

**MUNICIPAL NEEDS COMMITTEE AGENDA**  
**VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE MUNICIPAL NEEDS COMMITTEE TO BE HELD AT THE  
DEERFIELD COMMUNITY CENTER, 10 LIBERTY STREET, DEERFIELD, WI  
March 21, 2022 AT 5:00 PM**

- I. CALL TO ORDER – NOTING OF ROLL BY CLERK**
- II. CONSENT AGENDA**
  - A. APPROVAL OF MINUTES FROM JANUARY 17, 2022**
- III. PUBLIC APPEARANCE – Public’s Opportunity to Speak**
- IV. NEW BUSINESS**
  - A. REVIEW & ACTION**
    - 1. PROJECT TEAM UPDATES**
    - 2. DISCUSS/CONSIDER LANDSCAPING AND EXTEROR ELEVATION PLANS FOR NEW VILLAGE HALL**
- V. ADJOURN**

Notice is hereby given that it is possible that a majority of the Village Board or other governmental body may be present at the above meeting of the MUNICIPAL NEEDS COMMITTEE to gather information about a subject over which they have ultimate decision-making responsibility. If such a majority is present, it will constitute a meeting of the Village Board or other governmental body under Wisconsin's Open Meeting Laws and is hereby being noticed as such, although only the MUNICIPAL NEEDS COMMITTEE will take formal action at the above meeting.

If you require an interpreter, materials in alternate formats, or other accommodations to access this meeting, please contact the Village Clerk at 764-5404 at least 24 hours prior to the meeting.

Elizabeth McCredie, Clerk  
Village of Deerfield

Posted 3/17/2022

**MUNICIPAL NEEDS COMMITTEE MINUTES**  
**VILLAGE OF DEERFIELD**  
**FOR A MEETING OF THE MUNICIPAL NEEDS COMMITTEE HELD AT THE**  
**DEERFIELD COMMUNITY CENTER, 10 LIBERTY STREET, DEERFIELD, WI**  
**JANUARY 17, 2022 AT 5:00 PM**

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

The meeting was called to order by Chair Wieczorek at 5:00pm. Roll call: Tebon, Dollar, Frutiger & Wieczorek present. Also present: See sign-in sheet.

**CONSENT AGENDA**

Motion by Frutiger and seconded by Tebon to approve the January 17, 2022 agenda as posted. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM OCTOBER 18, 2021 AND DECEMBER 20, 2021**

Motion by Tebon and seconded by Dollar to approve the minutes from October 18, 2021 as written. All ayes, motion carried.

Motion by Frutiger and seconded by Tebon to approve the minutes from December 20, 2021 as written. All ayes, motion carried.

**PUBLIC APPEARANCE – Public's Opportunity to Speak**

Tracy Curtis stated that she was not opposed to a new Village Hall being built but questioned the Village's ability to authorized borrowing without going out for referendum. Jane Brooks questioned funding option for the new Village Hall.

**NEW BUSINESS**

**A. REVIEW & ACTION**

**1. PROJECT TEAM UPDATES**

Wieczorek informed the committee that the Project Team discussed the information gathered from the charette, reviewed items related to each room in the building. The architect informed the Team that the basement was removed due to the water level at the location and that the HVAC will now need to be located above the 1<sup>st</sup> floor. The Team also discussed the layout of the building on the lot.

**2. DISCUSS/CONSIDER PRELIMINARY DESIGN OF VILLAGE HALL**

Wieczorek informed the committee that the information provided in the packet was what was available at the charette and the people that attended were happy with the design. Wieczorek also informed the committee that the project team looked at specs for each of the rooms, the parking lot configuration on both sides of the building including parking spots for bicycles and wire installation for electric cars/bikes. The basement was removed so the building was reconfigured to have the mechanicals above the 1<sup>st</sup> floor. The building will be approximately 5,444 sq ft and includes a room for WDEE per their specifications, a hardened work room with a longer fire rating, the building will be sprinkled, the bathrooms will be ADA assessable and the roofing system will be set-up for solar and there has been conversation with a local solar contractor as to what they will need. Dimension IV's cost estimate is \$398/sq ft and with contingencies, furnishings, utilities, etc. the cost is projected to be around \$2,165,000.

Motion by Frutiger and seconded by Dollar to approve and move to the Village Board the design of the new Village Hall design as presented. All ayes, motion carried.

**3. DISCUSS/CONSIDER FUNDING OPTIONS FOR NEW VILLAGE HALL CONSTRUCTION**

The committee discussed funding options for the construction of the new Village Hall which will be brought to a future Village Board meeting for discussion. The option of using APRA funds to pay for the Architect fee was also discussed and everyone was in agreement that the use of local contractors/suppliers should be prioritized.

**ADJOURN**

Motion by Tebon and seconded by Frutiger to adjourn at 5:59 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk-Treasurer

AT ITS DEGREE OUTSIDE CORNERS PROVIDE 1/8 DEGREE BRICK CORNER UNITS.

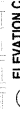
REFER TO WINDOW TYPE SHEET A62 FOR ALL WINDOW INFORMATION.

NOT ALL MASONRY PENETRATIONS SHOWN. COORDINATE WITH MEP CONTRACTORS.

AT 15 DEGREE OUTSIDE CORNERS PROVIDE 1/8 DEGREE BRICK CORNER UNITS.

REFER TO WINDOW TYPE SHEET #A2 FOR ALL WINDOW INFORMATION.

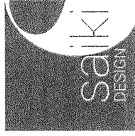
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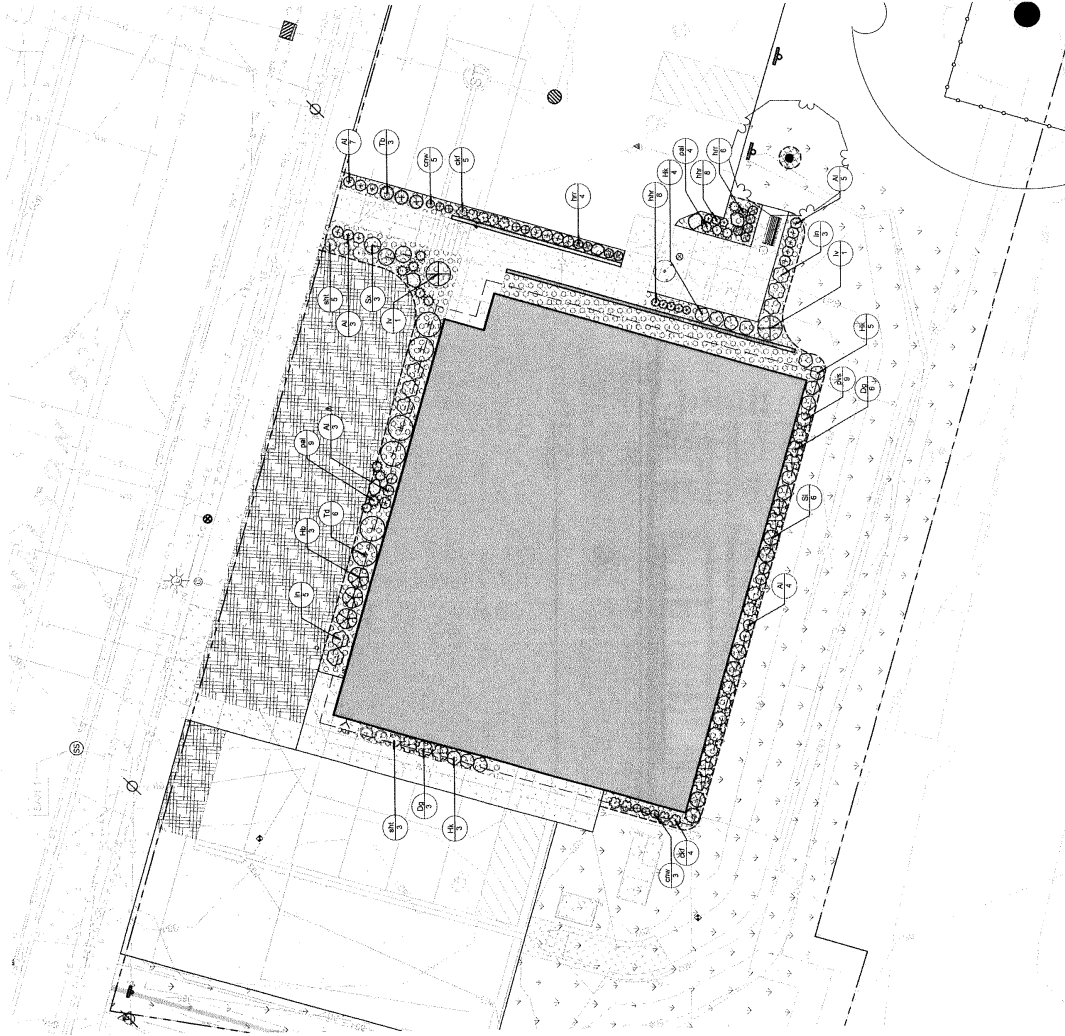
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5 FIRST FLOOR 100'-0"



**DEERFIELD VILLAGE  
HALL**  
23 WEST NELSON ST.  
DEERFIELD, WI

- LEGEND**
- METAL ALUMINUM EDGING, 3/4" X 20"
  - SHOVEL-CUT SPACED EDGE, 1/4" X 20"
  - SEEDED LAWN
  - SODDED LAWN
  - STONE MULCH
  - HARDWOOD DARK MULCH  
RING WITH SPACED EDGE
  - TREE PROTECTION 8/4" X 20"
  - EXISTING DECIDUOUS  
TREE
  - DECORATIVE BOULDERS,  
4/4" X 20"



PLANTING SCHEDULE	CODE	QTY	BOTANICAL COMMON NAME	SIZE
1	10	6	Thorned Hawthorn / Green Yew	5 gal
2	15	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
3	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
4	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
5	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
6	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
7	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
8	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
9	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
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13	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
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17	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
18	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
19	10	3	Thorned Hawthorn / 1/4" Spacing Bar / Arborvitae	3 gal
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**LANDSCAPE  
ENLARGEMENT**

DATE OF ISSUE	03/11/2022
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NOTE: SEE SHEET L101 FOR TREE PLANTING SCHEDULE

2 PLANTING SCHEDULE - SHRUBS & PERENNIALS

SCALE: 1" = 10' 0"

1 LANDSCAPE ENLARGEMENT A

SCALE: 1" = 10' 0"

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