

**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, JUNE 10, 2013 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, McMullen, Fritz, Hasz and Frutiger present. Also present: as listed on the June 10, 2013 Sign in Sheet on file in the Clerk's office.

**CONSENT AGENDA**

Motion by Wilkinson, second by McMullen to approve the June 10, 2013 agenda with the addition of "Joint Board Interactive 06/03/13" under Committee reports. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM THE JOINT PERSONNEL/BOARD AND REGULAR BOARD ON MAY 28, 2013**

Motion by Wilkinson, second by Hasz to approve the minutes from the Joint Personnel/Board on May 28, 2013 as written. All ayes, motion carried.

Motion by McMullen, second by Wilkinson to approve the minutes from the regular Board meeting on May 28, 2013 as amended. All ayes, motion carried.

**B. APPROVAL OF VOUCHERS**

Frutiger informed the Board that the Finance Committee reviewed and approved payment of the vouchers presented.

Motion by Wilkinson, second by Tebon to approve payment of check #47557 to #47598 totaling \$37,972.37. All ayes, motion carried.

**C. COMMITTEE REPORTS**

**1. COMMUNITY CENTER 06/03/13**

The Community Center discussed fund raisers for the Firemen's Festival, the Parade of Homes and the Ragnar Race.

**2. CABLE 06/05/13**

Lemke reported that Cable approved becoming a non-profit member of the Deerfield Chamber and granting a scholarship for an individual attending a film camp. Lemke also reported that Cable will not schedule a meeting in July so their next meeting will be August 7, 2013.

**3. PERSONNEL 06/10/13**

Frutiger reported that everything on the Personnel agenda is also on this agenda.

**4. PUBLIC WORKS 06/10/13**

Tebon reported that Public Works discussed a property maintenance issue regarding a vision complaint at 313 S. Main Street and the condition of a retaining wall on W. Quarry St. which the Public Works Director will monitor.

**5. FINANCE 06/10/13**

Frutiger reported that everything on the Finance agenda is also on this agenda.

**6. JOINT BOARD INTERACTIVE**

Wilkinson reported that the school was informed that the Village will not be closing TID #2 in 2013 and that they should contact the Village's Public Works Director regarding the Ash Trees located on the School's property. Fritz also informed the School that a survey performed by Madison Magazine did not show the Village in a very favorable way and asked if they were aware of this survey. The School reported that 24% of their students qualify for either the free or reduced lunch program and that the results of the survey returned were reviewed. Based on the survey results the school feels that a special referendum election authorizing them to increase their budget by \$400,000 could be held in September 2013.

**PUBLIC APPEARANCES**

**A. PUBLIC COMMENTS**

**B. PROCLAMATION FOR DON BOLDT**

Frutiger read a proclamation for Don Boldt recognizing him as a distinguished citizen of the Village of Deerfield.

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

**NEW BUSINESS**

**A. RESOLUTIONS**

**1. RESOLUTION R2013-09: A RESOLUTION APPROVING THE SUBMITTAL OF THE 2012 WISCONSIN DEPARTMENT OF NATURAL RESOURCES NR 208 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR)**

Tebon informed the Board that the Public Works committee reviewed and approved resolution R2013-09 which showed that the Village received a grade of 4 out of 4.

Motion by Tebon, second by Wilkinson to approve resolution R2013-09, a resolution approving the submittal of the 2012 Wisconsin Department of Natural Resources NR 208 compliance maintenance annual report. All ayes, motion carried.

**B. LICENSES & PERMITS**

**1. DISCUSS/APPROVE ISSUANCE OF A CIGARETTE LICENSE FOR THE PERIOD OF JULY 1, 2013 TO JUNE 30, 2014 TO – SEE ATTACHED LIST**

Finance reviewed the cigarette license applications and recommended approval for the issuance of a cigarette license to Jerome Stoikes Co LLC, d.b.a. Mobil on Main, 216 S Main St., Hummer's Hideout, LLC/Ronald Hommen, 36 N. Main St., Loeder Oil Co, Inc. d.b.a. Loeder BP Deerfield/William Loeder, 109 N Main St. and LTZ Investments LLC, d.b.a. Kurt's Never Inn, 26 N. Main St.

Motion by Tebon, second by McMullen to approve the issuance of a Cigarette license to Jerome Stoikes Co LLC, d.b.a. Mobil on Main, 216 S Main St., Hummer's Hideout, LLC/Ronald Hommen, 36 N. Main St., Loeder Oil Co, Inc. d.b.a. Loeder BP Deerfield/William Loeder, 109 N Main St. and LTZ Investments LLC, d.b.a. Kurt's Never Inn, 26 N. Main Street for the period of July 1, 2013 to June 30, 2014. All ayes, motion carried.

**2. DISCUSS/APPROVE ISSUANCE OF A CLASS "A" BEER AND "CLASS A" LIQUOR LICENSE FOR THE PERIOD OF JULY 1, 2013 TO JUNE 30, 2014 – SEE ATTACHED LIST**

The Finance committee reviewed and recommended issuance of a Class "A" Beer and "Class A" Liquor license to Jerome Stoikes Co LLC, d.b.a. Mobil on Main, 216 S Main St. and Loeder Oil Co, Inc. d.b.a. Loeder BP Deerfield/William Loeder, 109 N Main St.

Motion by Tebon, second by Hasz to approve the issuance of a Class "A" Beer and "Class A" Liquor license to Jerome Stoikes Co LLC, d.b.a. Mobil on Main, 216 S Main St. and Loeder Oil Co, Inc. d.b.a. Loeder BP Deerfield/William Loeder, 109 N Main St. for the period of July 1, 2013 to June 30, 2014. All ayes, motion carried.

**3. DISCUSS/APPROVE ISSUANCE OF A CLASS "B" BEER AND "CLASS B" LIQUOR LICENSE FOR THE PERIOD OF JULY 1, 2013 TO JUNE 30, 2014 TO – SEE ATTACHED LIST**

The Finance committee reviewed and recommended issuance of a Class "B" Beer and "Class B" Liquor license to Ronald Hommen, Hummer's Hideout, LLC, 36 N. Main St., LTZ Investments LLC, d.b.a. Kurt's Never Inn, 26 N. Main St., Judy Hottman d.b.a. The Pickle Tree, 625 S. Main St., Christina Addison, d.b.a. Tina's Deerfield Pub & Grill, 15 N. Main St. and Arnold Schulz, d.b.a. Railhouse Bar, LLC, 12 S. Industrial Park Rd.

Motion by Wilkinson, second by McMullen to approve the issuance of a Class "B" Beer and "Class B" Liquor license to Ronald Hommen, Hummer's Hideout, LLC, 36 N. Main St., LTZ Investments LLC, d.b.a. Kurt's Never Inn, 26 N. Main St., Judy Hottman d.b.a. The Pickle Tree, 625 S. Main St., Christina Addison, d.b.a. Tina's Deerfield Pub & Grill, 15 N. Main St. and Arnold Schulz, d.b.a. Railhouse Bar, LLC, 12 S. Industrial Park Rd. for the period of July 1, 2013 to June 30, 2014. All ayes, motion carried.

**4. DISCUSS/APPROVE ISSUANCE OF AN OPERATOR'S LICENSE FOR THE PERIOD OF JULY 1, 2013 TO JUNE 30, 2014 TO – SEE ATTACHED LIST**

The list of names of people applying for an Operator's license for the period of July 1, 2013 to June 30, 2014 was included in everyone's packet and included with the agenda at all the posting locations. The names in red are the new applicants and the names in black are the renewals except for Tyler Laws who is a renewal. The Finance committee reviewed the applications and found no concerns or issues with any of them and recommended issuance of an Operator's license to all the applications.

Motion by Tebon, second by Hasz to approve an Operator's license for the period of July 1, 2013 to June 30, 2014 to all the applicants listed on the "2013-2014 License List" kept in the Clerk's office. All ayes, motion carried.

**C. REVIEW & ACTION:**

**1. SNOW REMOVAL APPEAL FROM DAWN OLSEN, 51 SAVANNAH PARKWAY**

Tebon informed the Board that Public Works reviewed this request at their April 22, 2013 meeting. After review the committee denied the request based on the fact that the snow was not removed per Village Ordinance and a third party had been hired and billed the Village. Olsen informed the Board that she was not aware of the ordinance and that whoever removed the snow only did so for a portion of her sidewalk. Doyle stated that he was not aware that the contractor did not remove the snow from the entire sidewalk and will review the bill.

Motion by McMullen, second Tebon to waive the snow removal charges for Dawn Olsen, 51 Savannah Parkway. All ayes, motion carried.

**2. DETERMINATION OF TERMS FOR FIRE COMMISSION REPRESENTATIVES**

Frutiger reminded the Board that at the May 13, 2013 Village Board meeting John Mathews and Jeremy Wallenkamp were appointed as the Village's representatives to the Fire Commission. Per the 2013 Fire Protection Agreement the Commissioners' terms shall be staggered. He discussed this issue with both representatives and Mathews would be willing to take the one year term and Wallenkamp will take the two year one.

Motion by Wilkinson, second by Schreiber to appoint John Mathews to the one year term which ends in 2014 and Jeremy Wallenkamp to the two year term which will end in 2015. All ayes, motion carried.

**3. PAYOUT OF VACATION TIME – PERSONNEL**

The Personnel committee discussed the payout of vacation time for John Ciciva that was approved in August 2012 to be carried over. Personnel recommend that the rate of pay for the 34.25 hours should be the same as the rate of pay paid to Ciciva the last time he worked.

Motion by Schreiber, second by Fritz to approve paying John Ciciva for 34.25 hours at the same rate of pay paid to Ciciva the last time he worked. All ayes, motion carried.

**4. AMENDMENT TO PERSONNEL MANUAL FOR THE CONTINUATION OF HEALTH INSURANCE UPON TERMINATION OF EMPLOYMENT – PERSONNEL**

The Personnel committee discussed amending the Village's Personnel manual determining the date at which the Village will continue health insurance for a terminated employee. The Personnel committee recommended that upon termination whatever monthly health premium has been paid in full by both the Village and the employee is what will be covered and if any partial payment have been made by the employee it will be refunded.

Motion by McMullen, second by Tebon to approve amended the Village's Personnel manual to reflect that upon termination whatever monthly health insurance premium has been paid, in full, is how long the coverage will last and that any partial payments made by the employee will be refunded. All ayes, motion carried.

**5. HIRING OF A LIMITED TERM EMPLOYEE – PERSONNEL**

Frutiger informed the Board that the Personnel Committee approved hiring a limited term employee to work in the Village Hall due to the resignation of Vander Sanden at \$12.00 an hour and a maximum of 20 hours.

Motion by Wilkinson, second by Tebon to approve hiring a limited term employee to work in the Village Hall a maximum of 20 hours at \$12.00 an hour. All ayes, motion carried.

**6. PURCHASE OF POWER COT FROM SALE OF SURPLUS EQUIPMENT – EMS/MCMULLEN**

McMullen informed the Board that EMS is requesting that they be allowed to purchase either one new power cot or two used ones not to exceed the revenue received through the sale of surplus. This request requires approval from each of the individual Boards.

Motion by Schreiber, second by Tebon to authorize EMS to purchase either one new power cot or two used ones at a cost not to exceed the revenue received through the sale of surplus. All ayes, motion carried.

**7. CONSIDER A MOVE TO CLOSED SESSION PURSUANT TO SS 19.85(1)(C) TO CONSIDER THE EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATE OF AY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISTITION. (VILLAGE ADMINISTRATOR AND VILLAGE HALL STAFF)**

Motion by Wilkinson, second by McMullen to move to closed session pursuant to SS 19.85(1)(c) to consider the employment, promotion, compensation or performance evaluation date of ay public employee over which the governmental body has jurisdiction. (Village Administrator and Village Hall Staff). Roll call vote: Wilkinson aye, Tebon aye, Schreiber aye, McMullen aye, Fritz aye, Hasz aye and Frutiger aye, motion carried.

**8. CONSIDER A MOVE TO OPEN SESSION PURSUANT TO SS 19.85(1)(C) TO CONSIDER THE EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATE OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION. (VILLAGE ADMINISTRATOR AND VILLAGE HALL STAFF)**

Motion by Schreiber, second by McMullen to move to open session. Roll call vote: Wilkinson aye, Tebon aye, Schreiber aye, McMullen aye, Fritz aye, Hasz aye and Frutiger aye, motion carried.

**9. ACTION, IF ANY, TO COME OUT OF CLOSED SESSION**

Motion by Wilkinson, second by McMullen to approve increasing the rate of pay for the Deputy Clerk Treasurer to \$17.50 effective June 3, 2013. All ayes, motion carried.

Motion by McMullen to approve hiring a permanent part-time employee to work in the Village Hall at \$11.00 an hour plus benefits not to exceed 20 hours per week. All ayes, motion carried.

Motion by Tebon, second by Fritz to approve hiring Elizabeth McCredie to the contracted, exempt position of Administrator, Clerk, Treasurer at \$53,000.00 a year with a review being done by January 1, 2014. All ayes, motion carried.

**ORDINANCES**

**A. ORDINANCE O-2013-01 AN ORDINANCE TO AMEND SECTION 09.12.10 (D)(B) "PENALTY FOR OTHER PARKING VIOLATIONS" OF THE VILLAGE TRAFFIC CODE (CHAPTER 9)**

Ordinance O-2013-01 is the formal adoption of the amendment to section 09.12.10(D)(B) approved by the Board on May 28, 2013.

Motion by Tebon, second by McMullen to approve ordinance O-2013-01 amending section 09.12.10 (D)(B) Penalty for Other Parking Violations of Village Traffic Code, chapter 9. All ayes, motion carried.

**COMMUNICATIONS**

Fritz informed the Board that Madison Magazine released a survey ranking local suburbs which Deerfield ranked last. He felt this survey, which will not be done again for another 5 to 7 years, could be very damaging to the Village. Fritz has contacted a representative of the Chamber to inform them of the survey in hopes that they might be able to work on some damage control. Fritz also suggested that the criteria for the survey be looked into at budget time.

**STAFF REPORTS**

**A. ADMINISTRATOR'S REPORT**

**ADJOURN**

Motion by McMullen, second by Fritz to adjourn at 8:22 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Clerk/Treasurer