

**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,
APRIL 25, 2011 AT 7:00 P.M.**

CALL TO ORDER – NOTING OF ROLL BY CLERK

The meeting was called to order at 7:00 pm by President Kiefer. Roll call: Wilkinson, Tebon, Schreiber, Frutiger, Smythe-Eagle and Kiefer present, Smith absent. Also present: Village Administrator Patrick Vander Sanden, Alan Mikkelson, Mike Berge, Dave Lemke and Shirley Teske.

CONSENT AGENDA

Motion by Wilkinson, second by Tebon to approve the April 25, 2011 agenda with the dates of the Operator's license changed from June 30, 2011 to July 1, 2011 and July 31, 2011 to June 30, 2012 and to move the Conditional Use request from Michael Berge to be discussed right after Public Comments. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM APRIL 11, 2011

Motion by Frutiger, second by Wilkinson to approve the minutes from April 11, 2011 as presented. All ayes, motion carried.

B. APPROVAL OF VOUCHERS

The Board reviewed the vouchers which had previously been reviewed and approved by the Finance Committee.

Motion by Schreiber, second by Tebon to approve the payment of check #45087 to #45133 totaling \$65,913.58. All ayes, motion carried.

C. COMMITTEE REPORTS

1. POLICE COMMITTEE 04/12/11

The meeting was cancelled due to a lack of a quorum.

2. FIRE COMMISSION 04/12/11

The Fire Commission discussed a new roof at the Fire Station, the 2011 Festival and the new fire department vehicles.

3. EMS 04/14/11

EMS discussed the hiring status of the Accounts Manager position, an agreement for compensation to the Medical Director which will require separate approval from each municipality, the need for Station 2 office equipment, fake fire calls and funds to purchase a Med Vault that can hold narcotics. They also approved a computer and vehicle accident policy.

4. LIBRARY 04/15/11

No report.

5. BID 04/18/11

The BID committee discussed the replacement of the garbage receptacles in the downtown area and approved giving a grant to Brice Properties for the removal of a concrete slab and restoration costs for the property located at 27N. Main St.

6. SPECIAL BOARD MEETING 04/19/11

This was the annual reorganization meeting for the Village Trustees. Smythe-Eagle was removed as the alternate for EMS and added as the Village representative to the Library Board replacing Smith.

7. PLANNING COMMISSION 04/18/11 & 4/25/11

At the April 18, 2011 meeting the Planning Commission tabled a request for a Conditional Use Permit (CUP) pending investigation into the R3 zoning regulations. They also worked on updating the TID #3 Downtown Business Grant application and manual. At their April 25, 2011 meeting they discussed/approved a Conditional Use permit for Michael Berge which is on tonight's agenda for Board approval.

8. PARKS 04/25/11

The Parks Committee approved the purchase of a video camera for security measures in Community Parks and discussed the removal/replacement of a tree in Firemen's Park and created a subcommittee to work on the Village's Parks plan.

9. FINANCE 04/25/11

All the items discussed and approved by the Finance Committee are on tonight's agenda for Board approval.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

Dave Lemke commented on the Wisconsin Department of Transportation US 12 meeting he attended. He also informed the Board that Dennis Rahn has been chosen to be the 2011 distinguished citizen.

B. ALAN MIKKELSON, PROPERTIES AT 104 & 106 N. HIGH STREET

Alan Mikkelson distributed a MLS listing for 104 & 106 N. High Street that he prepared and asked for any question or concerns. There were some concerns because these properties are located on a road that the Village closes during the winter months due to safety reasons so any potential buyer should be made aware of this.

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

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

No action necessary.

NEW BUSINESS

A. RESOLUTIONS

1. RESOLUTION R2011-04 AUTHORIZING THE VILLAGE OF DEERFIELD TO APPLY FOR A STORM WATER GRANT FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR)

Vander Sanden informed the Board that the Village is working on obtaining a DNR grant to assist with the costs of starting up a Storm Water utility. Resolution R2011-04, which is a requirement of the grant, states the Village's intent to seek funding and it also identifies the individuals responsible for administering it.

Motion by Tebon, second by Wilkinson to approve resolution R2011-04 authorizing the Village of Deerfield to apply for a Storm Water grant from the WDNR. All ayes, motion carried.

B. LICENSES & PERMITS

1. CONSIDER REQUEST FOR A TEMPORARY CLASS "B" RETAILER'S LICENSE TO THE DEERFIELD SOFTBALL LEAGUE FOR THE BUCKY SCHMIDT MEMORIAL SOFTBALL TOURNAMENT, MAY 6, 2011 TO MAY 8, 2011

This request is an annual request from the Deerfield Softball league for the Bucky Schmidt Memorial softball tournament.

Motion by Wilkinson, second by Tebon to approve issuing a temporary Class B retailer's license to the Deerfield Softball league for the Bucky Schmidt Memorial softball tournament, May 6, 2011 to May 8, 2011. All ayes, motion carried.

2. CONSIDER REQUEST FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF JULY 01, 2011 TO JUNE 30, 2012 FOR JAMES M. HAAK

Finance reviewed and approved the Operator's license for James M. Haak.

Motion by Schreiber, second by Tebon to approve issuing an Operator's license for the period of July 01, 2011 to June 30, 2012 for James M. Haak. All ayes, motion carried.

3. CONSIDER ISSUANCE OF A TEMPORARY CLASS "B" LICENSE TO DEERFIELD SOFTBALL LEAGUE AND DEERFIELD HOME TALENT BASEBALL FOR THE PERIOD OF MAY 1, 2011 – OCTOBER 31, 2011.

These are the annual 6 month licenses for the Deerfield Softball league and Deerfield Home Talent Baseball. Finance reviewed and approved them both.

Motion by Frutiger, second by Tebon to approve the issuance of a temporary Class B license to the Deerfield Softball league and Deerfield Home Talent Baseball for the period of May 1, 2011 to October 31, 2011. All ayes, motion carried.

C. REVIEW & ACTION:

1. CONSIDERATION OF THE VILLAGE ADMINISTRATOR ASSISTING THE VILLAGE OF COTTAGE GROVE ON AN INTERIM BASIS

Vander Sanden informed the Board that the Village of Cottage Grove has asked him to help them out while they're looking for a new Administrator. This would only be on a temporary basis as they anticipate having the new person hired by mid-July. The Village of Cottage Grove would also reimburse Deerfield for all costs of his time spent doing business for them.

Motion by Frutiger, second by Kiefer to allow Vander Sanden to assist the Village of Cottage Grove on an interim basis through July 25, 2011, with the Village of Cottage Grove reimbursing Deerfield for all costs associated with him doing business for them and, to revisit the issue at the end of July if necessary. All ayes, motion carried.

2. CONDITIONAL USE PERMIT REQUEST FROM MICHAEL BERGE, OWNER OF 213/215 LEGREID STREET TO ALLOW A DETACHED GARAGE IN R-3 ZONING

Vander Sanden informed the Board that the Planning Commission reviewed this request at their April 18, 2011 meeting but there questions regarding whether the Conditional Use Permit (CUP) was allowed in the R-3 zoning so it was tabled. After discussion with the Building Inspector it was confirmed that a detached garage is allowed in the R-3 zoning but that there is an inconsistency in the Villages zoning ordinance which will need to be addressed. The Planning Commission approved the CUP at their April 25, 2011 meeting.

Motion by Schreiber, second by Tebon to approve a CUP request from Michael Berge, owner of 213/215 Legreid Street to allow a detached garage in R-3 zoning. All ayes, motion carried.

ORDINANCES

COMMUNICATIONS

A. VILLAGE HALL HOURS – MAY THROUGH AUGUST

Vander Sanden stated that the Village Hall hours will be changing on a trial basis. After evaluating the hours, foot traffic and looking into what other neighboring communities are doing the Village will close at noon on Fridays starting the week of May 23, 2011 and continue through the end of August. The hours for Monday through Thursday will remain at 7:00 am to 4:30 pm. The change will be monitored and reassessed at the end of the trial basis.

B. RAGNAR RELAY CHICAGO TO BENEFIT BACK ON MY FEET CHARITY

McCredie informed the Board that the Village received a request to allow Ragnar Events, LLC to hold the Ragnar Relay Chicago (The Race), to benefit the Back on my Feet charity, through the Village of Deerfield on June 10, 2011. The Police are aware of the event and Tebon stated that he thought they have done this event in the past. McCredie was given permission to have Vander Sanden sign off on the permission form.

C. MAY 2011 CALENDAR

The Trustees reviewed the May 2011 calendar and were instructed to contact Village Hall staff with any changes.

STAFF REPORTS

The Village of Deerfield is involved in the State wide recount process that is starting April 27, 2011. At this point it looks like the Village's time will be on Friday.

A. ADMINISTRATOR'S REPORT

The Village's Open Book will be held on May 19, 2011 from 4 to 6 pm.

The Dane County Cities and Villages Association will be holding their membership meeting on May 11, 2011.

ADJOURN

Motion by Frutiger, second by Kiefer to adjourn at 7:38 pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Clerk/Treasurer