

**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, OCTOBER 28, 2013 AT 7:00 P.M.**

**CALL TO ORDER – NOTING OF ROLL BY CLERK/SIGN IN SHEET**

The meeting was called to order at 7:08 pm by President Frutiger. Roll call: Wilkinson, Tebon, Schreiber, McMullen, Fritz, Hasz and Frutiger present. Also present: as listed on the October 28, 2013 sign in sheet on file in the Clerk's office.

**CONSENT AGENDA**

Motion by Wilkinson, second by Tebon to approve the October 28, 2013 agenda as presented. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM OCTOBER 14, 2013**

Motion by McMullen, second by Wilkinson to approve the minutes from October 14, 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 submitted plus a check to Grade-Tech Pavers, in the amount of \$26,168.25, for work completed in the Drumlin Hill Plat which Walter Olson has posted money for.

Motion by Schreiber, second by McMullen to approve payment of check #47964 to #48004 totaling \$186,535.49 plus a check to Grade Tech Pavers for \$26,168.25. All ayes, motion carried.

**C. COMMITTEE REPORTS**

**1. LIBRARY BOARD 10/18/13**

Frutiger reported that at the Library Board meeting the carpet purchase was approved, the Board agreed to keep the fine costs at the same amount and it was reported that one of the local troop leaders, Wendy Cole, as part of a troop project, cleaned the flower beds at the Library. The Library Board also discussed their 2014 budget.

**2. PERSONNEL 10/21/13**

Frutiger informed the Board that the Personnel meeting was held in closed session so there is no report to give.

**3. EMS 10/24/13**

Frutiger reported that once the Bargaining committee has finalized the contract they have been working on it will go to the 3 joint boards for final approval. EMS discussed use of FAP funds to finance volunteer training and updates, service fee recommendation for 2014, an EMS District Intergovernmental Agreement with Dane County, sending a formal letter to Dane County Communication Center regarding the Paramedic program and the approved the quarterly payment to the Town of Deerfield. EMS also discussed their 2014 budget

**4. DEERFIELD CARES 10/24/13**

Frutiger reported that he attended a Deerfield Cares meeting. The Committee was formally called Citizens for Responsible use of Alcohol. Their main focus is to ensure that all the local municipalities have an ordinance against parents who host. The next meeting will be December 12<sup>th</sup> at 5:30 pm at the Deerfield Public Library.

**5. COMMUNITY CENTER 10/28/13**

Schreiber reported that the Community Center received their audit report which was satisfactory and related to a good year for the Center. The Center's next fundraiser will be a Bingo night on November 23<sup>rd</sup>.

**6. PLANNING COMMISSION 10/28/13**

Tebon reported that the Planning Commission approved a CSM on London Road which is also on the Board agenda for discussion.

**7. FINANCE 10/28/13**

Frutiger reported that everything on the Finance agenda is on the Board agenda except for discussion held regarding the transfer of ownership of Hummer's Hideout.

**PUBLIC APPEARANCES**

**A. PUBLIC COMMENTS**

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

**A. RESOLUTIONS**

**1. RESOLUTION R2013-12 REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX**

Resolution R2013-12 is an annual resolution requesting that the Deerfield Public Library be exempting from County Library tax.

Motion by Wilkinson, second by Tebon to approve resolution R2013-12 requesting exemption from County Library tax. All ayes, motion carried.

**B. LICENSES & PERMITS**

**C. REVIEW & ACTION:**

**1. FINAL CSM FOR PROPERTY LOCATED ON LONDON ROAD – WALT OLSON**

Tebon informed the Board that the Planning Commission reviewed and approved the CSM submitted by Walter Olson, dated September 18, 2013, for property he owns on London Road that the Village is going to be purchasing contingent upon the

access road used by Yahara being defined separately instead of showing on the CSM and that the northerly 33 feet of the property be shown as being dedicated to the public.

Motion by Tebon, second by McMullen to approve the CSM submitted by Walter Olson, dated September 18, 2013, for property he owns on London Road that the Village is going to be purchasing contingent upon the access road used by Yahara being defined separately instead of showing on the CSM and, that the northerly 33 feet of the property be shown as being dedicated to the public. All ayes, motion carried.

**2. ELIMINATION OF PARKING ON THE SOUTH SIDE OF GOLF DRIVE**

Tebon informed the Board that the Public Works committee discussed the elimination of parking on the south side of Golf Drive from S. Industrial Park Road to the driveway entrance of 1 Golf Drive. Letters were sent to the business affected by this elimination informing them that the final decision would be made tonight. McCredie stated that the only company she heard from was BCP Trucking and that they were happy with the parking being eliminated.

Motion by Tebon, second by Schreiber to eliminate the parking on the south side of Golf Drive from S. Industrial Park Road to the driveway entrance of 1 Golf Drive upon Public Works installing the "No Parking" signs. All ayes, motion carried.

**3. CAMBRIDGE/DEERFIELD 2014 POLICE BUDGET**

McCredie presented the amended Cambridge/Deerfield 2014 Police budget. The error in the last budget was that it included the entire wage for Deputy Reynolds. Deputy Reynolds works 75% as a SRO for the Cambridge School system and 25% for the Village of Cambridge and Deerfield which is split.

Motion by McMullen, second by Wilkinson to approve the 2014 Police Budget including the leasing of both squads for \$197,721.57 and to offset the expense with the revenue from the sale of the Village's old squad. All ayes, motion carried.

**4. CAMBRIDGE/DEERFIELD 2014 JOINT COURT BUDGET**

McCredie present the 2014 Eastern Dane County Joint Municipal Court budget request for \$16,880.00. This amount is shared 50/50 with the Village of Cambridge resulting in a cost of \$8,440.00. The Village of Cambridge will also be billing the Village of Deerfield Administrative fees totaling \$2,337.00 resulting in a final cost of \$10,777.00.

Motion by McMullen, second by Hasz to approve the 2014 Eastern Dane County Joint Municipal Court budget request and the Village of Cambridge's administrative fees totaling \$10,777.00. All ayes, motion carried.

**5. BAGGING OF "NO PARKING" SIGNS ON W QUARRY AND MEADOW TRACE NOVEMBER 9, 2013**

The Deerfield PTO is hosting the Deerfield Craft Fair again this year, on November 9, 2013 from 9:00am to 3:00pm, and is asking permission to bag the "No Parking" signs on W. Quarry and Meadow Trace to allow for additional parking spots.

Motion by Tebon, second by Wilkinson to approve allowing the Deerfield PTO to bag the "No Parking" signs on W. Quarry and Meadow Trace, November 9, 2013, for the Deerfield Craft Fair. All ayes, motion carried.

**6. WRITE-OFF OF SNOW REMOVAL CHARGE – 309 KLEINE STREET**

Frutiger informed the Board that the Finance Committee approved the write-off. The snow removal charged was not place on the title company's special assessment request making it impossible for the Village to collect.

Motion by Tebon, second by Fritz to approve writing off the snow removal charge for 309 Kleine Street. All ayes, motion carried.

**7. CONSIDER/MOVE TO CLOSED SESSION 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 OR BARGAINING REASONS REQUIRE A CLOSED SESSION (EMS LIVING QUARTERS AT THE DEERFIELD FIRE STATION)**

Motion by Schreiber, second by McMullen to move to closed session 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 or bargaining reasons require a closed session (EMS living quarters at the Deerfield fire station). Roll call vote: Wilkinson aye, Tebon aye, Schreiber aye, McMullen aye, Fritz aye, Hasz aye and Frutiger aye, motion carried.

**8. CONSIDER/MOVE TO OPEN SESSION TO TAKE ACTION ON ISSUES DISCUSSED IN CLOSED SESSION (EMS LIVING QUARTERS AT THE DEERFIELD FIRE STATION)**

Motion by McMullen, second by Fritz to move to open session to take action on issues discussed in closed 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, AS A RESULT OF CLOSED SESSION**

No action taken.

**ORDINANCES**

**COMMUNICATIONS**

Frutiger reported that McCredie received her Certified Municipal Clerk certificate.

**STAFF REPORTS**

**A. ADMINISTRATOR'S REPORT**

**ADJOURN**

Motion by McMullen, second by Wilkinson to adjourn at 8:25 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk/Treasurer