

**VILLAGE OF NORTH PRAIRIE**  
**VILLAGE BOARD MINUTES**  
**October 9, 2025 – 6:30 p.m.**  
**130 N Harrison St., North Prairie, WI**

1. **CALL TO ORDER** – The meeting was called to order at 6:34 pm
2. **ROLL CALL** – Present: Trustee Samuels, Trustee Schroeder, Trustee Lampe, Trustee Harmann, Trustee Hall, Village President Miresse. Absent: Trustee McCormack
3. **PLEDGE OF ALLEGIANCE**
4. **CONFIRMATION OF PROPER NOTICE OF MEETING** - Administrator Etten confirmed proper notice of the meeting.
5. **APPROVAL OF VILLAGE BOARD MINUTES:** - Trustee Hall motioned to approve the Village Board Minutes for September 11, 2025, second by Trustee Schroeder. Discussion – Trustee Schroeder had two modifications to the minutes as noted. Trustee Hall amended her motion to approve the minutes as noted by Trustee Schroeder, Trustee Schroeder amended his second. No further discussion, **motion carried 6/0.**
6. **REPORTS:** Building Inspector, Fire, Police and Public Works Department – Trustee Schroeder and Trustee Samuels asked Asst. Fire Chief Rydzyk some questions related to the fire department's reports, and he responded. Trustee Schroeder asked why the board hadn't received copies of the Chief's fast-track of the referendum yet. Asst. Chief Rydzyk didn't know the answer as the Chief was out of town. **No action taken.**
7. **PUBLIC COMMENTS:** - (No official action will be taken under Public Comment).  
Note: Comments should be limited to 3 minutes per resident. Please state your name and address before speaking – Trustee Schroeder motioned to open the meeting to public comment, second by Trustee Samuels, **motion carried, 6/0.**
  - John Russell, PVWT, stated the Water Trust has their own website now and that they are waiting for the DNR water tests to come back.
  - Ralph Sanders provided a general comment, if the fire department thinks the emissions tests with our current equipment are bad, wait, it is nothing compared to what it is like with new equipment.Trustee Schroeder motioned to close the public comments, second by Trustee Hall, motion **carried, 6/0.**
8. **VILLAGE PRESIDENT**
  - a. Report to the Board – nothing to report
  - b. KMFD Update – President Miresse stated that the KMFD Fire Department's first budget request was 100% increase, asking for another million dollars. The second request was a 10% increase. The third request was a 1.8% increase. After the KMFD Fire Board Members met, they agreed to a 5.53% increase, which equals \$15,300 to the Village of North Prairie residents. He stated that each participating board will have to bring the third budget request back to their respective boards for a vote. All three municipalities have to unanimously agree to the proposed 2026 increase of 5.53% or the budget increase fails, and the 2026 budget will remain the same as 2025. President Miresse also stated the KMFD is trying to fast-track a referendum for April. There are other options we can consider as well. There is no action to be taken as this is just an update.

## 9. VILLAGE ADMINISTRATOR/CLERK/TREASURER

- a. Report to the Board - Administrator Etten presented her report to the board
- b. Discussion and/or Action as Necessary: Financial Reports for Sept. 2025 – Administrator Etten presented the financial reports to the board.
- c. Discussion and/or Action as Necessary: Virtual presentation from Bauman Associates regarding the 2024 Financial Audit – Eric Davidson with Bauman Associates joined the meeting via a Teams meeting to present the 2024 Financial Audit to the board members and attending residents. He stated that the Village is in good in a good financial standing with \$424,000 in unassigned fund balance. This is 32% or two times more than the minimum required. He stated that due to some employee turnover, there were some challenges in proper coding of transactions, but between them and the Village Administrator, we sorted them out. He did comment that the JMC Court was a very interesting system and much more complicated than he has ever seen in his 30+ years of preparing audits. He said it is a very complex system, and it really shouldn't be. Eric presented the auditor's response and recommendations, some of which are very typical of a small municipality that does not have the staffing to segregate duties and others where it would fall on the board for oversight. Overall, the audit went smoothly for both the auditors and the Administrator's first year of working together. He feels very confident in Administrator Etten's knowledge and experience and that next year will be more streamlined based on discussions and understanding we had. Trustee Hall motioned to approve the 2024 Financial Audit as presented, second by Trustee Samuels, no further discussion, **motion carried 6/0.**
- d. Discussion and/or Action as Necessary: Creation of General Policy GEN #2025-01 regarding Trick or Treat in the Village of North Prairie – Administrator Etten explained the policy details regarding the set day and time for the Village Trick or Treating. Trustee Samuels motioned to approve new policy GEN #2025-01 regarding the times and dates for 2025 and future Trick or Treating, second by Trustee Schroeder, no further discussion, **motion carried 6/0.**
- e. Discussion and/or Action as Necessary: Recommendation from the Planning Commission to amend the North Prairie Land Use and Transportation Plan – Trustee Hall was acting chair at the Plan Commission meeting and presented the information regarding the Kipp/Fercho property and why this item is before the board. Mr. Kipp's daughter and husband would like to separate 3-acre parcel of the existing 34-acre property to build a home. Because of the boundary agreement with the Town of Genesee, before the property can be split, the owners need to come before the Village Plan Commission to explain their intent and all parties need to agree. The 34-acre Kipp farm is currently located in the Town of Genesee and Mr. Kipp is interested in annexation of the full property to the Village of North Prairie if they can be zoned residential/ag property. Currently the Village of North Prairie's Land Use and Transportation Plan has designated this area as "I" for Industrial property. Trustee Hall explained that the family has already spent a lot of time, effort and funding on trying to build a house and then learned of the boundary agreement. They have come before the Plan Commission to see if the Plan Commission would be willing to consider changing the zoning to residential vs. industrial before they go any further in their process. The Plan Commission supported their request to bring this matter before the board for consideration. Trustee Hall stated that there is a whole long process

that must happen to be detached from the Town of Genesee and annexed to the Village of North Prairie, so this is before the board tonight to see if the board is willing to consider changing the zoning in the Land Use and Transportation Plan. Trustee Hall motioned to authorize the Village Administrator to start the process to amend the Land Use & Transportation Plan regarding the two Kipp parcels (Tax key #GNT 1565997 & GNT 1565998) to be classified as residential, second by Trustee Schroeder, no further discussion, **motion carried, 6/0.**

#### 10. PUBLIC SAFETY COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items – Trustee Schroeder provided the update for Public Safety in the absence of Trustee McCormack, no action taken.
- b. Discussion and/or Action as Necessary: Update on North Prairie Police Dept. Analysis 2025 – Trustee Schroeder stated that the patrol hours have decrease yet another hour per day, which leads us to the next item on the agenda. No action taken.
- c. Discussion and/or Action as Necessary: Directive from the board to the Police Chief – Trustee Schroeder commented that it has been very difficult to get answers from the Police Chief. The public wants more patrol hours and less administration hours. Trustee Samuels commented, times have changed, and the police department needs to change with the times. Trustee Schroeder motioned to approve the directive to the Police Chief, second by Trustee Samuels, **motion carried 5/1. Request for roll call vote: Ayes – Trustee Schroeder, Trustee Samuels, Trustee Lampe, Trustee Harmann, Trustee Hall. Nays – President Miresse.** Further discussion – Trustee Samuels said she didn't understand why we can get 5-7 officers to provide 130 hours of patrol during the Harvest Fest (two and a half day) event, which includes weekend shifts and 15 hours of administration hours, but we can't get that many officers to sign up for that many regular or weekend shifts any other time. Trustee Samuels motioned to open the meeting to the public, second by Trustee Schroeder, **motion carried 6/0.** Officer KH stated he was one of the officers that worked all three days. He explained that once the carnival people show up, there needs to be overnight patrol, the parade requires more offices to be stationed in various points of access for public safety, and one officer is needed for regular squad patrol and calls. Officer KH asked if there has been an updated job description for the Police Chief's position that includes patrol hours? The response was no, because he has stated he will not patrol. Trustee Hall stated that the Police Chief has not been actively involved in providing solutions. Trustee Samuels stated that the Town of Eagle's template works for them, why can't we make that work for the Village of North Prairie? Trustee Samuels motioned to close the public comment, second by Trustee Schroeder, **motion carried 6/0.** No further discussion.
- d. Discussion and/or Action as Necessary: KMFD Update with Population and Equalized Values – Trustee Schroeder said it was suggested that we should consider other calculations besides usage, like equalized values and/or population. Trustee Schroeder stated either way you want to calculate it, the Village of North Prairie's numbers are still around 26% vs. 37% that we are being charged. Trustee Hall said, this is now a finance committee agenda item to make this work. Trustee Samuels stated we need to bring the Town of Eagle and the Village of Eagle Board members to the table to discuss how we can make this

a fair and equitable split for everyone. Maybe we should split the overhead costs equally between the municipalities and base the flexible expenses on the percentage of use, population or equalized values. President Miresse stated we need to figure out the ratio. Trustee Hall stated she was on the board at the time of the inception of the KMFD Joint Fire Agreement and the board at that time agreed to the Village of North Prairie paying a higher percentage to become a part of the fire district. We can't change that; we just need to move forward. We need the three communities to come together to develop a way to make this work. This is our goal. We don't want to go to arbitration, but if we can't get the other two municipalities to cooperate, then we have no choice. We have very good data and have attempted to try and work this out without success. Arbitration won't benefit anyone. That's why I commend the Public Safety Committee for all their efforts and hours to put this information together. Now the finance committee needs to work through options to bring this to the board in February or March to be able to...Trustee Samuels said, no, no, if we have a fire department trying to do everything they can to get this on an April referendum, then we need to do this sooner than February or March. Trustee Hall, the finance committee, needs to discuss this in January, then present what we think is fair to the board in February. Trustee Samuels, I personally think that it just needs to be a sit-down meeting with the three municipalities, not the fire district. Trustee Hall, finance committee needs to present options to the board, and the board needs to decide what is best for its residents. These are two parallel paths in my opinion. Trustee Samuels, that's fine. Trustee Hall, they are not going to do this for us, meaning the other municipalities, do you think they will put the numbers together for us? They aren't going to determine what's best. Trustee Samuels, you know in talking to Rich, he says a contract is a contract and I understand where you are coming from when it comes to a referendum, but I think that we need to sit down and have those conversations with the other municipalities. I agree with Chief Nottling, that if we can't get all three municipalities to agree, then we are going to fail. I think there is room for discussion to come to an agreement because I don't think arbitration is going to be good for anybody. Trustee Schroeder, it wouldn't. Trustee Hall, I just think we need to understand that there are two tasks that need to be done here – finance committee needs to present options to the board to vote on and we need to meet with the other municipalities to try to come to an agreement.

Trustee Hall motioned to open the meeting for public comments to allow Art Rydzik to speak, second by Trustee Schroeder, **motion carried 6/0**, no discussion.

Art Rydzik stated, at last year's budget meetings, we had talked about getting everyone together to talk, but it never happened. We've all talked about this for a few years now but talk needs action. Trustee Samuels, I agree with you, Art, but I think this is a completely different board that wants to make this happen. Trustee Schroeder said our data is really accurate and we've collected it for the past three and half years. I can't imagine the other municipalities wouldn't want to see this data. Art Rydzik, there is just so much talk and no action. Action needs to happen! We are running out of time. Trustee Samuels, there is a part of me that is really disappointed with the Fire Board for their lack of accountability. I was upset that Chief Nottling came to the municipalities with a 100% budget increase without having any other options. Then, time passes and then another budget is presented with a 10%, then a 1.8%. We are supposed to have the fire districts budget by August 1<sup>st</sup>, and we didn't have it by then. Once we got it, then it was

a slow process to get to any other options that would be considered. This was a complete waste of time because they are waiting for a final number to drop into their budgets to be able to balance them. You can take that to the fire board and Chief Nottling and tell them that. Trustee Hall, to your point Art, there was talk about a referendum last year, and there was zero effort or information brought before any board until a year later. The Fire Chief had 12 months to prepare the referendum to present to the fire board to get us comfortable with a referendum and we didn't receive anything until a year later and at the last minute before budget approvals. How are we supposed to feel like we are informed enough to vote in on this now? As a board member, this is very off-putting. It is just another example of how this district is functioning. Art Rydzik, I agree, but even if you scrap the budget, we still need to sit down and come to a decision. Trustee Hall motioned to close the public comment, seconded by Trustee Samuels, **motion carried**, 6/0. Trustee Schroeder, just finishing up with Public Safety, we have these robust conversations about the Police Department and the Fire Department, and I have heard comments for and against what we do, but if we don't look into these things, then how can we sit up here as trustees and feel that we are doing our job? Because at the end of the day, we are here to represent the taxpayers and if we aren't fighting for a fair deal, then what are we doing up here. No further discussion.

## 11. PUBLIC WORKS COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items – Trustee Samuels provided updates regarding the approval of the bridge for the Native Gardens pathway in Prairie View, trees are getting planted, the recycling event is this Saturday, and everyone is welcome. The LRIP grant claim needed a little more information, so Evie and Donna worked to get all the information necessary. Our DPW Supervisor, Rick, is doing a great job, and he is doing everything by himself (without part-time help). We had a leak at the pump house, and I'll take the blame for that, since I didn't tell him about the pump house. He worked with a plumber to get a quote and repair it today. The shop is cleaned up and in order and he has serviced all the equipment. Thank you to Rick for his detailed list of duties performed. If someone wants to let him know he can give Evie the details and summarize the month for his board report, that would be great. No action taken.
- b. Discussion and/or Action as Necessary: Quote from Vidmar Roofing, Inc. to rectify the ice dams at the Village Hall – Trustee Samuels mentioned that she and Rick met with two contractors regarding some significant ice dams that formed at the Village Hall last year that created hazardous walkways. They are by the front door, over the air conditioner, and at the end of the building. Vidmar Roofing provided a quote that would fix these issues in the amount of \$4,688.00. When I looked at the Village Hall's repairs and maintenance budget, we still have \$7,000 left in the budget. This was not a planned expense, but I really feel that we need to repair this to avoid any liability issue. Trustee Hall asked where the money is coming from for this repair? Trustee Samuels stated that she has no idea what was planned as expenses for this year. Trustee Hall stated that she just wanted to be sure this would have not have a negative impact on our budget. Administrator Etten stated that budgets are our best estimates and there is money remaining in other line items within the budget that can offset this expense providing we don't have any other unexpected repairs. Trustee Samuels motioned to approve the quote from Vidmar Roofing in the amount of \$4,688 to

perform the roof repairs necessary to prevent the ice dams this winter, seconded by Trustee Harmann, **motion carried 6/0**, no further discussion.

- c. Discussion and/or Action as Necessary: Regarding the ball diamond and \$5,500 for feathering the diamond out more from second base around to first base – no need for discussion or action, **no action taken**.

## **12. COMMUNICATION & PERSONNEL COMMITTEE**

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items – Trustee Hall stated that we didn't have a meeting this month, but that the committee will be reviewing the chicken ordinance, looking at code codification, updating job descriptions, and reviewing citizen complaints. She mentioned that it looks like there will be a Joint Municipal meeting on 10/22/25 at 6:30 p.m. in Eagle regarding the KMFD Proposed 2026 budget and they would like to know if we can respond with a quorum of members who can attend. The question was asked, and Trustee Samuels, Trustee Schroeder, Trustee Harmann, and President Miresse stated they could be present on that date and time.

## **13. FINANCE COMMITTEE**

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items – Trustee Schroeder stated the budget process is well underway and there will be another Finance Committee meeting on 10/15/25 at 5:00 pm to wrap it up. There will be a Special Board meeting on 10/23/25 at 5:00 p.m. for the board to review the 2026 Proposed Budget, approve the Public Hearing date of 11/13/25 and approve the publication for the Public Hearing for the 2026 Budget. **No action taken**.
- b. Discussion and/or Action: Review and approval monthly bills and payroll - Trustee Schroeder stated that we had a few large bills paid, one being Citizen's Bank for appx. \$81,000 for the final payment of the 2023 loan, \$15,000 for WH Major's for the baseball diamond, and appx. \$71,000 for the KMFD quarterly payment. Trustee Schroeder motioned to approve the monthly bills and payroll information as presented and recommended by the finance committee for board approval – Checks Issued #20372 – 20437, plus payroll ACH tax liabilities/benefits totaling \$255,444.29. There were three void checks, second by Trustee Samuels, **motion carried 6/0**, no discussion.

- 14. Motion to Adjourn** – Trustee Hall motioned to adjourn the meeting at 8:53 p.m., second by Trustee Schroeder, **motion carried, 6/0**, no discussion.

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.

Submitted by:  
Evelyn Etten, Administrator/Clerk/Treasurer  
October 30, 2025