

MEETING NOTICE & AGENDA – Revised (3/19/26)
VILLAGE OF NORTH PRAIRIE
FINANCE COMMITTEE
March 21, 2026, AT 6:30 A.M.
MUNICIPAL CENTER – 130 N. HARRISON STREET

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

- 1. Call to Order**
- 2. Roll Call**

- 3. Approval of Minutes:** March 12, 2026, meeting.

- 4. Chairperson's Report**

- 5. Discussion and/or Action:** Garbage/Recycling Fee with Recommendation to the Village Board.

- 6. Discussion and/or Action:** KMFD Update.

- 7. Discussion and/or Action:** Begin discussion on Fire Fees.

- 8. Discussion and/or Action:** Joint Municipal Court Letter.

- 9. Discussion and/or Action:** Sale of Ford Support/Canteen Vehicle.

- 10. Discussion and/or Action:** General Obligations Loan for 2026, Resolution #2026-03 to secure financing for 2026 Paving Projects.

- 11. Discussion and/or Action:** Review Budget Adjustments Sheet

- 12. Discussion and/or Action:** Set date for next Finance meeting.

- 13. Discussion and/or Action:** Police Clerk's 2025 & 2026 hours worked as it pertains to Policy No. 2017-01

- 14. Motion to Adjourn**

Dave Schroeder, Chair
Deborah Hall
Andy Harmann

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: Dave Schroeder, Chair

March 19, 2026 - Revised

**MEETING MINUTES FOR THE
VILLAGE OF NORTH PRAIRIE'S FINANCE COMMITTEE
MARCH 12, 2026, 4:30 P.M.
MUNICIPAL CENTER – 130 N. HARRISON STREET**

Pursuant to the requirements of Section 19.84, WI Stats., notice is hereby given of a meeting of the Village of North Prairie Finance Committee Meeting, 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 is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present.)

- 1) Call to Order at 4:31 p.m.
- 2) Roll Call: Present: Trustee Dave Schroeder, Trustee Andy Harmann, Trustee Debbie Hall. Other Attendees: Administrator Etten, R & R Insurance Representative, 1 resident.
- 3) Discussion and/or Action: Insurance Review. A representative from R & R Insurance was present to discuss renewal. Discussion only. No action taken.
- 4) Approval of Minutes: For February 21, 2026. Motion by Schroeder to accept minutes as presented, second by Harmann, motion carried.
- 5) Chairperson Report to Committee. Discussion only. No action taken.
- 6) Discussion and/or Action: Review of monthly bills and payroll with recommendation to the Village Board. Schroeder made motion to recommend to the Board approval of March 12, 2026, payables in the amount of \$795,552.45, checks 20716 - 20773 including three voided checks; 20734/20736 (void and reissue) and 20763 (overrun). Motion seconded by Hall. Motion carried.
- 7) Discussion and/or Action: Review monthly journal entries. Discussion only. No action taken.
- 8) Discussion and/or Action: Review of bank proposals for General Obligation Loan for 2026. Motion by Hall to recommend the Board approve a General Obligation loan in an amount not to exceed \$527,500 for a term of five years at an interest rate of 4.25% with no fees. Second by Harmann. Motion carries.
- 9) Discussion and/or Action: Review new Resolution, RES#2026-02, as it relates to Garbage/Recycling fees with recommendation to the Board. This item was postponed.
- 10) Discussion and/or Action: Discuss Innovation Grant. Discussion only. No action taken. Revisit in late 2026 for 2027 submission, if applicable.
- 11) Discussion and/or Action: Set Date for Next Meeting. March 21, 2026, 6:30 a.m.
- 12) Motion to Adjourn: Motion to adjourn at 6:21 p.m. by Schroeder, second by Harmann, motion carried.

Minutes by Chairman Dave Schroeder submitted on 3/15/26

RESOLUTION NO. RES 2026-03

Resolution to Secure Financing with Citizen's Bank for the 2026 Paving Projects

WHEREAS, the Village of North Prairie Village Board intends to secure financing with Citizen's Bank for the purpose of the 2026 Paving Projects, which includes Morrissey Dr. from Hwy. X (Exhibit A), Driveway and Asphalt surrounding the building at Veteran's Park (Exhibit B), and the Driveway and Parking Lots at the Broadlands (Exhibit C); and

WHEREAS, the Village Board has obtained and reviewed five quotes from financial institutions at the Village Board Meeting on March 12, 2026; and

WHEREAS, the Village of North Prairie Village Board of Trustees approved and unanimously voted, (6/0) to secure the financing for 2026 Paving Projects through Citizen's Bank of Mukwonago; and

WHEREAS, the Village Board approved and unanimously voted, (6/0) to accept the terms of the loan not to exceed \$527,500, 4.25% interest rate, payable within a 5-year term, with no fees or pre-payment penalty; and

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees, Village of North Prairie, Waukesha County, Wisconsin, effective April 9, 2026, will secure financing up to \$537,500, at 4.25% interest for a 5-year term with the Citizen's Bank of Mukwonago for the purpose of the 2026 Paving Projects.

BE IT FURTHER RESOLVED that the Village President and Village Administrator – Clerk/Treasurer are authorized to execute the promissory note, and all closing documents required to complete the borrowing on behalf of the Village, in a form approved by the Village President.

Passed and Adopted by the Village Board of the Village of North Prairie on this 9th day of April 2026.

Village of North Prairie

Daniel Miresse, Village President

ATTEST:

Evelyn A. Etten, Administrator/Clerk/Treasurer

VILLAGE OF NORTH PRAIRIE

POLICY 2017-01

PAID TIME OFF POLICY FOR REGULARLY SCHEDULED PART-TIME PERSONNEL WITH LONGEVITY

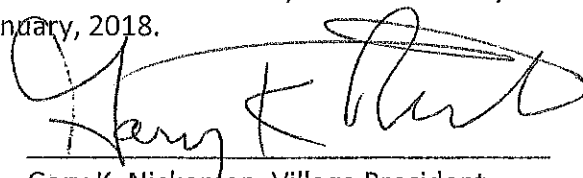
The Village Board of North Prairie wishes to adopt an administrative policy regarding paid time off ("PTO") for its regularly scheduled part-time employees ("Employee"). Regularly scheduled part-time employees shall work no less than 32 hours per week and no greater than 39 hours per week on a consistent basis. This policy does not include part-time non-regularly scheduled or on-call personnel as employees with these statuses do not qualify for PTO.

The Board hereby designates the following PTO schedule for regularly scheduled part-time employees of the Village of North Prairie, with longevity:

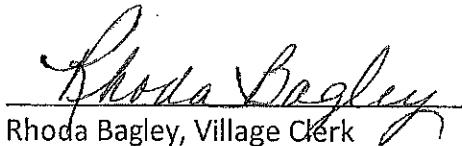
- Beginning in the year of Employee's fourteenth full year of employment with the Village, Employee shall be entitled to 97.5 hours of PTO per year, with a maximum of 6.5 hours applied to PTO per day.
- PTO will be capped at 97.5 hours per year.

No PTO will be allowed to be carried over, retroactive or paid out. PTO not used by December 31 of each year will be forfeited and the Employee will not receive compensation for said forfeited PTO.

The Village Board authorized approval of the above Policy on the 14th day of December, 2017 to be effective as of the 1st day of January, 2018.



Gary K. Nickerson, Village President



Rhoda Bagley, Village Clerk