

**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, DECEMBER 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, Fritz, Hasz and Frutiger present. Also present: Walter Olson, Bob Salov, Don Tierney, Rick Farnsworth and Dave Lemke.

CONSENT AGENDA

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

A. APPROVAL OF MINUTES FROM NOVEMBER 25, 2013 AND NOVEMBER 27, 2013

Motion by Wilkinson, second by Tebon to approve the minutes from November 25, 2013 as amended. All ayes, motion carried.

Motion by Wilkinson, second by Hasz to approve the November 27, 2013 as written. All ayes, Tebon, Fritz and McMullen abstained, motion carried.

B. APPROVAL OF VOUCHERS

Tebon informed the Board that the Finance committee reviewed and approve payment of the vouchers presented plus a check to Walt Olson for funds being held by the Village for the Drumlin Hill plat in the amount of \$5,839.76 contingent upon the Board's approval. Motion by Tebon, second by McMullen to approve payment of check #48094 to #48133 totaling \$81,712.01 plus a check to Walt Olson for \$5,839.76 contingent upon Board approval. All ayes, motion carried.

C. COMMITTEE REPORTS

1. SPECIAL BOARD 11/27/13

Frutiger stated that the Special Board was held to approve the 2014 EMS budget.

2. JOINT INTERACTIVE 12/02/13

Wilkinson reported that the School Board has 2 positions up for re-election in April. The School is looking into allowing busing certain residents within Village limits and locks were installed on the lab and shops doors in the middle school as part of the expenses approved through the referendum.

3. CABLE 12/04/13

Lemke reported that Cable approved joining the Chamber for 2014 and discussed updating their computer system which was approved in Cable's 2014 budget. The next meeting will be January 8, 2014 at 4:30 pm.

4. PUBLIC WORKS 12/09/13

Tebon reported that Public Works toured the Police Station and approved a request from the Pickle Tree/Chad Peterson allowing snowmobiles access to the Pickle Tree. The Committee also discussed a letter from the Deerfield Community Center regarding the sidewalks located by 7 W. Deerfield Street and a sewer forgiveness request was denied.

5. FINANCE 12/09/13

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

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

Dane County Supervisor, Bob Salov, came before the Board and thanked them for allowing him to serve the Community. Salov informed the Board that the County board passed the 2014 budget with a couple of the high ticket items being housing for the severely mentally handicapped and the homeless. Salov also updated the Board on the status of the implementation of the DaneCom radio system which has been delayed.

B. PUBLIC APPEARANCE – DON TIERNEY

Don Tierney came before the Board to request that any of the new homes built in his development, Savannah Parkway, not be subject to the Village's park impact fee. Tierney stated that they should be exempt from the fee as he already constructed a shelter; a tennis/basketball court and a splash park in the plat. The Board thanked Don for coming to the meeting and recommend that this matter be forwarded to the Park Committee for further discussion.

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

1. REQUEST FROM GRADE-TECH PAVERS FOR ADDITIONAL PAYMENT

Tebon informed the Board that Engineer Mark Barden was in attendance of the Public Works meeting to inform the committee that Grade-Tech Pavers are requesting an additional payment for street work performed in the Village. Barden calculated the amount the Village has paid to Grade-Tech Pavers, to date, and determined that they have received an adequate amount in order to pay their sub-contractors and recommended that no additional payments be made. Public Works approved and recommended to the Village Board to deny the request from Grade-Tech Pavers for an additional payment.

Motion by Tebon, second by Wilkinson to deny the request from Grade-Tech Pavers for an additional payment until future work is done on the street projects. All ayes, motion carried.

NEW BUSINESS

A. RESOLUTIONS

1. RESOLUTION R2013-15 A RESOLUTION TO INCREASE THE LEVY LIMIT BY THE AMOUNT OF COST SHIFTED FROM DANE COUNTY

Frutiger reminded the Board that the Village previously approved the increase to the Levy limit by a motion but we have now been instructed that the approval must be done via a resolution.

Motion by Wilkinson, second by Tebon to approve resolution R2013-15 to increase the levy limit by the amount of cost shifted from Dane County. All ayes, motion carried.

B. LICENSES & PERMITS

C. REVIEW & ACTION:

1. DISCUSS/APPROVE ACCEPTANCE OF THE CURB & GUTTER, SIDEWALK, STREET BASE COURSE AND STORM SEWER IN THE NEXT PHASE OF SAVANNAH PARKWAY-TID #3

Tebon informed the Board that Town & Country reviewed the plat and had no objection with its approval. Public Works also discussed the acceptance and recommended approval to the Village Board.

Motion by Tebon, second by McMullen to approve the acceptance of the curb & gutter, sidewalk, street base course and storm sewer in the next phase of Savannah Parkway – TID #3. All ayes, motion carried.

2. DISCUSS/APPROVE ACCEPTANCE OF CURB & GUTTER, SIDEWALK, STREET BASE COURSE AND STORM SEWER AND RELEASE OF LINE OF CREDIT DEPOSIT - DRUMLIN HILL PLAT

The Public Works Committee discussed and approved the acceptance of the improvements and the release of the line of credit deposit for \$5,839.76 relating to the Drumlin Hill plat. Town & Country recommends approval of the plat contingent upon the completion of the items listed in their memorandum dated July 8, 2013. The only outstanding item on the punch list that is not completed is the Bike Trail Emergency access breakaway gate which Town & Country has given an escrow amount of \$1,100 and will be held until spring.

Motion by Tebon, second by Schreiber to approve and accept the curb & gutter, sidewalk, street base course and storm sewer in the Drumlin Hill plat and to release \$5,839.76 of the line of credit deposit retaining \$1,100.00 of it until the Bike Trail Emergency access breakaway gate is built per the specifications presented by Walter Olson. All ayes, motion carried.

3. DISCUSS/APPROVE APPOINTMENT OF FIRE COMMISSION MEMBER

Frutiger reported that per the Fire Protection agreement Jeremy Wallenkamp is no longer eligible to serve as a member and he recommended that the position be given to Kevin Nelson.

Motion by Wilkinson, second by McMullen to appoint Kevin Nelson as the Village's citizen representative to the Fire Commission with his term expiring May 2015. All ayes, motion carried.

4. UPDATE ON TID #3 FINANCIALS

The Board reviewed the three (3) borrowing plans submitted by the Village's financial advisor for TID #3.

5. APPOINTMENT OF ELECTION INSPECTORS FOR THE 2014/2015 TERM

Included in the Board packet is a list of elections inspectors for the 2014/2015 election term. Per §7.30(4) (a) the governing body is required to approval the necessary amount of election officers, for each polling place, in each odd-numbered year.

Motion by Wilkinson, second by McMullen to approve appointing the list of election inspectors for the 2014/2015 term as on file in the Clerk's office. All ayes, motion carried.

6. REQUEST TO CARRY OVER VACATION HOURS – ADMINISTRATOR

Per the Village's Personnel manual Village employees will be allowed to carryover one (1) years' worth of vacation time and anytime above this amount must be approved by the Village Administrator. Elizabeth McCredie is requesting that she be allowed to carry over approximately 32 hours of additional vacation time to be used by the end of February 2014 and asked for Board approval of this request.

Motion by McMullen, second by Hasz to approve allowing McCredie to carry over approximately 32 additional vacation hours to be used by the end of February 2014. 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 Frutiger, second by McMullen to move to closed session and to invite Kevin Nelson to be present 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 Schreiber to move to open session to take action on issues discussed in closed session. All ayes, motion carried.

9. ACTION, IF ANY, AS A RESULT OF CLOSED SESSION

No action taken.

ORDINANCES

COMMUNICATIONS

Village residents are reminded that it is illegal to shovel, plow or blow snow into or across any Village street.

STAFF REPORTS

A. ADMINISTRATOR'S REPORT

McCredie reported that Stephanie from Truckstar Collision contacted the Village to inform us that Diggers Hotline is marking the Hilleque property and boring is planned for the following week. Samples will be submitted on the 12th of January with results in about 10 days and a report being available in early January.

ADJOURN

Motion by Wilkinson, second by McMullen to adjourn at 8:32 pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Administrator/Clerk/Treasurer