

**MEETING MINUTES
VILLAGE OF NORTH PRAIRIE
PUBLIC SAFETY AND PROTECTIVE SERVICES COMMITTEE
MAY 22, 2024 6:30 P.M.
VILLAGE MUNICIPAL CENTER, 130 N HARRISON STREET**

1. Call to Order.
The meeting was called to order at 6:30 p.m. by Chairman Nickerson
2. Roll Call.
Gary Nickerson, Dave Schroeder, Cheri Lampe and Mike McCormack
Also present: Holly Maule, Municipal Court Clerk and Assistant Police Chief Tesch.
3. **Discussion and/or action as necessary:** Motion to approve March 25, 2024, meeting minutes. Item tabled until the next meeting.
4. **Discussion and/or action as necessary: Regarding Policy and Procedures Supplied through Lexipol, and Possible utilization of same for North Prairie Police Department.** This program is being offered through the League of Municipalities. The fee for the program is \$1,943.10, but the League of Municipalities will reimburse the Village those costs. Oconomowoc Lake, Delafield, Nashotah, City of Brookfield are currently the only ones in Waukesha County that have this program. Lexipol has been around for years, we currently use Internation Association, WI Association and Waukesha County Sheriff policies and adopt them for North Prairie. This is something that will help the Police Department Policy's. They would look at our current policy's and review them and make recommendations. They stay on top of the changes that come from the State of Wisconsin. The policies are written to the standards required. They would provide 8 hours of training to get everyone up to date. The training for our officers would be much quicker than the current standard of training that takes 2 – 3 weeks to get everyone trained. The benefit of this program is that it will keep us update with all the new policies and changes to existing policies so that we are in compliance with the standards. Anything that they would send over, North Prairie would still have to review to make sure they pertain to North Prairie. Any policies that would be written for us would be to accreditation standards. We need to make sure that we would get our money returned to the Village, and they currently will pay every year that we qualify and are using the program. We can stop using it anytime that we wish to end the Lexipol program. This is a very good program and would be a win-win for the Department.

Motion by Dave Schroeder, second by Mike McCormack to approve enrolling in the Lexipol Program at a cost not to exceed \$1943.10 and to reimbursed from the League of Municipalities for the \$1943.10 using the Lexipol. Motion carried.
5. **Discussion and /or action as necessary: Court Financial Disbursements as brought forward by Committee Member Mike McCormack as supplied by resident John Heintz Taylor.** Mr. Heintz Taylor made some claims that the court monthly reports are not being

certified and paying the wrong fees to the other municipalities. He provided some documents. Not sure why this wasn't being done but it can be taken care of moving forward. We should look into making sure that all the communities are being paid properly. The two signatures are just stating that the fees are being paid. This should be something that the JMC looks at to see if changes need to be made. Tickets cannot be paid at Veron or Town of Eagle, otherwise tickets can be paid at Mukwonago, Village of Eagle and North Prairie. With all these places makes it very hard to balance all the funds. Would there be in issue with going to electronic payments only? There would be a service fee to use the credit cards. North Prairie has the lowest percentage being charged to the customer. It is very hard to verify the payments as they come from varying locations, and it is very hard to reconcile the amounts. Sometimes tickets are being paid before the ticket is even in the system. With having the signature of the Treasurer and the Municipal Court Clerk on the paperwork, is just verifying the amount being paid and not the entire amount. The issue is more of a training issue and can be resolved easily. The Municipal Court provides to the Clerk/Treasurer the sheets for every municipality. She needs to have more training on this issue. Members would like to have Mike McCormack to dive into the JMC and see how courts are run and where the money goes. The Court Clerk would be willing to work with the Clerk Treasurer to give her more training, and this could be done within the next 45 days. Need to get her information as to what she would need to do get the job done properly. The Village should provide more options for training for the Clerk/Treasurer. The Municipal Court Clerk will reach out to see if the past monthly reports need to signed by the Clerk Treasurer. The Clerk/Treasurer does not feel safe in the office. What can the Village do to make the Clerk/Treasurer feel safe in the office and job. Is the Village responsible for this harassment? Can the Village be sued for not preventing this? Personal safety should be a priority, The Village should provide a safe workplace for all employees.

Motion by Mike McCormack, second Cheri Lampe to have Trustee McCormack, the Municipal Court Clerk and the Village Clerk/Treasurer meet to go over proper procedures for filing the Municipal Court paperwork for the court. Motion carried.

6. Adjourn. Motion by Cheri Lampe, second Mike McCormack to adjourn the meeting at 8:16 p.m.

Respectfully Submitted by

Gary Nickerson