

**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 26, 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 and Frutiger present, Hasz absent. Also present: see sign-in-sheet on file in the clerk's office.

CONSENT AGENDA

Motion by Tebon, second by Wilkinson to approve the January 26, 2015 agenda as present. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM JANUARY 12, 2015

Motion by Fritz, second by Reichert to approve the minutes from January 12, 2015 as amended. All ayes, motion carried.

B. APPROVAL OF VOUCHERS

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

Motion by Wilkinson, second by Tebon to approve payment of check #49410 to #49466 totaling \$55,771.96. All ayes, motion carried.

C. COMMITTEE REPORTS

1. EMS 01/15/15

The EMS committee approved a letter of engagement with Neider & Boucher, S.C. as their new municipal Attorney and discussed the evaluation process for the Chief. They also amended their 2014 budget to account for revenue received for AEDs and will continue using Life Quest as their ambulance billing service company.

2. LIBRARY 01/16/15

Fritz reported that the Library Board discussed upcoming programming, IRS tax forms available/not available at the Library, a Legislative Day that is being planned for February 17th, the ability to pay fines, on-line, starting in February and changing their DVD policy that would allow the DVDs to be kept in house, instead of being available for other Libraries to check out, which will make them move available for local residents to check out. The Deerfield Trivia Contest will be held 02/28 and the County Trivia Contest will be on 05/09.

3. DEERFIELD CARES 01/22/15

Deerfield Cares is planning a heroin program to be held mid-April at the School.

4. BID 01/26/15

The BID committee reviewed two (2) grant applications but no action was taken, due to questions resulting in the grant requirements, and the Committee will be looking into the by-laws to see what authority they have in this regards.

5. PLANNING COMMISSION 01/26/15

The Planning Commission reviewed the Shoreland Zoning Ordinance which is on the Board agenda for discussion

6. FINANCE 01/26/15

Finance approved the vouchers, the Operator's licenses and both resolutions.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

NEW BUSINESS

A. RESOLUTIONS

1. RESOLUTION NO. R2015-01 A RESOLUTION TO APPROVE THE 2015 FEES

The Board reviewed resolution n. R2015-01 setting the 2015 fees. Fritz questioned the outgoing fax charges and McCredie suggested that the fee be changed to \$1.00 minimum, plus .50 per sheet for all outgoing faxes.

Motion by Schreiber, second by Tebon to approve Resolution No. R2015-01 approving the 2015 fees with the amount of the outgoing fax charges being changed to one set fee of \$1.00 minimum, plus .50 per sheet. All ayes, motion carried.

2. RESOLUTION NO. R2015-02 A RESOLUTION TO APPROVE THE COMMITMENT OF CABLE FUND BALANCE

The Finance Committee reviewed and recommended approval of resolution no. R2015-02 for the commitment of the Cable fund balance. Per Statement No.54 issued by the Governmental Accounting Standards Board (GASB) the Cable Fund, which is a special revenue fund, needs to have a significant portion of their revenues either restricted (external restrictions such as state statutes) or committed (through formal resolution) to remain as a stand-alone fund. Since the Cable Fund is not governed by external restrictions a resolution needs to be passed.

Motion by Wilkinson, second by Tebon to approve resolution no. R2015-02 approving the commitment of the Cable Fund balance. All ayes, motion carried.

B. LICENSES & PERMITS

1. CONSIDER A REQUEST FOR AN OPERATOR’S LICENSE FOR THE PERIOD OF JANUARY 27, 2015 TO JUNE 30, 2015 FOR ERICA A. BEDWARD AND AMY M. GORMAN.

Tebon informed the Board members that the Finance Committee reviewed the Operator’s license applications and found no reason for denial.

Motion by Tebon, second by Schreiber to approve the issuance of an Operator’s license for the period of January 27, 2015 to June 30, 2015 for Erica A. Bedward and Amy M. Gorman. All ayes, motion carried.

C. REVIEW & ACTION:

1. DISCUSS/APPROVE REQUEST FROM RAGNAR EVENTS, LLC TO HOLD THE RAGNAR RELAY CHICAGO (THE RACE) THROUGH THE VILLAGE ON JUNE 12, 2015

The Village received a request from Ragnar Events, LLC to hold the Ragnar Relay Chicago (The Race) through the Village on June 12, 2015. This event has been held in the Village previous years and has been a great event for the Village to host.

Motion by Wilkinson, second by Tebon to approve the request from Ragnar Events, LLC to hold the Ragnar Relay Chicago through the Village on June 12, 2015. All ayes, motion carried.

2. DISCUSS/APPROVE AMENDMENT TO VILLAGE ASSESSOR’S CONTRACT

The Village received a request from Gardiner Appraisal, the Village’s Assessor, to void the contract, under the company name of L.E. Gardiner Assessment Service, LLC, previously signed by the Village for 2015/2016 services. Per recommendations from Gardiner’s Attorney they are asking the Village to null and void the contract with L.E. Gardiner Assessment Service, LLC and reinstate with Gardiner Appraisal Service, LLC.

Motion by Tebon, second by Frutiger to approve the Village President and Clerk signing the authorization to null and void the contract with L.E. Gardiner Assessment Service, LLC and to sign the new contract between Gardiner Appraisal Service, LLC and the Village of Deerfield for 2015/2016 services. All ayes, motion carried.

3. DISCUSS/APPROVE LETTER OF ENGAGEMENT – EHLERS

Ehlers, the Village’s Financial Advisor, and the company that complies with all the discloser obligations for each of the Village’s securities has submitted a Letter of Engagement. The letter agrees to continue these obligations and to provide the services and fees described in Appendix A.

Motion by Frutiger, second by Tebon to approve the Letter of Engagement from Ehlers dated January 5, 2015. All ayes, motion carried.

ORDINANCES

1. PRELIMINARY REVIEW OF SHORELAND ZONING DISTRICT REGULATION ORDINANCE–SECTION 24.75

Tebon informed the Board that the Planning Commission members reviewed the Shoreland Zoning District Regulation Ordinance, Section 24.75 which mimics the sample ordinance prepared by the Wisconsin League of Municipalities and their Attorneys. The Commission approved Section 24.75 with the addition of the word “deck” being added under the definition of “Principal building” in section four (4).

Motion by Tebon, second by Fritz to approve the Shoreland Zoning District Regulation Ordinance, Section 24.75 with the addition of the word “deck” being added under the definition of “Principal building” in section four (4) and to move forward with its implementation. All ayes, motion carried.

COMMUNICATIONS

STAFF REPORTS

A. ADMINISTRATOR’S REPORT

McCredie reported that Ehren Hasz is resigning from his position as Village Board Trustee due to the fact that he is moving out of the Village thus making him ineligible to remain on the Board.

ADJOURN

Motion by Schreiber, second by Tebon to adjourn at 7:30 pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Administrator/Clerk/Treasurer