

# **PUBLIC WORKS MINUTES VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF DEERFIELD HELD  
AT THE DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON MONDAY,  
FEBRUARY 8, 2010 AT 6:00 P.M.**

## **CALL TO ORDER – NOTING OF ROLL BY CLERK**

The meeting was called to order by Chairman Tebon at 6:00 PM. Roll call: Schreiber, Frutiger and Tebon present. Also present: Village Administrator Patrick Vander Sanden.

## **CONSENT AGENDA**

Motion by Schreiber, second by Frutiger to approve the February 8, 2010 agenda as amended. All ayes, motion carried.

## **APPROVAL OF MINUTES FROM JANUARY 11, 2010**

Motion by Frutiger, second by Tebon to approve the January 11, 2010 minutes as written. All ayes, motion carried.

## **PUBLIC APPEARANCES - NONE**

## **PUBLIC COMMENTS - NONE**

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

### **1. WELL #4 PROJECT – ACTION & DISCUSSION AS NECESSARY**

Vander Sanden informed the Committee that there were no pay request or any official business related to Well #4 that needed to be handled tonight. Vander Sanden stated that the drilling of the well is at about 150' and the contractor has not run into any problems. A resident that lives nearby is concerned that Well #4 will affect the performance of his well. Well #4, at completion, will be 800' deep and the resident's well is about 150' deep so there should be no concerns but Town & Country will monitor the operation of the resident's well when we test Well #4.

## **NEW BUSINESS**

## **RESOLUTIONS - NONE**

## **LICENSES & PERMIT - NONE**

## **REVIEW & ACTION**

### **1. REQUEST BY DEERFIELD VOLUNTEER FIRE DEPARTMENT – STREET CLOSURE**

The Deerfield Volunteer Fire Department (DVFD) sent a letter requesting permission from the Village to allow on-street parking on Industrial Park Drive on Saturday, May 1, 2010. The DVFD will be hosting an extrication training event that day and have invited members from other Wisconsin fire departments and feel that there will not be sufficient parking available in their parking lot. The Committee agreed to approve the parking on Industrial Park Drive, on May 1, 2010, for the duration of the Fire Department's extrication training and that the "No Parking" signs will be bagged by Public Works.

Motion by Schreiber, second by Frutiger to approve/recommend parking on Industrial Park Drive, on May 1, 2010, for the duration of the Fire Department's extrication training and that the "No Parking" signs will be bagged by Public Works. All ayes, motion carried.

### **2. REQUEST BY SAVANNAH PARK DEVELOPMENT – STREET CLOSURE FOR 2010 PARADE OF HOMES**

Savannah Parks submitted a letter to the Village requesting street closures for lots 5, 6 and 7 on Oak Ridge Trail, and lots 14-17, 19-23 in Stone Bridge Circle in conjunction with the Parade of Homes scheduled for June 12-27, 2010.

Motion by Schreiber, second by Tebon to approve/recommend the street closures for lots 5, 6 and 7 on Oak Ridge Trail, and lots 14-17, 19-23 in Stone Bridge Circle in conjunction with the Parade of Homes scheduled for June 12-27, 2010. All ayes, motion carried.

### **3. CONTRACT RENEWAL – INDEPENDENT INSPECTIONS**

Vander Sanden stated that the Village's contract with Independent Inspections, the company that provides the Villages building inspection services, expires on March 31, 2010. The fee schedule in the new contract is the same as the previous contract and the only change is a \$3.00 increase in the hourly rate services.

Vander Sanden informed the committee that he reviewed the contract and compared the charges to those of neighboring communities and stated that he has no concerns with the contract.

Motion by Schreiber, second by Frutiger to approve/recommend renewing the contract with Independent

Inspections for another two (2) years. All ayes, motion carried.

**4. WORKMAN’S COMPENSATION REQUIREMENT FOR VILLAGE CONTRACTORS**

Vander Sanden stated that due to a new state requirement for Workman’s Compensation some of the contractors that the Village hires such as the Tree Trimmer and T & D Lawn Care Service could be affected. The new requirement would require the contractor to provide proof that they carry Workers Compensation for their employees while working on Village projects. The Committee felt that this language should be added to the Village’s standard contract form. Vander Sanden will work with the Village Attorney on the contract and will also give a heads-up to our current contractors.

**5. EQUIPMENT RATES FOR DISASTER DECLARATIONS**

Vander Sanden informed the committee that he looked but couldn’t find any documentation that the Village had accepted the Department of Transportation (DOT) equipment rates. In general, DOT’s rates are higher than the State’s or Federal’s so, Vander Sanden is recommending that the committee approve using the DOT’s. Vander Sanden will prepare a resolution, which will contain the DOT’s equipment rates to be used for disaster declarations, for review/approval at the next Public Works Committee meeting.

**6. ENGINEER’S RECOMMENDATION OF INCENTIVE PAYMENT #5 – SAVANNAH PARKWAY PLAT**

Vander Sanden informed the Committee that the Village Engineer sent a letter recommending acceptance of the improvements in the next phase of Savannah Parkway and payment #5 in the amount of \$156,000.00. He is recommending that we withhold \$10,000.00 until the sidewalk issue is settled. Motion by Schreiber, second by Frutiger to approve/recommend acceptance of the improvements in the next phase of Savannah Parkway and payment #5 in the amount of \$156,000.00, less \$10,000.00 which will be held until the sidewalk issue is settled. All ayes, motion carried.

**ORDINANCES - NONE**

**COMMUNICATIONS**

The committee discussed the pros and cons of outdoor wood burners and the lot the Firemen purchased (Dr. Olson’s house) in the Firemen’s Park.

**STAFF REPORTS**

**A. GIS POSSIBILITIES**

Vander Sanden inquired if the Village had investigating using a Geographic Information System (GIS). The Committee stated that the Village had looked into using GIS early on in the Savannah Parkway development.

Vander Sanden stated that he would look into the possibilities of acquiring the GIS software through a grant.

**ADJOURN**

Motion by Schreiber, second by Frutiger to adjourn at 6:35 PM. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Clerk/Treasurer