

MEETING NOTICE AND AGENDA
VILLAGE OF NORTH PRAIRIE
Public Works Committee
March 10, 2026
5:00 P.M.
Village Hall, 130 N. Harrison St.-Conference Room

Pursuant to the requirements of Section 19.84, WI Stats., notice is hereby given of a meeting of the Village of North Prairie Public Works Committee, at which a quorum of the Village Board may be in attendance to gather information about subjects which they have decision making responsibilities. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board attends the meeting: Please let the minutes reflect that a quorum of the Village Board is present.)

Call to Order

Roll Call

Discuss/Approve Minutes from 2-18-26

1. Discuss / Action as necessary: Update from North Prairie Native Garden organization on project(s) status.
2. Discuss/Action as necessary: Repeal ORD #1-94 Garbage Collection/Source Separation and replace with ORD #2026-06 Recycling Ordinance with recommendation to Village Board.
3. Discuss/Action as necessary: Repairs to pump house for water sales.
4. Discuss/Action as necessary: Update MS4 and compliance by March 31, 2026
5. Discuss/Action as necessary: Midwest Tree and work for the Village, Christmas Lights and tree trimming
6. Discuss / Action as necessary: Review updated 2026 agreement with Legacy of Mukwonago for athletic field usage for their review if dates are available. Recommendation to the Village Board.
7. Discuss/Action as necessary: Discuss Harvest Fest agreement.
8. Discuss/Action as necessary: Discuss completion of work given by Office of the Railroad Commissioner: clearing brush, raising limbs for vision at railroad crossing at Fairview crossing.
9. Discuss / Action as necessary: Sale status of 2007 Chevy Pick up
10. Discuss / Action as necessary: DPW update on Chevy Pickup sale, capital purchase schedule, salt and PT help usage and other department concerns.
11. Discuss / Action as necessary: Discuss quotes or agreements for portable toilet, fertilizer and weed control, pond maintenance at PV Park. Recommendation to Village Board as needed
12. Discuss / Action as necessary: 2026 Road to Project Specs and recommendation to publish for quotes.
13. Adjourn

March 5, 2026

Donna Samuels, Chair
Cheri Lampe Member
Andy Harmann, Member

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.

Public Works Committee
Minutes from February 12, 2026
Village Hall, 130 N. Harrison
North Prairie, WI. 53153

Call to Order: 5:01 pm

Roll Call: Trustees Cheri Lampe, Donna Samuels, Andy Harmann, Rick Reed (DPW), Dave Schroeder, Debbie C-Zanini

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

Approved 1-21-26 Donna made motion to approve minutes as presented. Andy seconded. No further discussion. Motion carried.

1. Deb provided an update on invasive plants and clearing around Prairie Village Park native garden. Working to clear riprap and area where the bridge will be going. Hoping to work with a business in North Prairie to possibly clean the area from the bridge to the pond to make more agreeable viewing. No action taken.
2. Donna moved to postpone to the next meeting.
3. Cheri has two tentative dates for e-cycling events. We are waiting for Legacy schedule, so we are not creating a conflict with use of the parking lot. Donna is hoping to get this information soon, so we know if dates are good or if we need to select another date for e-cycling event. No action taken.
4. Donna and Rick provided an update on where we were with the pump house. Working to get both CTW and Leak Detection together as one is saying the issues are different. Rick is to work on scheduling a time to meet. Will report back with additional information when available. No action taken.
5. Donna talked about how we had an issue with a garage door at the Fire Department. Bill was sent to the Village who had not been notified of the work and that an invoice would be forthcoming. Invoice indicated overtime hours were worked. Donna talked to the Fire Chief and said this can't happen. Both agreed there needs to be procedures put in place, so the Village is notified of issues since the Village is responsible for building issues. Fire Chief Nottling is to be working on this, which could also be a Fire Board issue. No action taken.
6. Andy provided documents regarding MS4 and providing the DNR with required information due to non-compliance. We discussed item of concern. He will continue to work on all items that need to be addressed. Once completed we will be sending to DNR for review and feedback. No action taken.
7. Donna moved to postpone this item to the next meeting as we are still waiting on dates. No action taken.
8. Rick provided update with the sale of the Chevy Pickup. It is on the WI Surplus website listed for sale. It is available for viewing at the DPW shop. No action taken.
9. Donna and Rick will be working together to come up with a capital purchase plan for all items within the Public Works department. Discussed that it should be a part of an entire Village capital purchase plan. Rick has trucks loaded with salt with the possibility of snow within the next couple days. Still must go to Waukesha main facility for salt as no additional salt has been delivered to the NP salt shed. It has been somewhat quiet for both plowing and salting lately. Reminded Rick that we are only salting hills, curves and intersections. No action taken.

10. Talked about how thermostats are open for the public to change settings. As a committee we felt they should be locked with settings being 68 in winter and 74 in summer. There have been times after renting the hall where the temperature has been changed and it is much warmer or cooler than it should be. It has then been left like that over the balance of the weekend. Motion was made by Samuels to put locking covers on the thermostats in the Board Room, Entry Hallway and the Community Room. Motion was seconded by Cheri. Motion unanimously carried.
11. Donna made motion to adjourn the meeting at 7:37. Andy seconded the motion. Motion carried.

Respectfully submitted,
Donna Samuels
Public Works Committee Chair