

Village of North Prairie
Buildings & Grounds Committee Meeting
Minutes from Jan. 15, 2025
Village Hall, 130 N. Harrison

Call to Order: 4:00 pm

Roll Call: Trustees Cheri Lampe, Dave Shroeder, Donna Samuels: Dave Molitor-DPW and Administrator Evelyn Etten

1. Discussion regarding CBDG Grant where applications for funds should be arriving within the next couple weeks. Brief discussion on what the grant is all about and potentially used for. Evelyn asked if funds were for Village use or if the Village receives funds and then can distribute them to residents in need of funds within the community. Said this type of grant allows Village to distribute and when home is sold funds need to come back to the village and can get redistributed. Worth checking into. Discussed potential handicap portable toilet purchases for parks, extending sidewalk with pad and handicap picnic table by Broadlands Park ball diamonds. Extending walkway from railroad tracks along on Hwy. 59 to St Andrews Blvd. and sidewalk out back door connecting back walk to front walk. Concern about owning portable toilets due to damage, winter storage or care. Donna and Dave Molitor will work together to get pricing for sidewalk at park and sidewalk extending down highway 59. To bring back to committee for discussion/decision in February with application which Dave Molitor believes is due end of February.
2. Cheri Lampe brought forward the possibility of setting up electronic recycling for the Village. There is a company that will set up 1 to 2 days annually, or leave a drop-off box, where people can drop off electronics at no charge to them or the Village. She spoke to numerous municipalities who have been doing this, and they all have been very happy with the service. We did not feel a drop off box would be an appropriate direction. Cheri is going to check further into the company, find out what all can be recycled, what permits/reports are required-where they are to be filed and who needs to file. We all felt 2 x's per year would be good and recommended one evening 5-7 and one weekend per year if viable. **Will report back to committee**
3. Donna Samuels has scheduled a meeting with representatives from Payne and Dolan to look at Ferris and Pine Rds. Tuesday, the 21st of January, 8am. Dave Molitor is to attend as well. We are going to look at the road to see what P&D representatives feels may be of issue with the amount of alligator cracking. Road is approximately 25 years old and there is concern of springs that deteriorate the road more rapidly than others. Prior to engaging an engineer, we will speak to them to get expertise. Was brought up to potentially have an engineer on site for inspections while road is under construction. **Will report back to committee.**
4. Reviewed contract for Portable Toilet rental for parks in 2025. Rental is for 3 units for 8 months. They had Stop N Go Portables last year and they were much better than the company who handled toilets for us in 2023. The village provides hand sanitizer dispenser and product, vendor provides toilet paper, pumping and cleaning weekly at both Broadlands and PV Park. Samuels made a motion to approve an agreement dated 1/14/25 from Stop N Go with \$100 delivery/pick up and \$89 per unit, per month charge totaling \$2236.00 annually. Lampe seconded. No further discussion. Motion carried.
5. Reviewed B&G 2025 budget as potential request for quotes and work on PV pavilion staining and finish painting tennis court fencing. Funds were not placed in the budget specific to these projects. Dave Molitor indicated some funds may be redirected from ball diamond work or possible wood chips for playgrounds to account for some of this work. Potential is to put off staining of PV Pavillion until next year and place in budget and focus on completion of the tennis court fence. The Village has 12 gallons of oil based black paint. See if contractors would potentially use this paint. Donna to discuss with Chad from Midwest Painting to get a rough estimate and see if he would use our paint. **Will report back to committee.**
6. Discussed pond maintenance at PV Park. Received quotes from Aquatic Biologists, Lake and Pond Solutions and Lake Country Conservationists. Reviewed quotes and very similar pricing. The Village has been using Aquatic Biologists nearly every year for the past 25. Contract will be "will-call visits" as in the past. It is estimated the cost will be about \$3220 for 2025 depending on growth of algae, milfoil, etc. Dave to check

with local live bait shops to see where they get their minnows from. Thought is to maybe get from them for stock in pond. Minnows are not included in the estimated cost. Donna made motion to accept quote # 3287 from Aquatic Biologists, dated 1/13/2025. Cheri seconded. No further discussion. Motion carried.

7. Review of fertilizer/weed control for Village property. Tru Green price increased a large amount from last year. Envirocon price was considerably less. They have done Village work in the past, and they do common areas HOA ownership in Broadlands. Issues that Village has with Envirocon was timeliness, but work is good. Dave to confirm all properties to be sprayed, including Village Hall and water tower lot. All others were specifically listed within the quote. Donna made motion to accept Envirocon quote presented for 1 treatment of fertilizer and weed control between the dates of May 1-June 15 for an amount of \$2310.00. Cheri seconded. Samuels asked the question as to whether the Village can possibly go to every other year treatment. There was concern about dandelion growth and control. Motion carried.
 8. Discussion regarding Maintenance records for all equipment within DPW Department. Dave Molitor provided a template. No specific records were noted, just equipment. Dave Schroeder indicated he keeps all information on spreadsheets where he works and it makes it easier to obtain information without looking through equipment books for things such as: filter numbers, oil, hydraulic oil, and anything else that may be a consumable product. Also to be sure all other maintenance and repairs are noted as it provides better information to determine whether repairs or replacement of equipment is the direction to take. Dave Molitor felt that it would be reasonable to set something up. Dave S. to help with a basic template he uses. Evie and Donna both indicate they would be willing to help Dave M. set these up on his computer. **Will work on moving this forward and report back to committee.**
 9. Discussion about working with Historical Society, Lions or non-profit to see if we can set up a beer garden in Veterans Park to see how things work. Samuels indicated possibly a food truck, beer vendor and ice cream vendor could be in attendance. Cheri said the Historical Society has 3 potential dates for Music and Motors and would be a nice fit. Historical Society will be selling food so we're not sure about the food truck. Samuels will check into beer vendors and what they require. Evie to provide information on what Village will require for permits, etc. **Will report back to committee.**
 10. Samuels made motion to adjourn at 5:59. Dave Schroeder seconded. No further discussion. Motion carried.
- Motion to adjourn by Samuels with second by Schroeder. No further discussion and motion carried. Meeting adjourned at 5:59pm.

Respectfully submitted,

Donna Samuels
Buildings & Grounds Chair