

**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 9, 2015 AT 7:00 P.M.**

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

The meeting was called to order at 7:03 by President Frutiger. Roll call: Wilkinson, Tebon, Schreiber, Evensen and Frutiger present, Reichert and McMullen absent. Also present: see sign-in-sheet on file in the clerk's office.

**CONSENT AGENDA**

Motion by Schreiber and seconded by Tebon to approve the November 9, 2015 agenda as amended. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM OCTOBER 26, 2015**

Motion by Wilkinson and seconded by Evensen to approve the minutes from October 26, 2015 agenda as written. All ayes, motion carried.

**B. APPROVAL OF VOUCHERS**

The Board reviewed the list of vouchers submitted for payment. The Finance Committee reviewed and recommends payment of all the vouchers.

Motion by Wilkinson and seconded by Tebon to approve payment of check #50266 to #50295 totaling \$70,265.66. All ayes, motion carried.

**C. COMMITTEE REPORTS**

**1. DEERFIELD CARES 10/29/15**

Frutiger reported that the Committee discussed a book called How to Raise a Drug Free Child.

**2. CABLE 11/04/15**

Lemke reported that Cable approved their 2016 budget and that the newspaper incorrectly stated that Gerry Wichlacz was working on the Village's website when he is actually working on Cable's.

**3. PLANNING COMMISSION 11/09/15**

Tebon reported that the PC discussed and approved a CUP request from Mobil on Main and went into closed session regarding TIF #3 with no action being taken.

**4. FINANCE 11/09/15**

Frutiger reported that the Committee approved the vouchers and two (2) Operator's licenses.

**5. JOINT LAW ENFORCEMENT COMMITTEE 10/20/15**

Wilkinson reported that the Committee approved the 2016 Police and Court budgets. The police budget increased \$887.00 and the Court budget decreased \$582.00.

**6. BID BOARD 11/02/15**

Wilkinson reported that the BID board approved a grant to Kids Count in the amount of \$364.96 and their 2016 budget. They agreed to have their next meeting in March 2016.

**PUBLIC APPEARANCES**

**A. PUBLIC COMMENTS**

Scott Michalak came before the Board to inform them that he is running for the 38<sup>th</sup> Assembly District and explained what his goals would be if elected.

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

**A. RESOLUTIONS**

**1. RESOLUTION R2015-20 A RESOLUTION ALLOWING THE USE OF INTERGOVERNMENTAL FUNDS TO PURCHASE 4 LOTS ON HIGH STREET - WESTBY PROPERTIES**

McCredie stated that resolution R2015-20 allows the Village to use intergovernmental funds to aid in the purchase of property on N. High Street. The total cost of this project is \$71,000.00 with approximately \$35,000.00 coming back in revenue from the sale of one of the lots. It is this \$35,000.00 that cannot be included in the 2015 borrowing and must come from the intergovernmental funds.

Motion by Tebon and seconded by Evensen to approve resolution R2015-20 allowing the use \$35,000.00 of intergovernmental funds to help purchase four (4) lots on N. High Street from Dane County. All ayes, motion carried.

Per Jim Mann's recommendation the board agreed to amend the interest rate of 0.09% to 1.86%.

Motion by Tebon and seconded by Evensen to amend the interest rate in resolution R2015-20 from 0.09% to 1.86%. All ayes, motion carried.

**2. RESOLUTION R2015-22 A RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$1,100,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2015A**

Jim Mann announced that the sale, on behalf of the Village, occurred today and five (5) bids were received. The interest rate ranges from 1.7% in the 1<sup>st</sup> year up to 2.4% in the 10<sup>th</sup> which actually boils down to a rate of 1.8345% for the ten (10) years. Banker's Bank, out of Madison Wisconsin came in as the low bidder. 70% of the loan is to refund the 2006 debt with a future savings of a little over \$39,000.00 and a present savings of \$37,500.00. The other positive note is that the issuance cost also came in lower than previously thought resulting in a reduction of the notes by \$10,000.00. Resolution R2015-22 is in draft

form but Quarles and Brady produced a revised one with all the blanks filled and lowered the issuance amount from \$1,100,000.00 to \$1,090,000.00. Mann also suggested that the interest rate for the use of intergovernmental funds, in resolution R2015-20, be either the amount of 1.84% from this borrowing or 3.25% which is the taxable rate from the State Trust Fund. The closing date for the notes will be December 3, 2015 and the funds will be available at this point. Motion by Tebon and seconded by Schreiber to approve the revised version of Resolution R2015-22 authorizing the issuance and sale of \$1,090,000.00 General Obligation Promissory Notes, Series 2015A to Banker's Bank, Madison Wisconsin to refinance the 2006 Bonds, pay for the Village's portion of a new truck for the Deerfield Fire Department and to cover the remediation and a portion of property costs being purchased from Dane County. Roll call vote: Wilkinson aye, Tebon aye, Schreiber aye, Evensen aye and Frutiger aye, motion carried.

**B. LICENSES & PERMITS**

**1. CONSIDER A REQUEST FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF NOVEMBER 10, 2015 TO JUNE 30, 2016 FOR JENNA J JOHNSON AND ALEXIS S COLEMAN**

The Finance Committee reviewed and recommended approval of the two (2) Operator's license applications. Motion by Tebon and seconded by Evensen to approve issuing an Operator's license for the period of November 10, 2015 to June 30, 2016 for Jenna J. Johnson and Alexis S. Coleman. All ayes, motion carried.

**C. REVIEW & ACTION:**

**1. DISCUSS/CONSIDER REQUEST FROM JEROME STOIKES/MOBIL ON MAIN FOR A CONDITIONAL USE PERMIT IN THE C-1 COMMUNITY BUSINESS ZONING TO ALLOW A 1,480 SQUARE FT. RETAIL SPACE ADDITION TO THE EXISTING BUILDING LOCATED AT 216 S MAIN ST AND TO PERFORM A SITE PLAN REVIEW OF THE ADDITION**

Tebon informed the Board that the Planning commission approved the Conditional Use Permit (CUP) request from Jerome Stoikes/Mobil on Main to allow the 1,480 sq. ft. retail space addition under three (3) conditions. The first being that some sort of barrier be use to prevent customers from parking on the Village's sidewalk, secondly that no parking be allowed on the Church's side of the parking lot and thirdly that landscaping be added to the plan.

Motion by Tebon and seconded by Evensen to approve issuing a CUP to Jerome Stoikes/Mobil on Main allowing a 1,480 sq. ft. retail space addition to the existing building and to approve the site plan under the following conditions:

- Some kind of barrier be installed to prevent customers from parking on the Village's sidewalk
- No parking be allowed on the Church's side of the parking lot
- Landscaping be added to the plan

All ayes, motion carried.

**2. DISCUSS/CONSIDER ACCEPTANCE OF BREAK-A-WAY GATE – DRUMLIN HILL PLAT**

Frutiger informed the Board that the Larry Hewitt the Chief of the Deerfield Fire Department approved the break-a-way gate in the Drumlin Hill plat. Previously the Board approved the gate contingent upon the Fire Department's approve. McCredie was instructed to make sure that both DeerGrove EMS and Ryan Brothers had access to a key to the gate.

Motion by Tebon and seconded by Schreiber to accept the break-a-way gate in the Drumlin Hill plat and to release any retainage to Walter Olson. All ayes, motion carried.

**3. 2016 WDF BUDGET – FUND 201**

The Board reviewed the 2016 WDF Budget.

Motion by Evensen and seconded by Wilkinson to approve the 2016 WDF budget. All ayes, motion carried.

**4. 2016 CABLE BUDGET – FUND 202**

The Board reviewed the 2016 Cable Budget.

Motion by Tebon and seconded by Evensen to approve the 2016 Cable budget. All ayes, motion carried

**5. 2016 BID BUDGET – FUND 203**

The Board reviewed the 2016 BID Budget.

Motion by Wilkinson and seconded by Tebon to approve the 2016 BID budget. All ayes, motion carried

**6. 2016 BUSINESS IMPROVEMENT DISTRICT OPERATING PLAN**

Wilkinson informed the Board that the BID board reviewed and approved their 2016 BID Operating Plan and submitted it to the Village Board for final approval.

Motion by Wilkinson and seconded by Tebon to approve the 2016 Business Improvement District Operating Plan as presented. All ayes, motion carried.

**7. 2016 TIF #2 BUDGET – FUND 402**

The Board reviewed the 2016 TIF #2 Budget and requested that it be brought back to the next Board meeting.

**8. 2016 DEBT SERVICE – FUND 300**

The Board reviewed the 2016 Debt Service Budget.

Motion by Evensen and seconded by Frutiger to approve the 2016 Debt Service budget. All ayes, motion carried.

**9. 2016 TIF #3 BUDGET – FUND 511**

The Board reviewed the 2016 TIF #3 Budget.

Motion by Evensen and seconded by Tebon to approve the 2016 TIF #3 budget. All ayes, motion carried.

**10. 2016 TIF #4 BUDGET – FUND 512**

The Board reviewed the 2016 TIF #4 Budget.

Motion by Evensen and seconded by Tebon to approve the 2016 TIF #4 budget. All ayes, motion carried.

**11. 2016 TIF #5 BUDGET – FUND 513**

The Board reviewed the 2016 TIF #5 Budget.

Motion by Evensen and seconded by Tebon to approve the 2016 TIF #5 budget. All ayes, motion carried

**12. 2016 WATER UTILITY BUDGET – FUND 601**

The Board reviewed the 2016 Water Utility Budget.

Motion by Evensen and seconded by Tebon to approve the 2016 Water Utility budget. All ayes, motion carried

**13. 2016 DEERFIELD COMMUNITY DEVELOPMENT TRUST FUND - FUND 801**

The Board reviewed the 2016 Deerfield Community Development Trust Fund Budget.

Motion by Evensen and seconded by Frutiger to approve the 2016 Deerfield Community Development Trust Fund budget.

All ayes, motion carried

**ORDINANCES**

**COMMUNICATIONS**

Wilkinson stated that he had heard some complaints about the amount of semis being parked on Village streets in the Industrial Park which also lead to concerns with the ability to remove snow. McCredie was instructed to contact the business owner to inform them of these concerns.

**STAFF REPORTS**

**A. ADMINISTRATOR’S REPORT**

McCredie reported that the public hearings for the 2016 General and Sewer budgets will be November 23, 2015.

**ADJOURN**

Motion by Evensen and seconded by Wilkinson to adjourn at 8:05 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk/Treasurer