

**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, NOVEMBER 11, 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. Also present: as listed on the November 11, 2013 sign-in-sheet on file in the Clerk's office.

**CONSENT AGENDA**

Motion by Tebon, second by McMullen to approve the November 11, 2013 agenda as presented. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM OCTOBER 28, 2013**

Motion by Wilkinson, second by Tebon to approve the minutes from October 28, 2013 as written. All ayes, motion carried.

**B. APPROVAL OF VOUCHERS**

Frutiger informed the Board that the Finance committee reviewed and approved payment of the vouchers submitted.

Motion by McMullen, second by Tebon to approve payment of check #48006 to #48049 totaling \$71,560.46. All ayes, motion carried.

**C. COMMITTEE REPORTS**

**1. CABLE 11/06/13**

Hasz reported that the Cable committee discussed their 2014 budget and having a student from the High School assist the committee.

**2. PUBLIC WORKS 11/11/13**

Tebon reported that Well #3 was back on line after the pump had been lost in transit and that they reviewed the 2014 Public Works budget. Engineer Barden informed the Board that Grade-Tech Pavers has finished their work on the 2012 and 2013 projects and are requesting payment. The concrete work done on the projects is finished and is in good condition but there are paving issues on Washington, Legreid and Greenwood streets and some grass restoration needs to be completed which Barden is recommending wait until Spring. Barden recommended that Contract A be paid in full, except for a 5% retainage to cover the restoration, totaling \$18,468.00. Barden also recommended that for Contract B the following be paid:

- Interpane Lane - 100% of the requested quantities
- Enterprise Drive - 100% of requested quantities be paid except for the surface course of asphalt, paid at 75%
- Golf Drive - 100% of requested quantities be paid except for the surface course of asphalt, paid at 75%
- Firemen's Park Parking Lot – 0% of requested quantities
- 5% retainage also be held

Barden also recommended payment of \$6,442.75 for work done at the intersection of Legreid & Kleine bringing the total of Contract A to \$158,488.19.

**3. PLANNING COMMISSION 11/11/13**

Tebon reported that the Planning Commission held a public hearing amending the Conditional Uses allowed in the R-1 and R-2 zonings and to hear a request for a Conditional Use Permit (CUP). Walter Olson present a CSM for two (2) lots on London Road and David Dinkel requested a meeting to discuss a TIF #3 grant.

**4. FINANCE 11/11/13**

Frutiger reported that everything on the Finance agenda is on the Board agenda for discussion.

**PUBLIC APPEARANCES**

**A. PUBLIC COMMENTS**

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

**NEW BUSINESS**

**A. RESOLUTIONS**

**B. LICENSES & PERMITS**

**1. DISCUSS/APPROVE ISSUANCE OF A CIGARETTE LICENSE TO MCK CONSULTING, LLC/SHACKS TAP, 36 N. MAIN ST. FOR THE PERIOD OF NOVEMBER 12, 2013 TO JUNE 30, 2014**

The Finance Committee reviewed and approved issuance of a cigarette license to MCK Consulting, LLC/Shack's Tap.

Motion by Wilkinson, second by McMullen to approve the issuance of a cigarette license to MCK Consulting, LLC/Shack's Tap, 36 N. Main Street for the period of November 12, 2013 to June 30, 2014. All ayes, motion carried.

**2. DISCUSS/APPROVE ISSUANCE OF A CLASS "B" BEER AND "CLASS B" LIQUOR LICENSE TO MCK CONSULTING, LLC d.b.a SHACK'S TAP, 36 N. MAIN ST. FOR THE PERIOD OF NOVEMBER 12, 2013 TO JUNE 30, 2014**

The Finance Committee reviewed and approved the issuance of a Class "B" Beer and a "Class B" Liquor license to MCK

Consulting, LLC d.b.a. Shack’s Tap.

Motion by Wilkinson, second by McMullen to approve the issuance of a of a Class “B” Beer and a “Class B” Liquor license to MCK Consulting, LLC d.b.a. Shack’s Tap, 36 N. Main Street for the period of November 12, 2013 to June 30, 2014. All ayes, motion carried.

**3. DISCUSS/APPROVE ISSUANCE OF AN OPERATOR’S LICENSE TO BONNIE J. GLOVER FOR THE PERIOD OF NOVEMBER 11, 2013 TO JUNE 30, 2014**

The Finance Committee reviewed and approved the issuance of an Operator’s license to Bonnie J. Glover.

Motion by Tebon, second by Frutiger to approve the issuance of an Operator’s license to Bonnie J. Glover for the period of November 11, 2013 to June 30, 2014. All ayes, motion carried.

**C. REVIEW & ACTION:**

**1. PAY REQUEST #1 FROM GRADE-TECH PAVERS**

Motion by Tebon, second by Hasz to approve pay request #1 from Grade-Tech Pavers, LLC, in the amount of \$18,468.00 for Contract A and \$158,488.19 for Contract B, contingent upon the receipt of lien waivers. All ayes, motion carried.

**2. CONSIDER AMENDING ZONING ORDINANCE CHAPTER 24.22(3), CONDITIONAL USES ALLOWED IN THE R-1 AND R-2, SINGLE FAMILY RESIDENTIAL DISTRICTS-CHAPTER 24**

Tebon informed the Board that the Planning Commission reviewed the additional Conditional Uses recommended by the Village Attorney and agreed to add the following uses:

- Other uses customarily incident to any of above uses, provided that no such use generates traffic or noise that would create public or private nuisance.
- Agricultural and gardening uses, except those incompatible with the characteristics of the district, such as the raising of livestock.
- Barbering and beauty culture

Motion by Tebon, second by McMullen to approve amending Chapter 24.22(3), Conditional uses allowed in the R-1 and R-2 zonings to include the three (3) uses listed above. All ayes, motion carried

**3. CONSIDER REQUEST FROM KATHY MILANOWSKI, 119 S. MAIN STREET, DEERFIELD, WI FOR A CONDITIONAL USE PERMIT, IN THE R-2, SINGLE FAMILY RESIDENTIAL DISTRICT, TO ALLOW HER TO OPERATE A GIFT SHOP AND TO PERFORM REIKI**

Tebon informed the Board that the Planning Commission agreed that Kathy Milanowski’s request to operate a Gift Shop and to perform Reiki, at 119 S. Main Street, was similar to what the property was previously used for and approved issuing her a Conditional Use Permit to operate a Gift Shop and to perform Reiki.

Motion by Tebon, second by Fritz to approve issuance of a Conditional Use permit to Kathy Milanowski, 119 S. Main Street, Deerfield, WI, allowing her to operate a Gift Shop and to perform Reiki, contingent upon Milanowski amending her application to include performing Reiki. All ayes, motion carried.

**4. 2014 BUDGET**

The Board reviewed the preliminary 2014 Budget and Tebon requested that an updated spread sheet be available at the November 18<sup>th</sup> Finance meeting.

**ORDINANCES**

**COMMUNICATIONS**

Fritz informed the Board that he attending a meeting along with John Doyle, Deputy Lauritsen and Whitmann and Liz McCredie to discuss ways to improve snow removal. One of the recommendations that came from the meeting was to see if the BID committee would consider paying for the removal of snow on the sidewalks located in the Downtown.

Matt Kripschack informed the Board that he turned in his request for the grant associated with his Reserve Class B Liquor license. Schreiber informed the Board that the owner of the Deer/Grove Veterinarian clinic is willing to talk with the Village about his building.

**STAFF REPORTS**

**A. ADMINISTRATOR’S REPORT**

McCredie informed the Board that she received a request from Chad Petersen, as in previous years, allowing snowmobilers to come off of the bike trail at Grand Ave and to go into the Firemen’s park to access local businesses in the Downtown area.

The Board had no objections with the requested but instructed McCredie to have this as an agenda item next year.

**ADJOURN**

Motion by Tebon, second by Fritz to adjourn at 7:57 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk/Treasurer