

**VILLAGE OF NORTH PRAIRIE
SPECIAL BOARD MINUTES
MUNICIPAL CENTER – 130 N. HARRISON STREET, NORTH PRAIRIE WI
March 25, 2026, at 4:30 p.m.**

1. **Call to Order** – The meeting was called to order at 4:32 p.m.
2. **Roll Call** – Present: Village President Miresse, Trustees McCormack, Samuels, Schroeder, Lampe, & Hall. Absent: Trustee Harmann (excused)
Others Present: Attorney Lauren Burand on behalf of the Village
3. **Pledge of Allegiance**
4. **Discussion and/or Action:** Waiver of special board meeting payment to trustees – Trustee Schroeder motioned to waive payment to trustees for this special board meeting, second by Trustee Samuels, **motion carried 4-2; Ayes - Dan Miresse, Mike McCormack, Donna Samuels and Dave Schroeder; Nays - Cheri Lampe and Deb Hall.**
5. **Discussion and/or Action:** Engagement Letter for Buelow Vetter Buikema Olson & Vliet – Trustee Hall motioned to approve the engagement letter for Buelow Vetter Buikema Olson & Vliet as presented, seconded by Trustee Samuels, **motion carried unanimously.**
6. **Discussion and/or Action:** Resignation Letter of Officer Ryan Lipovsek – Trustee Hall motioned to accept the resignation of Officer Ryan Lipovsek as presented, seconded by Trustee Samuels, **motion carried unanimously.**
7. **Discussion and/or Action:** Resignation Letter of Officer Bradley A. Timm – Trustee Hall motioned to accept the resignation of Officer Bradley A. Timm as presented, seconded by Trustee Samuels, **motion carried unanimously.**
8. **Discussion and/or Action:** Transition duties relating to Police Department – Trustee Samuels asked Trustee Schroeder if we have a transition plan in place for the department. Trustee Schroeder stated, no, that is why we are here tonight to discuss this with Officer Timm. Trustee Hall had discussions with Attorney Burand regarding the following higher-level items to discuss:
 1. Is there an April schedule in place
 2. Will the payroll be completed for March and turned into the Administrator on time
 3. How will we monitor if officers scheduled to work
 4. Reporting of March citations and incidents

Trustee Hall motioned to open the meeting to discuss the transition with two officers present: Officer Timm (in uniform) & Officer Huber (not in uniform), seconded by Trustee Schroeder, **motion carried unanimously.**

Officer Timm stated there is no April schedule as there would be no administrative person to approve reports, incidents, etc. He stated that all March time sheets will be handed in to the Village Clerk's office so that payroll can be paid at the April Board meeting. Officer Timm presented the Board with four additional officer resignation letters and five officers that are requesting a leave of absence. Further discussion was held regarding a list of items or tasks that need to be completed, or items that Office Timm has agreed to provide to the Village Administrator and Trustee Schroeder by March 31, 2026.

9. **Discussion and/or Action:** Structure of Police Department – Trustee Schroeder stated that there are three options for the Police Department:
- a. No Police Department
 - b. Continue the Police Department with a Full-Time Chief; or
 - c. Continue the Police Department with a Part-Time Chief

Trustee Schroeder presented two separate budgets, one with a Full-Time Chief and one with a Part-Time Chief. Further discussion was held regarding wages, admin experience level, years of service, etc. A proposed 2027 budget for the police department with a full-time chief would be approximately \$190,200 and a proposed 2027 budget for the police department with a part time chief would be approximately \$173,800.00. Trustee Hall feels if the Board approves continuing the Police Department, then an Ad-Hoc hiring committee should be formed that includes two trustees, two law enforcement representatives and the Village Administrator.

Trustee Hall motioned to approve hiring a Full-Time Police Chief as an exempt position with a yearly salary not to exceed \$87,860 (\$42/hour) with the same benefits offered to its current full time employees with the condition that the board approve the creation of the Ad-Hoc hiring committee consisting of two trustees, two law enforcement representatives and the Village Administrator, seconded by Trustee Schroeder, **motion carried 5-1; ayes – Dan Mirresse, Donna Samuels, Dave Schroeder, Cheri Lampe and Deb Hall; nays – Mike McCormack.**

10. Motion to adjourn – Trustee Hall motioned to adjourn at 7:07 p.m., second by Trustee Schroeder, **motion carried unanimously.**

Submitted by:
Evelyn Etten
Administrator/Clerk/Treasurer
April 1, 2026