

Public Works Committee  
Minutes from November 19, 2025  
Village Hall, 130 N. Harrison  
North Prairie, WI. 53153

Call to Order: 4:00 pm

Roll Call: Trustees Cheri Lampe, Donna Samuels: Debbie C-Zannini and Lindsey Woodhaven(NPNG), Rick Reed (DPW) and Evelyn Etten (Admin/Clerk) Andy Harmann – Absent

Approved 8-20-25 Cheri made motion with Donna seconding. No further discussion. Motion carried.

1. Debbie C-Z updated the committee on North Prairie Native Garden projects. Bridge footings are in and cleaning out the ditch that bridge will straddle, trees are planted, additional buckthorn has been cut. Lindsey provided information on ways to address cattails in ditch line. Cut/burn, drown (cut short and flood) or dredge. Rick will look at possibly cutting shorter or potentially burning again later as they dry out. No action taken
2. Discussed where we are with MS4 and NR216. Rick will be meeting with Lexi from DNR and Jayne from Waukesha County to start educating himself and find out where we are. We discussed Rick scheduling a time to have a representative from R&M come out to educate him as well. The committee determined it would be best for him to schedule a time to do this. Rick indicated it would be for 8 hours at a cost of \$3000. Donna made a motion to authorize Rick to schedule this meeting. Cheri seconded motion. No further discussion. Motion passed.
3. Requested Kettle Moraine Fire District to burn the waste pile that was placed behind the hardball diamond at Veterans Park. Spoke to Chief Nottling and next day department burned.
4. In a prior meeting two individuals were brought forward for Civic Pride. The committee, from last meeting, is bringing Jim Samuels forward as the nominee for 2025.
5. Discussion regarding items to be placed within an agreement between the Village and Harvest Fest as there has never been an actual written agreement in place to outline responsibilities. Committee members were to put thought into various items for the next meeting so we can work toward getting an agreement put together after conversation with Harvest Fest Chair and/or Committee. Items of brief discussion were insurance, security, usage of village tractor and Kubota, placement of car show, rolling of property after festival. To be discussed further at the next meeting. No action taken.
6. Rick does not feel we need to have 2 trucks in our fleet, particularly the 2007 Chevy 2-wheel drive vehicle. He indicated the value is somewhere between \$4-7000. This would also save insurance and maintenance costs, and free up space within the garage. The driver's side seat is in poor shape. He feels if we reasonably fix the seat, it will help the value as it is in poor condition. Donna made motion for Rick to see if the seat can be reasonably repaired for \$250 or less. Cheri seconded. No further discussion. Motion carried.
7. Discussed with Rick the fact that we need an updated Capital Purchase plan for DPW. Rick discussed concern for the older John Deere Zero Turn and its overall condition. Also, the overall condition of the John Deere Tractor, not have the appropriate equipment for cleaning sidewalks. Rick is to bring forward a 5-, 10 - and 20-year Capital Purchase plan for further review during slower time this winter. Discussed the possibility of purchasing a

used, very low hour, zero turn should there be availability of funds as we move toward the end of the year. No action taken.

8. Large bleachers owned by NPAA have some structural crossbeam issues etc. The committee is concerned about their usage due to safety. Donna to reach out to NPAA to see if they are going to get replacement parts or if they wish them to be disassembled and recycled. Donna to report back to the committee. No action taken.
9. Donna met with 2 individuals (Trent Schilling and Tristen Rhode) from Palmyra Pythons Land o' Lakes baseball team as they have interest in moving team play to Veterans Park Hardball Diamond. They wish to rent our diamond for play and practices as well as use the concession stand for selling items to raise money. Committee is to work on an agreement with them, as with all other entities the Village either does work for or who use facilities. They are to provide dates and times of play to help start the process. The committee needs clarification from Finance on the amount to charge for usage.
10. Donna made a motion to adjourn the meeting at 5:48. Cheri seconded the motion. Motion carried.

Respectfully submitted,  
Donna Samuels  
Public Works Committee Chair