

**VILLAGE OF NORTH PRAIRIE  
VILLAGE BOARD MINUTES  
SEPTEMBER 12, 2024**

The meeting was called to order by President D. Hall at 7:00 p.m. in the Village Municipal Center. Roll call was taken with the following members present:

Trustees: D. Hall, A. Pellegrino, C. Lampe, D. Schroeder and M. McCormack

Excused: Frank Rewasiewicz

Others Present: For the Village: Dave Molitor and Chief Salvador Tamez; Debra Carrasco-Zanini, Deb Nickerson, Ed and Karen Wenth, Paster Michael Nielsen, Donna Samuels, Carol Schroeder, John Heintz Taylor, Bill Kubricky and Evelyn Etten

The Pledge of Allegiance was recited.

**Motion by D. Hall, seconded by C. Lampe, to approve the August 8, 2024 Village Board Minutes with the correction: D. Hall called the meeting to order and August 26, 2024, Special Village Board minutes as submitted. Motion carried unanimously.**

**Monthly reports for the Building Inspector, Fire Department, Police Department and Department of Public Works filed for the record.**

**PUBLIC COMMENT: Motion by D. Hall, seconded by A. Pellegrino to open the floor to public comments with a three-minute limit per resident. Motion carried unanimously.**

Paul Baumgarder spoke against getting rid of the North Prairie Police Department and feels that they are an asset to the Village. John Heintz Taylor read a prepared statement wherein pointed out four items he felt were wrong or in violation of State Statutes: Lack of approved minutes, prior clerk awarded unemployment, doesn't see the need to hire an Administrator when Statutes cover those duties under the Clerk and having a vacant trustee spot. Donna Samuels spoke about not having a Village employee do restoration work after the trenching at the pavilion. Heavy and dangerous work.

**Motion by D. Hall, seconded by A. Pellegrino to close the public comment section. Motion carried unanimously.**

**VILLAGE PRESIDENT REPORT:** President Hall read a card from former President Gary Nickerson's family thanking the Village for the flowers. Budget meetings for the Finance Committee are as follows: September 23, 2024, and October 1, 2024, both from 5pm to 7pm. Anyone is welcome to attend. The Committee of Whole will meet to discuss the budget on October 7, 2024, from 5pm to 7pm. Ultimately the budget will need to be approved at the November 2024 Board meeting. She also gave an update on the Fire Board meeting and the

estimated increase for North Prairie of about \$19,344.00. A joint meeting will be held on October 2<sup>nd</sup> at 6:30 p.m. with all three boards. North Prairie will need a quorum there, so she asked that everyone try and make it. Evelyn Etten, the new Administrator Clerk-Treasurer will be starting Monday, September 16, 2024.

**Trick or Treat Day and Hours for 2024: Motion by D. Hall, seconded by M. McCormack to set Saturday, October 26, 2024, from 4-7pm as the hours for trick or treat in the Village of North Prairie. Motion carried unanimously.**

**Friends of the North Prairie Native Gardens Inc., Annual Report to the Village Board September 2023 – August 2024: Motion by D. Hall, seconded by C. Lampe to open the floor to Debra Carrasco-Zanini. Motion carried unanimously.** Debra Carrasco-Zanini summarized the annual report for the Village Board. Overall it was a good year with no failures in any of the gardens. The spring rains helped and reduced the need for watering. She thanked the Board for allowing them the opportunity to work and care for the gardens. The report will be on file in the Village Offices.

**Direction by the Village Board on the Transcription of the May 2024 and June 2024 Board meeting minutes: Motion by D. Hall, seconded by A. Pellegrino to approve transcribing the May 2024 meeting minutes with the Public Comment section being done verbatim and the remaining sections summarized as is typical and the June 2024 meeting minutes transcribed in normal typical summarized format. Motion carried unanimously.**

**Village Clerk Report to Board:** We are preparing to work with the new Administrator Clerk-Treasurer. The November Election will need to be the priority and then the Village's Accounting program. She has a strong financial and governmental background so we do not anticipate any issues.

**Approve Final 2023 Audited Financial Statements as provided and presented by Schumacher Sama: Motion by D. Hall, seconded by C. Lampe, to approve the Final 2023 Audited Financial Statements as presented with the management responses included. Motion carried unanimously.**

**PUBLIC SAFETY & PROTECTIVE SERVICES COMMITTEE (Police, Fire, Municipal Court):** The Joint Municipal Court Committee held a meeting and the 2025 Budget was finalized. They are looking into a new citation program but placed the approval on hold until the Court Clerk Holly gets more information on it.

**PUBLIC WORKS BUILDING AND GROUNDS COMMITTEE (Streets and Roads, Parks, Community Center, Civic Pride):** They are working on several items and will have recommendations soon but the 2025 budget was finished.

**Purchase of Road Salt Letter of Agreement with Waukesha County: Motion by A. Pellegrino, seconded by D. Hall to enter into the Agreement with Waukesha County dated August 15, 2024, for 350 tons of salt at a cost of \$94.85 per ton for the 2024-2025 season. Motion carried unanimously.**

**PERSONNEL AND POLICY COMMITTEE:** The committee filled and found an employee in a quick and speedy manner.

**Appointment of a Plan Commission Member:** Per State Statutes the President is the Chair of the Planning Committee and that means that current member Deb Hall will need to be replaced as she is now the acting President. **Motion by D. Hall, seconded by C. Lampe to appoint Amber Pellegrino as a member of the Plan Commission. Motion carried unanimously.**

**Appointment of Finance Committee Member: Motion by D. Hall, seconded by C. Lampe to appoint D. Schroeder as a member of the Finance Committee to replace D. Hall. Motion carried unanimously.**

**FINANCE AND FEE/ARPA RECONCILIATION COMMITTEE:**

The Committee approved closing the savings account at Bank 1<sup>st</sup> in the amount of \$256.49. the account was used to receive collections from outstanding bills from the fire department. It has not been used in about 2 years and the auditors recommended closing it. They are also dealing with a postage meter machine that had a 39-month contract on it, which expires in 2026. The Village does not need a postage meter and the committee has authorized terminating the contract but the monthly fee will need to be paid until the expiration of the contract.

**Monthly Bills and Payroll-**

**Motion by D. Hall, seconded by A. Pellegrino, to approve August 2024 payroll checks 19416 – 19418 and 19430 – 19454 and 19456 for a total of \$23,942.74, Federal, State and Deferred Compensation ACH total: \$11,481.35, A/P checks 19457 – 19464 and 19466 – 19488 for a total of \$59,680.23; Poll worker Pay checks 19419 – 19429 for a total of \$1570.00 and Ditch Deposit Refund to Beglinger check 19455 for a total of \$1000.00 for a grand total of checks \$97,674.32 as recommended by the Committee. Motion carried unanimously.**

**Motion by A. Pellegrino, seconded by M. McCormack to adjourn at 7:45 p.m. Motion carried unanimously.**

Respectfully Submitted  
For the Board, Evelyn Etten