

**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, AUGUST 11, 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 pm by President Frutiger. Roll call: Wilkinson, Tebon, Schreiber, Reichert, Hasz and Frutiger present, Fritz absent. Also present: see sign-in sheet kept on file in the clerk's office.

CONSENT AGENDA

Motion by Tebon, second by Wilkinson to approve the August 11, 2014 agenda as presented. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM JULY 28, 2014

Motion by Wilkinson, second by Hasz to approve the minutes from July 28, 2014 as amended. All ayes, motion carried.

B. APPROVAL OF VOUCHERS

The Finance Committee reviewed the vouchers submitted and approved payment of all the checks listed.

Motion by Frutiger, second by Tebon to payment of check #48932 to #48969 totaling \$77,075.12. All ayes, motion carried.

C. COMMITTEE REPORTS

1. JOINT INTERACTIVE 08/04/14

The School reported that classes will resume on September 2nd and that they are planning an open house on September 12th for citizens to view the changes made to the Middle School. The School also agreed to allow the Village to hold their Stormwater meeting at the School on September 15th at 6:00 pm.

2. CABLE 08/06/14

The Cable committee discussed repairing the camera for the Weather Bug, approval of a credit card policy, creation of an advertising agreement and senior interviews.

3. PLANNING COMMISSION 08/11/14

Tebon stated that everything the Planning Commission discussed/approved is also on the Board agenda for finalization.

4. FINANCE 08/11/14

The Finance Committee approved the vouchers, an operator's license and policy #2014-01 a Bankruptcy policy.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

B. PUBLIC APPEARANCES

1. BAKER TILLEY VIRCHOW KRAUSE – 2013 AUDIT REPORTS

Carla Gogan and Jodi Dobson both from Baker Tilly were present to report on the Village's 2013 Audit. Gogan thanked the Board for having them as the Village's Auditors again and informed them that they conducted our audit in accordance with auditing standards generally accepted in the USA and the standards applicable to financial audits contained in Government Auditing Standards and that the Village had a clean audit. Gogan also explained various aspects of the Village's audit including the Village's financial health, their fund balance policy and recommended that an amount to be spent on Debt Service be established. Dobson reported on the 2013 Water and Sewer audits and informed the Board that the rate of return for the Sewer Utility looked well as annual increases have been made but the Water Utility is only showing a rate of return of 5 ½% which is below the correct amount of 7%. Dobson informed the Board that the last time the Water Utility had a rate increase was in 2000 and suggested that the Village consider looking at having another one done.

2. PURCHASE OF EMS TURNOUT GEAR – JERRY MCMULLEN

McMullen came before the Board to explain that the employees of Deer/Grove EMS are in need of new turn-out gear and that both the Village and Township of Cottage Grove have approved the purchase but in different forms. The Town of Cottage Grove wishes to borrow their portion whereas the Village of Cottage Grove wished Deer/Grove EMS to do the borrowing and distribute the cost through their budget. EMS has looked into the possibility of them borrowing the money and found that the Monona State Bank had the best interest rate of 2.3%.

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

NEW BUSINESS

A. RESOLUTIONS

1. R2014-08 RECOMMENDING APPROVAL OF A CSM IN ORDER TO ALLOW DEVELOPMENT OF AN AUTO SALES LOT AT WOODSEGE BUSINESS PARK HWY 73 – OLSON/GROSSO

Tebon informed the Board that the Planning Commission met prior to the Board and reviewed the CSM. After review the Commission approved the CSM with the addition of the word "Public" being added to the 15' easement. In June the Commission also set six (6) conditions upon the approval of the CSM of which five have been met. The final condition is that the access way be paved which will be tied to the occupancy permit. Resolution R2014-08 incorporates these conditions and requires acknowledgment from Walter & Irene Olson.

Motion by Tebon, second by Wilkinson to approve R2014-08 recommending approval of a CSM in order to allow development of an Auto Sales lot at Woodsedge Business Park, Hwy. 73. All ayes, motion carried.

B. LICENSES & PERMITS

1. CONSIDER/APPROVE REQUEST FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF AUGUST 12, 2014 TO JUNE 30, 2015 FOR STEPHANIE A. HIPWOOD

The Finance Committee reviewed and approved the issuance of an operator's license for Stephanie Hipwood. Motion by Tebon, second by Wilkinson to approve the issuance of an operator's license for the period of August 12, 2014 to June 30, 2015 for Stephanie A. Hipwood. All ayes, motion carried.

C. REVIEW & ACTION:

1. STORMWATER MANAGEMENT AGREEMENT – WALTER & IRENE OLSON

Attorney Anderson prepared the Declaration of Restrictions for Construction and Maintenance of Stormwater Management Measures, which is tied to Lot 1 of the Woodsedge CSM which allows for the Village to take over the management if the conditions are not complied with.

Motion by Tebon, second by Reichert to approve the Declaration of Restrictions for Construction and Maintenance of Stormwater Management Measures agreement with Walter & Irene Olson. All ayes, motion carried.

2. POLICY #2014-01 - BANKRUPTCY POLICY

The Finance Committee reviewed and approved policy #2014-01 a Bankruptcy policy which allows for the collection of a security deposit, when a customer has filed bankruptcy, which can be used if the customer is delinquent again. Attorney Anderson recommended adoption of this policy.

Motion by Tebon, second by Hasz to approve policy #2014-01a Bankruptcy Policy. All ayes, motion carried.

3. CONSIDER PURCHASE OF EMS TURNOUT GEAR

The Board agreed that it would be easier to have DeerGrove EMS borrow the money to purchase the turnout gear and that if the Town of Cottage Grove wished to borrow for their portion they could do so.

Motion by Wilkinson, second by Schreiber to approve DeerGrove EMS borrowing up to \$50,000.00, less any FAB funds available, from Monona State Bank, with a three (3) year amortization, no prepayment penalty and an interest rate of 2.3%. All ayes, motion carried.

4. CONSIDER/MOVE TO CLOSED SESSION PURSUANT TO § 19.85(1)(e) FOR THE PURPOSES OF DELIBERATING OR NEGOTIATING THE PURCHASE OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION (ALLEN KITCHEN & BATH)

Motion by Wilkinson, second by Reichert to move to closed session at 8:10 pm pursuant to § 19.85(1) (e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive of bargaining reasons require a closed session (Allen Kitchen & Bath). Roll call vote, Wilkinson aye, Tebon aye, Schreiber aye, Reichert aye, Hasz aye and Frutiger aye, motion carried.

5. CONSIDER/MOVE TO OPEN SESSION TO TAKE ACTION ON ISSUES DISCUSSED IN CLOSED SESSION (ALLEN KITCHEN & BATH)

Motion by Schreiber, second by Tebon to move to open session to take action on issues discussed in closed session (Allen Kitchen & Bath). Roll call vote, Wilkinson aye, Tebon aye, Schreiber aye, Reichert aye, Hasz aye and Frutiger aye, motion carried.

No action taken in closed session.

ORDINANCES

1. ORDINANCE O-2014-03 PROVIDING FOR LICENSING & KEEPING CHICKENS IN R-1, R-2 AND R-3 DISTRICTS

Tebon informed the Board that the Planning Commission has been working on this ordinance and that this is the final version. The ordinance allows for the keeping of up to four (4) hens and no roosters, a \$15 license fee per household and sanitation requirements.

Motion by Tebon, second by Reichert to approve ordinance O2014-03 providing for the Licensing & Keeping of Chickens in R-1, R-2 and R-3 districts. All ayes, motion carried.

2. ORDINANCE O-2014-04 AMENDING THE VILLAGE OF DEERFIELD'S ZONING CODE (CHAPTER 24) APPENDIX A – DEERFIELD FLOODPLAIN ORDINANCE

A public hearing was held by the Planning Commission on the adoption of the Deerfield Floodplain ordinance with no opposition. The Commission approved the ordinance contingent upon the verification of the amount of feet listed under section 7.1(2) (c) 1.b.ix on page 19 of Appendix A to be correct.

Motion by Tebon, second by Schreiber to approve ordinance O2014-04 amending the Village of Deerfield's zoning code (Chapter 24), Appendix A – Deerfield Floodplain Ordinance contingent upon the verification of the amount of feet listed under section 7.1(2) (c) 1.b.ix on page 19 of Appendix A to be correct. All ayes, motion carried.

COMMUNICATIONS

The start date for DaneCom has been delayed again.

STAFF REPORTS

A. ADMINISTRATOR'S REPORT

McCredie reported that the Judge who was reviewing the EMS General Liability and Auto Liability expenses that the County distributed back to the individual municipalities found that they were a transfer of service. McCredie also reported that the tornado sirens in the Village of Deerfield did not work and the last scheduled date and that the County was contacted to see why. McCredie was informed that the problem was corrected. The integration of DaneCom has also been delayed again.

ADJOURN

Motion by Wilkinson, second by Frutiger to adjourn at 8:30 pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Administrator/Clerk/Treasurer