

**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, MARCH 28, 2016 AT 7:00 P.M.**

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

The meeting was called to order at 7:10 pm by President Frutiger. Roll call: Evensen, Wilkinson, Wieczorek and Frutiger present and Reichert, McMullen and Tebon absent. Also present: see sign-in sheet on file in the Clerk's office.

CONSENT AGENDA

Motion by Wilkinson and seconded by Evensen to approve the March 28, 2016 agenda with the date of the Ragnar Relay being changed from April 1, 2016 to June 10, 2016. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM MARCH 14, 2016 AND MARCH 21, 2016

Motion by Evensen and seconded by Frutiger to approve the minutes from March 14, 2016 as amended. All ayes, motion carried.

Motion by Frutiger and seconded by Evensen to approve the minutes from March 21, 2016 as amended. All ayes, motion carried.

B. APPROVAL OF VOUCHERS

The Board member reviewed the vouchers submitted for payment.

Motion by Wilkinson and seconded by Evensen to payment of check #50705 to #50753 totaling \$104,713.06. All ayes, motion carried.

C. TREASURER'S REPORT FOR FEBRUARY 2016

McCredie read the February 2016 Treasurer report with the beginning balance in the checking account of \$3,115.71 deposits totaling \$892,614.21, checks totaling \$817,777.87 and the other expenses for the month totaling \$56,474.88 leaving an ending balance of \$21,477.17. The ending balance in the Money Market account was \$2,272,669.09 and the SIP's was \$2,208,799.36, resulting in a total fund balance at the end of February 2016 of \$4,502,945.62.

Motion by Evensen and second by Wieczorek to approve the February 2016 Treasurer's report as presented. All ayes, motion carried

D. COMMITTEE REPORTS

1. EMS 03/17/16

Frutiger reported that the EMS will be using FAB funds and revenue received from the sale of old equipment to upgrade their monitors and purchase IV pumps. He also reminded the Board members that the Joint EMS Board meeting is April 21, 2016, 6:30 pm at the Cottage Grove Fire Station.

2. LIBRARY 03/18/16

Wilkinson reported that the Library's annual Trivia contest went well, employee performance reviews are being worked on and they looked at possible plans for expansion.

3. SPECIAL BOARD 03/21/16

The board approved the release of Veridian Home's surety bonds for the Heritage Development and options for purchasing the property at 40 W. Nelson Street (Hilleque property)

4. COMMUNITY CENTER 03/28/16

Evensen reported that he was unable to attend the meeting but reported that the Center is still working on the cost comparisons for the two (2) buildings. Lemke reported that the meeting was not held due to a lack of a quorum.

5. PLANNING COMMISSION 03/28/16

Frutiger reported that the Planning Commission heard two (2) requests, the first one from Nancy Spelsberg, BCP Transportation, for a fueling station and the second to change the southerly accessway in the Woods Edge plat to a public Road. The commission also was asked to consider a Conditional Use Permit for a business in the Woods Edge plat and a Public Hearing was held regarding a zoning change for outlot 16 in the Drumlin Hills plat was held.

6. FINANCE 03/28/16

The Finance Committee approved the vouchers and an Operator's license.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

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

A. RESOLUTIONS

B. LICENSES & PERMITS

1. CONSIDER A REQUEST FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF MAY 29, 2016 TO JUNE 30, 2016 FOR APRIL L DEWAR

Frutiger informed the Board that after the last Board meeting Attorney Anderson was contacted to find out what the legal requirements were for denying an Operator's application. Anderson stated that the Village needs to determine whether there

is or is not a “substantial relationship” between the crime and the license. Frutiger stated that April DeWar attended the Finance meeting and the Committee discussed their concerns regarding the information she provided on her application and upon clarification the committee determined that there was no connection and approved her Operator’s license.

Motion by Wilkinson and seconded by Evensen to approve the issuance of an Operator’s license for the period of May 29, 2016 to June 30, 2016 to April L. DeWar. All ayes, Wieczorek nay motion carried.

C. REVIEW & ACTION:

1. CONSIDER APPLICATION FOR A RESIDENTIAL PLANNED UNIT DEVELOPMENT FOR OUTLOT 16 IN THE DRUMLIN HILLS PLAT, WALTER OLSON OWNER, FOR FIFTEEN SINGLE FAMILY UNITS, ZONING CHANGE FROM A-1 TO PUD RESIDENTIAL, AND ANY OTHER RELATED ISSUES

A public hearing was held at the Planning Commission level regarding Outlot 16 in the Drumlin Hills plat and many residents expressed their concerns. Various items discussed during the meeting included zoning, permitted uses for the area, water run-off, street ownership and emergency access. The Planning Commission recommended and approved to the Village Board that the development be conditionally zoned as a Single-Family Planned Unit Development until further platting requirements are satisfied.

Motion by Evensen and seconded by Frutiger to conditionally approve the zoning change for Outlot 16 in the Drumlin Hills Plat from A-1 to a Single-Family Planned Unit Development until further platting requirements are satisfied. All ayes, motion carried.

2. CONSIDER ACCEPTANCE OF AYRES CONTRACT FOR BROWNFIELD ASSISTANCE – 40 W NELSON STREET

Ben Peotter recommended that we discuss the acceptance of the SAG with WEDC prior to discussing Ayres’s contract. After approval of the WEDC grant Peotter informed the Board that this is a standard contract that matches up with the grant. The contract includes site investigation through demolition with bidding assistance, administration, observation and all DNR reporting until the building is down. The Village also has the option to stop at any point and will only be billed for work performed. Evensen request that an update report be include with the monthly billing and Peotter stated that this was not a part of their standard invoicing but he could include a brief memo about what they found, where they were on the project and what the next steps are. Peotter also suggested that the potential end user be involved in the process in order to make prevent unnecessary work.

Motion by Evensen and seconded by Wilkinson to approve the acceptance of Ayres contract for Brownfield assistance for 40 W. Nelson Street. All ayes, motion carried.

3. CONSIDER REQUEST FROM RAGNAR EVENTS, LLC TO HOLD THE RAGNAR RELAY CHICAGO (THE RACE) THROUGH THE VILLAGE ON ~~APRIL 1~~ JUNE 10, 2016

Frutiger stated that this event has occurred in the Village for a number of years and there have never been any problems. Motion by Wilkinson and seconded by Evensen to approve the request from Ragnar Events, LLC to hold the Ragnar Relay Race through the Village on June 10, 2016. All ayes, motion carried.

4. CONSIDER ACCEPTANCE OF A SITE ASSESSMENT GRANT BETWEEN THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION AND THE VILLAGE OF DEERFIELD – 40 W NELSON STREET

McCredie informed the Board that the Site Assessment Grant (SAG) submitted by the Village to the Wisconsin Economic Development Corporation (WEDC) was approved. WEDC awarded the Village \$127,397 and together with the Village’s portion of \$63,707 a total of \$191,104 is available for the project. Frutiger questioned if the increase in property taxes would affect the Village’s portion of the grant and Peotter stated that that was something that will need to be worked out through WEDC but felt it was a very reasonable request. Evensen questioned how the reimbursement submittal would be handled and Peotter also stated that their contract would line up item for item with WEDC’s and that even thou their contract does not include submittal assistance they would be willing to assist McCredie, on their own dime, with them.

Motion by Evensen and seconded by Wieczorek to approve the Site Assessment grant between the Wisconsin Economic Development Corporation and the Village of Deerfield for 40 W. Nelson Street. All ayes, motion carried.

5. WRITE-OFF OF 2014 DELINQUENT PERSONAL PROPERTY TAXES

McCredie explained that per §74.421(1) Wis. Stats. the Village is allowed to charge back each jurisdiction their share of any unpaid Personal Property taxes if the entity has ceased operations, filed a petition for bankruptcy or has been removed from the next year’s assessment roll. For 2014 Allen Kitchen & Bath was the only one entity that met these requirements. Letters were mailed to the other jurisdiction informing them of their portion of the tax and requesting reimbursement of their share. The Village portion is \$1,652.67 and this is the amount that needs to be written off.

Motion by Evensen and seconded by Frutiger to approve writing off the Village’s share of Allen Kitchen & Bath’s 2014 delinquent Personal Property taxes in the amount of \$1,952.67. All ayes, motion carried

ORDINANCES

COMMUNICATIONS

Lemke stated that the first Community meal is scheduled for April 3rd at the Deerfield High School from 5:30 to 6:30 pm.

Evensen informed the Board that vandalism occurred in the tennis court area at Savannah Park so they have been locked up at this point.

STAFF REPORTS

A. ADMINISTRATOR'S REPORT

McCredie gave an update on Allen Kitchen & Bath's delinquent Personal Property taxes which have now been assigned to a Trustee. The Allen's bankruptcy has been changed from a Chapter 11 to a Chapter 7 and the trustee will try to get as much for the Village as possible refunded but unfortunately personal property taxes on at the bottom of the priority list. Attorney Brophy anticipates that the Village could see approximately \$5,500.00.

ADJOURN

Motion by McMullen and seconded by Evensen to adjourn at 7:52pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Administrator/Clerk/Treasurer