

# **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  
JUNE 27, 2016 AT 6:00 P.M.**

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

The meeting was called to order at 6:00 pm by President Frutiger. Roll call: Wilkinson, Tebon and Frutiger present. Also present: Public Works Director, John Doyle and Randy Marten/Marten Builders

## **CONSENT AGENDA**

Motion by Tebon and seconded by Wilkinson to approve the June 27, 2016 agenda as presented. All ayes, motion carried.

### **A. APPROVAL OF MINUTES FROM APRIL 11, 2016 AND MAY 9, 2016**

Motion by Wilkinson and seconded by Frutiger to approve the minutes from April 11, 2016 as written. All ayes, Tebon abstained, motion carried.

Motion by Wilkinson and seconded by Tebon to approve the minutes from May 9, 2016 as written. All ayes, Frutiger abstained, motion carried.

## **PUBLIC APPEARANCES**

### **A. PUBLIC COMMENTS**

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

## **NEW BUSINESS**

### **A. RESOLUTIONS**

#### **1. RESOLUTION R2016-11 APPROVING THE 2015 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR)**

The Committee reviewed the 2015 Compliance Maintenance Annual Report (CMAR) and which showed a favorable grade point for every section of the report.

Motion by Tebon and seconded by Frutiger to approve and recommend to the Village Board acceptance of resolution R2016-11 for the 2015 Compliance Maintenance Annual Report. All ayes, motion carried.

### **B. LICENSES & PERMITS**

### **C. REVIEW & ACTION**

#### **1. REQUEST TO ENCROACH ON PEDESTIAN CROSSWALKS ON WHITETAIL WAY – RANDY MARTEN/MARTEN BUILDERS**

Randy Marten/Marten Builders came before the committee and informed them that by the time he was notified, by the village's Building Inspector, of the Village's concern with the driveways of the homes he was building on Whitetail Way encroaching on the pedestrian crosswalks he had already signed a contract for on the second home. Marten presented several pictures, from other communities, showing how this same situation was handled there. The Committee reviewed the options and agreed to allow Marten to remove/restore the crosswalk by both lots and create a new crosswalk 2 ft. southerly of the 2<sup>nd</sup> driveway.

Motion by Tebon and seconded by Wilkinson to approve and recommend to the Village Board to allow Randy Marten/Marten Builders Marten to remove/restore the crosswalks located on lot 1 and lot 2, in the Drumlin Hill plat, and create a new crosswalk 2 ft. southerly of lot 2's driveway at a minimum thickness of 6" and with the occupancy permit for lot 2 being contingent upon approval by the Village on it construction. All ayes, motion carried.

#### **2. REQUEST FROM THE DEERFIELD COMMUNITY CENTER TO HAVE PARKING ALLOWED ON THE SOUTH SIDE OF S. INDUSTRIAL PARK ROAD DURING THE DEERFIELD DAYS BASEBALL TOURNAMENT, JULY 8-10, 2016**

The Deerfield Community Center is requesting that they be allowed to bag the "No Parking" signs located on S. Industrial Park Road during the Deerfield Days Baseball tournament July 8-10.

Motion by Tebon and seconded by Wilkinson to approve allowing the Deerfield Community Center to bag the "No Parking" signs located on S. Industrial Park Road during the Deerfield Days Baseball tournament July 8-10. All ayes, motion carried.

**3. CONSIDER REQUEST FOR RELEASE OF LETTER OF CREDIT - SAVANNAH PARK PLAT**

Joanne Tierney contacted the Village requesting that their Letter of Credit for the Savannah Park Plat be released. Town & Country was requested to evaluate its release and prepared an evaluation of the work remaining under the agreement which resulted in the following estimate:

Work remaining within Tax Incremental Financing (TIF) District #3 is roughly \$312,000. Work remaining outside TIF District #3 is estimated at roughly \$400,000. After costs for construction inspection and staking and a 15% contingency are added, the total work remaining exceeds \$870,000.

And, based on Town & Country's "Savannah Parkway Letter of Credit Evaluation and Recommendation" letter dated June 17, 2016 the Committee decided to deny the request for the release of the Letter of Credit for the Savannah Park Plat.

Motion by Tebon and seconded by Frutiger to deny the request for release of the Letter of Credit for the Savannah Park Plat based on Town & Country's Savannah Parkway Letter of Credit Evaluation and Recommendation letter dated June 17, 2016. All ayes, motion carried.

**ORDINANCES  
COMMUNICATIONS  
STAFF REPORTS**

Doyle reported that the street painting in the downtown area is finished and the painting company will be working on finishing the other crosswalks within the Village; the stormwater ditches in the Industrial park are being cleaned out which was last done about 8 to 10 years ago; the High Street watermain project is complete and ground restoration should begin in July; Rich Matheson is working for the Village, as a limited term employee, again this year; the Washburn Road overlay and mill project is planned to start on June 29<sup>th</sup> and finish on June 30<sup>th</sup>; the sealing of the wooden play structures in the Dream Depot is being planned to be done with the help of volunteers and 2 trees are being planted through a donation made by the Deerfield Lions Club, one by the truck pull and the other in Savannah Park.

**ADJOURN**

Motion by Tebon and seconded by Wilkinson to adjourn at 6:45 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk/Treasurer