

**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 12, 2015 AT 7:00 P.M.**

**CALL TO ORDER – NOTING OF ROLL BY CLERK/SIGN IN SHEET**

The meeting was called to order at 7:00 pm by President Frutiger. Roll call: Wilkinson, Tebon, Schreiber, Reichert, Fritz, Hasz and Frutiger present. Also present: see sign-in-sheet on file in the clerk's office.

**CONSENT AGENDA**

Motion by Wilkinson, second by Tebon to approve the January 12, 2015 agenda with the addition of item #7.

Cambridge/Deerfield Police Commission 12/09/14 under Committee Reports. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM DECEMBER 8, 2014 AND DECEMBER 29, 2014**

Motion by Wilkinson, second by Tebon to approve the minutes from December 8, 2014 as written. All ayes, motion carried.

Motion by Schreiber, second by Fritz to approve the minutes from December 29, 2014 as written. All ayes, motion carried.

**B. APPROVAL OF VOUCHERS**

The Finance Committee reviewed and recommended payment of all the vouchers presented for payment. The Board reviewed the voucher listed.

Motion by Wilkinson, second by Tebon to approve payment of check #49350 to #49409 totaling \$1,613,263.83. All ayes, motion carried.

**C. COMMITTEE REPORTS**

**1. EMS 12/18/14**

EMS approved a Letter of Engagement from Johnson Block to audit the 2014 financial statements and signed an Advanced Life Support Intercept agreement. DeerGrove also purchased and distributed eleven (11) AED's which were purchased through fund raisers.

**2. LIBRARY 12/19/14**

No member present.

**3. SP. BOARD 12/29/14**

The Special Board meeting was held in closed session with no action taken in open session.

**4. CABLE 01/07/15**

Cable discussed future plans for equipment purchases.

**5. PUBLIC WORKS 01/12/15**

Public Works approved a reduction of the Letter of Credit for Savannah Parkway and the Simplified Rate Case application for the Deerfield Water Utility.

**6. FINANCE 01/12/15**

The Finance Committee approved payment of the vouchers and four (4) operator's licenses both of which are on the Board agenda for final approval. The Committee also approved the Treasurer's report for December 2014

**7. CAMBRIDGE/DEERFIELD POLICE COMMISSION 12/09/14**

The Commission reviewed the number of police calls for Cambridge and Deerfield in October and November. Dane County approved the use of another motorcycle and the Town of Deerfield is interested in using the Eastern Dane County Municipal Court for ordinance citations.

**PUBLIC APPEARANCES**

**1. PERSONAL APPEARANCE BY ATTORNEY SUSAN ALLEN, STAFFORD ROSENBAUM, THE VILLAGE'S MUNICIPAL COURT ATTORNEY**

The Village's municipal court attorney, Susan Allen, from Stafford Rosenbaum introduced herself to the Village Board and gave brief explanation of her qualifications. Allen informed that Board that she would be more than happy to answer any questions they may have. The Board thanked Allen for her attendance and information.

**A. PUBLIC COMMENTS**

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

**NEW BUSINESS**

**A. RESOLUTIONS**

**B. LICENSES & PERMITS**

**1. CONSIDER A REQUEST FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF JANUARY 13, 2015 TO JUNE 30, 2015 FOR CAYSIE J. DOLAN, JASON A. ELLINGSON, ASHLEY C.N. HAYSE AND EMILY C. LAMARCHE**

Tebon informed the board that the Finance Committee reviewed and recommend insurance of an Operator's license for Caysie Dolan, Jason Ellingson, Ashley Hayse and Emily Lamarche.

Motion by Tebon second by Frutiger to approve the issuance of an Operator's license for the period of January 13, 2015 to June 30, 2015 for Caysie J. Dolan, Jason A. Ellingson, Ashley C.N. Hayse and Emily C. Lamarche. All ayes, motion carried.

**C. REVIEW & ACTION:**

**1. REQUEST FOR REDUCTION IN LETTER OF CREDIT - SAVANNAH PARKWAY**

The Public Works Committee reviewed the request from Don Tierney to have the Letter of Credit for Savannah Parkway reduced from \$200,000.00 to \$150,000.00. All the requirements, in the developer's agreement, were met and Engineer Myers had no objections to the reduction.

Motion by Tebon, second by Schreiber to approve reducing the Letter of Credit for Savannah Parkway to \$150,000.00. All ayes, motion carried.

**2. REQUEST FOR AN AMENDMENT TO THE DEER GROVE EMS AGREEMENT BETWEEN THE VILLAGES OF COTTAGE GROVE AND DEERFIELD AND THE TOWN OF COTTAGE GROVE REGARDING THE CAPITAL EXPENSE FUND – EMS CHIEF DUANE ERSCHEN**

Chief Erschen came before the Board to request that the Deer Grove EMS agreement be amended to allow a certain percentage of funds not spent by year end to be allocated to an accrued Capital Expense Fund. This Fund would be used to acquire or upgrade physical such as equipment and vehicle repairs, upgrades and/or replacements with a limit set as to the amount being accrued.

Motion by Tebon, second by Fritz to approve authorizing Deer Grove EMS to move forward with the creation of a Capital Expense fund with the percentage of funds allocated each year being between 20% and 25% and the maximum fund balance topping out between \$75,000.00 and \$100,000.00. All ayes, motion carried.

**3. SIMPLIFIED RATE CASE APPLICATION FOR THE DEERFIELD WATER UTILITY**

Tebon informed the Board that the Public Works committee reviewed and recommended approval of the Simplified Rate Case (SRC) for the Deerfield Water Utility. The SRC allows for a 3% increase to help offset the loss in revenue until a full rate study is completed and will go into effect April 1, 2015.

Motion by Tebon, second by Fritz to approve submitting the Deerfield Water Utility Simplified Rate Case application to the Public Service Commission with an effective start date of April 1, 2015. All ayes, motion carried.

**ORDINANCES**

**COMMUNICATIONS**

Frutiger informed the Board that the League of Municipalities and DCCVA held a State and Local Government Partnership Forum. The forum gave local officials a chance to meet with state legislators to foster increased awareness about the interests of municipalities in Dane County and surrounding areas and to generate more effective interaction between legislators, communities and associations such as DCCVA and LWM.

**STAFF REPORTS**

**A. ADMINISTRATOR'S REPORT**

McCredie reported that she will be moving forward with signing the agreement with MuniCode to have the Village's ordinance re-codified.

**ADJOURN**

Motion by Schreiber, second by Tebon to adjourn at 7:35 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk/Treasurer