

VILLAGE OF NORTH PRAIRIE
Special Village Board Minutes
June 30, 2025

1. **Call to Order** – The June 30th Special Board meeting was called to order by President Miresse at approximately 6:30 p.m.
2. **Roll Call** – Present: President Dan Miresse, Trustee Andy Harmann, Trustee Cheri Lampe, Trustee Dave Schroeder, Trustee Donna Samuels and Trustee Mike McCormack
3. **Pledge of Allegiance** – was recited by those in attendance
4. **Confirmation of Proper Notice of the Meeting** – Assistant Clerk Zastrow confirmed the notice of the meeting was posted on the website and the 3 posting locations.
5. **PUBLIC COMMENT** – President Miresse moved, second by Trustee Schroeder to open public comments. **Motion carried 6/0.**

Deb Hall – 404 Karin Drive – Complimented all the people who worked on the recent Music & Motors Event.

There were no other public comments. Trustee Samuels moved, seconded by Trustee Harmann, to close the public comment. **Motion carried 6/0.**

6. **Discussion and/or Action: Vacant Trustee position – Review Letters of Interest.**

President Miresse stated at this time each of the candidates would be given three (3) minutes to address the board.

Deborah Hall - stated she has been a resident for over twenty years in the village. She thanked former Trustee Frank Rewasiewicz and his family for his many years of serving the community as a Trustee. Ms. Hall explained she sent her letter of interest to fill the vacant seat and wanted to reiterate she has knowledge of budgeting, hiring and ordinances. She sent the letter of interest because she felt she could assist the board with her skill set and she enjoys serving the community.

Brad Beglinger – stated he moved to the village about a year ago and lives in the Broadlands. He feels this is a fantastic community. He has been attending meetings, and he has a pretty good read on things. His experience is in project management. Feels his life skills would be an asset to the board.

Tim Manuele – stated he has lived in the community for over 28 years. He has facility management expertise, OSHA knowledge and equipment and works with DNR. He is tasked with keeping staff, budget and projects on time. He has been an active member of the Boy Scouts of America. He thinks new minds are needed for the Village Trustee position.

7. Discussion and/or Action: Appointment to the vacant Trustee position pursuant to Section 17.24 Wis. Stats.

President Miresse explained the board can ask the candidates questions if they would like at this time.

Trustee Lampe ask Mr. Manuele to clarify what he reports to the DNR. Mr. Manuele explained he reports emission, paints and discharge for the plumbing.

Trustee Samuels asked Mr. Manuele and Mr. Beglinger if they had ever served on any board.

Mr. Beglinger stated he has served on work-related boards, but not public boards.

Mr. Manuele stated he has served on work boards, not in public. He is the liaison for his employer for the Fire & Police and DNR & OSHA.

Trustee Harmann addressed Mr. Beglinger stating he has been at several meetings and what does he see as issues the board is facing.

Mr. Beglinger stated 1) Budget; 2) Kettle Moraine Fire Department; 3) Police Department issues – he feels the patrol and paperwork should be flipped and 4) Water Trust – new condos at Broadlands – drilling new ell and interacting with the water trust.

Trustee Harmann asked Mr. Manuele if he has been following the board meetings. Mr. Manuele responded he has not been following the village board meetings, has only seen what is on Facebook. Mr. Manuele was asked his thoughts on Facebook – he responded you cannot stop it, need to keep it realistic and get some answers but not be too excessive.

Trustee Harmann asked Ms. Hall what she sees as issues facing the board. Ms. Hall stated looking at how to create additional revenue. We are only

given a bucket of dollars, and we need to be the most efficient government we can be.

Trustee Samuels stated Mr. Beglinger listed the top three things and asked Ms. Hall and Mr. Manuele to list the top three needs of the board for the community. Ms. Hall stated 1) Protective Services; 2) Development of Broadlands; 3) Creating a community – being pro-active in communication from board, staff and getting out to the community. The water trust is a big item but is not the village.

Mr. Manuele stated 1) Water Trust with the \$2 million price tag; 2) Police Department and having coverage at night.

Mr. Beglinger also stated the water trust is a big issue and he feels there should be a trustee serving as a liaison to keep communication and relay messages. It was explained that the newest member of the water trust was at a previous meeting, and he is planning to attend future board meetings.

There were no further questions of the applicants. President Miresse asked if the board was ready to make a motion. Trustee Schroeder asked if they could use paper ballots. Acting Clerk Zastrow explained – paper ballots can be used, but the board would need to sign their ballot so it can be noted how they voted. It was the consensus to vote via paper, and they were comfortable signing the ballots.

Ballots were distributed with the following results:

President Miresse – Brad Beglinger

Trustee McCormack – Deb Hall

Trustee Samuels – Deb Hall

Trustee Schroeder – Deb Hall

Trustee Lampe – Brad Beglinger

Trustee Harmann – Deb Hall

The results were Deb Hall 4 votes and Brad Beglinger 2 votes and no votes for Tim Manuele. President Miresse moved, second by Trustee Samuels to appoint Deb Hall to fill the vacant trustee position until April 2027. **Motion carried 6/0.**

Trustee Samuels thanked all the candidates for their interest in serving and encouraged them to keep attending board meetings. It is great to see them wanting to get involved and encouraged them to run for election in the future. Trustee Harmann stated the gathering of signatures isn't too hard and is an easy process to get on the ballot and encouraged the candidates to consider running for the board.

8. Discussion and/or Action: Committee Appointments

President Miresse presented the recommendation for the board appointments to committees. Trustee Schroeder explained he suggested three scenarios based on who was appointed to fill the vacant seat on the board.

Trustee Schroeder moved, second by Trustee McCormack to approve the committee appointments as presented:

Public Safety	Trustee McCormack – Chairman Trustee Samuels Trustee Schroeder
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Public Works	Trustee Samuels – Chairman Trustee Lampe Trustee Harmann
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Finance	Trustee Schroeder – Chairman Trustee Hall Trustee Harmann
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Communication & Personnel	Trustee Hall – Chairman Trustee McCormack Trustee Lampe
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Motion carried 6/0.

Trustee Schroeder moved, second by Trustee Harmann to remove Trustee Schroeder from Plan Commission as the board representative and to appoint Deb Hall as the board representative. **Motion carried 6/0.** This will leave a vacant seat on Plan Commission for the Village President to fill.

9. Discussion and/or Action: Revised Full-Time Employee Benefit Policy – HR 2025-01

Acting Clerk Zastrow explained this policy needs clarification prior to the hiring of the DPW employee. Administrator/Clerk/Treasurer Etten and former President Hall worked on this. This will be updated to be part of the Employee Handbook and will not continue to be a policy.

Trustee Samuels moved, second by Trustee Lampe to approve Policy 2025-01 – Revised Full-time Employee Benefit Policy. **Motion carried 6-0.**

10. Discussion and/or Action: Update on the DPW Supervisor's position.

President Miresse stated the village has received two applications for the DPW position.

Trustee Schroeder asked if the pay range was correct. Discussion followed. No changes were made to the pay range listed. Trustee Schroeder asked about the proposed start date and overlap time with current staff. President Miresse stated they are planning a start date of the Tuesday after Labor Day which would give two full weeks and four days of training. Discussion followed.

President Miresse asked the board to authorize Administrator Etten, the Personnel Committee and himself to make a determination to offer the position. The board agreed as long as the hiring would come to the board for approval.

Trustee Samuels moved, second by Trustee Lampe to approve the benefits and summary as presented. **Motion carried 6/0.**

11. Motion for Adjournment.

Trustee Samuels moved, second by Trustee Schroeder to adjourn the June 30th, 2025, Special Board meeting at approximately 7:20 pm. **Motion carried 6/0.**

Respectfully submitted,

**Nancy J. Zastrow
Acting Clerk**