

**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, FEBRUARY 24, 2014 AT 7:00 P.M.**

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

The meeting was called to order at 7:03 by President Frutiger. Roll call: Wilkinson, Tebon, Schreiber, Fritz, Hasz and Frutiger present, McMullen absent. Also present: See sign-in-sheet on file in the Clerk's office.

CONSENT AGENDA

Motion by Wilkinson, second by Fritz to approve the February 24, 2010 with the addition of the word "Police" after Cambridge/Deerfield under Committee Reports. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM FEBRUARY 10, 2014

Motion by Wilkinson, second by Fritz to approve the minutes from February 10, 2014 as written. All ayes, Tebon abstained, motion carried.

B. APPROVAL OF VOUCHERS

Frutiger informed the Board that the Finance Committee reviewed and recommended payment of the vouchers listed. Motion by Tebon, second by Schreiber to approve payment of check #48422 to #48471 totaling \$663,694.16. All ayes, motion carried.

C. COMMITTEE REPORTS

1. CAMBRIDGE/DEERFIELD POLICE COMMISSION 02/11/14

Wilkinson reported that everything at the Deerfield Schools has been running smoothly and the Police have not had to issue any citations for Truancy so far this year and that the new squad car should be ready by April. In January the Police responded to 61 service calls in Cambridge and 33 in Deerfield. Their next meeting is scheduled for April 8, 2014 at 5:30pm.

2. FIRE COMMISSION 02/11/14

The Fire Commission discussed the EMS rental agreement. They also held their Pancake Breakfast fundraiser and their annual banquet at which time Vernon Mandt resigned.

3. DEERFIELD CHAMBER 02/12/14

McCredie reported that the Chamber added "Village Report" as a new agenda item and they discussed the Chamber's new website and the need for volunteers at the Parade of Homes.

4. EMS 02/20/14

Frutiger reported that EMS discussed changing banks but in the end agreed to continue at Deerfield. They also approved providing Life Insurance through the State and updating the vacation policy to match what is in the union contract.

5. LIBRARY 02/21/14

The Library approved their annual budget and they held a "Tea Party" and their annual Trivia contest for fundraisers. The Lions Club informed the Library that they would be donating a tree which will be used for the annual tree lighting ceremony.

6. FINANCE 02/24/14

Frutiger reported that everything on the Finance Committee's agenda is also on the Board agenda for discussion.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

Dave Lemke stated that the WDEE's station bulletin board has not been working. It has been sent in for repair and should be up and running shortly.

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

NEW BUSINESS

A. RESOLUTIONS

B. LICENSES & PERMITS

C. REVIEW & ACTION:

1. DISCUSS AND CONSIDER AGREEMENT WITH TOWN OF DEERFIELD FOR EMS LIVING QUARTERS AT FIRE STATION

Frutiger informed the Board that he met with Bob Riege, Scott Mack and Duane Erschen to discuss the agreement between the Village and Town of Deerfield for the EMS living quarters at the Fire Station. Frutiger stated they also discussed the Village's use of the facility for 2013 and agreed that Deer-Grove EMS had approximately 80% use of the area so Bob agreed to reduce the monthly fee from \$500 per month to \$400 which equates to \$4,800 for the year. It was also agreed upon that the utility and mechanical costs would continue to be shared. Attorney Anderson has reviewed the agreement and made a few changes to it. Fritz questioned if the access to the Fire Station should include the overheads doors and be noted on exhibit "B". Frutiger also felt that the last sentence of first paragraph under number 1, Exclusive use of Premises could be removed. Motion by Wilkinson, second by Schreiber to approve the Exclusive Use Agreement with the Town of Deerfield for the EMS living quarters at the Fire Station with the overhead doors being noted on exhibit "B" and the removal of the last sentence of first paragraph under number 1, Exclusive use of Premises and the inclusion of the overheads being noted on Exhibit "B". All

ayes, motion carried.

2. DISCUSS AND CONSIDER CAPITAL AREA REGIONAL PLANNING COMMISSION FEES

Frutiger informed the Board that the current Capital Area Regional Planning Commission (CARPC) 2014 budget reflects revenues of \$50,000 from “USA Amendment Fees” and that DCCVA is seeking input from the members as to how they should vote on the establishment of these fees. The board discussed how the implementation of the “USA Amendment Fees” could reduce the amount of future growth and agreed that the Village should oppose its inclusion in the 2014 CARPC budget. Motion by Wilkinson, second by Fritz to oppose the “USA Amendment Fees” proposed in the 2014 CARPC budget. All ayes, motion carried.

3. DISCUSS AND CONSIDER AUTHORIZING BAKER TILLY ADDITIONAL FUNDS

During the Village’s 2013 audit the auditors discovered that there were discrepancies in the debt allocation for the 2006,2008,2010 and 2012 issues within the general ledger and the debt closing documents. Due to this discrepancies Baker and Tilly is willing to address and correct the allocations which will require approximately 15-20 hours of effort at a cost of \$2,000 to \$3,000. McCredie noted that this work is above and beyond Baker Tilly’s normal scope of auditing and that the cost would be split between the Water, Sewer and TIF funds.

Motion by Tebon, second by Schreiber to authorize Baker Tilly additional funds to correct the allocation of the 2006,2008,2010 and 2012 issues within the general ledger and the debt closing documents at a cost not to exceed \$3,000.00. All ayes, motion carried.

**ORDINANCES
COMMUNICATIONS**

STAFF REPORTS

A. MARCH 2014 CALENDAR

McCredie asked the Board members to contact Village Hall Staff with any additions or corrections to the March 2014 calendar.

B. ADMINISTRATOR’S REPORT

ADJOURN

Motion by Fritz, second by Schreiber to adjourn at 7:47 pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Administrator-Clerk/Treasurer