewasiewicz motioned to table this item until the June board meeting to be able to gather more information, second by Trustee Schroeder, no further discussion, **motion carried, 6/0.**
- d. Discussion and/or Action: Road loan options with recommendation - Trustee Rewasiewicz contacted two banks regarding loan options and motioned to secure financing through Citizen's Bank of Mukwonago for \$215,000, at 5.5% interest rate, for a 2-year loan term, motion seconded by Trustee Schroeder. Trustee Rewasiewicz stated that we needed to provide them with a shortened version of the meeting minutes, a resolution and the most current audit, which is 2023. No further discussion, **motion carried, 6/0.**

13. Motion to Adjourn – President Miresse motion to adjourn at 9:22 p.m., seconded by Trustee Lampe, no further discussion, motion carried, 6/0.

Personnel matters are not an appropriate subject for this forum and should be referred to the Village Office. Any comments which may violate the individual rights of an employee and/or representative of the Village will not be permitted. It is possible that members or possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting(s) other than the governmental body specially referred to above in this notice. Please note, that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, please contact the Village Office at 262-392-2271.

Partial Minutes – Fee & Finance section for the purpose of securing a loan.

Board Approved on May 21, 2025

Daniel Miresse, Village President

Attested: _____

Evelyn Etten
Administrator/Clerk/Treasurer