

VILLAGE BOARD MEETING MINUTES
MAY 9, 2024
MUNICIPAL CENTER-130 NORTH HARRISON STREET
VILLAGE OF NORTH PRAIRIE, WI 53153

1. **Call to Order** – The meeting was called to order by President Nickerson at 7:08 PM.
2. **Roll Call** – President Nickerson, Trustee Pellegrino, Trustee Hall, Trustee Rewasiewicz, Trustee McCormack, Trustee Schoeder and Trustee Lampe present. Quorum present.
Also Present: Village Clerk Keleher, Chief Tamez, Dave Molitor, Chief Nottling, Bill Kubricky, Debra Carrasco-Zanini, Carol Schoeder, Donna Samuels, Jim Samuels and John Heintz Taylor.
3. **Pledge of Allegiance:** Recited
4. **Approval of the Village Board meeting minutes of April 11, 2024**
Motion by Trustee Hall , second Trustee Rewasiewicz to approve the Village Board Meeting Minutes of April 11, 2024 as amended. Motion carried.
5. **PUBLIC COMMENT (No official action will be taken under Public Comment**
Motion by President Nickerson, second Trustee Hal to open public comment. Motion carried.

John Heintz Taylor read in the following statement:

I know that the Village Board members rely on true, correct, and complete information in making decisions, and at the end of my comments all I am seeking is true, correct, and complete minutes prepared in their final form. Errors and omission happen I allege in early March 2024 citizens altered the Board in writing of several concerns including errors and omissions in November 2023 and December 2023 minutes. However, regardless of anonymous or signed concerns, the Board did not investigate the concerns. I immediately researched and found the citizens concerns were valid. I expressed my findings in writing to the Village President. Those minutes remain posted with errors and omissions, while subsequent minutes are posted with additional errors and omissions accumulating. I allege that the Village knowingly and repeatedly allows the practice of unsatisfactory or careless work, failure to meet production or quality standards as explained by appropriated department head, committee head, Village Clerk, Village President, or Village Board member. Mistakes due to carelessness or failure to get the necessary instructions, and falsification of records or documents including minutes. I allege that this practice is in violation of the Village of North Prairie Employee Manual VII Unacceptable Activities. I also allege the Village has not prepared minutes in of their final form which is a violation of the Village of North Prairie Village Clerk/Treasurer Description of Duties and Responsibilities. I allege the Village is paying an employee for unsatisfactory or careless work. As of today, I allege the following errors and omissions remain on the minutes, and are unsatisfactory or careless work, mistakes due to carelessness and falsify records or documents in these case minutes. November 9,2023 Village Board minutes 1 – mis-spelled Heintz-Taylor in 9 locations and two varieties, correct spelling was explained by Village Board member John Heintz Taylor, plus previous minutes, plus the example shown on the Village Board member's name plate at each Board meeting. 2 – Par 4 misspelling of board. 3 –December 14, 2023

Village Board minutes 1 – misspelled Heintz-Taylor in 7 locations and 3 varieties correct spelling was explained by Village Board member John Heintz Taylor, plus previous minutes, plus the example shown on the Village Board member's name plate at each Board meeting. 2 – par 4 states approval of meetings, but not the approval of the minutes of those meetings 3 - misspelled Tamez and as a note date error of December 12 to be corrected to 14. December 21, 2023 special Board meeting minutes approved January 11, 2024 but remains unposted. January 11, 2024 Village Board minutes were approved with an amendment, however, the amendment was entered in error as \$150,000 to pay bills, and thus falsifies the minutes. The amendment was "Clerk/Treasurer commented on having a \$50,000 credit card to pay monthly bills as an idea. February 8, 2024 Village Board minutes 1 – misspelled "Village" on Publications and Articles. Note – posted without "Draft" and adding "Village Board" has been corrected but with spelling error. March 14, 2024 Village Board meeting 1- does not identify as minutes or agenda on Publications & Articles 2 – minute items 6 & 7 are out of order. The date error of March 8, 2024 corrected to 14. If these allegations are in error, then please provide corrections with facts devoid of deflection Those who question my allegations will find the practices are there for all to see, with a little digging. Obviously minutes can be re-accessed and corrected after the initial posting. Please objectively investigate these allegations, and require true, correct and complete minutes be prepared in their final form. Verify each error and omission identified above has been corrected and re-post. A copy of specific minutes are include in the handout that was passed out. Contact me with any questions. Respectfully John Heintz Taylor.

,
Donna Samuels

I finally think I realize why there's been so many closed meetings for the past couple of weeks, because I really think that this guy here, that seemingly can't sit here and listen to any criticism, has an axe to grind. I'm tired of him with his three minutes and you sit here and let him go on for probably 10 minutes (directed at President Nickerson), reading his stuff. When he sat on that board and he continued to tell us or anybody who wanted to speak or had an opinion that we had three minutes to speak and that was it. So, I guess I allege that he's crazy and I'm done with it. Gary, you need to sometimes just step up to the plate and put a stop to this stuff, it's nuts and there he goes.

Like I said, he can't even sit and listen to any kind of criticism.

Trustee Pellegrino

I wish that Mr. Heintz Taylor would have stuck around because the questions that I would have asked him would have been who was the chair of the Personnel and Policy Committee that hired the individual, who he is alleging is having, potentially difficulties in documentation? Secondly, when that person, who was John Heintz Taylor, was head of the Personnel and Policy Committee, he was aware of the qualifications and the experience of the current clerk. He should have brought those to our attention at the time for correction and then he should have offered his assistance in correcting those, seeing as how he is so knowledgeable about what was wrong that he can sit here and condemn all the people that were on the board at the time for not doing the same. It was his responsibility as the chair of the committee to do so and to ensure that the positions that he hired, in effect, are functioning properly and failure to do so is

more of a reflection on his abilities than it is on ours, because if these things aren't brought to our attention, but five months later that is not helpful.

President Nickerson

Ginger, Pauline and I have been talking about putting a gate across so people can't come in because it is an issue.

Trustee Hall - -

Right, rather than a gate, it needs to be sealed off with a window for residents to be able to whatever but Building and Grounds needs to decide. I mean, when I listen to this, it is apparent to me that Mr. Heintz Taylor has a very serious issue with our clerk if we are going to go to the level of spelling mistakes, that means we will be holding everyone accountable for that. Let's face it, every single one of us makes spelling mistakes. Fortunately, or unfortunately, we have 3 new board members that are now getting a flavor of what we've been dealing with. These things should be corrected, but these are not the issues that we should be looking at with respect to what's going on in the Village. We have a lot of this noise that detracts from what we really need to be focusing on. I honestly don't feel that John presented this as a citizen; he presented it as a former trustee. We need to keep our eye on moving this village forward and addressing what needs to be addressed, but again looking for direction. Gary, how do you feel this board should be responding to this? The other thing I would ask to Donna's comment, we need to either put into place every meeting, there will be public comments for three minutes only or we will deal with this. My recommendation or my thought is, it needs to be 3 minutes because we have now taken 25 minutes on one thing and we haven't gotten to other public comment.

Trustee Lampe

As a trustee and as a resident here, there appears to be a vendetta or something against the Village Clerk and I think we all need to be very aware of that.

President Nickerson

And I think that's been made really very relevant tonight.

Chief Nottling

As a citizen, not a Fire Chief and a former board member, I just want to commend Ginger for the job that she's been doing. I too noticed the personal vendetta that was brought against her. She was hired to do a job where there wasn't a lot of assistance in the beginning for training, such as myself going through in my current role. I think that she's overcome a lot and she's doing a fantastic job. I just want that on the record.

Debbie Carrasco - Zanni

I want to piggyback off what Dan just said. I've worked with Ginger in the recent election. A lot of meetings before the election and a lot of follow up meetings after the election. She's professional. She knows what she's doing. She is very easy to work with and I think that she does an excellent job here. In the past, in my career, I had a very similar position to Ginger and I

made mistakes in minutes periodically. The way we dealt with it at my employment was a board member would contact me prior to the board meeting, after reviewing the minutes before the meeting. They would point out where I had possibly made a typo or something that wasn't exactly set out correctly. The minutes were changed and presented, in the proper form, to the Board to vote on at the board meeting.

Trustee Pellegrino

If we would go back and look at these, I'm pretty sure that we would find a vote in favor of approving the meeting minutes and not a "nay" for that respective trustee with regards to these meeting minutes, I don't know that we need to do that deep of a dive because I agree with Trustee Hall. The smoke and mirrors and the distractions need to change. This board and these trustees, newly elected and current, must focus on some very significant issues, employee retention and satisfaction are a major thing that we need to focus on right now as well as budget and some other significant matters.

Dave Molitor

One thing I'll say, I've been here since Judy, 21 years, that safe door has been open every day for 21 years now. It hasn't been an issue. John has an issue with the Village Clerk. Obviously, that's a problem. I'm kind of disappointed he didn't have the guts to stay here and see what the rest of us had to say back against what he had to say. I think that's just gutless. The other thing I will say regarding John, while he was a trustee, every day he was in here forcing Pauline to type up his minutes, type up his agendas. He couldn't do anything on his own. Yet, he wants to come in here and complain about the things that were going on that he doesn't like. I think he's just a miserable human being because he can't deal with the reality of life. I'm sorry, but I have been nice to him for 21 years and I'm done with that because he just comes in here and acts like.... I won't, I won't swear. It's poor that he couldn't stay here and listen to other people's opinions that he just dumps on everybody and walks out.

Trustee Hall

I personally would like this word for word for next month because these are significant issues that have been repeatedly brought up and John Heintz Taylor has made the decision to put his comments in writing. I feel responses should be word for word.

Trustee McCormack

I have a question. I agree with the whole nitpicking on minutes and there's a personal vendetta. But you know, if the door was open the whole time, are we leaving ourselves up to kind of like any violations of security since we do have a voting machine in there and whatnot, you know? Do we need to safeguard it better? Are there things that we should be doing since we do have sensitive equipment and documents in there?

Trustee Pellegrino

Well, I will say that there have been times where the door has been locked and I will tell you that I brought my key tonight because that has been the case. I couldn't come in 2 minutes before the meeting, like I normally do. I usually come in hot. I like to pick my pen up and then go to the

meeting and I've had to go all the way in there, get the keys from Ginger, come all the way back because the door has been locked. There have been times, enough times where I've had to change my previous behavior and bring my key with me so that I can get into that room.

President Nickerson

He's talking about the safe room.

Trustee Pellegrino

Yes, well, either way, I'm just saying in defense of all of that, that the entire area has been secured on multiple occasions when we've been in meetings, particularly in the room down there. When I've asked why, Ginger had told me it was because it's not within eye shot of where she sits and she's concerned about things being safeguarded and safekeeping. I'm just saying it takes a lot to change someone's behavior and it's changed mine.

Village Clerk

The incident that I referenced in my letter was when I had been working in the safe, reorganizing. A developer came in and was rummaging through various filing cabinets in the committee board room and he asked me for something. I said, "I'll get that out of the safe". The safe door was open but it was within my eye shot and he followed me into the safe. The incident was immediately reported to Gary and that's when Pauline and I started having discussions with Gary about security in the clerk's office. We are concerned about access; a lot of people stroll right in and some are receptive to being told you can't be back here and others are not. We don't allow people to randomly wander in and out of the safe ever.

Trustee Hall

I have two suggestions, overall security needs to be looked at in Buildings and Grounds and Personnel and Policy needs to look at putting a policy in place regarding access for everyone, including employees. We can then say, "Hey, you know what? This might have been how it's always been done but times are not like they were in the 70s. We were now in 2024."

That would be my suggestion if that's what the Board would like. To start addressing a situation that has come to a head. That's what I'm going to look at for the next Policy and Personnel Committee to start reviewing.

Motion by President Nickerson, second Trustee Hall to close the public comment session. Motion Carried

6. VILLAGE PRESIDENT

a. Report to Village Board

The Village President welcomed the three new board members. Steven Styza and Cornerstone Homes have come to the Village with a potential new condominium development in Broadlands, however they will need to work with the HOA first. The Village is looking for a new engineer.

- b. Discussion and/or Action as Necessary: On quote for cost of an appraisal on Tax Key Number NPV 1568227 to assess the value of the land on Village owned parkland.**

Motion by President Nickerson, second by Trustee Hall to allow Jim Samuels to talk
Motion Carried.

Prairie Village Water Trust may be interested in the land. The Board discussed having the land appraised and investigating possible NR 216 issues (wetlands). The matter will be referred to the Buildings and Grounds Committee. No action was taken by the Board.

- c. Discussion and/or Action as Necessary: Approval of the General Engineering Services Agreement with Lynch & Associates for Engineering Services for North Prairie.**

Motion by Trustee Hall, second by Trustee Schroeder that the Board approve the Lynch and Associates Engineering Consultant LLC contract dated May 3, 2024 as presented. Motion Carried.

- d. Discussion and Action as Necessary: To approve the original accepted amount of \$268,929 that was ultimately approved in the North Prairie Village Budget for 2024 as \$263,959 as our part of the KMGD Budget for 2024 that was originally accepted by the North Prairie Village Board at the Joint meeting of the municipalities on October 5, 2023, which is a \$4970 discrepancy and to authorize issuance a check for \$2485.00 for the two quarters that are now in arrears for and taking money from the General Fund until the budget amendment is approved. To also pay the additional \$1242.50 for the 3rd quarter and 4th quarter payments when due to the KMGD and to take the money from the General Fund until the budget amendment is approved.**

Motion by President Nickerson, second by Trustee Rewasiewicz to approve the originally accepted amount of \$268,929.00 that was ultimately approved in the North Prairie Village Budget for 2024 as \$263,959.00 as a typo as part of our KMGD Budget for 2024 that was originally accepted by the North Prairie Village Board at the joint meeting municipalities on October 5th, 2023, which is a \$4970.00 discrepancy and to authorize assurance of a check for \$2485.00 for the two quarters that we are now in arrears for and taking the money from the general fund until the budget amendment is approved and to also pay the additional \$1242.50 for the third and fourth quarter payments when due to the Kettle Marine Fire District and to take the money from the general fund until the budget amendment is approved. Motion Failed Nay: Trustees Hall, Pellegrino, Schoeder, McCormack and Lampe

Motion by Trustee Rewasiewicz, second by Trustee Hall to reconsider. Motion to be withdrawn by Trustee Rewasiewicz .

Motion by Trustee Rewasiewicz, second by Trustee Hall to open the floor to Debbie Carrasco-Zanini. Motion Carried. Debbie Carrasco-Zanini stated that only a Trustee that vote "nay" to the failed motion can make the motion to reconsider the motion.

Trustee Rewasiewicz cannot make the motion.

Motion by Trustee Pellgrino, second by Trustee Rewasiewicz to reconsider the motion for correct amount to be paid to the Fire Department. Motion carried.

e. Discussion: Security Cameras at the Village to be referred to Public Works and Building & Grounds with input from the North Prairie Police Department

The issue of security cameras has been referred to the committee on Public Works.

f. Discussion and/or Action as Necessary: On Trustee Committee Assignments Village Commission and Boards for 2024-2025 for the Village of North Prairie.

Motion by Trustee Pellegrino, second by Trustee Hall to accept the committees as designated on the Village of North Prairie officers, trustees, committees, commissions and boards list 2024-2025 and as submitted President Nickerson. Motion Carried.

7. VILLAGE CLERK

a. Report to Village Board.

The election has been wrapped up. The clerk's office will do more election training in July and we invite the board to join us. I will have exact dates available soon.

Harvest Fest is looking for a honor guard for the parade, if anyone has a suggestion please contact me so I can pass that along.

b. Discussion and/or Action as Necessary: 2-Factor Authentication for the Computers in the Municipal Building – Village Clerk Office, Police Department & Municipal Court.

The matter has been sent to the Personnel and Policy Committee for further discussion.

8. PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE (Police, Fire, Municipal Court)

a. Report on discussion or action taken at previous meetings, reports, or future agenda items.

Motion by President Nickerson, seconded by Trustee Rewasiewicz to allow Chief Tamez and Chief Nottling to speak. Motion Carried.

Police Chief Tamez is working on the graphics and getting the rest of the equipment for the new squad, it will probably take two to four months for it to be completely outfitted. We will try to put the old squad up for auction. The Board and Chief discussed coverage. The Chief emphasized that North Prairie is a part-time police department made up of part-time officers who are employed full-time other places. Each employee enters their hours on their payroll sheets which are reviewed monthly by the Fee and Finance Committee.

Fire Chief Nottling thanked the board for passing the dollars due to KMFD. He is still learning his position but indicated there are some pieces of equipment that may need

to be replaced soon, for example the Brush Truck.

President Nickerson reported that North Prairie's verbiage change to the KMFD Contract was accepted by the fire board and a document should be sent to us.

9. PUBLIC WORKS BUILDING & GROUNDS COMMITTEE (Streets & Roads, Parks, Community Center, Civic Pride)

a. Report on discussion or action taken at previous meetings, reports, or future agenda items.

The Committee met with regards to use agreements or contracts between the Village of North Prairie and the North Prairie Athletic Association, Select Club Soccer Leagues, and Legacy Ballclub. They will also be reviewing all village rentals agreements, including the shelters, the community room, the tennis courts, and the parks. Committee Chair Pellegrino asked committee members to communicate meeting date availability using email or text. She requests that any agenda items be submitted at least three days in advance.

b. Discussion and/or action as necessary: Use Agreement/Contract between the Village of North Prairie and North Prairie Athletic Association ("NPAA") with recommendation to the Village Board. Item tabled.

c. Discussion and/or action as necessary: Use Agreement/Contract between the Village of North Prairie and Legacy Ball Club Inc. with recommendation to the Village Board. Item tabled.

d. Discussion and/or action as necessary: Fee schedules for rental of North Prairie Parks submitted to Finance and Fee with a recommendation to the Village Board. Item Tabled.

e. Discussion and/or action as necessary: Fee schedules for rental of North Prairie community room submitted to Finance and Fee with a recommendation to the Village Board. Item Tabled.

f. Discussion and/or action as necessary: Revised/new rental application forms relating to rental of North Prairie Parks. Item Tabled.

g. Discussion and/or action as necessary: Revised/new rental application forms relating to rental of North Prairie community room. Item Tabled

10. PERSONNEL AND POLICY COMMITTEE

a. Report on discussion or action taken at previous meetings, reports or future agenda items.

Nothing to report.

11. AD HOC ARPA (American Rescue Plan Act) COMMITTEE

a. Report on discussion or action taken at previous meetings, reports or future agenda items.

The AD HOC ARPA Committee will no longer exist, anything that needs to be done regarding ARPA will be handled in Finance and Fee.

12. FINANCE AND FEE COMMITTEE

a. Report on discussion or action taken at previous meetings, reports or future agenda items.

The committee met and welcomed Cherry Lampe to the committee.

b. Discussion and/or Action as Necessary: Review and approve monthly bills and payroll.

Motion by Trustee Rewasiewicz, second by Trustee Hall to approve monthly bills and payroll as follows: Check numbers 19157 to 19215 for a total payroll and monthly bills of \$149,198.00 with taxes and other liabilities of \$10,749.60 and two voided checks, misprints, 19176 and 19212. Motion carried.

c. Discussion and /or Action as Necessary: Payment Request from Jim Samuels regarding construction of the two Pavilions at Broadlands Park.

Motion by Trustee Rewasiewicz, second by Trustee Hall to authorize the following payments to Jim Samuels, following inspection by North Prairie Building Inspector Scott Johnson and Dave Molitor of DPW, when the work is completed, not to exceed certain amounts: foundation not to exceed \$10,000.00, carpentry not to exceed \$30,000.00, roughing not to exceed \$15,000.00, landscaping not to exceed \$6,000.00 and electric not to exceed \$15,000.00 and a final fee for Jim Samuels, to be paid within ten days of the inspection being complete and upon approval of the Finance and Fee Committee. Motion Carried.

The “not to exceed numbers” are overestimates, thereby allowing a little wiggle room in case something comes in at a cost higher than anticipated. The estimates do not exceed the amount approved by the Village Board for this project. The Finance Committee will approve payments after inspections by Dave Molitor and Scott Johnson. The building of the pavilions at Broadlands has been earmarked for monies from ARPA and previous dollars set aside by past boards.

Trustees discussed budgeting strategies with the new board members.

d. Discussion and/or action as necessary: Fee schedules for rental of North Prairie Parks submitted to Finance and Fee from Public Works & Building Grounds with a recommendation to the Village Board. Item tabled.

e. Discussion and/or action as necessary: Fee schedules for rental of North Prairie community room submitted to Finance and Fee from Public Works & Building & Grounds with a recommendation to the Village Board. Item tabled.

13. Reports: Building Inspector, Fire, Police and Public Works Departments. Reports to be filed in the Clerk’s office.

14. Motion for Adjournment.

Motion by Trustee Pellegrino, second by Trustee Hall to adjourn the Village Board meeting at 8:45. Motion Carried.

Respectfully submitted

Pauline Wigderson
Deputy Clerk/Treasurer