

Public Works Committee
Minutes from December 17, 2025
Village Hall, 130 N. Harrison
North Prairie, WI. 53153

Call to Order: 4:00 pm

Roll Call: Trustees Cheri Lampe, Donna Samuels, & Andy Harmann. Also attending – DPW Supervisor, Rick Reed & Trustee Dave Schroeder, and resident Carol Schroeder.

Announcement to let it be known there is a quorum of the Village Board as Dave Schroeder is a Trustee.

Approval of Minutes: Trustee Lampe motioned to approve the 11/19/25 Public Works Minutes, with one addition to note information had been provided from Village insurance representative regarding Harvest Fest questions. Trustee Samuels seconded. No further discussion. **Motion carried.**

1. **No action was taken** as no one from North Prairie Native Gardens was present.
2. Trustee Samuels did not get the sample ordinance to committee members. She is to send to members as well as work with Administrator Etten to bring a completed ordinance to the committee for next month's meeting for review and recommendation to the Board. Ordinance must be in place no later than 4/30/2026.
3. Reviewed all agreements for 2026 for Prairie Village Water Trust and NPAA. Nothing really changed for NPAA other than dates. There was discussion regarding what the Village is charging the Water Trust for snow removal, salt and mowing. Andy indicated that this price is very low. A more reasonable going rate for snow removal is \$120/hr. with the equipment we use. DPW Supervisor, Rick Reed indicated that to plow both the properties owned by the Water Trust it is about 45 minutes.
Trustee Samuels motioned to recommend to the Board for approval of the 2026 Snow Removal and Salting contract with Prairie Village Water Trust plowing being billed at \$90/per and salting be \$150 per ton. Trustee Harmann seconded. No further discussion. **Motion carried.**
Trustee Samuels motioned to recommend to the Board for approval of the 2026 Mowing Contract with Prairie Village Water Trust with the per mow rate of \$60.00. Trustee Harmann seconded the motion. No further discussion. **Motion carried.**
Trustee Samuels motioned to recommend to the Board for approval of the North Prairie Athletic Association (NPAA) Field Use Agreement for 2026 as presented. Trustee Harmann seconded. No further discussion. **Motion carried.**
4. Discussed the usage of the large Veteran's Park baseball diamond by the Land o' Lakes team for eight (8) dates in 2026, with the possibility of additional dates if playoff games are played. Trustee Samuels talked about her discussion with Trent Schilling and Tristen Rhode from the Pythons. They have been playing in Palmyra and have been charged \$85 per game. They had use of a concession stand, but Trustee Samuels did not know if they paid for extra usage. The village has just put a good deal of money into redoing the infield to get the diamond in very nice shape. It was discussed if \$100 per game with \$20 for practice would be agreeable. Trustee Samuels will speak to Python representatives about fees to see if they are agreeable. Further discussion was held about how they would set

field up: drag and line and then drag after games. They would look into having their own equipment. Also, they wish to use the concession stand for sale of items for fundraising. They would be required to obtain the appropriate license to do so and follow all required state and local laws with selling all items. **No further action taken at this time.** Trustee Samuels will report back to committee.

5. Discussed Legacy Sports of Mukwonago wishing to use the diamonds again in 2026. Dates are not set at this time but should be available Jan. or Feb. Will look to use the same agreement as 2025 with possible increase in game costs. Fee schedule indicates \$75 for field prep and \$20 for non-resident game. Trustee Samuels met with them, as well, and they want the Village to set the diamond up for play. They do not have any desire to use the concession stand. **No action taken at this time** as we need dates to update agreement.
6. DPW Supervisor, Rick Reed updated the committee on the sale of the 2007 Chevy truck. He is going to work on getting seat repaired prior to the sale. Discussed putting the sale on the same website for sale as the PD vehicle sold last year. Already agreed by committee to sell. Is to be on Board agenda to sell as recommended by committee. **No action taken.**
7. DPW Supervisor, Rick Reed is working on a capital equipment purchase plan, both short and long. He will provide it at a later date. **No action taken.**
8. DPW Supervisor, Rick Reed discussed plowing, salting and staffing to date. He has been busy with plowing due to snowfall. Dave Rockteacher has been coming in to help during daylight hours. We discussed the need for Rick Reed to reach out to Chad Winter (or anyone else who may have interest) in plowing as he needs to bring them in for discussion, confirm CDL license and get them behind the wheel to be sure they are, and Rick Reed is, comfortable and knowledgeable enough to us the equipment. This would ensure we have backup for nighttime or if Rick Reed is sick or has an emergency where he cannot plow. Also, Rick Reed said we have used approximately 100 tons of salt to date in this 2025-26 season.
9. Trustee Samuels motioned to adjourn the meeting at 5:01, seconded by Trustee Harman. **Motion carried.**

Respectfully submitted,
Donna Samuels
Public Works Committee Chair