

**VILLAGE BOARD MINUTES  
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD HELD AT THE DEERFIELD  
VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON MONDAY,  
JANUARY 11, 2010 AT 7:00 P.M.**

**I. CALL TO ORDER – NOTING OF ROLL BY CLERK**

The meeting was called to order by President Kiefer at 7:00 PM. Roll call: Wilkinson, Tebon, Smith, Frutiger, Smyth-Eagle, Schreiber and Kiefer present.

Also present: Village Administrator Patrick Vander Sanden, John Doyle, Jerry McMullen, Scott Mack, Bob Salon, John DeJung, Rich McVicar, Karen Kessenich, Dave Lemke and Fred Fry.

**II. CONSENT AGENDA**

Motion by Smith, second by Tebon to approve the January 11, 2010 agenda as presented. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM DECEMBER 14, 2009 AND DECEMBER 21, 2009**

Motion by Tebon, second by Wilkinson to approve the minutes from December 14, 2009 as corrected. All ayes, Smith abstained, motion carried.

Motion by Wilkinson, second by Tebon to approve the minutes from December 21, 2009 as corrected. All ayes, Smith abstained, motion carried.

**B. APPROVAL OF VOUCHERS**

Kiefer stated that the Finance Committee reviewed and approved payment of the vouchers presented including the payment for membership in the Dane County Cities & Villages Association (DCCVA)

Motion by Schreiber, second by Tebon to approve payment of check #43527 to #43606 totaling \$1,287,712.56 subject to approval of the check to Dane County Cities & Villages Association. All ayes, motion carried..

**1. MEMBERSHIP IN THE DANE COUNTY CITIES & VILLAGES ASSOCIATION**

Kiefer reported that Finance approved payment for the membership and feels that belonging will be very beneficial to Vander Sanden and felt we should try it for at least this year. . Smith stated she has concerns with joining and believes that the fee only buys us a seat at the table and that the organization is going to do what's in their interest whether we pay or not.

Motion by Tebon, second by Frutiger to approve payment for the membership in the DCCVA. All ayes, Smith opposed, motion carried.

**C. COMMITTEE REPORTS**

**1. COMMUNITY CENTER 01/04/2010**

Schreiber reported that the land acquisition for the new Community Center is moving ahead and the Center is working on fund raising events.

**2. JANUARY 2010 CALENDAR**

The Board reviewed and approved the January 2010 calendar with the addition of a BID and Personnel meeting on January 18, 2010.

**III. PUBLIC APPEARANCES**

**A. PUBLIC COMMENTS**

Karen Kessenich, supervisor for the Town of Cottage Grove, informed the Board that both the Town and Village of Cottage Grove have not approved the Deer/Grove EMS 2010 budget. They are not satisfied with the budget numbers provided and wish to wait until the audit is finalized. Kiefer thanked Kessenich for the update.

**B. DANE COUNTY SUPERVISOR BOB SALOV & JOHN DEJUNG, 911 CENTER DIRECTOR, DANE COUNTY – DISCUSSION OF DANECOM – RADIO INTEROPERABILITY SYSTEM PROPOSAL**

John DeJung, Director for the Dane County 911 Center, explained to the Board the advantages of having a radio interoperability system (DaneCom) for public safety and public work users throughout the County. The final details of the design of the system are essentially complete but before a contract is signed the County needs to ensure that communities across the county are willing to share in this investment. A letter of intent was distributed to municipalities with a return due date of January 15, 2010 which has now been extended to February 1, 2010. Dane County has agreed to pay the initial \$30-million to build the system and cover the operating and maintenance costs for 2012. If we choose to participate, the Village's portion, for operating and maintenance, will be \$3,887.00 starting in 2013.

**IV. UNFINISHED BUSINESS, REVIEW & ACTION THERE ON**

**1. NONE**

**V. NEW BUSINESS**

**A. RESOLUTIONS**

**1. NONE**

**B. LICENSES & PERMITS**

**1. NONE**

**C. REVIEW & ACTION:**

**1. REVIEW/APPROVE INSTALLATION OF AN ELECTRONIC SIGN BY THE FIRE DEPARTMENT IN DRUMLIN PARK**

Jerry McMullen of the Deerfield Fire Department informed the Board that the Fire Department has received a no match \$30,000.00 grant to go towards an electronic informational sign which the Fire Department would like to install in the Drumlin Park. Both the Parks Committee and Planning Commission have given their approval. McMullen stated that they will be installing the sign in the Drumlin Park in the same location as the previous sign that was taken down. Due to the fact that the sign will be located on Highway 73 the State of Wisconsin was also contacted for their approval. The State reviewed the plans and has no opposition to the placement of the sign as it is not in their right-of-way. The sign will serve as a community sign for any non-profit organization to advertise upcoming community affairs. The Village will not be responsible for any expenses relating to the new sign as the installation and any additional work needed will be covered through the grant and any ongoing upkeep/electricity expenses will be paid for by the Firemen and other local organizations. The Fire Department is now asking for the Board's approval on the location of the sign and its installation.

Motion by Wilkinson, second by Tebon to approve the Fire Department installing an electronic sign in the Drumlin Park in the same location as the previous sign with little to no cost to the Village for either the installation or future operating/ maintenance of the sign. All ayes, motion carried.

**2. REVIEW/APPROVE EXTENSION OF SANITARY SEWER TO WELL #4 WELLHOUSE**

Myers updated the Board on some changes relating to the sewer connection for Well #4. Previously it had been approved that the drainage at Well #4 would drain to day light but due to additional frustration being installed, in the Savannah Parkway development, closer to Well #4, Myers felt the Village might want to revisit the sewer connection issue. Myers received two (2) quotes for the sewer connection, one from Forest Landscaping, who is a subcontract for Gilbank Construction, in the amount of \$20,371.50 and the other from LMS Construction for \$25,254.40. The funds for this project would fall under the contingency line item which currently has \$50,000.00 available however this amount could vary greatly depending on the outcome of any additional costs relating to the installation of the Well #4. Based on this information Myers is recommending that the Board approve connecting the extension of the sanitary sewer at Well #4 to the sewer main located in the Savannah Parkway development contingent upon enough funds being available in the "contingency" line item category.

Motion by Tebon, second by Frutiger to acknowledge the Village's intent to approve the extension of the sanitary sewer to Well #4's Well house subject upon enough funds being available in the "Contingency" line item budget and to approve relocating the manhole from the center of Liberty Street to the south side of Liberty Street in the terrace.

**3. REVIEW & ACTION ON WELL #4 & WELLHOUSE PROJECT AS NECESSARY**

Myers informed the Board that the contractor is planning to start construction for Well #4 in about one to one and a half weeks and the equipment they will be using will make a significant amount of noise so Myers is suggesting that the Village notify the School and area residents of this. Myers informed the Board that Public Works approved rescheduling future Public Works meetings from the third Monday of each month to the second Monday for the duration of the construction which will allow for proper timing in submitting any financial paper work on Well #4. Myers also asked that the wording "Well #4 Discussion and Action" be listed on all future Public Works/Board agendas until the completion of the well so the Village will be able to discuss and approve any issues that might arise during the construction of Well #4.

**4. REVIEW & ACTION ON REQUEST BY MUNICIPAL WELL & PUMP FOR VARIANCE ON PROJECT WORK HOURS FOR WELL #4 CONSTRUCTION**

Myers informed the Board that Municipal Well & Pump is requesting a variance on the project work hours for Well #4. They are asking that the Board allow them to start work at 6:30 am instead of the allowed time of 7:00. The Board agreed but stated they would revisit this if complaints were received.

Motion by Schreiber, second by Smith to allow Municipal Well & Pump to start work at 6:30 am with notification to the school and area property owners about the timing and to revisit the issue if complaints are received. All ayes, motion carried.

**5. WELL #4 PAY REQUEST – MUNICIPAL WELL & PUMP**

Myers explained that Municipal Well & Pump, the company that was awarded the bid for drilling the well, is requesting payment for material purchased and stored on their property but not yet used. Both Myers and the Village Attorney do not recommend allowing this procedure as it could put the Village at risk. They recommend that the Board approve payments with the conditions that any material purchased by Municipal Well & Pump be stored on site in a secured location or at the Waste Water Treatment Plant (WWTP), which has good access and is a secured location, and, that the contractor provide lien waivers transferring

ownership of the material purchased to the Village.

Motion by Tebon, second by Frutiger to approve pay request #1 to Municipal Well & Pump in the amount of \$8,174.75 and to approve future payments for material with the conditions that any material purchased by Municipal Well & Pump be stored at the WWTP and, that the contractor provide lien waivers transferring ownership of the material to the Village. All ayes, motion carried.

Motion by Tebon, second by Frutiger to submit a "Request for Disbursement for Financial Assistance" to the State of Wisconsin, Department of Natural Resources in the amount of \$17,108.68. All ayes, motion carried.

**6. ACCEPTANCE OF IMPROVEMENTS IN THE SAVANNAH PARKS SUBDIVISION – FIRST 32 LOTS**

The Village received a recommendation letter from Warren Myers for acceptance of improvements in the Savannah Parkway subdivision. In the letter Myers is recommending the acceptance and the start of the one-year guarantee period for the curb & gutter, sidewalk and asphalt binder course of asphalt in the Savannah Parkway plat on Oak Ridge Trail, from Liberty Street to the north edge of Lot 23, Stone Bridge Circle and Savannah Parkway, from Liberty Road to the north edge of Lot 46, retroactive to November 1, 2009. A condition of Myers' recommendation is for the Developer to submit lien waivers from the curb & gutter and sidewalk contractor, the street base course contractor and the asphalt pavement contractor.

Motion by Frutiger, second by Schreiber to approve the acceptance and the start of the one-year guarantee period for the curb & gutter, sidewalk and asphalt binder course of asphalt in the Savannah Parkway plat on Oak Ridge Trail, from Liberty Street to the north edge of Lot 23, Stone Bridge Circle and Savannah Parkway, from Liberty Road to the north edge of Lot 46, retroactive to November 1, 2009 with the condition that the Developer submit lien waivers from the curb & gutter and sidewalk contractor, the street base course contractor and the asphalt pavement contractor as stated in Warren Myers letter dated January 8, 2010. All ayes, motion carried.

**VI. ORDINANCES**

**A. NONE**

**VII. COMMUNICATIONS**

**A.** Frutiger reported that the Deer/Grove EMS has passed all the requirements and is now qualified to operation at a Paramedic level.

**VIII. STAFF REPORTS**

McCredie reported that the Deerfield Area Business Christmas Party and 2010 Chamber Elections will be held at the Cuda Café on January 22, 2010 and the Deerfield Community Development Trust Fund applications for 2010 are due by February 1, 2010.

**A. ADMINISTRATOR'S REPORT**

Vander Sanden reported that there is a DCCVA meeting Wednesday, January 13, 2010 and one of the agenda items will be to discuss the DaneCom deadline. He also reported that all three incumbents up for reelection have filed their nomination papers.

**IX. ADJOURN**

Motion by Smith, second by Frutiger to adjourn at 8:30 PM.

/S/ Elizabeth McCredie  
Village Clerk/Treasurer