

MEETING MINUTES OF PUBLIC WORKS, BUILDINGS AND GROUNDS COMMITTEE

VILLAGE OF NORTH PRAIRIE

Monday June 3, 2024

Village Hall- 130 N. Harrison Street

Call to Order at 19:03 Trustees present: Amber Pellegrino, Cheryl Lampe, and David Schroder

DPW director and community member Carol Schroder were also present.

Meeting minutes from the May 7, 2024 meeting approved motion by A Pellegrino and second by D Schroder.

Discussion and/or action items 1-7 re: Use Agreement/Contract between the Village of North Prairie and North Prairie Athletic Association ("NPAA"), Use Agreement/Contract between the Village of North Prairie and Legacy Ball Club Inc., Fee schedules for rental of North Prairie Parks, Fee schedules for rental of North Prairie community room, Revised/new rental application forms relating to rental of North Prairie Parks, Revised/new rental application forms relating to rental of North Prairie community room all tabled for future discussion or action.

Security at Village Hall (traffic control through clerk's office, service window/door, cameras) will appear on future agenda for discussion and action as needed. Trustee C Lampe will further research staff requests, modifications and associated cost and report to committee.

Bid process for crack sealing will be submitted for advertisement in Waukesha Freeman June 10 and June 17 for 2024 Crack filling project. Bids to be delivered to the Village Clerks office by 1700 on 7/1/2024. Bids will be opened by Committee on July 8, 2024. Funds for crack sealing were clarified as having been previously allocated in the amount of 70K in ARPA funds.

Bids for 2024 CDBG grant for ADA accessible sidewalks for the Upper and lower Broadlands pavilions will be submitted for advertisement in Waukesha Freeman June 10 and June 17 for sidewalk project. Bids to be delivered to the Village Clerks office by 1700 on 7/1/2024. Bids will be opened by Committee on July 8, 2024. Pavilions while under construction have been added as a "builder risk policy" to our current insurance coverage.

Our Village of North Prairie election for the 2025 local road certification (WISLR) survey will be submitted by electronic filing. Roads chairperson, Dave Schroeder (primary), will work with DPW director Dave Molitor (proxy) to submit survey and map, anticipated by October 2024 and prior to final deadline of December 15, 2024.

Motion was made by A Pellegrino and second by D Schroeder to direct finance committee to disperse funds to WE energies for payment of installation of electrical to upper Broadlands Pavilion in the amount of \$1186. Finance ability to disperse funds was previously discussed and voted upon at the May 2024 Village Board meeting.

Request was made for Veterans Park, ball diamond infield, maintenance by DPW director. Options for seed vs sod replacement were discussed and seed option was preferred and will be pursued by DPW staff.

Motion to adjourn was made by A Pellegrino and second by C Lampe at 20:58.

Respectfully submitted for review as draft 6/4/2024 : Buildings and Grounds Amber Pellegrino Chairperson, Cheryl Lampe and David Schroder Members