

**VILLAGE OF NORTH PRAIRIE
PUBLIC SAFETY COMMITTEE - MINUTES
NORTH PRAIRIE MUNICIPAL CENTER, 130 N HARRISON STREET, NORTH PRAIRIE, WI 53153
August 13, 2025, AT 4:00 P.M.**

a. Call to Order. **Meeting was called to order at 4:00 pm.**

b. Roll Call. **Trustee Schroeder, Trustee Samuels, and Trustee McCormack. Police Chief Tamez Trustee Harman and Carol S. President Miresse was also in attendance.**

c. Public Comment.

*At the sole discussion of the Committee Chair, citizens are invited to make comments to the Committee, under the following procedures. Committee members should not be expected to discuss issues presented at this time, citizens, comments limited to 2 minutes each; in the event public comments exceed 15 minutes, the Committee will continue with the regular agenda and resume public comment after the Committee business has been completed, public comments on specific personnel matters are not appropriate subject for this forum and should be referred to the Village Office; any comments which may violate an individual right of an employee will not be permitted: **None***

d. Police

a. Discussion and/or Action as Necessary: Regarding the Public Safety Public Informational meetings – thoughts and ideas that came out of those meetings: **The Committee reviewed feedback from recent public informational meetings. Topics included staffing levels, equipment needs, and community policing priorities. Attendees emphasized the importance of officer visibility, proactive engagement with residents, and transparent budget planning. No formal action was taken at this time; the Committee will incorporate community feedback into future discussions.**

b. Discussion and/or Action as Necessary: Regarding the direction the Public Safety Committee will be taking to continue to move forward with handling of Police Dept. and patrolling the village: **The committee reviewed next steps following the public informational sessions and reaffirmed that residents want dedicated North Prairie patrol with improved efficiency. Members discussed constraints of a part-time model—especially thin weekend coverage—and options to improve patrol hours, including trimming administrative time and exploring wage adjustments to attract more part-time shifts. Recognizing community requests for comparative costs, the committee moved to obtain formal pricing from the Waukesha County Sheriff's Department for contract coverage at 8 hours/day and 12 hours/day, along with any à la carte event staffing options. The motion carried unanimously. The Chief also noted ongoing recruiting efforts, including a recent word-of-mouth hire and anticipated attrition, and acknowledged that weekend coverage remains difficult without additional staff.**

c. Discussion and/or Action as Necessary: Requiring the Police Chief, Assistant Chief and Police Secretary to keep a detailed daily log for the next two months, accounting for their time and project completed: **At the request of residents, the committee directed that the Police Chief, Assistant Chief, and police secretary maintain reasonably detailed daily logs for two months, noting start/end times and summarizing duties and projects completed (not minute-by-minute). A simple log template will be drafted and finalized by the Chief in coordination with the Village Administrator; logging will begin upon agreement on the template, with logs submitted weekly/bi-weekly and**

summarized for the committee monthly. The Chief will address any internal concerns about compliance. A motion to that effect passed unanimously.

- d. Discussion and/or Action as Necessary: How does the Police Dept. handle citations within the village: **The committee discussed citation practices amid concerns about low ticket counts and frequent reliance on warnings for speeding and stop-sign violations. The Chief reiterated that citation quotas are prohibited by law, but agreed to emphasize targeted enforcement at problem locations and times and to encourage residents to report hot spots directly. To improve oversight and transparency, the committee moved to require a monthly statistics sheet from the Chief showing, by officer, the number of contacts/stops and the number of citations issued, along with shift information where available. The motion passed unanimously.**
- e. Discussion and/or Action as Necessary: Police Dept. budget due date to Finance Committee: **The Chief has provided a preliminary 2026 draft to the Village Administrator. After discussion, the committee directed the Chief to rework patrol-hour assumptions to align with recent actuals—targeting an average of roughly seven (7) patrol hours per day over the year—and to incorporate a modest wage adjustment (discussed around ~3%) and updated operating lines (e.g., fuel and dispatch/radio placeholders). The committee noted that, if recruiting improves and patrol hours increase materially, the Chief should monitor hours/spend monthly and alert the committee so the Board can consider a mid-year budget adjustment. The revised budget is to be submitted to the Village Administrator for forwarding to the Finance Committee by its deadline.**

e. Court

- a. Discussion and/or Action as Necessary: Update on the JMC Municipal Budget for 2026: **The Committee discussed the preliminary 2026 Joint Municipal Court (JMC) budget. A tentative meeting date of August 18 had been proposed, but scheduling conflicts have prevented confirmation. The budget must be approved by August 31, 2025, or it will default to the 2025 figures.**
Budget Overview: Utilities and maintenance are proposed to increase from \$4,600 to \$13,390, reflecting a rent adjustment from \$300/month to approximately the 2025 budget total was \$34,874; the proposed 2026 budget is \$55,392. The Administrative staff time (Village Administrator) remains uncompensated in the budget; discussion was held on whether to bill these hours under a “Miscellaneous” line item. Members agreed that securing the rent increase should take priority before pursuing reimbursement for administrative hours. Concerns were raised about the disproportionate use of Village facilities and the need for equitable cost-sharing among municipalities. If the budget does not pass, members discussed recommending withdrawal from the JMC at the end of the judge’s term (estimated 2027), which would require a one-year advance notice before the election cycle. The Finance Committee will be asked to review all JMC-related accounts to clarify fund balances and the transfer of revenues.

f. KMFD

- a. Update on KMFD analysis: The Committee reviewed ongoing challenges with KMFD's budget, staffing levels, and service coverage: **Current cost-sharing based on equalized property values and population may place a disproportionate burden on North Prairie, effectively subsidizing the Village of Eagle's share. Adjustments to the formula are being explored. Daytime ambulance coverage is inadequate due to difficulty securing EMT availability. An emergency mutual aid contract with Mukwonago is under consideration. Ideas for alternative service delivery models were discussed, including contracting EMS to a private provider (e.g., Bell Ambulance) and retaining KMFD for fire services. Budgetary Concerns: Proposals for hiring seven full-time firefighters face major financial obstacles; such a change would likely require a referendum approved by all three municipalities. Capital needs include approximately \$800,000 for radios and \$1.35 million for a new fire engine ordered by Mukwonago FD. Members noted that a fire service referendum would be permanent, unlike school referendums that have expiration dates. Sustainability & Community Support: expressed concern that KMFD could become unsustainable without staffing improvements. Discussion included the possibility of hosting community fundraising events similar to "Rumble by the River" to support police and fire services. Ideas included partnering with Harvest Fest or other village events to generate additional revenue, though challenges with space and logistics were noted.**

g. Adjourn.

It is possible that members of and possibly a quorum of members of other government bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically 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.

Submitted by: Evelyn Etten, Administrator/Clerk/Treasurer
August 11, 2025