

**MEETING MINUTES FOR THE
VILLAGE OF NORTH PRAIRIE'S FINANCE COMMITTEE
DECEMBER 11, 2025, AT 5:00 P.M.
MUNICIPAL CENTER – 130 N. HARRISON STREET**

- 1) Call to Order at 5:01 p.m.
- 2) Roll Call: Present: Trustee Dave Schroeder, Trustee Andy Harmann, Trustee Debbie Hall. Other Attendees: Administrator Etten, Village President Dan Miresse, 3 residents (Let the minutes reflect that a quorum of the Village Board is present.)
- 3) Discussion and/or Action: Approval of minutes from November 13, 2025. Motion to approve as presented by Schroeder, 2nd by Harmann, motion carried.
- 13) Discussion and/or Action: Full-Time Health Insurance Stipend Policy. *Due to circumstances, this agenda item was moved to top of order.* Discussion on stipend policy and available subsidies. Motion by Hall to recommend to the Board authorization of payment for health insurance premiums through January 2026 up to \$1800 for full time employees (2) to pay the difference between current plan and future plan (provided it is a comparable plan) also being dependent on what the government does with health care subsidies; 2nd by Schroeder, motion carried.
- 4) Discussion and/or Action: Review of Citizens Bank Statements. Discussion around police donation account balance. Hall made a motion for the Finance Committee to recommend the Public Safety Committee review the donation account and provide the Finance Committee with recommendations as to how those dollars will be/are spent. Second by Harmann, motion carried.
- 5) Discussion and/or Action: Review of Monthly Journal Entries. Discussion only.
- 6) Discussion and/or Action: Review monthly bills and payroll with recommendation to the Village Board. Motion by Hall to recommend the monthly bills and payroll to the Village Board as follows: Invoices, payable vouchers and payroll checks, #20504 - #20567 and Payroll Tax Liability/Benefits paid by ach make a total of \$85,163.02 for the December 11, 2025, Board meeting, and including two voided checks (20450V, 20550); 2nd by Harmann, motion carried.
- 7) Discussion and/or Action: Review any billable reimbursements for legal, engineering and planning fees. All up to date through November 30, 2025. No action taken.

8) Discussion and/or Action: Tracking of permit fees and proper invoicing for "The Glens" Project. Discussion on Styza permit to install drive as well as Administrator/Bldg. Inspector procedure to invoice for permits. No action taken.

The following agenda items (9-12) were tabled until the next meeting on December 16 at 5 pm as out of time before Village Board Meeting begins at 6:30 pm. Motion by Schroeder to table following items, second by Hall. Motion carries.

9) Discussion and/or Action: Review 2024 Final Audit and Governance Acceptance Letter. Tabled.

10) Discussion and/or Action: Review League Insurance – Coverage Changes to our policy as of 1/1/26. Tabled.

11) Discussion and/or Action: Set date & time for additional monthly finance meeting. Tabled.

12) Discussion and/or Action: Village Clerk PTO time / policy. Tabled.

14) Motion to adjourn. Motion to adjourn by Hall at 6:21 pm., second by Schroeder, motion carried.

Minutes by Chairman Dave Schroeder submitted on 12/28/25