

VILLAGE OF NORTH PRAIRIE
PUBLIC HEARING & VILLAGE BOARD MEETING
January 8, 2025 – 6:30 p.m.
130 N Harrison St., North Prairie, WI

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **CONFIRMATION OF PROPER NOTICE OF MEETING**
5. **ANNOUNCEMENT OF CLOSED SESSION** pursuant to WI State Statute §19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility, specifically per Employee Benefits Package.
6. **APPROVAL OF VILLAGE BOARD MINUTES:** December 11, 2025, Village Board Meeting.
7. **REPORTS:** Building Inspector, Fire, Police and Public Works Department.
8. **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 before speaking.
9. **PUBLIC HEARING - Public Hearing to consider a proposed amendment to the Village's Comprehensive Plan adopted on April 23, 2009 (the "Plan"); specifically Map #7 of the Land Use and Transportation Plan, which is part of the Plan by changing the land use designation of the parcels identified as Tax Key # GNT1565.997, located at S55 W32309 CTH ZZ, North Prairie, WI and Tax Key # GNT 1565.998, located on CTH ZZ, North Prairie WI (collectively, the "Properties") from Industrial to Residential.**
 - a. Discussion and/or Action as Necessary: Village Board comments on the proposed amendment to the Comprehensive Plan.
 - b. Public comments on the proposed amendment to the Comprehensive Plan.
 - c. Discussion and/or Action as Necessary: Ordinance #2026-01 amending the Village's Comprehensive Plan.
10. **VILLAGE PRESIDENT**
 - a. Report to the Board
 - b. Discussion and/or Action as Necessary: Report from previous Kettle Moraine Fire Board meeting.
 - c. Discussion and/or Action as Necessary: Radio grant update
 - d. Discussion and/or Action as Necessary: KMFD Fire Fee Research Committee Member Appointment.
11. **VILLAGE ADMINISTRATOR/CLERK/TREASURER**
 - a. Report to the Board
 - b. Discussion and/or Action as Necessary: Financial Reports for December 2025
12. **PUBLIC SAFETY COMMITTEE**
 - a. Report on discussion or action taken at previous meetings, reports, or future agenda items.
 - b. Discussion and/or Action as Necessary: Update on North Prairie Police Dept.
 - c. Discussion and/or Action as Necessary: Update on the KMFD governance and representation, cost sharing methodologies, and referendum.
 - d. Discussion and/or Action as Necessary: Update on the Joint Municipal Court.

13. PUBLIC WORKS COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items.
- b. Discussion and/or Action as Necessary: Sale of the DPW 2007 Chevy Pickup Truck
- c. Discussion and/or Action as Necessary: Review 2026 contracts with the NPAA, Legacy of Mukwonago, and the Prairie Village Water Trust.
- d. Discussion and/or Action as Necessary: Review of the DPW 7-Yr. Road Improvement and Short/Long-Term Capital Purchase Plan.
- e. Discussion and/or Action as Necessary: Ruekert & Mielke quote regarding the Village being in Non-Compliance with MS4 and costs associated.

14. COMMUNICATION & PERSONNEL COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda.
- b. Discussion and/or Action as Necessary: Ordinance #2026-02 regarding Snow and Ice removal.
- c. Discussion and/or Action as Necessary: Policy regarding naming of Ordinances, Resolutions, and Policies.
- d. Discussion and/or Action as Necessary: Administrator/Clerk/Treasurer Etten's attendance at meetings.

15. FINANCE COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items.
- b. Discussion and/or Action as Necessary: Review League Insurance – Coverage changes to policy.
- c. Discussion and/or Action: Motion to go into closed session pursuant to WI State Statute §19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility, specifically per Employee Benefits Package. Roll Call Vote.
- d. Discussion and/or Action: Motion to reconvene into open session. Roll Call Vote.
- e. Discussion and/or Action: Any items brought forth from closed session.
- f. Discussion and/or Action as Necessary: Review 2024 Final Audit and Governance Acceptance Letter.
- g. Discussion and/or Action as Necessary: Review and approval monthly bills and payroll.

16. Motion to Adjourn

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

January 5, 2026

VILLAGE OF NORTH PRAIRIE
VILLAGE BOARD MINUTES
December 11, 2025 – 6:30 p.m.
130 N Harrison St., North Prairie, WI

1. **CALL TO ORDER** – President Miesse called the meeting to order at 6:32 P.M.
2. **ROLL CALL** – President Miresse, Trustee Samuels, Trustee Schroeder, Trustee McCormack, Trustee Hall, Trustee Lampe, and Trustee Harmann.
3. **PLEDGE OF ALLEGIANCE**
4. **CONFIRMATION OF PROPER NOTICE OF MEETING** – Administrator Etten confirmed the proper notice of the meeting on the village website and three village bulletin boards.
5. **APPROVAL OF VILLAGE BOARD MINUTES:** November 13, 2025 - Public Hearing & Village Board Meeting, November 18, 2025 - Special Village Board Meeting, and December 9, 2025 – Special Village Board Meeting. Trustee Schroeder motioned to approve the minutes for November 13th, November 18th and December 9th as presented, second by Trustee Hall. Discussion – Trustee Samuels requested a change on page four of the November 13th minutes, to state the Village of Eagle's police department structure should reflect a full-time Chief and Detective, not an Assistant Chief. Trustee Schroeder amended his motion to include the change to page four as noted by Trustee Samuels, Trustee Hall amended her second, no further discussion, **motion carried, 7/0.**
6. **REPORTS:** Building Inspector, Fire, Police and Public Works Department. – Trustee Samuels asked Chief Nottling for update with Palmyra EMS. Chief Nottling stated it's going well; he has a weekend sign-up sheet. Discussion was held regarding the referendum, fire fees, and for clarification on the intent of a committee being formed regarding research and the members included.
7. **RECOGNITION OF STAFF:** Salvadore Tamez, Terry Tesch, and Melissa Rabay – On behalf of the full board, President Miresse recognized Chief Tamez, Assistant Chief Tesch, Police Clerk, Melissa Rabay for their years of dedication and service to the Village of North Prairie. Chief Tamez and Assistant Chief Tesch were presented with awards and the board wished them well in their retirements. The public was able to enjoy cake and cookies while sharing their gratitude.
8. **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 before speaking.

Trustee Samuels motion to open the meeting to public comment, second by Trustee Schroeder, **motion carried, 7/0.**

Debbie Carassco-Zanini – Mentioned that she doesn't know if residents with fire hydrants on their property should be shoveling out the fire hydrant. She would like to see either an ordinance or some type of communication to make residents aware of this. Several people mentioned posting it on Facebook. When asked how much should be shoveled away from the hydrants, Chief Nottling replied, a five-foot radius would be very helpful and appreciated. When we get the amount of snow we did for the first snowfall, it is hard to locate the hydrants in the event of an emergency.

Brad Beglinger – Asked the fire chief if he could define "Fire Base Fee." Chief Nottling provided a definition and that no one is exempt from paying it.

John Hinz-Taylor – Thanked the Police Chief, Assist Chief and Police Clerk for their years of service. He also would like to volunteer to be a citizen on a committee to help the village board with the fire department's research.

Trustee Hall motion to close public comments, second by Trustee Samuels, **motion carried, 7/0.**

9. VILLAGE PRESIDENT

- a. Report to the Board
- b. Discussion and/or Action as Necessary: KMFD Fire Fee Research Committee Member Appointment – President Miresse motion to appoint Trustee Harmann as the Village of North Prairie representative on the EMS/Protective Services committee, second by Trustee Samuels. Trustee Harman accepted this assignment. Discussion – several members of the board felt the committee should have a citizen representative (or two) with a strong financial or fire background and someone who is not sitting on a board/political seat. Chief Nottling agreed. No further discussion - **motion carried, 7/0**

10. VILLAGE ADMINISTRATOR/CLERK/TREASURER

- a. Report to the Board – Administrator Etten gave her monthly report.
- b. Discussion and/or Action as Necessary: November 2025 financials were presented. Discussion as to why some revenue wasn't reflected yet. Administrator Etten stated that it was just entered in November and the taxes are recognized by a journal entry at the end of the year. The revenue will be reflective in December's financial reports.
- c. Discussion and/or Action as Necessary: Review and approval of Poll Workers List for 2026 elections. - Motion by Trustee Samuels, second by Trustee Harmann, no discussion, **motion carried, 7/0.**

11. PUBLIC SAFETY COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items – Trustee Harmann said he had a discussion with Rich Spurell, Village of Eagle and Kris Mommerts, Town of Eagle, regarding the percentage splits for KMFD and their response was until we have discussions about fire fees, there is no point in discussing the percentage splits. Trustee Hall disagrees with this logic as it is a finance issue that this board needs to determine what is best for it citizens.
Trustee McCormack – Court is going smoothly and The Village of Vernon agreed to the budget, which allowed everyone to move forward with their municipal budgets.
- b. Discussion and/or Action as Necessary: Update on North Prairie Police Dept. Analysis 2025 - Trustee Schroeder – no update now but will have full 2025 information. There will be another informational meeting on January 20, 2026, at 6:00pm, for the Village residents. In the interim, current Village of North Prairie officers Captain Timm and Lieutenant Lipovsek, who are both present tonight, will be acting as department leads. Lieutenant Lipovsek wanted the public to understand that they are sharing the administrative duties based on what their full-time schedules allow. One of them should always be available.

12. PUBLIC WORKS COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items - Trustee Samuels stated at the last committee meeting they talked about the potential sale of the 2007 Chevy pickup truck, capital assets lists (short

and long term), the repair or disposal of the bleachers that are bad, and the interest to rent the baseball diamond and possible concession stand from Land O' Lakes baseball team and Legacy Ball Club. No action taken.

13. COMMUNICATION & PERSONNEL COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda.

Trustee Hall - stated that they didn't meet this month, but the next meeting is January 7, 2026, at 4:00pm. Agenda items will be discussing (FT) employee health insurance, PTO, and fire hydrant clearing.

14. FINANCE COMMITTEE

- a. Report on discussion or action taken at previous meetings, reports, or future agenda items.
- b. Discussion and/or Action: Review and approval monthly bills and payroll - Trustee Schroeder motioned to approve the monthly bills and payroll covering check # 20504-20567, in the amount of \$85,163.02, second by Trustee Harmann, no discussion, **motion carried, 7/0.**
- c. Discussion and/or Action: Village Administrator/Clerk/Treasurer unused PTO time from 2025 - Trustee Hall asked to postpone this item to the next meeting since the finance committee did not have time to address the issue in committee.
- d. Discussion and/or Action: Full-Time employee health care options and health care stipend. Trustee Schroeder motioned for the board to approve up to \$1,800 additional stipend for the month of January towards the increase cost of monthly insurance premium for the two full-time employees, second by Trustee Hall, **motion carried, 7/0.** Discussion held, Trustee Hall suggested we reach out to the League of Municipalities regarding health insurance costs and how other municipalities deal with insurance issues.

- 15. **Motion to Adjourn** - Trustee Hall motioned to adjourn the meeting at 8:15 PM, second by Trustee Harmann, **motion carried 7/0.**

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 Effen, Administrator/Clerk/Treasurer

December 19, 2025



Kettle Moraine Fire District

Station 33 126 E. Main Street, Eagle, WI 53119 (262)-594-3302

Station 35 108 N. Oakridge Drive, North Prairie, WI 53153 (262)-392-2700

Chief's monthly report:

- For the month of December, the district responded to 54 calls for service.
- In 2025, the district received a total of 573 calls. As of today, January 5th, we have received 4 calls.
- All apparatus is currently in service. D.O.T. inspections have been completed on all apparatus, and we will be addressing issues that have been identified.

• Staffing – Ongoing Challenges and Immediate Actions

We are still able to utilize our agreement with Palmyra as needed; however, this will end soon. I have reached out to Mukwonago, Western Lakes, Lake Country, and Palmyra asking them all to provide contract costs, and will present this to the fire board as soon as possible. I am hopeful that our new staffing policy will alleviate the need for any contract coverage, as we have established minimum requirements for part-time employees to pick up shifts, as well as paid-on-call employees.

- We continue to utilize the acquired structure on Wilton Road for non-destructive training.
- We are continuing to work with Lexipol and Motorola on the AFG grant for new radios.
- We are in the process of learning the new NERIS system which went live on January 1st. We provided the district with 2 training opportunities leading up to the new year, however with change comes hurdles and hiccups. This will be an ongoing process to get everyone familiarized with the changes.
- We have received more applications and will be interviewing potential employees over the next week or two. We are also in the process of getting new hires through their orientations so that they will be able to start signing up for shifts. There has been a common theme in the interviews of people telling us that they have heard that the district is a good place to work.



Kettle Moraine Fire District

Station 33 126 E. Main Street, Eagle, WI 53119 (262)-594-3302

Station 35 108 N. Oakridge Drive, North Prairie, WI 53153 (262)-392-2700

- I am working on creating an end of the year report, which I will make available as soon as I have it finished.
- I truly hope that you all have a safe and successful 2026, as that is my goal for the district as well.

Below are the calls for service.

Please feel free to contact me with any questions or concerns.

Respectfully submitted,

Dan Nottling

Fire Chief



Kettle Moraine Fire District

Station 33 126 E. Main Street, Eagle, WI 53119 (262)-594-3302

Station 35 108 N. Oakridge Drive, North Prairie, WI 53153 (262)-392-2700

2025

	EMS	Fire	Fire/EMS	TOE	VOE	VONP	MA	Total
January	30	17	1	24	7	6	11	48
February	31	7	4	17	11	8	6	42
March	26	16	0	15	5	13	9	42
April	31	18	1	10	15	14	11	50
May	21	10	6	16	9	4	8	37
June	19	13	4	18	11	2	5	36
July	27	24	8	20	12	13	14	59
August	38	10	7	23	16	10	6	55
September	32	11	6	19	11	13	6	49
October	34	11	5	20	11	10	9	50
November	31	13	7	20	14	11	6	51
December	42	7	5	16	23	10	5	54
	362	157	54	218	145	114	96	573

**Call
Total 468**

Mutual Aid

96 17%

Town of Eagle

218 38%

Village of Eagle

145 25%

Village of North Prairie

114 20%

North Prairie Police Department

Monthly Report

December 2025

	Current Month	YTD
Calls for Service**	87	508
Citations/Charges**	11	127

** As of 12/30/ 2025 these were the totals that were entered into FORS from TRACS. Due to many outside factors, this is the closest representation of totals we can present. Note: Other calls, citations, or warnings may arise from these calls that aren't computed in these totals.

CITATIONS/CHARGES ISSUED

Non-Registration of vehicle
 Operating while Suspended
 Operate a MV w/o Insurance
 Exceeding Speed Zones
 DC/MV
 Parking Wrong Way

HOURS:

Admin 24.5
 PATROL 260.75
 CLERICAL: 108

WSD Calls:32 *

The Village of North Prairie is not the record keeper of calls from the Waukesha County Sheriff's Department. To the best of our knowledge these totals are accurate, but because it isn't our database to keep, there is no guarantee. Because of the holidays WSD calls go thru 12/30/25

OTHER CALLS

911 Disconnect
 Assist Citizen
 Assist NPPD/EMS
 Assist Waukesha County Sheriff
 ATV Complaint
 Business Checks
 Citizen Complaint
 Community Relations
 Extra Patrol
 Extra Patrol-Speed
 House Check
 Matter of Record
 Monitor Speed
 School Safety
 School Walk Thru
 Traffic Warning

SQUAD MILES: & MAINTENANCE

SQUAD 687:
 SQUAD 686: 946

Work Shift Comparison

NORTH PRAIRIE POLICE DEPARTMENT

From 12/1/25 To 12/31/25

Date Run: 12/31/2025

Category:

<u>Nature of Incident</u>	<u>1st Shift</u> <u>07:00 to 14:59</u>	<u>2nd Shift</u> <u>15:00 to 22:59</u>	<u>3rd Shift</u> <u>23:00 to 06:59</u>	<u>No Time Entered</u>
MISCELLANEOUS	1			
subtotals:	1	0	0	0

Category: Assist

<u>Nature of Incident</u>	<u>1st Shift</u> <u>07:00 to 14:59</u>	<u>2nd Shift</u> <u>15:00 to 22:59</u>	<u>3rd Shift</u> <u>23:00 to 06:59</u>	<u>No Time Entered</u>
Assist Citizen	8			
Assist NFPD/EMS	3			
Assist Waukesha Sheriff		1		
Business Check	7	2		
Business Check	1			
Citizen Complaint	2			
Extra Patrol	34	7		
Matter of Record- WSD	10	7	12	1
Assist subtotals:	65	17	12	1

Category: Municipal

<u>Nature of Incident</u>	<u>1st Shift</u> <u>07:00 to 14:59</u>	<u>2nd Shift</u> <u>15:00 to 22:59</u>	<u>3rd Shift</u> <u>23:00 to 06:59</u>	<u>No Time Entered</u>
Disorderly Conduct with a Motor Vehicle	1			
Municipal subtotals:	1	0	0	0

Category: Ordinance

<u>Nature of Incident</u>	<u>1st Shift</u> <u>07:00 to 14:59</u>	<u>2nd Shift</u> <u>15:00 to 22:59</u>	<u>3rd Shift</u> <u>23:00 to 06:59</u>	<u>No Time Entered</u>
ATV Complaint	1			
Ordinance Warning- Verbal	2			
Ordinance subtotals:	3	0	0	0

Category: Service

<u>Nature of Incident</u>	<u>1st Shift</u> <u>07:00 to 14:59</u>	<u>2nd Shift</u> <u>15:00 to 22:59</u>	<u>3rd Shift</u> <u>23:00 to 06:59</u>	<u>No Time Entered</u>
911 Disconnect				
Community Relations	1			
House Check	4	1		
School Safety	2			
School Walk Thru	1			
Service subtotals:	8	1	0	0

Category: Traffic

<u>Nature of Incident</u>	<u>1st Shift</u> <u>07:00 to 14:59</u>	<u>2nd Shift</u> <u>15:00 to 22:59</u>	<u>3rd Shift</u> <u>23:00 to 06:59</u>	<u>No Time Entered</u>
Extra Patrol- Speed	3	2		
Monitoring Speed	4			
No Insurance	1	1		
OAS/OAR/Other License Violations	3			
Parking Violation	2			
Registration/Title Violation	3	1	1	
Speeding Violation	1	1		
Traffic Warning- Verbal	3	1		

December 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3 Keith/Amy	4	5 Ryan/Amy	6 Keith/Amy
7	8 Ryan/Amy	9 Tate/Amy Keith/Amy	10 Justin/Amy Tate	11 Justin/Amy	12 Ryan	13
Matt	Brad	Tate				Kyle
14	15	16 Justin	17 Ryan	18 Keith	19	20
	Brad		Keith			Kyle
21	22 Ryan	23	24	25	26 Justin	27
	Brad					
28 Justin	29	30 Ryan	31			
	Brad					

**Public Works, Bldgs. & Grounds
Timesheet**

Name Rick Reed B

Month 12/2025

Date	Job Description	Time Worked	Streets & Roads Hours	Bldg. & Grounds Hours
12/11	THRU 12/5/25 WEEK SUMMARY			
	MONDAY SNOW CLEAN UP & SALT			
12/12	Tuesday SALT ON Fresh SNOW Keep cleaning up Plu lift XMAS Lights			
12/13	Wednesday. Cleaned Side walk on Hwy 59 From Paint place to Residential past JESS PARK. Per Donna get big plow truck widen all roads that need to be done			
	Salt bad spots in the Village plus broadlands			
	Salted Side walk on Hwy 59 Return Lifer to Sunbelt.			
12/14	THURSDAY. WENT OVER ORANGE Plow truck Fixing some Lights & markers,			
	WENT to WAUKESHA Plu load of SALT			
	Came back at 4:30 to 5:15			
	to Clean up Morris & Karin Dr at intersection of Prairie View Dr			
12/5/25	AS I was cleaning up last night the Auger for the Salter stopped working came in to try to fix it.			
12/6/25	Came in at 5:30 AM to Clean SNOW UP FROM OVERNIGHT AT Village Hall for breakfast with Santa then Salted Shoveled Walk ways. Salted big hills in Village and intersection			
12/7/25	SNOW Plow + Salt 5AM to 2PM			
Total Hours				

Public Works, Bldgs. & Grounds Timesheet

Name Rick Russ B

Month 12/2025

Date	Job Description	Time Worked	Streets & Roads Hours	Bldg. & Grounds Hours
12/8/25	Check emails plow clean up and salt ice on roads. Had to figure out why the plow lights in top of red plow truck did not work. Had new plow lights in cabinet so I took off old lights wires were broke reconnected + wired them so they now work.			
12/9/25	BACK OUT ICE SALTING + FRESH SNOW cleaned up V/H Broadlands + Village Plowed both Pump Houses trying to see why plow lights on orange truck stop working			
12/10/25	Started at 130 AM no help today so I had the Village plus Broadlands. Plowed + salted all day Finished up around 1:45pm			
12/11/25	Check email got some paper work done ran to menards to get salt for V/H cleaned up parking lot scraped side walks salted them Clean up Broadlands Drifting snow + ice			
Total Hours				

Public Works, Bldgs. & Grounds Timesheet

Name Rick Reers B

Month 12/2025

Date	Job Description	Time Worked	Streets & Roads Hours	Bldg. & Grounds Hours
12/12/25	Check EMAILS + Reply			
	GOT IN BOTH SALT TRUCKS			
	to bust up clumps of			
	HARD SALT that keep			
	plugging Augers then to			
	Waukesha to Fill. Spot			
	Salted A Few intersections			
	+ Hills			
12/15/25	Check emails Print msg			
	stuff for meetings on			
	Tuesday + Friday went to			
	VH I was told mice were			
	seen in conf room so			
	I went to menards to			
	get traps + salt for P/D			
	Set traps dumped salt in			
	P/D bin Back to Shop to			
	finally get time to clean			
	up + put things away			
12/16/25	Check emails took little truck			
	out to clean Roads were			
	needed, got a call from Donna			
	to salt some Roads that don't			
	get snow. Finished with that			
	Back to shop to clean as			
	RueKerts + Mielke are coming to do			
	SWPPP inspection Friday. Then off			
	to meet Jan Jones for 2pm meeting			
Total Hours				

Public Works, Bldgs. & Grounds Timesheet

Name Ricky REED 3

Month 12/2025

Date	Job Description	Time Worked	Streets & Roads Hours	Bldg. & Grounds Hours
12/13/25	Check emails			
	Salted & plowed & cleaned up road and entrance to Broadlands the road to the park was solid ice had someone complain so I took care of it. HAD phone interview with Chad for snow plowing. Dave Schroeder came to shop for Road test & to show him how to operate plow, salters and how to fuel. Turned off power at the pump & turned off power. Get ready for 8 hour meeting with Ruekert & Mielke			
12/19/25	Did cleaning in shop then HAD All day meeting with Residents & Mielke			
12/22/25	Check emails Check Village Hall after party, work on zero turn 1106 change gauge wheels (4) also NEEDS to front tires called Proven Power they want 250 a set Check out tractor supply & they were out of this size wheel.			
12/24/25	check out a tree complaints growing to close to road. Check Village Hall after xmas party changed light			
Total Hours		64/65 in v/H.		

Public Works, Bldgs. & Grounds Timesheet

Name Rory Reep

Month 12/25

Date	Job Description	Time Worked	Streets & Roads Hours	Bldg. & Grounds Hours
12/29/25	Plowed & Salted All day.			
12/30/25	EMAILS - Out to plow & Salt the Village & Broadlands to clean up and salt icy roads. Ran to Waukesha County yards to get load of salt. Grease plow truck & check over everything.			
12/31/25	Came in plowed where I needed & SALT Curves, hills and intersection. Then up to Broadlands to clean up there. HAD interview with CHAD for SNOW plowing.			
Total Hours				

Ordinance No. 2026-01**An Ordinance Amending
the Village of North Prairie's Comprehensive Plan**

WHEREAS, the Village Board of North Prairie (the "Board") is authorized by state law to adopt a comprehensive plan, as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes, and to amend it from time to time; and

WHEREAS, the Board adopted a Comprehensive Plan on April 23, 2009 (the "Comprehensive Plan"); and

WHEREAS, Ashley Neumann, Larry J. Klpp, Cheryl L. Champine and Joshua Stewart own the properties having tax key numbers GNT 1565.997 (located at S55 W32309 CTH ZZ) and GNT1565.998 (located on CTH ZZ), (collectively, the "Properties"); and

WHEREAS, the Properties are designated as Industrial on Map 7 of the Comprehensive Plan that is titled Land Use and Transportation Plan Map ("Map 7"); and

WHEREAS, the North Prairie Plan Commission, by majority vote of the entire plan commission, has adopted Resolution R03-2025 recommending to the Board that the designation of the Properties be changed from "Industrial" to "Suburban Residential" on Map 7 ("Recommended Revision"); and

WHEREAS, the Board conducted a public hearing on January 8, 2026 regarding the Recommended Revision to the Comprehensive Plan, upon due notice in compliance with the requirements of sections 66.1001(4)(d), 66.1001(4)(e), and 66.1001(4)(f) of the Wisconsin Statutes; and

WHEREAS, the Board finds that the Comprehensive Plan, with the Recommended Revision, contains all of the required elements specified in section 66.1001(2) of the Wisconsin Statutes; the Comprehensive Plan, with the Recommended Revision, is internally consistent; and that all procedural requirements and notice requirements have been satisfied; and

WHEREAS, the Board has carefully reviewed the recommendation of the North Prairie Plan Commission and has given the matter due consideration, including consideration of the Comprehensive Plan components relating to issues and opportunities, housing, transportation, utilities and community facilities, agricultural, natural and cultural resources, economic development, intergovernmental cooperation, land use, and implementation; and

WHEREAS, the Board now determines that the Comprehensive Plan, with the Recommended Revision, will serve the general purposes of guiding and accomplishing a coordinated, adjusted and harmonious development of the Village of North Prairie which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity and general welfare, as well as efficiency and economy in the process of development.

NOW THEREFORE, the designation of the Properties on Map 7 of the Comprehensive Plan are changed from "Industrial" to "Suburban Residential."

NOW THEREFORE, the Village Clerk is directed to send a copy of this ordinance to each of the following:

- a. the clerk for Waukesha County;
- b. the clerk of every local government unit that is adjacent to the Village;
- c. State of Wisconsin Department of Administration;
- d. Southeastern Wisconsin Regional Planning Commission; and
- e. those public libraries that serve the Village.

Passed and adopted this 8th day of January 2026.

Dan Miresse, Village President

ATTEST:

Evelyn Etten, Administrator/Clerk/Treasurer

Village Clerk

From: Police Department
Sent: Wednesday, January 7, 2026 11:17 AM
To: Village Clerk
Subject: Fw: Update - FY26 Daily Use Radio Grant Announcement & FY26 Interoperable Radio Grant Announcement
Attachments: FY26 Interoperable Radio Grant Announcement.pdf; Attachment D - Wisconsin Interoperability Channels_rev2025-10-23.xlsx; FY26 Interoperable Radio Grant Program Application.pdf; Final Interoperable Radio Grant Budget Spreadsheet.xlsx; FINAL TEMPLATE_Resolution_Interop_Radio_Grant.docx

From: Alex Freeman <afreeman@waukeshacounty.gov>
Sent: Tuesday, January 6, 2026 4:12 PM
To: Alex Freeman <afreeman@waukeshacounty.gov>
Subject: FW: Update - FY26 Daily Use Radio Grant Announcement & FY26 Interoperable Radio Grant Announcement

Good afternoon,

This information is being shared with Law Enforcement and Fire/EMS Chiefs, as well as local municipal Emergency Management contacts. Please see the attached information on the FY2026 Interoperable Radio Grant Program.

The application deadline is January 15th. Eligible applicants are local units of government that are or will become interoperable users of the statewide WISCOM 800 radio system (e.g., receiving or sharing real-time severe weather information with the NWS on RCALL21SE).

While the turn-around time to complete the application is short, and while the application is somewhat extensive, there is an abnormally high amount of funding available and prioritization for interoperable users in our region. Please note regarding the local government resolution requirement: while the turn-around time between now and the application deadline makes a local resolution being passed impractical, this requirement can be met by having an adopted 2026 budget with approved funding that can cover the local match (e.g., formally passed 2026 budget includes \$5,000 for equipment and the applicant uses \$4,000 as the 20% local match for a \$20,000 project application). In this case the adopted budget could meet the local resolution requirement. If you have questions about meeting other requirements or the application overall, please feel free to contact me.

Thank you,



Alex Freeman, WCEM
Emergency Management Coordinator
Waukesha County Emergency Preparedness
Office of Emergency Management
Phone: 262.446.5077 • Mobile: 262.350.6322
www.waukeshacounty.gov/em

From: DMA Inter Op <InterOp@widma.gov>
Sent: Tuesday, January 6, 2026 2:08 PM

To: Grywalsky, Grant - DMA <Grant.Grywalsky@widma.gov>

Subject: RE: Update - FY26 Daily Use Radio Grant Announcement & FY26 Interoperable Radio Grant Announcement



SECURITY REMINDER: External Source: This message is from an external source. Verify its legitimacy, and report suspicious messages using the Phish Alert button.

Why Risk it? Don't Click it!

Good afternoon,

REMINDER - Applications for fiscal year 2026 grants will be due by 11:59PM January 15, 2026. The intent of these grants is to assist local government agencies with purchasing radios and equipment needed to transition operations from the existing VHF WISCOM system to the new 7/800 MHz WISCOM system. Additional details on how to apply, eligibility, and specific allowable expenses are included in the attached Grant Announcements.

We encourage all regions to apply!

GRANT GRYWALSKY | Grant Specialist | Office of Emergency Communications

WISCONSIN DEPARTMENT OF MILITARY AFFAIRS | Madison, WI 53704

Cell: 608-471-2155

oec.wi.gov | Grant.Grywalsky@widma.gov

Sign up for OEC Updates [here](#)

From: DMA Inter Op

Sent: Monday, November 24, 2025 12:50 PM

To: Grywalsky, Grant - DMA <Grant.Grywalsky@widma.gov>

Subject: Update - FY26 Daily Use Radio Grant Announcement & FY26 Interoperable Radio Grant Announcement

Good afternoon,

At the end of October the State Interoperability Council voted to approve several documents that affect those applying for the OEC Daily and Interop Radio Grants. These new documents are listed below and attached to this email. Please forward this email to anyone who may be applying for either of those grants.

- Updates to Attachment D – Wisconsin Interoperability Channels: The radio programming template changes are noted at the bottom of the spreadsheet. These programming requirements are mentioned in section 4.3 of the Grant Announcement.
- Final Wisconsin Storage Location Number (SLN) Plan and Encryption Plan: These documents outline the requirements that must be met if purchasing encryption with grant funding. This requirement is identified in Section 3.2 of the Grant Announcement.

The Grant Announcements are also attached for convenience. Please note linked documents within the Grant Announcements appear broken due to a recent website migration and I have attached those documents to this email.

Please remember that applications are **due by 11:59pm on January 15, 2026.**

GRANT GRYWALSKY | Grant Specialist | Office of Emergency Communications

WISCONSIN DEPARTMENT OF MILITARY AFFAIRS | Madison, WI 53704

Cell: 608-471-2155

oec.wi.gov | Grant.Grywalsky@widma.gov

Wisconsin Department of Military Affairs

OEC Grant Announcement

FY2026 Interoperable Radio Grant Program

***Please note – there will likely not be another grant released for FY27. The \$10 million available within this biennium must be obligated by the end of FY26.**

**Application Submission Deadline:
11:59 PM CT January 15, 2026**



Grant Announcement

FY2026 Interoperable Radio Grant Program

All questions for the FY2026 Interoperable Radio Grant Program should be directed to: grant.grywalsky@widma.gov. If you experience difficulties with the email address above, please call [608] 888-5501 for assistance.

Program Area: Office of Emergency Communications

Grant Title: FY2026 Interoperable Radio Grant Program

Description: The intent of this grant is to assist local government agencies with purchasing radios and equipment needed to transition operations from the existing VHF WISCOM system to the new 7/800 MHz WISCOM system.

Opportunity Category: Competitive

Important Dates:

- **Application Period:** September 15th – January 15th, 2026
- **Award Notice:** No later than April 2026
- **Project Start Date:** May 1, 2026
- **Progress Report:** Due Quarterly
- **Project End Date:** May 1, 2027

OEC Grant Guide: For more information and helpful tips on applying, including budget and application tips, grant conditions, and supplanting, please see the OEC Grant Guide: [OEC Grant Guidance FY2026](#)

1. Funding Information

1.1. Funding Amount:

Approximately \$3 million has been allocated for public safety interoperable communication system upgrades for local units of government whose agencies or entities are interoperable users of the WISCOM system. Grant funds will be received in the form of reimbursement following the applicant's project closeout. DMA reserves the right to limit the amount that will be funded for individual grants based on available state funds. Applicants will be awarded a maximum grant award of \$50,000.00 (including matching funds) per application.

1.2. Match/Cost Sharing Requirement:

Under the FY2026 Interoperable Radio Grant Program, there is a 20% cost share/match requirement. Your proposed project budget total must reflect a maximum of 80% state share and a minimum of 20% local match. You should use your required vendor quote(s) to determine your estimated project budget and consider the maximum amount that you are able to match from local sources and the ability to pay for the full project upfront. Cash match only. Cash (hard) match funds must remain local and not pass through or be awarded by state or federal grant programs. Allowable cash match must only include those costs that are eligible expenses under the grant program.

The applicant must submit a resolution or other written commitment from their governing body indicating the local unit of government's intention to spend, of its own funds, an amount equal to 20 percent of the total grant awarded. A template with suggested language is included in Section 3.1.



As noted above, you must identify the source of your match amount in your application. Examples of allowable funding sources that can be used for your match amount include:

- Local government budget (e.g., tax levy, bond)
- Donated funds

Unallowable funding sources that CANNOT be used for your match amount include:

- Other federal grants such as the Homeland Security Grant Program
- Local funds already allocated as match on another grant
- Any state or federal funds

2. Applicant Eligibility

2.1. Eligibility:

To be considered eligible to apply for the FY2026 Interoperable Radio Grant Program, applicants must be local units of government that are or will become interoperable users of the statewide public safety communications system (WISCOM 800). Applications may be submitted by an individual agency and do not need to be coordinated at the county level. Applicants must include a description of the agency's plan for continued or future use of WISCOM to improve communications interoperability.

Priority may be given to interoperable agencies to correlate timing of the receipt of grant funding with the timing of infrastructure being implemented for WISCOM 800. This FY26 grant round will prioritize agencies in the **Southeast, Northeast and East Central Regions of Wisconsin.**

Tribal entities may also apply for the grant if applicable under Wis. Stat. § 20.002(13).

2.2. Priority of Eligible Equipment:

Eligible equipment should be prioritized in the following order:

1. Flash upgrades to P25 Phase II 7/800 MHz mobile radios in command/communications support platforms/vehicles
2. Field deployable interoperability solutions (command/communications support platforms/vehicles)
3. Fixed Interoperable solutions (donor radios for PSAP patching, etc.)
4. Flash upgrades to P25 Phase II trunking for 7/800 MHz mobiles, portables, and base station radios/control stations
5. Mobile 7/800 MHz P25 Phase II trunking radios with associated antenna, coax, microphone, speaker, programming and installation
 - a. Single-band
 - b. Multi-band
6. Portable 7/800 MHz P25 Phase II trunking radios with associated antenna, charger, battery, belt clip/holster, speaker mic, programming and installation
 - a. Single-band
 - b. Multi-band
7. 7/800 MHz P25 Phase II trunking base station radios/control stations and associated programming and installation
 - a. Single-band
 - b. Multi-band



3. Grant Application

Grant Application Form & Budget Spreadsheet Links:

Grant Application Form: [FY26 Interoperable Radio Grant Application](#)

Budget Spreadsheet: [FY26 Interoperable Radio Grant Budget Spreadsheet](#)

3.1. Grant Application Form:

Applicants must provide the following with the application:

- Copy of fully executed WISCOM User Agreement(s) for all agencies being included in the application
- Copy of the agency's relevant training plans, possibly including but not limited to:
 - Existing training plans for communications interoperability
 - Regional communications interoperability plan(s)
 - Updated training plan to address new and/or upgraded equipment and the transition to the new 7/800 MHz WISCOM system, or a commitment to develop such training
- Copy of the agency's communications interoperability plan
- Interoperability readiness data, including (but not limited to) information on:
 - Existing interoperability repeaters/systems and their location, such as MARC, VTAC, UCALL/UTAC, and 8CALL/8TAC repeaters (stationary or deployable)
 - Radio caches maintained by the applicant that may be available to other counties
 - Current LTE integrations, such as push-to-talk over cellular services
 - Lineup of interoperability frequencies/channels/talkgroups currently programmed in agency radios
- Written acknowledgement that the grant recipient will financially plan for each replaced or upgraded radio's future replacement (identify the life expectancy of the radio)
- Written acknowledgement of a maintenance plan to keep the radio in good operational order
- A resolution or other written commitment from the local unit of government's governing body indicating the local unit of government's intention to spend, of its own funds, an amount equal to 20 percent of the total grant awarded. A template with suggested language has been provided below.
 - **Use of this template is optional.** This document shall not be construed as legal advice, and the appropriate legal counsel should be consulted before being submitted by the unit of government's governing body. Link to Resolution Template:
[FINAL TEMPLATE Resolution Interop Radio Grant.docx \(live.com\)](#)

APPLICATION CHECKLIST

- ☐ Grant Application Form: [FY26 Interoperable Radio Grant Application](#)
- ☐ Budget Spreadsheet: [FY26 Interoperable Radio Grant Budget Spreadsheet](#)
- ☐ Vendor quote(s) and other procurement documentation to verify proposed project costs
- ☐ Copy of executed WISCOM User Agreement for all agencies receiving radios
- ☐ Resolution or other written commitment covering all agencies receiving radios
- ☐ Copy of the agency's communications interoperability plan
- ☐ Copy of the agency's relevant training plan(s)
- ☐ If encryption is being purchased with grant funds:
 - Written plan for implementing and maintaining the use of encryption



3.2. Allowable Expenses:

Applicants may submit grant applications for the following expenses:

- Field deployable interoperability solutions (donor radios for command and communications support platforms/vehicles)
- Fixed interoperability solutions (donor radios for PSAP patching, etc.)
- Up to \$8,000 per radio package (amount includes applicant's matching funds), to include accessories, installation, and programming, for:
 - 7/800 MHz P25 Phase II trunking base station radios/control stations
 - Single-band
 - Multi-band
 - Mobile 7/800 MHz P25 Phase II trunking radios with associated antenna, coax, microphone, speaker
 - Single-band
 - Multi-band
 - Portable 7/800 MHz P25 Phase II trunking radios with associated antenna, charger, battery, belt clip/holster, speaker mic
 - Single-band
 - Multi-band
- Flash upgrades to P25 Phase II 7/800 MHz mobiles/portables/base radios/control stations/mobile radios in command and communications support platforms/vehicles

Requirements if encryption is being purchased with grant funds:

- Encryption must be listed as a separate line item on vendor quotes and invoices.
- Advanced Encryption Standard (AES) **and multi-key** encryption must be features in the radio.
- A plan for implementing and maintaining the use of encryption must be provided as an attachment to the application.
 - Must follow the Storage Location Number (SLN) Plan for Wisconsin.

Any regular maintenance and/or calibration required to ensure the accuracy and dependability of the requested equipment must be completed in accordance with the manufacturer's recommendations and specifications.

3.3. Unallowable Expenses:

The following expenses are not eligible for grant funding:

- Subscriber radio accessories that are not included in the above eligible list
- Crossband repeaters
- Base station antenna replacement
- Base station antenna infrastructure upgrades such as towers or coax cabling

3.4. Grant Timeline:

These timelines may change at any point during the grant process. Changes will be communicated to all applicable parties. The period of performance is one year but grant extensions may be requested.

Application Period: September 15, 2025 – January 15, 2026
Award Notice: No later than April 2026
Project Start Date: May 1, 2026
Progress Report: Due Quarterly
Project End Date: May 1, 2027

Application Submission: Applications must be emailed as attachments to interop@widma.gov by the application deadline of 11:59PM January 15, 2026. Emailed applications should be labeled with the



subject “FY26 Interoperable Radio Grant Application”. All application documents must be submitted as separate documents and in PDF or excel format.

4. Evaluation and Award

4.1. Evaluation Process:

Grant applications will be reviewed for completeness, applicant eligibility, and whether the proposed expenses are allowable and reasonable. If requests for funding exceed the amount available in the fiscal year, grant budgets may be reduced at the discretion of the Office of Emergency Communications staff.

4.2. Award Information:

Applicants will be notified once an award decision has been made. The award documents will specify the awarded grant amount, including the local match amount required, the grant period of performance, and any special conditions that have been placed on the grant award. Awardees must return award documents to interop@widma.gov prior to starting the grant project. All FY26 grant projects may begin no sooner than May 1, 2026.

4.3. Programming Requirements:

- Grant recipients will be required to program a minimum prescribed set of state, national, and federal interoperability channels in all radios replaced or upgraded with grant funds.
- The prescribed set of channels and talkgroups will not exceed 300 in a multi-band radio capable of VHF, UHF, 700, and 800MHz RF band operation; the number of required channels and talkgroups will be less for radios supporting fewer RF bands. Prescribed channels and talkgroups shall be programmed with the exact names as provided; recommendations will be provided for grouping of channels and talkgroups into zones, along with recommended naming for these zones.
- The complete list of required channels and talkgroups, and zone recommendations, will be made available by the time grant awards are announced.
- Applicants may request an exception to this requirement if extenuating circumstances exist which will prevent full compliance; exception requests shall include a statement of justification and will be subject to review and approval by OEC. Exception requests must be received prior to returning signed grant award documents.
- Programming of WISCOM can only be done by programmers who have been issued an advanced system key by the Office of Emergency Communications.

4.4 Reporting Requirements:

If awarded a grant, your agency will be responsible for completing a progress report on a quarterly basis as listed in the award package. A progress report form will be provided with the award package.

4.5. Reimbursement:

One-time reimbursement will occur when you submit your closeout materials. Reimbursements will be paid in a paper check unless electronic means are requested specifically by the agency prior to the payment. Additional forms to enable ACH electronic payment will need to be completed. Exceptions may be made in the event of extreme financial hardship.

4.6. Recordkeeping Requirement:



Grant financial and administrative records shall be maintained by grantees for a period of no less than four (4) years following the date of the closure/audit of the grant award. Equipment records shall be maintained for a period of four (4) years following the final disposition, replacement, or transfer of the equipment. Grantees shall record all match earned by its agency, including all supporting documentation. Grantees shall keep records of different state fiscal periods separately, identified, and maintained so that backup documentation may be readily located. Grantees are also obligated to protect records adequately against fire or other damage. When records are stored away from the grantee's principal office, a written index of the location of records stored should be on hand and available.

Contact Information:

For general questions related to the FY2026 Interoperable Radio Grant Program, please send an email to grant.grywalsky@widma.gov. If you experience difficulties with the email address above, please call (608) 888-5501.



The following chart contains a list of REQUIRED and RECOMMENDED channels (and their correct channel/talkgroup names) to be included in radios purchased or upgraded under OEC Grant programs. If the radio purchased/upgraded includes any of the frequency bands listed below, then the corresponding channels are required (ex. if the radio purchased is capable of UHF, then it must contain the corresponding UHF frequencies.)

The chart can also be used as a SUGGESTED channel layout showing the SUGGESTED ZONE name.

SUGGESTED LAYOUT															
ZONE NAME*	VHF IO1	VHF IO2	VHF IO3	VHF IO4	VHF IO5	UHF IO1	UHF IO2	UHF IO3	700 IO1	700 IO2	700 IO3	700 IO4	700 IO5	700 IO6	700 IO7
1	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
2	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
3	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
4	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
5	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
6	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
7	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
8	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
9	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
11	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
12	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
13	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
14	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
15	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10
16	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10	WAC10

Most programming details (frequencies, PL tones and NACs) can be found in the WI-FOG and/or NIFOG. Additional details for the deployable trunked system in zones 700 YY and 700 ZZ, as well as the 4 "25 CITIES" channels at the end of zone VHF IO5 are available upon request from OEC. Users are strongly encouraged to work with an experienced radio programmer who has familiarity with the proper programming of national/federal and regional interoperability channels.

* In suggested zone names, "IO" is an abbreviation for "INTEROP". If radio capabilities allow, expanding zone names may improve readability (i.e. "VHF INTEROPS", "700 INTEROPS", etc.).

** The programming guidance for the interoperable 700MHz deployable trunked system is evolving. Agencies are encouraged to include this system and the YY ZZ zones in their radio templates, but should be aware that the required programming may change in the future. These zones are RECOMMENDED in grant-funded radios. The YY Zone is encrypted, and can only be programmed in AES-256 encryption-capable radios.

1/23/2025 Approved by Interoperability Council
2/7/2025 Revised by J. Forness to include 7GTAC77/D
10/23/2025 Revised by J. Forness to make 700YY and 700ZZ recommended, add VTAC37D6, and remove HRCRD4-7; consolidated WISCOM talkgroups and removed Zone WISCOM4; explanatory notes also updated

The document below provides suggested language for the requirements under Wisconsin Statute § 323.29(5), for the public safety interoperable communication system grant administered by the Department of Military Affairs. This document shall not be construed as legal advice and the appropriate legal counsel should be consulted before being adopted by the local unit of government's governing body.

Resolution No. _____

**INTENTION TO JOIN THE STATEWIDE PUBLIC SAFETY
INTEROPERABLE COMMUNICATION SYSTEM**

FOR _____ COUNTY

WHEREAS, Wisconsin Statute § 323.29(5) requires the Wisconsin Department of Military Affairs to provide grants to local units of government for public safety interoperable communication system upgrades.

WHEREAS, the Wisconsin Department of Military Affairs refers to the statewide public safety interoperable communication system as WISCOM, and the upgraded 7/800 MHz system as WISCOM 800.

WHEREAS, Wisconsin Statute § 323.29(5)(b)2 requires that, to be eligible for a grant, the local unit of government's governing body submit a resolution or other written commitment indicating its intent to join the replacement statewide public safety interoperable communication system when it becomes available.

WHEREAS, Wisconsin Statute § 323.29(5)(b)2 requires that, to be eligible for a grant, the local unit of government's governing body submit a resolution or other written commitment indicating the local unit of government's intent to spend its own funds in an amount equal to 20 percent of the total grant awarded.

NOW, THEREFORE, BE IT RESOLVED by the _____ County Board of Supervisors [or Intergovernmental Cooperation Council if located in a county with a first-class city], that the _____ [agency name] is hereby committed to joining the replacement statewide public safety interoperable communication system as an interoperable user when it becomes available and will spend its own funds for 20 percent of the total of any grant awarded.

VILLAGE OF NORTH PRAIRIE
Board Report – January 8, 2026
from the Village Administrator/Clerk/Treasurer

Financial Reports:

December – 2025

Election Update:

- Trustee Lampe turned in her non-candidacy paperwork, so she will not be running for re-election in 2026.
- Trustee Schroeder turned in his re-election paperwork, so he will be on the ballot in 2026.
- Trustee McCormack did not submit any paperwork, therefore that extends the window for other candidates (non-incumbents) to turn in candidacy papers through Friday, January 9, 2026 at 5:00 p.m.

Administrator/Clerk/Treasurer's Schedule:

- Organizing Year-End Information (W2s & 1099s)
- Working with the county regarding tax payments, reconciliations, and tax settlements.
- I completed my required Election Training prior to Dec. 31, 2025.
- I have provided the auditors with preliminary information for them to complete our Form C and file in March (on time this year). We will reconvene in March and hope to finalize in April.

Work In Progress:

- Update the employee handbook and policies
- Update job descriptions for board review and adoption
- RFP for rewrite of Zoning Code for consideration in the 2026 budget planning purposes
- RFP for Comprehensive Plan for consideration in the 2026 budget planning purposes

Reminders:

Committee Agendas: Please email agendas and supporting documentation to the Administrator/Clerk/Treasurer the **FRIDAY PRIOR to your scheduled meeting and no later than three days before the scheduled meeting times** to ensure time for editing and proper notice and publication of said meeting.

Respectfully submitted by:

Evelyn Etten
Administrator/Clerk/Treasurer
January 06, 2025

Village of North Prairie
General Fund
Statement of Revenues Compared to Budget
For the Twelve Months Ending December 31, 2025
Date Printed: January 7, 2026

		<u>Current</u> <u>Month</u>	<u>Year To</u> <u>Date</u>	<u>Budget</u>	<u>Variance</u>
<u>Taxes</u>					
10-41110	PROPERTY TAX	803,569.86	803,569.86	\$ 803,570.00	(0.14)
10-41161	MANAGED FOREST LAN	428.56	428.56	350.00	78.56
		<u>803,998.42</u>	<u>803,998.42</u>	<u>803,920.00</u>	<u>78.42</u>
<u>Intergovernmental</u>					
10-43216	KMFD - REIMBURSE UTIL	3,782.29	3,782.29	10,000.00	(6,217.71)
10-43410	STATE SHARED REVENU	105,004.07	105,004.07	105,006.00	(1.93)
10-43411	EXEMPT COMPUTER AID	2,639.71	2,639.71	2,640.00	(0.29)
10-43412	PERSONAL PROPERTY AI	6,546.35	6,546.35	0.00	6,546.35
10-43520	PUBLIC SAFETY GRANT	2,070.00	2,070.00	0.00	2,070.00
10-43521	POLICE TRAINING AIDS	0.00	0.00	800.00	(800.00)
10-43529	PUBLIC SAFETY AIDS	0.00	0.00	500.00	(500.00)
10-43531	TRANSPORTATION AIDS	37,234.88	37,234.88	49,690.00	(12,455.12)
10-43534	LRIP GRANTS	0.00	0.00	30,934.00	(30,934.00)
10-43545	RECYCLING GRANTS	5,403.27	5,403.27	5,400.00	3.27
10-43690	OTHER STATE AIDS	0.00	0.00	6,546.00	(6,546.00)
10-43790	CGDB GRANTS	3,820.42	3,820.42	0.00	3,820.42
10-43791	VIDEO SERVICE PROVID	5,465.51	5,465.51	5,466.00	(0.49)
		<u>171,966.50</u>	<u>171,966.50</u>	<u>216,982.00</u>	<u>(45,015.50)</u>
<u>Regulation and Compliance</u>					
10-44100	LIQUOR/TOBACCO LICE	1,940.00	1,940.00	3,000.00	(1,060.00)
10-44101	CABLE FRANCHISE FEES	13,095.23	13,095.23	27,328.00	(14,232.77)
10-44200	ANIMAL LICENSES	1,374.50	1,374.50	900.00	474.50
10-44201	BARTENDER/OPER. LICE	995.00	995.00	0.00	995.00
10-44300	BUILDING PERMITS	28,008.37	28,008.37	35,000.00	(6,991.63)
10-44303	OTHER PERMITS	11,456.00	11,456.00	0.00	11,456.00
10-44305	UDC STATE SEALS	0.00	0.00	70.00	(70.00)
		<u>56,869.10</u>	<u>56,869.10</u>	<u>66,298.00</u>	<u>(9,428.90)</u>
<u>Charges for Services</u>					
10-45100	COURT FINES	68,299.21	68,299.21	15,000.00	53,299.21
10-45101	ASSESSMENT FEES	0.00	0.00	100.00	(100.00)
10-46100	PUBLICATION FEES	233.88	233.88	500.00	(266.12)
10-46101	ENGINEERING FEES REI	3,785.00	3,785.00	3,000.00	785.00
10-46102	LEGAL FEES REIMBURSE	10,545.80	10,545.80	3,000.00	7,545.80
10-46103	SPEC ASSESSMENT LTRS	1,350.00	1,350.00	1,800.00	(450.00)
10-46104	PARKING TICKETS	0.00	0.00	600.00	(600.00)
10-46105	BACKGROUND CKS	760.00	760.00	1,500.00	(740.00)
10-46106	PLANNING FEES REIMBU	0.00	0.00	500.00	(500.00)
10-46109	MISC CHARGES FOR SER	990.25	990.25	2,000.00	(1,009.75)
10-46290	PROPERTY CLEANUP	0.00	0.00	500.00	(500.00)
10-46324	HIGHWAY SERVICES	990.00	990.00	0.00	990.00
10-46720	PARK FEES	870.00	870.00	4,000.00	(3,130.00)
10-46721	HARVEST FEST - FIREWO	5,000.00	5,000.00	0.00	5,000.00
10-46750	BASEBALL PROGRAM	760.00	760.00	0.00	760.00
10-47320	HIGHWAY MAINTENANC	1,700.00	1,700.00	2,000.00	(300.00)
10-47322	SHARED MUNI. COURT C	0.00	0.00	32,500.00	(32,500.00)
		<u>95,284.14</u>	<u>95,284.14</u>	<u>67,000.00</u>	<u>28,284.14</u>

Village of North Prairie
General Fund
Statement of Revenues Compared to Budget
For the Twelve Months Ending December 31, 2025
Date Printed: January 7, 2026

		<u>Current</u> <u>Month</u>	<u>Year To</u> <u>Date</u>	<u>Budget</u>	<u>Variance</u>
<u>Interest</u>					
10-48110	INTEREST ON INVESTME	36,416.38	36,416.38	45,000.00	(8,583.62)
		36,416.38	36,416.38	45,000.00	(8,583.62)

Village of North Prairie
General Fund
Statement of Revenues Compared to Budget
For the Twelve Months Ending December 31, 2025
Date Printed: January 7, 2026

	<u>Current</u>	<u>Year To</u>	<u>Budget</u>	<u>Variance</u>
	<u>Month</u>	<u>Date</u>		
<u>Miscellaneous</u>				
10-48200 VILLAGE HALL RENTAL	4,550.00	4,550.00	8,000.00	(3,450.00)
10-48309 SALE OF ASSETS - OTHE	158.30	158.30	0.00	158.30
10-48440 INSURANCE RECOVERIE	262.00	262.00	0.00	262.00
10-48450 INSURANCE DIVIDENDS	664.00	664.00	1,000.00	(336.00)
10-48500 DONATIONS	275.00	275.00	5,000.00	(4,725.00)
10-48503 DONATIONS - POLICE	350.00	350.00	0.00	350.00
10-48900 SALE OF WATER	28,880.00	28,880.00	19,000.00	9,880.00
10-48999 BURN PERMITS	410.00	410.00	4,000.00	(3,590.00)
	<u>35,549.30</u>	<u>35,549.30</u>	<u>37,000.00</u>	<u>(1,450.70)</u>

Village of North Prairie
General Fund
Statement of Revenues Compared to Budget
For the Twelve Months Ending December 31, 2025
Date Printed: January 7, 2026

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Variance</u>
<u>Other Financing Sources</u>				
10-49100 PROCEED OF LONG-TER	215,000.00	215,000.00	245,438.00	(30,438.00)
	<u>215,000.00</u>	<u>215,000.00</u>	<u>245,438.00</u>	<u>(30,438.00)</u>
 Total Revenues	 <u><u>1,415,083.84</u></u>	 <u><u>1,415,083.84</u></u>	 <u><u>\$ 1,481,638.00</u></u>	 <u><u>(66,554.16)</u></u>

Village of North Prairie
General Fund - Statement of Expenditures
For the Twelve Months Ending December 31, 2025
Date Printed: January 7, 2026

	<u>Current</u> <u>Month</u>	<u>Year to</u> <u>Date</u>	<u>Budget</u>	<u>Variance</u>
General Government				
Village Board				
10-51100-100 VILLAGE BOARD SALARI	4,961.11	4,961.11	14,800.00	9,838.89
10-51100-130 SOCIAL SECURITY	1,042.96	1,042.96	1,132.00	89.04
10-51100-310 LEAGUE MEMBERSHIP	1,619.86	1,619.86	1,327.00	(292.86)
10-51100-321 MEETINGS AND SEMINA	48.00	48.00	1,000.00	952.00
	<hr/>	<hr/>	<hr/>	<hr/>
	7,671.93	7,671.93	18,259.00	10,587.07
Municipal Justice				
10-51200-100 MUNICIPAL JUSTICE SAL	6,000.00	6,000.00	6,000.00	0.00
10-51200-120 MUNICIPAL COURT CLERK	10,506.25	10,506.25	10,000.00	(506.25)
10-51200-125 ASSISTANT CLERK	2,653.00	2,653.00	6,000.00	3,347.00
10-51200-126 TEMPORARY HELP	848.70	848.70	2,500.00	1,651.30
10-51200-130 SOCIAL SECURITY	1,586.24	1,586.24	1,874.00	287.76
10-51200-220 UTILITIES RENT & MAIN	554.09	554.09	4,600.00	4,045.91
10-51200-310 SUPPLIES AND EXPENSE	1,565.50	1,565.50	1,000.00	(565.50)
10-51200-322 EDUCATION AND TRAINING	1,433.28	1,433.28	1,000.00	(433.28)
10-51200-326 DUES AND SUBSCRIPTIONS	167.98	167.98	200.00	32.02
10-51200-327 COMPUTER EXPENSES	1,200.00	1,200.00	1,000.00	(200.00)
10-51200-810 NEW EQUIPMENT	0.00	0.00	500.00	500.00
	<hr/>	<hr/>	<hr/>	<hr/>
	26,515.04	26,515.04	34,674.00	8,158.96
Legal				
10-51300-210 LEGAL COUNSEL	5,572.10	5,572.10	12,000.00	6,427.90
10-51300-211 LEGAL COUNSEL-REIMB	11,309.40	11,309.40	3,000.00	(8,309.40)
10-51300-212 MUNICIPAL COURT	3,989.60	3,989.60	2,800.00	(1,189.60)
	<hr/>	<hr/>	<hr/>	<hr/>
	20,871.10	20,871.10	17,800.00	(3,071.10)
Clerk/Treasurer				
10-51420-100 CLERK/TREASURER SAL	82,500.00	82,500.00	90,000.00	7,500.00
10-51420-110 DEPUTY CLERK	9,255.00	9,255.00	16,500.00	7,245.00
10-51420-111 PART-TIME	367.50	367.50	0.00	(367.50)
10-51420-130 SOCIAL SECURITY	7,398.00	7,398.00	9,035.00	1,637.00
10-51420-131 HEALTH INSURANCE	5,041.50	5,041.50	5,400.00	358.50
10-51420-135 RETIREMENT BENEFIT	5,733.75	5,733.75	6,210.00	476.25
10-51420-137 FTE INSURANCES	184.75	184.75	1,500.00	1,315.25
10-51420-200 DATA PROCESSING	4,354.68	4,354.68	3,500.00	(854.68)
10-51420-202 DOJ - BACKGROUND CKS	525.00	525.00	0.00	(525.00)
10-51420-233 OFFICE EQUIPMENT MAINT	2,029.42	2,029.42	2,200.00	170.58
10-51420-310 OFFICE SUPPLIES	6,139.48	6,139.48	3,720.00	(2,419.48)
10-51420-315 WEB SITE DEVELOPMENT	397.50	397.50	2,000.00	1,602.50
10-51420-320 PUBLICATION FEES	1,347.49	1,347.49	1,200.00	(147.49)
10-51420-325 TRAINING	20.00	20.00	1,000.00	980.00
10-51420-328 MILEAGE	1,977.01	1,977.01	0.00	(1,977.01)
	<hr/>	<hr/>	<hr/>	<hr/>
	127,271.08	127,271.08	142,265.00	14,993.92
Elections				
10-51440-100 POLL WORKERS	2,913.00	2,913.00	1,564.00	(1,349.00)
10-51440-130 SOCIAL SECURITY	50.73	50.73	0.00	(50.73)
10-51440-310 SUPPLIES AND EXPENSE	669.71	669.71	1,700.00	1,030.29
	<hr/>	<hr/>	<hr/>	<hr/>
	3,633.44	3,633.44	3,264.00	(369.44)

Accounting

Village of North Prairie
 General Fund - Statement of Expenditures
 For the Twelve Months Ending December 31, 2025
 Date Printed: January 7, 2026

	<u>Current</u> <u>Month</u>	<u>Year to</u> <u>Date</u>	<u>Budget</u>	<u>Variance</u>
10-51510-211 AUDIT	11,975.00	11,975.00	16,500.00	4,525.00
10-51510-212 SPECIAL ACCOUNTING	3,052.00	3,052.00	8,500.00	5,448.00
	<hr/> 15,027.00	<hr/> 15,027.00	<hr/> 25,000.00	<hr/> 9,973.00

Village of North Prairie
General Fund - Statement of Expenditures
For the Twelve Months Ending December 31, 2025
Date Printed: January 7, 2026

	<u>Current</u>	<u>Year to</u>	<u>Budget</u>	<u>Variance</u>
	<u>Month</u>	<u>Date</u>		
Assessor				
10-51530-100 CONTRACTED SERVICES	7,501.19	7,501.19	7,500.00	(1.19)
10-51530-105 MANUFACTURING ASSE	0.00	0.00	700.00	700.00
10-51530-115 BOARD OF REVIEW	87.58	87.58	125.00	37.42
10-51530-130 SOCIAL SECURITY	0.00	0.00	10.00	10.00
	<hr/>	<hr/>		
	7,588.77	7,588.77	8,335.00	746.23
Village Hall				
10-51600-220 NATURAL GAS	1,938.05	1,938.05	2,000.00	61.95
10-51600-221 ELECTRICITY	4,744.92	4,744.92	6,000.00	1,255.08
10-51600-222 TELEPHONE	2,697.28	2,697.28	2,000.00	(697.28)
10-51600-223 WATER	292.36	292.36	350.00	57.64
10-51600-233 REPAIRS & MAINTENAN	1,670.71	1,670.71	8,500.00	6,829.29
10-51600-234 BLDGS. & GROUNDS MAI	6,771.67	6,771.67	0.00	(6,771.67)
10-51600-239 MISCELLANEOUS	164.30	164.30	0.00	(164.30)
10-51600-310 SUPPLIES AND EXPENSE	4,621.72	4,621.72	2,200.00	(2,421.72)
	<hr/>	<hr/>		
	22,901.01	22,901.01	21,050.00	(1,851.01)
Insurance				
10-51930-510 INSURANCE	32,104.00	32,104.00	34,000.00	1,896.00
	<hr/>	<hr/>		
	32,104.00	32,104.00	34,000.00	1,896.00
Other General Government				
10-51980-340 HARVEST FEST FIREWOR	5,000.00	5,000.00	5,000.00	0.00
10-51980-349 SUNDRY EXPENSES	0.00	0.00	2,000.00	2,000.00
10-51980-399 CONTINGENCY-COMPUT	125.00	125.00	0.00	(125.00)
	<hr/>	<hr/>		
	5,125.00	5,125.00	7,000.00	1,875.00

Village of North Prairie
General Fund - Statement of Expenditures
For the Twelve Months Ending December 31, 2025
Date Printed: January 7, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
Total General Government	268,708.37	268,708.37	311,647.00	42,938.63
<u>Public Safety</u>				
Police				
10-52100-100 SALARIES	89,154.55	89,154.55	143,251.00	54,096.45
10-52100-110 CLERICAL WAGES	40,433.00	40,433.00	42,120.00	1,687.00
10-52100-130 SOCIAL SECURITY	9,992.86	9,992.86	14,181.00	4,188.14
10-52100-222 TELEPHONE	2,667.77	2,667.77	3,050.00	382.23
10-52100-231 SQUAD REPAIRS AND M	2,277.52	2,277.52	1,500.00	(777.52)
10-52100-310 OFFICE SUPPLIES - ADMI	2,694.76	2,694.76	1,620.00	(1,074.76)
10-52100-322 TRAINING	(15.20)	(15.20)	1,600.00	1,615.20
10-52100-323 CERTIFICATION	0.00	0.00	82.00	82.00
10-52100-324 PUBLIC RELATIONS	0.00	0.00	250.00	250.00
10-52100-325 RANGE QUALIFICATIONS	458.11	458.11	800.00	341.89
10-52100-326 DUES AND SUBSCRIPTIO	655.00	655.00	775.00	120.00
10-52100-340 SUPPLIES & EXPENSE - P	2,579.42	2,579.42	4,302.00	1,722.58
10-52100-341 UNIFORMS	1,033.75	1,033.75	1,500.00	466.25
10-52100-342 RADIO	5,046.39	5,046.39	4,526.00	(520.39)
10-52100-343 GASOLINE	2,036.29	2,036.29	4,000.00	1,963.71
10-52100-349 MISCELLANEOUS	381.15	381.15	1,700.00	1,318.85
10-52100-810 NEW EQUIPMENT	3,409.44	3,409.44	2,841.00	(568.44)
	162,804.81	162,804.81	228,098.00	65,293.19
Fire and Rescue				
10-52200-220 UTILITIES	9,119.14	9,119.14	0.00	(9,119.14)
10-52200-234 BUILDING & GROUNDS	2,818.55	2,818.55	0.00	(2,818.55)
10-52200-299 CONTRACTED SERVICES	287,648.00	287,648.00	287,648.00	0.00
10-52200-349 MISCELLANEOUS	30.00	30.00	0.00	(30.00)
	299,615.69	299,615.69	287,648.00	(11,967.69)
Inspection				
10-52400-120 INSPECTION FEES	26,917.26	26,917.26	26,810.00	(107.26)
10-52400-340 SUPPLIES AND EXPENSE	583.91	583.91	0.00	(583.91)
	27,501.17	27,501.17	26,810.00	(691.17)
Total Public Safety	489,921.67	489,921.67	542,556.00	52,634.33
<u>Highway and Transportation</u>				
Operations and Maintenance				
10-53311-100 FULL-TIME	33,687.56	33,687.56	37,167.00	3,479.44
10-53311-110 PART-TIME	3,389.00	3,389.00	4,000.00	611.00
10-53311-130 SOCIAL SECURITY	6,599.19	6,599.19	3,517.00	(3,082.19)
10-53311-131 HEALTH INSURANCE	3,533.26	3,533.26	2,230.00	(1,303.26)
10-53311-135 RETIREMENT BENEFIT	2,597.25	2,597.25	2,583.00	(14.25)
10-53311-137 FTE INSURANCES	251.62	251.62	800.00	548.38
10-53311-343 FUEL	1,973.64	1,973.64	3,000.00	1,026.36
10-53311-344 VEHICLE MAINTENANCE	2,904.81	2,904.81	6,000.00	3,095.19
10-53311-349 SUPPLIES AND EXPENSE	2,129.87	2,129.87	4,000.00	1,870.13
10-53311-370 ROAD REPAIRS AND MAI	50.00	50.00	2,500.00	2,450.00
10-53311-371 ROAD SIGNS AND MARKI	2,950.21	2,950.21	600.00	(2,350.21)
10-53311-372 SNOW AND ICE CONTRO	7,870.73	7,870.73	19,160.00	11,289.27
10-53311-810 NEW EQUIPMENT	1,589.80	1,589.80	0.00	(1,589.80)

Village of North Prairie
General Fund - Statement of Expenditures
For the Twelve Months Ending December 31, 2025

Date Printed: January 7, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
10-53420-221 STREET LIGHTING	11,642.78	11,642.78	13,000.00	1,357.22
	81,169.72	81,169.72	98,557.00	17,387.28
	0.00	0.00	0.00	0.00
<u>Sanitation and Social Services</u>				
<u>Refuse Disposal</u>				
10-53620-290 REFUSE DISPOSAL	113,681.04	113,681.04	116,813.00	3,131.96
	113,681.04	113,681.04	116,813.00	3,131.96

Village of North Prairie
General Fund - Statement of Expenditures
For the Twelve Months Ending December 31, 2025
Date Printed: January 7, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
Recycling				
10-53635-290 RECYCLING GRANT EXP	48,543.33	48,543.33	49,816.00	1,272.67
10-53635-291 RECYCLING - ADVERTISI	0.00	0.00	450.00	450.00
	<u>48,543.33</u>	<u>48,543.33</u>	<u>50,266.00</u>	<u>1,722.67</u>
Weed Control				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Water System Maintenance				
10-52250-237 PUMP HOUSE	1,488.62	1,488.62	1,200.00	(288.62)
	<u>1,488.62</u>	<u>1,488.62</u>	<u>1,200.00</u>	<u>(288.62)</u>
Animal Control				
10-54100-290 ANIMAL IMPOUNDING F	1,022.09	1,022.09	578.00	(444.09)
	<u>1,022.09</u>	<u>1,022.09</u>	<u>578.00</u>	<u>(444.09)</u>
Civic Pride				
10-56700-290 CIVIC PRIDE	116.08	116.08	75.00	(41.08)
	<u>116.08</u>	<u>116.08</u>	<u>75.00</u>	<u>(41.08)</u>
Service to Aging				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Sanitation & Social Services				
	<u>246,020.88</u>	<u>246,020.88</u>	<u>267,489.00</u>	<u>21,468.12</u>
<u>Parks and Recreation</u>				
Parks				
10-55200-100 FULL-TIME	34,770.99	34,770.99	37,167.00	2,396.01
10-55200-110 PART-TIME	14,648.00	14,648.00	16,000.00	1,352.00
10-55200-130 SOCIAL SECURITY	1,937.37	1,937.37	4,435.00	2,497.63
10-55200-131 HEALTH INSURANCE	3,579.86	3,579.86	2,230.00	(1,349.86)
10-55200-135 RETIREMENT BENEFIT	1,294.11	1,294.11	2,583.00	1,288.89
10-55200-220 UTILITIES	3,860.92	3,860.92	3,300.00	(560.92)
10-55200-232 EQUIPMENT MAINTENANCE	8,445.09	8,445.09	4,000.00	(4,445.09)
10-55200-234 BLDG AND GROUNDS M	10,685.10	10,685.10	26,986.00	16,300.90
10-55200-340 SUPPLIES AND EXPENSE	2,156.18	2,156.18	2,730.00	573.82
10-55200-343 GASOLINE	1,805.32	1,805.32	2,000.00	194.68
10-55200-349 MISCELLANEOUS	167.00	167.00	0.00	(167.00)
10-55200-810 NEW EQUIPMENT	921.94	921.94	0.00	(921.94)
	<u>84,271.88</u>	<u>84,271.88</u>	<u>101,431.00</u>	<u>17,159.12</u>
Recreation				
10-55300-349 MISCELLANEOUS	6.00	6.00	0.00	(6.00)
	<u>6.00</u>	<u>6.00</u>	<u>0.00</u>	<u>(6.00)</u>
Total Parks & Recreation				
	<u>84,277.88</u>	<u>84,277.88</u>	<u>101,431.00</u>	<u>17,153.12</u>

Village of North Prairie
General Fund - Statement of Expenditures
For the Twelve Months Ending December 31, 2025
Date Printed: January 7, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
Conservation and Development				
10-56300-100 SALARIES	1,100.00	1,100.00	1,000.00	(100.00)
10-56300-130 SOCIAL SECURITY	0.00	0.00	77.00	77.00
10-56900-213 ENGINEERING FEES	2,909.50	2,909.50	2,000.00	(909.50)
10-56900-214 ENGINEERING FEES-REI	4,253.60	4,253.60	3,000.00	(1,253.60)
10-56900-215 NR 216 COMPLIANCE	4,395.50	4,395.50	6,000.00	1,604.50
10-56900-216 PLANNER FEES	0.00	0.00	500.00	500.00
10-56900-217 PLANNER FEES-REIMBU	0.00	0.00	500.00	500.00
	<hr/> 12,658.60	<hr/> 12,658.60	<hr/> 13,077.00	<hr/> 418.40
Unclassified				
10-58100-610 PRINCIPAL EXPENSE	696.20	696.20	0.00	(696.20)
10-58212-620 INTEREST EXPENSE	140.79	140.79	0.00	(140.79)
	<hr/> 836.99	<hr/> 836.99	<hr/> 0.00	<hr/> (836.99)
Capital Outlays				
10-53311-820 CAPITAL OUTLAY-HIGH	217,224.61	217,224.61	245,438.00	28,213.39
10-55200-820 CAPITAL IMPROVEMENT	15,000.00	15,000.00	0.00	(15,000.00)
	<hr/> 232,224.61	<hr/> 232,224.61	<hr/> 245,438.00	<hr/> 13,213.39
 Total Expenses	 <u><u>1,334,649.00</u></u>	 <u><u>1,334,649.00</u></u>	 <u><u>1,481,638.00</u></u>	 <u><u>146,989.00</u></u>

**North Prairie Athletic Association (NPAA) Athletic Field Use Agreement With
The Village of North Prairie - 2026**

This agreement is entered between the Village of North Prairie, a municipal entity duly created and existing under the laws of Wisconsin (hereinafter "North Prairie") and North Prairie Athletic Association (hereinafter "NPAA"). Upon consideration of the compensation, benefits, services and mutual promises described herein the adequacy of which is hereby acknowledged by all parties and intending to be bound, the parties hereby agree as follows:

1. Subject property: This agreement encompasses the Baseball/Softball and Soccer Fields located at Prairie Village Park, Broadlands Park and Veterans Park in the Village of North Prairie, WI.
2. Term: Term of this agreement shall be one year and runs concurrent with the calendar year. A new agreement shall be signed annually by both parties.
3. Payments and other Compensation:
 - a. No payment shall be made provided the NPAA handles all field/diamond set-up which includes: costs of lime chalk, cost of spray paint, labor, clean up and any other ancillary costs associated.
 - b. All fields must be cleaned up and left in ready to use condition after each use, including practices and games.
4. Schedule of Dates Reported: NPAA is responsible to provide schedules as noted below. Failure to report schedules may result in fields not being reserved for use by NPAA.
 - a. Spring Soccer schedule to be to North Prairie no later than 3/1
 - b. All baseball/softball schedules to be to North Prairie no later than 5/1.
 - c. Fall Soccer schedule to be to North Prairie no later than 8/1
5. Use of Subject Property for Practice and Games: NPAA shall be entitled to the use of athletic fields, restrooms, parking and grass areas at the above noted locations for both practices and games. North Prairie will not schedule or authorize organized use of the subject property by any individuals, groups or organizations during the subject property being used for practice or games through proper reservation notification. North Prairie cannot be responsible for incidental use that may occur by private citizens.
6. Use of Kubota, Drag and other Field Prep Equipment: The Village will allow the use of equipment required to drag and maintain the ball diamonds provided the following requirements are met:
 - a. A DPW representative must train and authorize any users of this equipment to ensure they understand how to run all aspects of the equipment, transporting equipment and best practices for dragging the fields. A list of approved operators will be kept by the Village Administrator/Clerk/Treasurer as well as with the DPW.
 - b. The NPAA **MUST** provide a Certificate of Insurance, naming the Village of North Prairie as an additional insured on their insurance policy.
 - c. The NPAA **MUST** provide a Waiver of Sub-litigation to cover bodily harm, property and/or equipment damage.

7. Use of Concession Stands at Subject Properties: NPAA will have first right of refusal of concession stand usage, annually. Should they decline and another organization approaches North Prairie they may be granted use of the concession stand so long as proper licensure is obtained through the Village of North Prairie. Alcohol sales must be approved through Public Works Committee. Should alcohol sales be allowed, it must be purchased through a licensed distributor and sold per WI State Statutes. No carry-in alcohol may be sold at any park.
8. Items stored in the Storage Units and/or Concession Stand: NPAA shall only store food and beverage related items in the concession stand. Any other items stored in the concession area will need approval from North Prairie. North Prairie is not responsible for product spoilage due to power outage, equipment breakdown or malfunction. NPAA shall have full use and control over storage facilities they own which include storage structures at Prairie Village Park, Veterans Park and Broadlands Park. North Prairie agrees to store, in the DPW facility on Oakridge Dr., lime chalk and spray paint purchased by NPAA.
9. Care of Facilities: Use of baseball/softball and soccer fields and storage units are subject to these facilities being kept in clean, sanitary and safe conditions at all times.
10. Maintenance and Cleaning Obligations: The parties shall have the following maintenance and cleaning obligations throughout the term of this agreement:
 - a. North Prairie shall be solely responsible for the following at all times during this agreement period:
 - I. Maintaining garbage containers in adequate condition to reasonably secure the items placed in the containers. This includes providing adequate size bags and rubber bands for restock use.
 - II. Preparing diamonds/fields throughout each season by mowing and grass/weed control by fencing and garbage removal. NPAA should empty a rubbish container when it becomes full. They will remove the full bag and place it next to the container and restock the container with a new bag/band.
 - III. Maintenance and/or repair of areas where topsoil and grass seed are needed. Diamond mix, as required, will also be North Prairies' responsibility to purchase and distribute throughout diamonds.
11. NPAA shall be solely responsible for the following at all times during this agreement:
 - a. Diamond/field lining and prep for practices and games.
 - b. Will check all bathrooms after use to be sure rubbish is disposed of properly. Where flush toilets are located to check to be sure all toilets are flushed, assure no faucets are left running and lights are turned off.
12. Indemnification: In addition to, and not to the exclusion or prejudice of any provisions of this agreement or documents incorporated herein by reference, NPAA shall indemnify and save harmless and agrees to accept tender of defense and to defend and pay any and all legal, accounting consulting, engineering and other expenses relating to the defense of any claim asserted or imposed by any party or parties (including but not limited to claims of bodily injury or death of persons, or for loss or damage of property) upon North Prairie, its officers, agents, boards, committees, employees or independent contractors, growing out

of the presence, activities or promotions contemplated by the agreement (even if arising from intentional or unintentional acts of a person or persons, who are not party to this agreement) or the construction, maintenance or use of facilities by NPAA and only during activities where NPAA members are present or in any other way growing out of this agreement.

13. Insurance: North Prairie assumes no responsibility for any loss or damage to User's personal property while in use or stored at or on the Park(s). User shall maintain comprehensive liability insurance as required below, including full replacement of damaged property. **No later than March 1st** the user shall provide North Prairie with evidence of said coverages as set forth herein, including insurance certificates and all referenced riders and endorsements in forms reasonable satisfactory to North Prairie. All insurance shall be issued by insurers with a license to do business in the State of Wisconsin. User's insurance coverage shall be primary and noncontributory with respect to North Prairie, including all of its respective officials, officers, employees and agents. User's insurance shall apply separately to each insured against whom a claim is made, or suit is brought, except with respect to the limits of the insurer's liability.

- a. Comprehensive Commercial General Liability: One Million Dollars (\$1,000,000) per occurrence and at least Two Million Dollars (\$2,000,000) aggregate; policy shall provide coverage for volunteers, invitees and guests of User.
- b. Village of North Prairie, and its respective officials, officers, employees, and agents shall be named as an additional insured for General Liability by specific endorsement.

14. Compliance with Law: NPAA shall comply with all current and future applicable codes of North Prairie, the County of Waukesha, the State of Wisconsin and the Federal Government. NPAA shall follow all current and future lawful orders of any and all duly authorized employees and/or representatives of the same. This agreement shall not be deemed to waive compliance with any such laws.

15. Failure to comply: In the event the NPAA fails to fulfill any obligation under this Agreement, this Agreement shall be null and void and North Prairie shall have no responsibility what-so-ever under the terms of this Agreement.

16. Effective Date: This Agreement shall be effective upon full execution hereof by all parties. The effective term of this Agreement is from March 1st through October 31st of said Agreement year.

This Agreement has been approved by the Village Board of North Prairie and is executed this date _____, 2026.

Village of North Prairie: _____

Dan Miresse

Attest: _____

Evelyn Etten

This Agreement has been approved by North Prairie Athletic Association and executed this date:
_____, 2026.

North Prairie Athletic Association President: _____

Athletic Field Use Agreement Between Legacy Ball Club Inc. and

The Village of North Prairie - 2026

This agreement is entered between the Village of North Prairie, a municipal entity duly created and existing under the laws of Wisconsin (hereinafter "North Prairie") and Legacy Ball Club Inc. (hereinafter "Legacy"). Upon consideration of the compensation, benefits, services and mutual promises described herein, the adequacy of which is hereby acknowledged by all parties and intending to be bound, the parties hereby agree as follows:

1. Subject property: This agreement encompasses the large baseball field at Veterans Park in the Village of North Prairie, WI.
2. Term: Term of this agreement is specific to the following dates: TBD, but up to 25 dates
3. Payments and other Compensation:
 - a. Ninety-five dollars (\$95.00) field prep (\$75) and game charge (\$20) per day.
 - b. Payment in full to be provided end of season with Net 30 terms.
4. Use of Subject Property for Practice and Games: Legacy shall be entitled to the use of said athletic field, restrooms, parking and grass areas at the above noted locations for games. North Prairie will not schedule or authorize organized use of the subject property by any individuals, groups or organizations during the subject property being used for games between the hours of 4:30 – 9:00 pm. (TBD)
5. Care of Facilities: Use of the baseball field is subject to these facilities being kept in clean, sanitary and safe conditions at all times during use.
6. Maintenance and Cleaning Obligations: The parties shall have the following maintenance and cleaning obligations throughout the term of this agreement:
 - a. North Prairie shall be solely responsible for the following when in use during this agreement period:
 - I. Fields will be dragged and lined will be completed no later than 4:30 each day of use with bases in place at 90'.
 - II. Maintaining garbage containers in adequate condition to reasonably secure the items placed in the containers. This includes providing adequate size bags and rubber bands for restock use.
 - III. Preparing diamonds/fields of specific dates by mowing and grass/weed control by fencing
7. Legacy shall be solely responsible for the following at all times during this agreement:
 - a. Will check all bathrooms after use to be sure rubbish is disposed of properly. Where flush toilets are located, check to be sure all toilets are flushed, assure no faucets are left running and lights are turned off.
 - b. Legacy, should a rubbish/recycling container become full, will remove the full bag and place it in appropriate dumpster, at north end of Village Hall, and restock the container with a new bag/band. This includes garbage receptacles in dugout areas.

8. Indemnification: In addition to, and not to the exclusion or prejudice of any provisions of this agreement or documents incorporated herein by reference, Legacy shall indemnify and save harmless and agrees to accept tender of defense and to defend and pay any and all legal, accounting consulting, engineering and other expenses relating to the defense of any claim asserted or imposed by any party or parties (including but not limited to claims of bodily injury or death of persons, or for loss or damage of property) upon North Prairie, its officers, agents, boards, committees, employees or independent contractors, growing out of the presence, activities or promotions contemplated by the agreement (even if arising from intentional or unintentional acts of a person or persons, who are not party to this agreement) or the construction, maintenance or use of facilities by Legacy and only during activities where Legacy members are present or in any other way growing out of this agreement.
9. Insurance: North Prairie assumes no responsibility for any loss or damage to User's personal property while in use or stored at or on the Park(s). User shall maintain comprehensive liability insurance as required below, including full replacement of damaged property. **No later than April 30, 2026** the user shall provide North Prairie with evidence of said coverages as set forth herein, including insurance certificates and all referenced riders and endorsements in forms reasonable satisfactory to North Prairie. All insurance shall be issued by insurers with a license to do business in the State of Wisconsin. User's insurance coverage shall be primary and noncontributory with respect to North Prairie, including all of its respective officials, officers, employees and agents. User's insurance shall apply separately to each insured against whom a claim is made, or suit is brought, except with respect to the limits of the insurer's liability.
 - a. Comprehensive Commercial General Liability: One Million Dollars (\$1,000,000) per occurrence and at least Two Million Dollars (\$2,000,000) aggregate; policy shall provide coverage for volunteers, invitees and guests of User.
 - b. Legacy **MUST** provide the Village of North Prairie, and its respective officials, officers, employees, and agents shall be named as an additional insured for General Liability by specific endorsement.
10. Compliance with Law: Legacy shall comply with all current and future applicable codes of North Prairie, the County of Waukesha, the State of Wisconsin and the Federal Government. Legacy shall follow all current and future lawful orders of any and all duly authorized employees and/or representatives of the same. This agreement shall not be deemed to waive compliance with any such laws.
11. Failure to comply: In the event the Legacy fails to fulfill any obligation under this Agreement, this Agreement shall be null and void and North Prairie shall have no responsibility what-so-ever under the terms of this Agreement.
12. Effective Date: This Agreement shall be effective upon full execution hereof by all parties. This agreement may be executed in counterparts.

This Agreement has been approved by the Village Board of North Prairie and is executed this date _____, 2026.

Village of North Prairie President: _____

Dan Miresse

Attest: _____

Evelyn Etten, Administrator/Clerk/Treasurer

This Agreement has been approved by Legacy Ball Club Inc. and executed this date: _____, 2026.

Legacy Ball Club Inc. President: _____

Contract for Lawn Mowing

This agreement is entered between the Village of North Prairie, a municipal entity duly created and existing under the laws of Wisconsin (hereinafter "Village") and Prairie Village Water Trust (hereinafter "PVWT").

Whereas, the Village owns and operates lawn mowing equipment and provides desirable and mandated services to residents and property owners within its corporate limits; and

Whereas, PVWT desires the Village to provide identical services to property within certain specified areas of the Village as the Village provides within its own corporate limits; and

Whereas, the Village President and PVWT Trustee have recommended to the North Prairie Village Board and the Prairie Village Water Trust Board consolidation of services, to some degree, to efficiently provide lawn mowing control in the Village and Water Trust Parcels; and

Whereas, the Prairie Village Water Trust Board and the Village Board find that this recommendation of shared services will provide a cost savings to the Water Trust, will provide income to the Village, will allow for prompt and efficient lawn mowing control throughout the Village, and is in the best interest of the Village and PVWT.

Now, therefore, in consideration of the mutual agreements and covenants herein contained.

IT IS HERBY AGREED AS FOLLOWS:

1. Village's Lawn Mowing Obligations: The Village hereby agrees:
 - A. The Village shall mow parcel: (hereinafter "parcel")
 - a. Parcel at 309 Karin Dr. (NPV 1568 225)
 - B. The Village shall mow the parcel in a timely fashion when mowing Village Parks.
 - C. Upon request of the PVWT, the Village shall provide additional mowing on the parcel as requested.
 - D. Commencement of mowing activities shall be at the discretion of the Village Public Works, Buildings and Grounds Committee.
2. Village Obligation to Document Pay Requests: The Village shall:
 - A. Describe the rate the PVWT is to be charged for mowing each parcel.
 - B. The described in attached Exhibit A shall not be modified for the duration of this contract except upon mutual agreement of the parties.
 - C. The Village shall provide pay requests to PVWT which shall indicate:
 - a. The total amount of times the Village has performed its obligations on the parcel, per this contract.
 - b. Pay requests shall be submitted quarterly for the previous quarter. Failure to submit a pay request by the required time shall not constitute breach and shall not waive the obligation of payment.
3. PVWT Obligation of Payment: PVWT shall:
 - A. Pay quarterly invoices within thirty (30) days of receipt.

- B. Inspect work performed by the Village and notify the Village of any additional mowing through the Chair of Public Works, Buildings and Grounds.
4. Emergency Phone Numbers: For purposes of this contract, twenty-four-hour communication between the Village and PVWT shall be available between parties as follows:

A. Water Trust Board Member: _____

Village Buildings and Grounds Committee Chair: Donna Samuels at 262-337-0701

5. Term: This contract shall be for the term beginning Jan.1, 2026 and ending December 31, 2026. This contract may be extended by the parties for an additional one-year term by an extension agreement executed by both parties.
6. Fuel Charges: The parties acknowledge the costs and benefits can be significantly impacted by fluctuating fuel prices during the term of this contract. The parties agree to further consider the rates described in attached Exhibit A, reasonable and in good faith. In the event either party believes fluctuating fuel prices provide cause, a request to reconsider rates may be brought forward.
7. Termination: This contract shall not be unilaterally terminated by either party during the months of May, June, July, August, September, October and November. In other months this contract may be terminated by either party upon thirty (30) days' written notice.

This Agreement has been approved by the Village Board of North Prairie and is executed this date _____, 2026.

Village of North Prairie President: _____

Dan Miresse

Attest: _____

Evelyn Etten, Administrator/Clerk/Treasurer

This Agreement has been approved by Prairie Village Water Trust and executed this date: _____, 2026.

Prairie Village Water Trust Board Trustee: _____

Exhibit A
2025 Lawn Mowing
Prairie Village Water Trust Parcel
309 Karin Dr.

Parcel

309 Karin Dr. (NPV 1568 225)

Cost Per Mowing

\$55.00

Contract for Snow Removal and Salting-2026

This agreement is entered between the Village of North Prairie, a municipal entity duly created and existing under the laws of Wisconsin (hereinafter "Village") and Prairie Village Water Trust (hereinafter "PVWT").

Whereas, the Village owns and operates snow removal and salting equipment and provides desirable and mandated services to residents and property owners within its corporate limits; and

Whereas, PVWT desires the Village to provide identical services to property within certain specified areas of the Village as the Village provides within its own corporate limits; and

Whereas, the Village President and PVWT Trustee have recommended to the North Prairie Village Board and the Prairie Village Water Trust Board consolidation of services, to some degree, to efficiently provide snow removal and salt control in the Village and Water Trust Parcels; and

Whereas, the Prairie Village Water Trust Board and the Village Board find that this recommendation of shared services will provide cost savings to the Water Trust, will provide income to the Village, will allow for prompt and efficient snow removal and salting control throughout the Village, and is in the best interest of the Village and PVWT.

Now, therefore, in consideration of the mutual agreements and covenants herein contained.

IT IS HERBY AGREED AS FOLLOWS:

1. Village's Snow Removal and Salting Obligations: The Village hereby agrees:
 - A. The Village shall service parcel: (hereinafter "parcel")
 - a. Parcel at E. State Rd (NPV 1568 228)
 - b. Parcel at 309 Karin Dr. (NPV 1568 225)
 - B. The Village shall plow/salt the parcel in a timely fashion when removing snow on Village streets.
 - C. Upon request of the PVWT, the Village shall provide additional snow removal and salting on the parcel as requested.
 - D. Commencement of snow removal and salting activities shall be at the discretion of the Village Public Works Committee.
2. Village Obligation to Document Pay Requests: The Village shall:
 - A. Describe the rate the PVWT is to be charged for snow removal and salting each parcel.
 - B. The described in attached Exhibit A shall not be modified for the duration of this contract except upon mutual agreement of the parties.
 - C. The Village shall provide pay requests to PVWT which shall indicate:
 - a. The total amount of times the Village has performed its obligations on the parcel, per this contract.
 - b. Pay requests shall be submitted quarterly for the previous quarter. Failure to submit a pay request by the required time shall not constitute breach and shall not waive the obligation of payment.

3. PVWT Obligation of Payment; PVWT shall:
 - A. Pay quarterly invoices within thirty (30) days of receipt.
 - B. Inspect work performed by the Village and notify the Village of any additional snow removal and salting through the Chair of Public Works, Buildings and Grounds.
4. Emergency Phone Numbers: For purposes of this contract, twenty-four-hour communication between the Village and PVWT shall be available between parties as follows:
 - A. Water Trust Board Member: _____
 - B. Village Buildings and Grounds Committee Chair:

Donna Samuels at 262-337-0701

5. Term: This contract shall be for the term beginning Jan.1, 2026 and ending December 31, 2026. This contract may be extended by the parties for an additional one-year term by an extension agreement executed by both parties.
6. Fuel and Salt Charges: The parties acknowledge the costs and benefits can be significantly impacted by fluctuating fuel prices during the term of this contract. The parties agree to further consider the rates described in attached Exhibit A, reasonable and in good faith. In the event either party believes fluctuating fuel and/or salt prices provide cause, a request to reconsider rates may be brought forward.
7. Termination: This contract shall not be unilaterally terminated by either party during the months of October, November, December, January, February, March, April and May. In other months this contract may be terminated by either party upon thirty (30) days written notice.

This Agreement has been approved by the Village Board of North Prairie and is executed this date _____, 2026.

Village of North Prairie President: _____

Dan Miresse

Attest: _____

Evelyn Etten, Administrator/Clerk/Treasurer

This Agreement has been approved by Prairie Village Water Trust and executed this date: _____, 2026.

Prairie Village Water Trust Board Trustee: _____

Exhibit A

2026 Snow Removal and Salting

Prairie Village Water Trust Parcel

East State Rd and Karin Dr.

<u>Parcel</u>	<u>Cost for Both Properties Per Plow/Salting</u>
E. State Rd. (NPV 1568 228)	\$40.00 / \$110 per ton
309 Karin Dr (NPV 1568 225)	

Village of North Prairie
Road Improvement Plan as of 10/31/2025

- 2026 Re-pave Morrissey Dr. from Road X to Prairie Village Section, Approx 1622
Re-pave Broadlands Park Driveway and parking lots
Re-pave Veterans Park driveway from STH 59 up to and around Pavillion
Crack-seal Prairie Village and Downtown
Mastic areas in Broadlands
- 2027 Re-pave Oakwood Lane from Prairie View Dr. to Chestnut Way, Approx 686
Re-pave Oakwood Lane from Chestnut Way to Chestnut Ct., Approx 581
Re-pave Oakwood Lane from Chestnut Ct. to CTH E, Approx 475
Re-pave Chestnut Ct. to termini, Approx 422
Re-pave Chestnut Way from Oakwood Ln. to Butternut Dr., Approx 1373
- 2028 Re-pave Chestnut Way from to Hickory Dr., Approx 739
Re-pave Chestnut Way from Butternut Dr. to Chestnut Way (1), Approx 475
Re-pave Hickory Dr. from Chestnut Way to CTH E, Approx
Re-pave Holly Lane from Chestnut Way to termini, Approx
Crack-seal Broadlands and Industrial Park
- 2029 Re-pave St. Andrews Blvd. from STH 59 to Augusta Way, Approx 1109
Re-pave Augusta Way from St. Andrews Blvd. to Muirfield Circle, Approx 1056
Crack-seal Ferris Fields
- 2030 Re-pave Muirfield Cir. From Augusta Way to Muirfield Ct., Approx 1109
Re-pave Muirfield Ct. From Muirfield Cir. to termini, Approx 686
Re-pave Muirfield Cir. From Muirfield Ct. to Augusta Way, Approx 1478
- 2031 Re-pave Augusta Way from Cypress Pt. to Muirfield Cir., Approx 1162
Re-pave Augusta Way from Muirfield Cir. To Augusta Ct., Approx 422
Re-pave Augusta Way from Augusta Ct. to Muirfield Cir., Approx 686
Re-pave Augusta Ct. from Augusta Way to termini, Approx 317
Crack-seal Roberts Woods
- 2032 Re-pave Crooked Stick Pass from Piper Rd to Eagles Cove Cr., Approx 396
Re-pave Crooked Stick Pass from Eagles Cove Cr. To Eagles Lookout, Approx 1610
Re-pave Eagles Lookout from Crooked Stick Pass to termini, Approx 898

Fw: MS4 Next Steps - Cost Estimates

From DPW <dpw@northprairiewi.gov>

Date Tue 12/30/2025 6:29 AM

To Village Clerk <clerk@northprairiewi.gov>; Donna Samuels <donna.samuels@northprairiewi.gov>

 1 attachment (22 KB)

2026 MS4 North Prairie Costs.pdf;

From: Abby Hanson <Ahanson@ruekert-mielke.com>

Sent: Monday, December 29, 2025 1:38 PM

To: DPW <dpw@northprairiewi.gov>

Cc: Christy Poniewaz <CPoniewaz@ruekert-mielke.com>

Subject: RE: MS4 Next Steps - Cost Estimates

Hi Ricky,

I hope you had a nice holiday! Thank you for meeting with us to discuss MS4 items. We appreciated the opportunity to meet you and to review the Village's MS4 requirements. As requested, we have prepared a cost estimate (attached and below) for the inspection services and for further investigation into the Broadlands pond.

Additionally, the email that Lexi (DNR) send to the Village states that a Notice of Noncompliance (NON) was issued. The NON is the first step in the DNR's enforcement on the Village for not meeting the MS4 permit requirements.

The NON requires several documents to be submitted by March 31, 2026. **If these items are not submitted, DNR may issue a Notice of Violation (NOV). Following the NOV, the DNR can fine the Village up to \$1,500 per day until compliance is achieved.**

We can assist with preparing and submitting the required information to DNR. The items required by 3/31 are the same six permit areas that we discussed during the training. The below table outlines cost estimates for R/M to assist with the program submittals to bring the Village into compliance and avoid fines. The cost estimate was developed using the information provided by Lexi in her email to the Village.

If we receive approval by January 12th, 2026, we can complete all documents by the March 31st, 2026, deadline.

If you have any questions or would like to discuss options further, please let me know. We are also available to present this information to the board. Thank you!

Cost Estimate

Permit Section	Task	Cost	Due Date *Red items are in Notice of Noncompliance
Public Education and Outreach Program	Create and submit program.	\$160.00	March 31st, 2026
Public Involvement and Participation Program	None, DNR has program on file.	N/A	March 31st, 2026
Illicit Discharge Detection and Elimination Program	Update and submit program.	\$800.00	March 31st, 2026
Construction Program	None, DNR has program on file.	N/A	March 31st, 2026
Post-Construction Program	Update and submit program.	\$1,280.00	March 31st, 2026
Collection Services Program	Create and submit program.	\$320.00	March 31st, 2026
Winter Road Management Program	Create and submit program.	\$1,280.00	March 31st, 2026

MS4 Annual Report	Complete annual report and submit to DNR.	\$2,250.00	March 31st, 2026
SWPPP Inspection	Inspect DPW yard.	\$1,250.00	Annually
Total		\$7,340.00	

Additional Services - discussed during training day

Task	Description	Cost	Frequency
BMP Inspections	Annual inspection of storm water devices.	Approx. \$700 per device	Each device shall be inspected at least once every five years.
IDDE Inspections	Inspection of outfalls in Village. Includes site visit, inspection, water sample testing (if flowing) and report completion.	\$350 per flowing outfall \$275 per dry outfall Approx. \$3000 for data management, site visit and report writing.	Frequency depends on pipe size and location.
Consulting Services for Broadlands Pond	Analyze site plans, meet with Village staff to discuss findings and work towards path of designing an adequate fix for observed erosion/bank issue.	Approximately \$1,000	N/A



ABBY HANSON, EIT
PROJECT ENGINEER
o 262.953.3905
m 414.610.1841
e Ahanson@ruekert-mielke.com

Ruekert • Mielke  
100% Employee Owned

From: DPW <dpw@northprairiewi.gov>
Sent: Monday, December 15, 2025 12:04 PM
To: Christy Poniewaz <CPoniewaz@ruekert-mielke.com>
Subject: Re: Schedule MS4 NR216 Training - Ricky Reed

You don't often get email from dpw@northprairiewi.gov. [Learn why this is important](#)

Caution: This is an external email of your Organization. Please take care when clicking links or opening attachments.

Hi Christy I will be the only one attending . I will have a turkey on wheat or white bread lettuce tomato, mayo, and onions please.

Thanks Ricky Reed

From: Christy Poniewaz <CPoniewaz@ruekert-mielke.com>
Sent: Wednesday, December 10, 2025 9:44 AM
To: Village Clerk <clerk@northprairiewi.gov>; DPW <dpw@northprairiewi.gov>
Cc: Abby Hanson <Ahanson@ruekert-mielke.com>
Subject: RE: Schedule MS4 NR216 Training - Ricky Reed

Hello,

Hope your week is going well! I am reaching out to confirm the timing and attendance for next Friday's MS4 training.

We typically complete a morning session inside, which consists of permit requirement overview and discussion. After a lunch break, we head outside to visit a few areas in the Village and discuss the inspection process.

Please let me know if this schedule works for you:

9am to 12pm: Permit review and discussion (Village Hall)
12pm-1pm: Break for lunch
1pm-4pm: Field Portion

We can also provide lunch! Let me know who will be attending and their meal preference. We can have Panera delivered at the appropriate time.

Thank you!



CHRISTY PONIEWAZ
SR. ENVIRONMENTAL SCIENTIST & PROJECT MANAGER
She/Her/Hers
o 262.953.3046
m 414.534.6882
e CPoniewaz@ruekert-mielke.com



From: Village Clerk <clerk@northprairiewi.gov>
Sent: Wednesday, December 3, 2025 12:40 PM
To: Abby Hanson <Ahanson@ruekert-mielke.com>; DPW <dpw@northprairiewi.gov>
Cc: Christy Poniewaz <CPoniewaz@ruekert-mielke.com>
Subject: RE: Schedule MS4 NR216 Training - Ricky Reed

Caution: This is an external email of your Organization. Please take care when clicking links or opening attachments.

Yes, there is adequate funding for this expense this year.
Approved

Evelyn (Evie) Etten
Administrator/Clerk/Treasurer
Clerk@northprairiewi.gov
262-392-2271

Village of North Prairie

From: Abby Hanson <Ahanson@ruekert-mielke.com>
Sent: Wednesday, December 3, 2025 8:56 AM
To: DPW <dpw@northprairiewi.gov>; Village Clerk <clerk@northprairiewi.gov>
Cc: Christy Poniewaz <CPoniewaz@ruekert-mielke.com>
Subject: RE: Schedule MS4 NR216 Training - Ricky Reed

Hi All,

Thank you for the approval! We will put together an agenda to share with you next week in advance of the training on 12/19.

If you have any questions beforehand, please let me know.

Thank you,



ABBY HANSON, EIT
PROJECT ENGINEER
o 262.953.3005
m 414.610.1841
e Ahanson@ruekert-mielke.com



From: DPW <dpw@northprairiewi.gov>
Sent: Wednesday, December 3, 2025 5:45 AM
To: Abby Hanson <Ahanson@ruekert-mielke.com>
Subject: Re: Schedule MS4 NR216 Training - Ricky Reed

Caution: This is an external email of your Organization. Please take care when clicking links or opening attachments.

Yes Abby lets do it.

Thanks RICK REED

From: Abby Hanson <Ahanson@ruekert-mielke.com>
Sent: Tuesday, December 2, 2025 9:45 AM
To: Village Clerk <clerk@northprairiewi.gov>
Cc: DPW <dpw@northprairiewi.gov>; Christy Poniewaz <CPoniewaz@ruekert-mielke.com>
Subject: RE: Schedule MS4 NR216 Training - Ricky Reed

Hi Evie,

I wanted to follow up on my email below. Please let me know if we have approval to move forward with the training on December 19th.

Thank you!



ABBY HANSON, EIT
PROJECT ENGINEER
o 262.953.3005
m 414.610.1841
e Ahanson@ruekert-mielke.com

 Ruekert-Mielke
100% Employee Owned



From: Abby Hanson
Sent: Friday, November 21, 2025 8:15 AM
To: 'Village Clerk' <clerk@northprairiewi.gov>
Cc: DPW <dpw@northprairiewi.gov>; Christy Poniewaz <CPoniewaz@ruekert-mielke.com>
Subject: RE: Schedule MS4 NR216 Training - Ricky Reed

Hi Evie,

Let's plan on December 19th for the training. We could start by meeting at Village Hall at 9:00 AM, and then visit the relevant sites as needed during the session. Based on weather conditions, we may need to reschedule the in field training portion, but we can touch base closer to the training date.

Can you please provide authorization for the \$3,000 training expense?

Please reach out with any questions beforehand.

Thank you!



ABBY HANSON, EIT
PROJECT ENGINEER
o 262.953.3005
m 414.610.1841
e Ahanson@ruekert-mielke.com

 Ruekert-Mielke
100% Employee Owned



From: Village Clerk <clerk@northprairiewi.gov>
Sent: Thursday, November 20, 2025 11:24 AM
To: Abby Hanson <ahanson@ruekert-mielke.com>
Cc: DPW <dpw@northprairiewi.gov>
Subject: Schedule MS4 NR216 Training - Ricky Reed

Caution: This is an external email of your Organization. Please take care when clicking links or opening attachments.

Abby,

I'd like to set the training date for one of these days that I am available:

Dec. 15, 17, 18, 19, 22, or 23

Whatever works best in your schedule.

Please respond all, so I'm sure Ricky get the message.

Thank you,
Evie

Evelyn (Evie) Etten
Administrator/Clerk/Treasurer
Clerk@northprairiewi.gov
262-392-2271

Village of North Prairie

STATE OF WISCONSIN VILLAGE OF NORTH PRAIRIE WAUKESHA COUNTY

ORDINANCE NO. 2026-02

**AN ORDINANCE AMENDING CHAPTER 46, ARTICLE II, SECTION 31
OF THE VILLAGE OF NORTH PRAIRIE MUNICIPAL CODE
REGARDING SNOW AND ICE REMOVAL**

WHEREAS, the Village of North Prairie, Wisconsin (“Village”) ordinances currently require property owners to remove snow and ice from sidewalks abutting their properties; and

WHEREAS, current Village ordinances do not address responsibility for the removal of snow and ice accumulation on or around fire hydrants, which may block access to said fire hydrants; and

WHEREAS, the inability of firefighters to readily access fire hydrants in responding to a fire may result in delays which may significantly increase the risk of personal injury, death and property damage; and

WHEREAS, The Village Board of the Village of North Prairie (“Board”) finds that requiring property owners to remove snow and ice from the area surrounding fire hydrants will promote public safety and is reasonable and appropriate.

NOW, THEREFORE, the Board does ordain as follows:

1. Chapter 46, Article II of the North Prairie Municipal Code is retitled “Sidewalks and Fire Hydrants.
2. Chapter 46, Article II, Section 46-31 of the North Prairie Municipal Code is retitled “Sidewalks and Fire Hydrants; keeping clean, snow and ice removal.
3. Section 46-31(b) of the North Prairie Municipal Code is deleted in its entirety and replaced with the following:

The owner, occupant or person in charge of any parcel or lot upon which is located, or which abuts on a segment of public right of way or private right of way in which is located, a fire hydrant, shall keep said fire hydrant clear of all snow and ice. If a fire hydrant is located on a property line (or a common property line extended into the right-of-way), the owner, occupant or person in charge of the parcel immediately to the north or east of the fire hydrant shall be responsible for that fire hydrant under this subsection. The fire hydrant shall be cleared of all accumulated snow and/or ice within 24 hours after the snow ceases to accumulate. Fire hydrants shall be kept clear of snow and ice for a distance of not less than three (3) feet in all directions, along with a clear path not less than three (3) feet in width

from the fire hydrant to the nearest paved street surface or, in the case of a private fire hydrant, to the nearest paved surface readily accessible by fire apparatus.

4. Section 46-31(c) of the North Prairie Municipal Code is created to read as follows:

If the owner, occupant or person in charge of any parcel or lot shall fail to keep a sidewalk or fire hydrant clear of snow and ice as required by this Section, the Director of Public Works or a Village police officer shall take the following action:

- a. Hazardous conditions. If the Director of Public Works or any Village police officer determines that the failure to remove snow and ice from a sidewalk or creates an immediate danger to the public health and/or safety, and in all cases of the failure to remove snow and ice from a fire hydrant, then Director of Public Works or Village police officer shall cause the issuance of a written notice to the owner, occupant or person in charge of any parcel or lot directing that the snow and ice be immediately removed. If the owner, occupant or person in charge of said parcel or lot is unavailable to receive a written notice, then the Director of Public Works or a police officer shall immediately cause the removal of the snow and/or ice. The Director of Public Works or police officer shall send a written notice to the last-known address of the property owner notifying the property owner that a hazardous condition existed that required immediate abatement.
- b. Nonhazardous conditions. If the owner, occupant or person in charge of the parcel or lot fails to remove the snow within the time period established in this Section, then Department of Public Works Supervisor or a police officer shall cause the issuance of a written notice to said owner, occupant or person in charge of the subject parcel or lot directing the responsible person to remove said snow and ice no later than 12:00 p.m. (central) of the day following the issuance of said notice. The written notice shall be hand delivered when possible or mailed to the last-known address of the owner of the subject property as identified on the records in the Village Clerk's office.

5. Section 46-31(d) of the North Prairie Municipal Code is created to read as follows:

- a. The Village shall publish and maintain a Fee Schedule showing the cost to render the snow and ice removal services described in this Section. The Village may amend the Fee Schedule from time to time to reflect any changes to the cost it incurs. The Fee Schedule shall be maintained on the Village's website.
- b. If the owner, occupant or person in charge of removal of snow and ice fails to so remove snow and ice in accordance with the provisions of this ordinance, then the Village may, through its employees and officials, and at its option, cause the snow and ice to be removed from any sidewalk and fire hydrant within the Village and the cost of such removal as shown on the Fee Schedule shall be charged to each lot or parcel

of land as a special charge against said property by the Village Treasurer and included in the current or next tax roll for collection and settlement.

CONFLICTING ORDINANCES. All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby repealed.

SEVERABILITY. The provisions of this ordinance shall be deemed severable, and it is expressly declared that the Board would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid. If any provisions of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

EFFECTIVE DATE. This Ordinance shall take effect immediately upon passage and posting or publication as provided by law.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of North Prairie, Waukesha County, Wisconsin on this 8th day of January, 2026.

VILLAGE OF NORTH PRAIRIE

Dan Mirresse, Village President

ATTEST:

Evelyn Etten
Village Clerk

VILLAGE OF NORTH PRAIRIE

POLICY REGARDING THE NAMING OF ORDINANCES, RESOLUTIONS AND POLICIES

The Village Board of North Prairie (the "Board") wished to adopt an administrative policy regarding the naming convention for Ordinances, Resolutions and Policies.

1. Ordinances shall be named as follows:
 - a. "Ordinance No." followed by the year of adoption, followed by the number of the ordinance in that year i.e. "Ordinance No. 2026-01".
 - b. The Chapter, Article and Section of the Village of North Prairie Municipal Code affected by the newly created Ordinance shall be identified in the title and shall identify in a clear and concise manner what the Ordinance pertains too.
2. Resolutions shall be named as follows:
 - a. "Resolution No." followed by the year of passage followed by the number of the resolution in that year, such as "Resolution No. 2026-01".
 - a. The policy name shall include clear and concise language identifying what the Resolution pertains too.
3. Policies shall be named as follows:
 - b. The policy name shall identify in a clear and concise manner what the policy pertains to; and
 - c. There shall be no numbers or category identifiers in the policy name such as 2026-01 or FIN for finance or HR for Human Resources.

Dan Miressee, Village President

Attest: _____

Evelyn Etten

Village Administrator/Clerk/Treasurer

Board Approval and Effective Date: January 8, 2026



October 10, 2025

To the Village Board
Village of North Prairie
North Prairie, Wisconsin

We have audited the financial statements of the Village of North Prairie for the year ended December 31, 2024. Professional standards require that we provide you with the following information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Village of North Prairie are described in Note 1 to the financial statements. There were no material new accounting policies adopted and the application of existing policies was not changed during 2024. We noted no transactions entered into by the Village of North Prairie during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were:

1. Management's estimate of the depreciation of its capital assets is based on assumptions of the estimated historical cost and estimated useful life and industry standards for depreciable lives. We evaluated the key factors and assumptions used to value the assets and develop the depreciation estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. We proposed and the Village recorded the adjusting journal entries for all funds; these adjustments are attached to the management representations letter received from management dated October 10, 2025.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 10, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Village's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Village's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis, which is required supplementary information that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Statement of Revenues Compared to Budget - General fund, Statement of Expenditures Compared to Budget - General Fund, Statement of Revenues, Expenditures, and Changes in Fund Balance Actual and Budget - Debt Service Fund, Combining Balance Sheet for Nonmajor Governmental Funds, and Combining Statement of Revenues Expenditures and Changes in Fund Balances for Nonmajor Governmental Funds, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

During the year, we noted an error relative to reporting deferred court fees and proposed a restatement of beginning net position and fund balance, which was recorded and reported by management. This is reported in the audit report as an emphasis of matter paragraph and further detailed in Note 15 to the financial statements.

Restriction on Use

We appreciate the opportunity to be of service to the Board. This letter is intended solely for the use of the Board and management of the Village and is not intended to be and should not be used by anyone other than these specified parties.

Bauman Associates, Ltd.

CERTIFIED PUBLIC ACCOUNTANTS

Eau Claire, WI
October 10, 2025