

**VILLAGE BOARD AGENDA
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD TO BE HELD AT THE
DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON
MONDAY, AUGUST 27, 2012 AT 7:00 P.M.**

CALL TO ORDER – NOTING OF ROLL BY CLERK

The meeting was called to order by President Kiefer at 7:00pm. Roll call: Wilkinson, McMullen, Fritz, Frutiger Schreiber and Kiefer present, Tebon absent. Also present: Village Administrator, Patrick Vander Sanden and as listed on the sign in sheet which is on file in the Clerk's office.

CONSENT AGENDA/SIGN IN SHEET

Kiefer asked everyone present to sign in on the sign in sheet.

Motion by Wilkinson, second by McMullen to approve the August 27, 2012 agenda with the addition of Personnel, Finance and EMS under Committee reports and under Licenses & Permits "contingent upon closing" be added to item number one and two, the address of Mobil on Main be corrected to read 216 and the dates of July 1 be changed to August 27 and June 30, 2012 be changed to June 30, 2013. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM AUGUST 13, 2012

Motion by Wilkinson, second by Frutiger to approve the minutes from August 13, 2012 as amended. All ayes, motion carried.

B. APPROVAL OF VOUCHERS

Kiefer informed the Board that Finance reviewed and approved payment of all the bills presented. The Board reviewed the vouchers.

Motion by McMullen, second by Fritz to approve payment of check #46570 to #46629 totaling \$108,695.99. All ayes, motion carried.

C. COMMITTEE REPORTS

1. CAMBRIDGE/DEERFIELD POLICE COMMISSION 08/14/12

The Committee discussed the Police's service calls for July and Court reports for June and July.

2. FIRE COMMISSION 08/14/12

The Fire Commission discussed blacktopping the parking lot at the fire station; the burning ban being lifted and having only the treasurer signing checks up to \$5,000.00.

3. LIBRARY BOARD 08/17/12

The Library Board discussed an internet policy for the computers, the hiring of two new pages and the removal of two trees at the Library. The Library was approached by the Postal Service regarding the possibility of them selling postage stamps.

4. DEER GROVE EMS 08/16/12

The Commission reviewed their financial report and discussed the new verbiage in their agreement. Revenue from aging accounts is coming in and staffing in Deerfield was at 85.2%. The next meeting is set for August 29th.

5. PERSONNEL 08/27/12

The Personnel Committee discussed 2013 wages with the employees.

6. FINANCE 08/27/12

Everything that the Finance Committee discussed is also on this agenda for discussion.

PUBLIC APPEARANCES

PUBLIC COMMENTS

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

1. NORM NELSON, 111 N. WASHINGTON STREET, PROPERTY MAINTENANCE UPDATE

Nelson stated that this has been a bad month, health wise, for both himself and his wife but he hopes to start working on the roof this month and that Badger Painting is scheduled to finish painting September 15th, weather permitting. The Building Inspector reported that the non-compliance issues have been taken care of with the exception of the roof. The Board instructed Nelson to keep up with the picking up around the house and to notify Vander Sanden when he has finished the roof.

NEW BUSINESS

A. RESOLUTIONS

B. LICENSES & PERMITS

1. DISCUSS//APPROVE ISSUANCE OF A CIGARETTE LICENSE TO MOBIL ON MAIN/JEROME STOIKES, 216 S MAIN ST., FOR THE PERIOD OF AUGUST 29, 2012 TO JUNE 30, 2013 CONTINGENT UPON CLOSING

The finance committee reviewed and approved a cigarette license to Mobil on Main/Jerome Stoikes contingent upon closing. Motion by McMullen, second by Wilkinson to approve the issuance of a cigarette license to Mobil on Main/Jerome Stoikes, 216 S. Main Street for the period of August 29, 2012 to June 30, 2013 contingent upon closing. All ayes, motion carried.

2. DISCUSS//APPROVE 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. FOR THE PERIOD OF AUGUST 29, 2012 TO JUNE 30, 2013 CONTINGENT UPON CLOSING

The finance committee reviewed and approved a Class "A" Beer and a "Class A" Liquor license to Jerome Stoikes Co., LLC d.b.a. Mobil on Main contingent upon closing.

Motion by Wilkinson, second by Frutiger to approve a Class "A" Beer and a "Class A" Liquor license to Jerome Stoikes Co., LLC d.b.a. Mobil on Main, 216 S. Main Street for the period of August 29, 2012 to June 30, 2013 contingent upon closing. All ayes, motion carried.

3. CONSIDER REQUESTS FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF AUGUST 27, 2012 TO JUNE 30, 2013 TO KRISTINA M. BILSKY, ARYN J. BROWN, DONNA J. DAVIDSON, DEBRA L. GAGNER AND SHANNON R. HEIMAN

The finance committee reviewed and approved all the requests received for an operator's license.

Motion by Schreiber, second by Kiefer to approve the issuance of an operator's license to Krystina M. Bilsky, Aryn J. Brown, Donna J. Davidson, Debra L. Gagner and Shannon R. Heiman for the period of August 27, 2012 to June 30, 2013. All ayes, motion carried.

C. REVIEW & ACTION:

1. MUNICIPAL COURT INFORMATION

The board expressed concerns relating to the amount of revenue being generated through the municipal court versus revenue prior to the conception of the joint court. The discussion of the Clerk's wages will be tabled to the September 10, 2012 Board agenda.

2. GROCERY CO-OP – STEERING COMMITTEE

David Dokman, representative of the Deerfield Grocery Cooperative, came before the Village Board requesting assistance from the Village with a matching fund grant they have applied for. The grant would allow the Co-op to have a feasibility study done at a cost of approximately \$7,000.00 and an additional \$2,000.00 each for legal fees and the establishment of a business plan. The Town of Deerfield was contacted to see if they would be able to contribute to the costs. They were informed that there were no funds available in their 2012 budget but that they will look into it for 2013. It was suggested that they apply for an RLF loan or a grant through the Deerfield Community Development Trust Fund or the BID district if they received the grant. The Board thanked Dokman for his presentation and asked him to contact Vander Sanden if the grant is received.

3. ARNE SCHULZ SIGNAGE FOR BUSINESS

Schulz stated that he would like keep the existing lighted "Cuda Café" sign, which is mounted on the west side of the Nelson-Young building located on the east side of Hwy 73, but would change it out with "The Railhouse". He also stated that he received permission from the DNR to acquire electrical access from them. He is also asking to be allowed to hang two (2) signs on the west side of his building allowing people to see the business from either direction. Schulz was informed that he would need to get permission from the Planning Commission for the "off-premise" sign and that he would be required to pay a variance fee and get permission from the Board of Appeal to install the two (2) signs on the west side of his building.

4. DEFIBRILATORS FOR DEER-GROVE EMS

Deer-Grove EMS is requesting to purchase a defibrillator for car #1 with EMS-FAP (Emergency Medical Services Funding Assistance Program) funds which means there will be no levy implications. They are looking at purchasing a refurbishing unit at a cost approximately \$10,000.00 which requires approval from all the four Boards.

Motion by Wilkinson, second by Schreiber to approve the purchase of a refurbished defibrillator, for car #1, with the funding coming through EMS-FAP funds. All ayes, motion carried.

5. DRIVEWAY APRON REPAIR – DEERFIELD VOLUNTEER FIRE DEPARTMENT

Scott Mack, Fire Chief, came before the board to request funds for the repair of the driveway apron at the Fire Station. Last year Mack went out for bid on the project with B.R. Amon submitting the lowest quote of \$32,453.00. Amon has agreed to honor this price for this year and to perform the work in 2012 but not to bill until 2013. This item is also on the Town of Deerfield's agenda for approval. The Board asked Vander Sanden to investigate the possibility of using funds from the 2012 borrowing to pay for the Village's portion.

Motion by McMullen, second by Wilkinson to approve the driveway apron repair at the Deerfield Fire Station contingent upon approval from the Fire Commission, the Town of Deerfield approving the funding of the project and the Village's portion of the cost coming from the 2012 borrowing funds. All ayes, motion carried.

6. BUDGET REVIEW INFORMATION – GENERAL GOVERNMENT AND PUBLIC WORKS

Vander Sanden informed the Board that this information is just FYI and that more budget information will be forth coming.

7. CONSIDER A 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 (DEER-GROVE EMS & PUBLIC LIBRARY)

Motion by Wilkinson, second by McMullen to 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 (deer-grove ems & public library). Roll call vote: Wilkinson aye, Schreiber aye, Fritz aye, Frutiger aye, McMullen aye and Kiefer aye. Motion carried.

8. CONSIDER A MOVE TO OPEN 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 (DEER-GROVE EMS & PUBLIC LIBRARY)

Motion by Schreiber, second by Kiefer to move to open 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 (deer-grove ems & public library). Roll call vote: Wilkinson aye, Schreiber aye, Fritz aye, Frutiger aye, McMullen aye and Kiefer aye. Motion carried.

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

No action taken.

ORDINANCES

COMMUNICATIONS

Schreiber informed the Board that Bill Derocher, 130 Park View Road, contacted him to express his concerns with Public Works trimming his pine trees. The Public Works director has been contact and the project has been put on hold.

Concerns were also raised regarding the condition of the top course laid on Liberty Street.

STAFF REPORTS

A. ADMINISTRATOR'S REPORT

Vander Sanden showed the Board member the chairs acquired from American Family insurance at a cost of \$5.00.

Kiefer stated that there seemed to be no issues with Vander Sanden's Tuesday issue and to contact Village staff with any changes or additions to the September calendar.

ADJOURN

Motion by McMullen, second by Frutiger to adjourn at 9:37pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Clerk/Treasurer