

**VILLAGE BOARD MINUTES
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD BE HELD AT THE DEERFIELD
VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON
MONDAY, SEPTEMBER 9, 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, Hasz and Frutiger present, Fritz absent. Also present: as listed on the September 9, 2013 sign in sheet on file in the Clerk's office.

CONSENT AGENDA

Motion by Schreiber, second by McMullen to approve the September 9, 2013 agenda as presented. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM AUGUST 12, 2013 AND AUGUST 26, 2013

Motion by Wilkinson, second by Tebon to approve the minutes from August 12, 2013 as amended. All ayes, motion carried.

Motion by Wilkinson, second by Hasz to approve the minutes from August 26, 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 list of vouchers presented for payment.

Motion Schreiber, second by Tebon to approve payment of check #47828 to #47856 totaling \$31,570.07. All ayes, motion carried.

C. COMMITTEE REPORTS

1. CABLE 09/04/2013

Hasz reported that the student who received funding from Cable, to attend a film camp this summer, came to their meeting and gave a presentation on it. The presentation will be on the cable channel in the future. The Cable committee also discussed running the Village and School Board meetings on you-tube and Hasz questioned if the Board had any concerns with doing so. The Board members were okay with the meetings airing on you-tube.

2. PUBLIC WORKS 09/09/2013

Tebon reported that everything they discussed is on the Board agenda except for an update of the repairs done to Well #3 which should be up and running in the upcoming week. Public Works also discussed improvement work needed on Liberty Street and the Sludge Storage tank.

3. FINANCE 09/09/2013

Frutiger reported that all the Finance meeting agenda items are on the Board agenda.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

NEW BUSINESS

A. RESOLUTIONS

1. RESOLUTION R2013-10 AWARDED A CONTRACT TO GRADE-TECH PAVERS FOR THE 2013 STREET IMPROVEMENT PROJECT

Tebon informed the board that the Public Works committee reviewed and approved resolution R2013-10. Resolution R2013-10 approves street repairs in TIF #2, the parking lot in Firemen's Park and outstanding work from the 2012 Street projects. Public Works also discussed the funding of the projects. TIF #2 currently has approximately \$153,000 in its fund and with the addition of next year's tax increment there will be sufficient funds to pay for TIF's portion and the funding for the parking lot and the outstanding 2012 work will be paid out of the 2012 borrowing fund. However, the outstanding work will be subject to the approval by the Village Attorney, Engineer and Administration.

Motion by Tebon, second by McMullen to approve resolution R2013-10 awarding a contract to Grade-Tech Pavers for the 2013 Street Improvement projects, subject to the approval of the Village Attorney, Engineer and Administration of the outstanding 2012 work. All ayes, motion carried.

B. LICENSES & PERMITS

C. REVIEW & ACTION:

1. DISCUSS APPROVAL OF HANOVER TAKEOVER AGREEMENT

The discussion of this agenda item was covered in resolution R2013-10.

2. DISCUSS PURCHASE OF SHOULDERING EQUIPMENT

The discussion of purchasing the shouldering equipment will be incorporated with the next agenda item.

3. DISCUSS RELEASE OF LETTER OF CREDIT FOR DRUMLIN HILL PLAT

The Village is holding a letter of credit for the Drumlin Hill plat, owned by Walter Olson, in the amount of \$58,053.09. The letter of credit is for work remaining in the plat consisting of the surface course of asphalt, the gates at the bike trail, street signs and the street trees. Village Engineer, Mark Barden, walked the plat and after review submitted a list, dated September 9, 2013, consisting of the surface course of asphalt, adjustment of hydrants, site work and erosion control, breakaway gate, street signs, street trees and Village inspection and other Village costs, totaling \$36,535.00, plus a 10% contingency of \$1,150. Public Works Director, John Doyle, is asking that the Board to forgive the cost of the street trees totaling \$6,000 in

exchange for a piece of shouldering equipment that Olson is willing to sell to the Village. Doyle feels that this is a good swap as the equipment is only a few years old and is in good condition. Doyle also believes the cost of street signs should be reduced from \$500 to \$300. With these changes the total amount of the letter of credit can be reduced to a total, including the contingency, of \$33,258.50. Olson will be required to provide cash in the amount of \$33, 258.500 in order for the letter of credit to be released.

Motion by Tebon, second by McMullen to release the letter of credit for the Drumlin Hill plat upon Walter Olson providing the Village with a cash deposit in the amount of \$33,258.50 which the Village will hold until the surface coat of asphalt is laid, the hydrants are adjusted, topsoil placement, fine grading, seeding, fertilizing and mulching along the bike path is done, the bike trail emergency access breakaway gate is installed and the street signs are installed and with Olson providing the Village with a title for the shouldering equipment. All ayes, motion carried.

4. DISCUSS BILL FROM A1 TREE SERVICE FOR WORK PERFORMED AT 101 S. MAIN STREET

In May 2013 a tree located at 101 S. Main Street came down during a storm. The tree landed on the sidewalk and went out onto Hwy 73. Public Works Director, John Doyle, was contacted and upon investigation determined that the tree was a public safety issue and that the tree needed to be removed. Doyle instructed A1 Tree Service to remove the tree and to send the bill to the property owner. A1 Tree Service informed Doyle that he has made several attempts to contact the property owner for payment but has not received anything. McCredie informed the board that since this was a public safety issue the Village can pay the bill and place the amount, as a special assessment, on the properties tax bill.

Motion by McMullen, second by Tebon to pay A1Tree Service \$1,477.00 for tree removal at 101 S. Main Street and to place this amount, as a special assessment, on the properties tax bill. All ayes, motion carried.

ORDINANCES

COMMUNICATIONS

STAFF REPORTS

A. ADMINISTRATOR'S REPORT

ADJOURN

Motion by McMullen, second by Wilkinson to adjourn at 7:18pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Administrator/Clerk/Treasurer