

**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,  
MARCH 14, 2011 AT 7:00 P.M.**

**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, Smythe-Eagle, Schreiber and Kiefer present, Smith absent. Also present: Village Administrator Patrick Vander Sanden, Village Engineer Warren Myers, Village Attorney Connie Anderson, Don Kositzke, David Dinkel, Sigurd Bringe, Michael Screnock, Tom Bush, Newspaper rep Shirley Teske and camera operator David Lemke

**CONSENT AGENDA**

Motion by Tebon, second by Wilkinson to approve the March 14, 2011 agenda as presented. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM FEBRUARY 28, 2011**

Motion by Frutiger, second by Smythe-Eagle to approve the minutes from February 28, 2011 as written. All ayes, Kiefer abstained, motion carried.

**B. APPROVAL OF VOUCHERS**

Kiefer informed the Board that the Finance Committee had reviewed and recommended approval of the March 14, 2011 vouchers as presented contingent upon the check to Gilbank Construction being approved.

Motion by Tebon, second by Schreiber to approve payment of check #44959 to #45011 totaling \$225,119.02 contingent upon the check to Gilbank Construction being approved under unfinished business, Well #4 project. All ayes, motion carried.

**C. COMMITTEE REPORTS**

**1. CABLE 03/02/2011**

Smythe-Eagle asked Dave Lemke to give the Cable report. Cable discussed the WAPC annual conference being held in Waukesha on May 5<sup>th</sup>, their equipment needs, a Web casting policy and the retention of the DVD's they produce.

**2. DCDTF 03/07/2011**

The information from this meeting will be discussed under Review & Action as an agenda item.

**3. COMMUNITY CENTER 03/07/2011**

The Community Center did not meet.

**4. CAMBRIDGE/DEERFIELD POLICE COMMISSION 03/08/2011**

The Cambridge/Deerfield Police Commission discussed their 2011 budget which will be discussed further under Unfinished Business, meetings being held in Cambridge regarding cyber bullying and the number of February calls.

**5. FIRE COMMISSION 03/08/2011**

The Fire Commission discussed the status of the Fire trucks that were damaged on the Interstate while on call, the Dane County Fire Chief's meeting and the new Dane County Radio System.

**6. PUBLIC WORKS 03/14/2011**

Public Works discussed Well #4, a sewer forgiveness request, the status of the bidding process on the Industrial Park Road project, applying for a Storm Water Utility grant and a water bill payment policy.

**7. FINANCE 03/14/2011**

Finance approved the March 14, 2011 vouchers and an Operator's license.

**PUBLIC APPEARANCES - NONE**

**A. PUBLIC COMMENTS - NONE**

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

**1. WELL #4 PROJECT – DISCUSSION & ACTION AS NECESSARY**

Tebon informed the Board that the final costs of Well #4 came in approximately \$50,000.00 under budget. Public Works approved a payment to Gilbank Construction for the final pay request and change order, in the amount of \$19,924.86 and request #14 for disbursement for financial assistance in the amount of \$28,826.58 which is comprised of engineering costs of \$17,079.30 and \$11,747.28 to Gilbank Construction.

Motion by Tebon, second by Wilkinson to approval payment to Gilbank Construction for application #9 Final and change order #4 totaling \$19,924.86 and submission of request #14 for disbursement of Financial Assistance for \$28,826.58. All ayes, motion carried.

**2. ALLEY VACATION – BANK OF DEERFIELD**

The Board listened to the objections from Don Kositzke and David Dinkel regarding the vacation of the alley located behind the Bank of Deerfield that runs from Liberty Street to W. Deerfield Street. There was also an objection letter from the Deerfield Chamber of Commerce included in the Board packets. The major concern heard regarding the vacation the alley was that it would also eliminate any public access between the two (2) streets. Sigurd Bringe stated that he felt the alley was a failed alley due to the fact that it's only 16' wide at one end and 20' at the other and it is not capable of handling traffic.

Bringe also felt that terminating the alley would not affect public access as Hwy 73 is only about 98' from it. The Bank has maintained a portion of the alley for the last 12 to 15 years and has never restricted public access.

The Board felt this issue needs to go back to the Planning Commission for further discussion and that the Bank of Deerfield

should provide a plan to review.

Motion by Smythe-Eagle, second by Tebon to refer the vacation of the alley behind the Bank of Deerfield back to the Planning Commission for further discussion. All ayes, motion carried.

**3. 2011 DEERFIELD-CAMBRIDGE MUNICIPAL COURT BUDGET**

On March 8, 2011 the Police Committee met with Cambridge to discuss the 2011 Municipal Court budget. The Committee agreed that the Judge would not be getting a raise and that the increase would only be for a 2% raise to the Clerk of Courts salary. The total yearly increase would amount to \$210.00 of which the Village of Deerfield would be responsible for \$105.00. There is enough money in the Village's Court budget to cover this increase.

Motion by Schreiber, second by Tebon to approve a 2% salary increase in the Clerk of Courts 2011 salary totaling \$105.00 for the Village of Deerfield. All ayes, motion carried.

**NEW BUSINESS**

**A. RESOLUTIONS - NONE**

**B. LICENSES & PERMITS**

**1. CONSIDER REQUEST FOR ISSUANCE OF AN "OPERATORS" LICENSE FOR THE PERIOD OF MARCH 14, 2011 – JUNE 30, 2011 TO LUCY R. CUCCIA.**

The Finance Committee reviewed and approved a request for an Operators license to Lucy R. Cuccia.

Motion by Tebon, second by Wilkinson to approve an Operators license for the period of March 14, 2011 to June 30, 2011 to Lucy R. Cuccia. All ayes, motion carried.

**C. REVIEW & ACTION:**

**1. 2011 DEERFIELD COMMUNITY DEVELOPMENT TRUST FUND GRANT APPLICATIONS**

Dave Lemke stated that, due to a safety issue, he felt the committee should have allocated funds for a fence for the Firemen's Park ball field instead of for flags. Kiefer read the list of applicants that the committee agreed to grant money to and the amount of each grant. Schreiber inquired if the Business Improvement District had allocated any money for flags in their budget. They did not.

Motion by Frutiger, second by Smythe-Eagle to approve the 2011 Deerfield Community Development Trust Fund grants as presented and on file in the Clerks office. All ayes, motion carried.

**2. DEERFIELD VILLAGE POLICY 2011-01: AMENDING THE PAYMENT POLICY (REPLACEMENT OF POLICY 2006-05)**

Tebon informed the Board that Public Works had reviewed and approved policy 2011-01. The policy will now allow for payments to be considered timely, when the due date falls on a Saturday, Sunday or Holiday, if they are received by close of business the first day of work after the due date instead of by 7:15 am the first day of work after the due date.

Motion by Tebon, second by Wilkinson to approve policy 2011-01 amending the payment policy which replaces policy 2006-05. All ayes, motion carried.

**3. WRITE-OFF OF ECONOMIC DEVELOPMENT LOANS FOR MARVIN AND LINDA MARTZELT F/D/B/A MP HARDWARE**

Kiefer stated that the Finance committee approved writing off of the Economic Development Loans for Marvin and Linda Martzelt f/d/b/a MP Hardware. The Martzels filed for bankruptcy with the United States Bankruptcy Court and the debt has been discharged. Per the Bankruptcy notice and Martzelt's attorney the Village can have no further contact with the Martzels.

Motion by Tebon, second by Schreiber to write-off the two (2) Economic Development Loans for Marvin and Linda Martzelt f/d/b/a MP Hardware totaling \$25,947.21. All ayes, motion carried.

**ORDINANCES - NONE**

**COMMUNICATIONS**

**A. LETTER ON E-WASTE RECYCLING**

The Board received a letter from a concerned citizen regarding the new E-Waste recycling program. The Board agreed that more information regarding this program needs to get out to the public.

Kiefer stated that there is also a new state law requiring all homes to have carbon monoxide detectors in them.

**STAFF REPORTS**

**A. ADMINISTRATOR'S REPORT**

Vander Sanden reported that Dog and Cat licenses are due by March 31, 2011 to avoid a late charge.

**ADJOURN**

Motion by Schreiber, second by Tebon to adjourn at 8:12 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Clerk/Treasurer