

**MEETING NOTICE AND AGENDA
VILLAGE OF NORTH PRAIRIE
SPECIAL VILLAGE BOARD - MINUTES
May 21, 2025, at 6:30 P.M.
MUNICIPAL CENTER-130 NORTH HARRISON STREET**

1. **Call to Order** - President Miresse called the meeting to order at 6:30 p.m.
2. **Roll Call** – Present: Trustee Lampe, Trustee Schroeder, Trustee Samuels, Trustee McCormack, Village President Miresse. Absent: Trustee Rewasiewicz – excused.
3. **Pledge of Allegiance**
4. **Confirmation of Proper Notice of the Meeting** - Administrator Etten confirmed proper notice of the meeting.
5. **PUBLIC COMMENT** – Trustee Samuels motioned to open the public comment, seconded by Trustee Schroeder, **motion carried, 5/0.**
 - Matt Lepperd, Liz Nottling, Joe Whitmore, and Tim Manuele expressed their opinions on how the appointment of the vacant trustee position should be handled.President Miresse motioned to close public comment, seconded by Trustee Schroeder, no further discussion, **motion carried, 5/0.**
6. **Approval of partial minutes:** From the May 8, 2025, Village Board Meeting, regarding the motion and approval to secure a loan with Citizen's Bank for the Ferris/Pine road project – Trustee Samuels motioned to approve the partial minutes (as presented) necessary for the loan process, seconded by Trustee Lampe, no further discussion, **motion carried, 5/0.**
7. **Discussion and/or Action:** Update on Ferris/Pine road project – Trustee Samuels updated the board that when Wolf tore out the existing pavement on Pine and a fair amount on Ferris, they determined that they needed undercut as it was due to the lack of a good base and proof-roll issues. Trustee Samuels was in touch with our engineer, who agreed, President Miresse and Administrator Etten for further direction. This additional work would cost \$39,000. However, Trustee Samuels negotiated the price down to \$35,032.50 with Wolf Paving for the additional work. The initial quote for the road project was (\$165,000). We engaged our engineer, (not to exceed \$6,000), plus the additional change order (\$35,032.50) for a total cost of \$206,032.50. Given all the facts and figures, President Miresse and Administrator Etten approved the necessary change order to move the project forward. This new amount is still below what we planned to borrow. No action taken.
8. **Discussion and/or Action:** Consideration of Resolution R02-2025 – Securing loan with Citizen's Bank for Ferris/Pine road project – Trustee Samuels motioned to approve the loan with Citizen's Bank for the Ferris/Pine road project for \$215,000, 5.5% interest rate for a two-year term, seconded by Trustee Lampe. No further discussion, **motion carried 5/0.**

9. **Discussion and/or Action:** Regarding the vacant Trustee position – President Miresse motioned to move forward with the “appointment process” to fill the vacant trustee position, seconded by Trustee Samuels. Discussion - Trustee Lampe wanted clarification as to why we weren't following the same process as when she was appointed to the board because of the next highest votes. Trustee Samuels explained that the board has opted to use the “appointment process” in all cases. Depending on when or how the vacancy occurred. In the case of a vacancy being a result of the election, they have appointed the person with the next highest votes and that is how you got on the board. When a vacancy is the result of a board member's resignation, the board still uses the “appointment process”, but the appointment comes after letters of interest are reviewed. No further discussion, **motion carried, 5/0.**

Trustee Samuels motioned to appoint Andy Harmann to fill the vacant trustee position, seconded by Trustee Schroeder, no further discussion, **motion carried, 5/0.**

10. **Motion for Adjournment** – Trustee Samuels motioned to adjourn at 7:01 p.m., seconded by Trustee Schroeder, **motion carried, 5/0.**

The Special Village Board Minutes were approved on June 12, 2025, at the Village of North Prairie Board meeting.

Attested:

Evelyn Etten
Administrator/Clerk/Treasurer
Village of North Prairie