

**VILLAGE BOARD AGENDA**  
**VILLAGE OF DEERFIELD**  
**FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD TO BE HELD AT THE**  
**DEERFIELD FIRE STATION, 305 N. INDUSTRIAL PARK ROAD, DEERFIELD, WISCONSIN ON**  
**MONDAY, JANUARY 10, 2022 AT 7:00 P.M.**

- I. CALL TO ORDER – NOTING OF ROLL BY CLERK/SIGN IN SHEET**
- II. CONSENT AGENDA**
  - A. APPROVAL OF MINUTES FROM DECEMBER 27, 2021**
  - B. APPROVAL OF VOUCHERS**
  - C. COMMITTEE REPORTS**
    - 1. Cable**
    - 2. Joint Interactive**
    - 3. Public Works**
    - 4. Finance**
- III. PUBLIC APPEARANCES – Public’s opportunity to speak**
- IV. NEW BUSINESS**
  - A. LICENSES & PERMITS**
  - B. REVIEW & ACTION**
    - 1. DISCUSS/CONSIDER “NO PARKING” REQUEST NORTH END OF WHITETAIL WAY**
    - 2. DISCUSS/CONSIDER EXTENSION OF RESOLUTION R2021-01**
- VI. COMMUNICATIONS/STAFF REPORTS**
- VII. 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 VILLAGE BOARD 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 VILLAGE BOARD 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) 1/7/2022 (Mun. Bldg, Library, Bank)

## **VILLAGE BOARD MINUTES**

### **VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD HELD AT THE DEERFIELD FIRE STATION, 305 N. INDUSTRIAL PARK ROAD, DEERFIELD, WISCONSIN ON MONDAY, DECEMBER 27, 2021 AT 7:00 P.M.**

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

The meeting was called to order at 7:00 pm by President Frutiger. Roll call: Wilkinson, Tebon, Wieczorek, Dunnington and Frutiger present, Evensen and Gullickson absent. Also present: see sign-in sheet.

#### **CONSENT AGENDA**

Motion by Tebon and seconded by Wieczorek to approve the December 27, 2021 agenda with the addition of the Community Center under Committee Reports. All ayes, motion carried.

#### **A. APPROVAL OF MINUTES FROM DECEMBER 6, 2021 AND DECEMBER 13, 2021**

Motion by Frutiger and seconded by Wilkinson to approve the minutes from December 6, 2021 as written. All ayes, motion carried.

Motion by Tebon and seconded by Wieczorek to approve the minutes from December 13, 2021 as amended. All ayes, motion carried.

#### **B. APPROVAL OF VOUCHERS**

The Finance Committee reviewed and recommended payment for the vouchers listed.

Motion by Wilkinson and seconded by Tebon to approve payment of check #56939 to #56973 totaling \$23,736.72. All ayes, motion carried.

#### **C. COMMITTEE REPORTS**

##### **1. Joint Law Enforcement**

Wilkinson reported that the JLE committee approve the September and October police and court reports and the traffic safety survey is done and the results of it are being worked on. The 2022 police wage contract was approved by Dane County which will affect the amount for the Cambridge/Deerfield Contract. McCredie stated that more detail on the police budget is on this agenda for discussion.

##### **2. Fire Commission**

Frutiger reported that the meeting was cancelled because there wasn't a quorum.

##### **3. EMS**

Frutiger reported that EMS discussed the EMS staffing study, proposal to the district municipalities for ARPA fund use, the 2022-2025 Collective Bargaining agreement, a building use and security policy, the Capital Replacement schedule, LTE recruitment and retention strategies, an RFP for the electronic patient care report and the Chief's review in January.

##### **4. Municipal Needs**

Wieczorek reported that the Municipal Needs committee was given an update from the project team meeting and reminded that the charette will be held on January 12<sup>th</sup>. The committee also approved the preliminary CSM combining parcel no. 0712-214-4098-9 and portions of 0712-214-4067-6 and 0712-214-5740-8.

##### **5. Planning Commission**

Tebon reported that the Plan Commission held a public hearing to amend the zoning for three (3) lots on W Nelson Street from R-2 and CO-1 to C-1 and combining the lots. Both of which are the Board agenda for final consideration/

##### **6. Finance**

Frutiger reported that everything on the Finance agenda is on the board agenda.

##### **7. Community Center**

Lemke reported (in the absence of Evensen) that the Community Center held their annual meeting. The main highlights of the meeting were, election of the 2022 Board of Directors was held and Todd Tatlock was nominated as President plus the Treasurer's report and overview of the 2022 budget was given.

#### **PUBLIC APPEARANCES – Public's opportunity to speak - none**

#### **NEW BUSINESS**

##### **A. LICENSES & PERMITS**

##### **B. REVIEW & ACTION**

##### **1. DISCUSS/CONSIDER APPROVAL OF A PRELIMINARY CSM COMBING PARCEL NO. 0712-214-4098-9 AND PORTION OF 0712-214-4067-6 AND 0712-214-5740-8 TO CREATE ONE (1) PARCEL**

Tebon stated that the Planning Commission approved the preliminary CSM with Out lot C and Out lot 57 being combined. Motion by Tebon and seconded to approve the preliminary CSM combining parcel no, 0712-214-4098-9 and portions of 0712-214-4067-6 and 0712-214-5740-8 to create one (1) parcel contingent upon Out lot C and Out lot 57 being combined into one (1) parcel too. All ayes, motion carried.

**2. DISCUSS/CONSIDER APPROVAL OF A ZONING AMENDMENT REQUEST TO PARCEL NO. 0712-214-4098-9 (23 W NELSON STREET) FROM R-2 SINGLE-FAMILY RESIDENTIAL AND PORTIONS OF PARCELS NO. 0712-214-4067-6 AND 0712-214-5740-8 FROM CO-1 CONSERVANCY TO C-1 COMMERCIAL BUSINESS DISTRICT**

Tebon reported that the Planning Commission reviewed and approved amending the zoning of parcel no. 0712-214-4098-9 (23 W Nelson Street) from R-2 Single-Family Residential and portions of parcel no. 0712-214-4067-6 and 0712-214-5740-8 from CO-1 Conservancy to C-1 Commercial Business District subject to Attorney Anderson conducting title work on these lots to determine there are no conflicts with doing this.

Motion by Tebon and seconded by Wilkinson to approved amending the zoning of parcel no. 0712-214-4098-9 (23 W Nelson Street) from R-2 Single-Family Residential and portions of parcel no. 0712-214-4067-6 and 0712-214-5740-8 from CO-1 Conservancy to C-1 Commercial Business District subject to Attorney Anderson conducting title work on these lots to determine there are no conflicts with doing this. All ayes, motion carried.

**3. DISCUSS/CONSIDER APPROVAL OF ADDING AN ADDITIONAL DAY TO THE PAID HOLIDAY LIST – FLOATING HOLIDAY**

The Personnel committee approved giving the Village Hall and Public Works staff an addition floating holiday so that they would have the same number as the library employees.

Motion by Wiczorek and seconded by Frutiger to approve allotting the Village Hall and Public Works staff an additional eight (8) hours off as a floating holiday. All ayes, motion carried.

**4. DISCUSS/CONSIDER APPROVING ELECTION INSPECTORS FOR THE 2022-2023 ELECTION CYCLE**

Motion by Wilkinson and seconded by Tebon approving the election inspectors for the 2022-2023 election cycle as presented. All ayes, motion carried.

**5. DISCUSS/CONSIDER APPROVAL OF THE 2022 POLICE CONTRACTED WAGES**

The Dane Co. Sheriff Deputy's association reopened their wage negotiation for 2022 resulting in a larger increase than the previous amount given to the Village. The increase resulted in the Village wage cost increasing from \$214,211.97 to \$217,453.26 an increase of \$3,241.29.

**COMMUNICATIONS/STAFF REPORTS**

**ADJOURN**

Motion by Wilkinson and seconded by Tebon to adjourn at 7:40 pm. All ayes, motion carried.

/S/

Elizabeth McCredie  
Village Administrator/Clerk-Treasurer

**These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.**

Village of Deerfield  
4 North Main Street  
PO Box 66  
Deerfield, WI 53531

RECEIVED

DEC 20 2021

VILLAGE OF DEERFIELD

Dear Village Board of Deerfield,

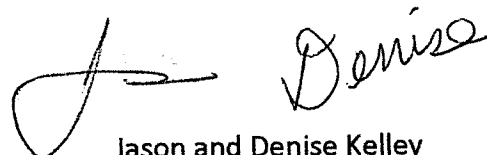
As citizens of Deerfield, we are writing to request that "No Parking" be posted in the Cul-de-Sac (CdS) of the north end of Whitetail Way.

We are requesting this because of the following:

- 1) Our mailbox has already been hit once (by a garbage/recycling truck trying to turn around) because of vehicles parked within the CdS, and it was quite the task to get the company to fix it.
  - a. There were numerous close calls this past summer with construction traffic/parking.
- 2) Plowing and snow placement
  - a. When cars are parked within the CdS where will the plow truck drivers place snow piles?
  - b. They can't put snow on the west side because of the fire hydrant.
  - c. They can't put it down the private road that goes to the Glacial Drumlin State Trail because that's not Village property.
- 3) Garbage/Recycling pickup
  - a. When vehicles are parked within the CdS it's hard for the truck drivers to turn around. Sometimes they have to complete a Y-turn and the reason why #1 happened.
- 4) Construction/Contractor parking
  - a. When/during construction, parking within the CdS makes it very crowded.
  - b. When/if 295 Whitetail Way gets developed there will be future congestion.
    - i. During construction of 294 Whitetail Way, we had contractors sometimes blocking our driveway. We never reported it, we just dealt with it.
- 5) Winter Parking Regulations within the CdS
- 6) Snowmobile owners
  - a. While we don't have snow this year, in the past, there have been snowmobile trailers parked in the CdS that use the Glacial Drumlin State Trail and therefore more congestion.
- 7) AirBnB customers parking within the CdS
  - a. While there is no law within the Village limits for the occupancy of an AirBnB in a single-family residence, parking within the CdS will lead to same issues as stated above (garbage/recycling pickup, snow removal, brush pickup, etc).
    - i. There is plenty of street parking outside of the CdS.

In conclusion, we understand you can't post "No Parking" in every CdS within the Village limits. But we would like to request that this be a "Special Circumstance" because of the previously mentioned reasons.

Thank you for your time with this request. Happy Holidays!



Jason and Denise Kelley  
302 Whitetail Way  
Deerfield, WI 53531

**Kelly Thompson + Mary Tarpey**  
242 Whitetail Way – Deerfield, Wisconsin

January 6, 2022

Elizabeth McCredie – Village Administer  
Village of Deerfield  
4 North Main Street  
Deerfield, Wisconsin 53531

RE: Petition to Eliminate On-Street Parking – Whitetail Way  
Objection / Opposition

Dear Ms. McCredie, Public Works Committee and Village Board Members,

We thank Ms. McCredie for advising us of the January 10, 2022 Public Works and Board Meetings today including an agenda item that impacts our property. Additionally, we thank her for giving us an opportunity to formally respond to the petition to eliminate parking within the Cul-de-sac at the north end of Whitetail Way.

We have great respect for our village leadership and for the time you give. By offering us the opportunity to articulate our objections in writing, we hope to mitigate the need for lengthy debate at a public meeting. Our attendance at these meeting can now simply be limited to questions board members may have. We understand that this correspondence will be included in the board meeting packets for next Monday's meetings if received by January 7<sup>th</sup> 2022 at 7:00am.

Furthermore, we have a deep respect for the Public Works employees tasked with caring for our streets and village owned property. Our interactions with them have been a blessing. The truth is, I am not equipped to do their work. Especially during the snow plowing season.

We are responding to the correspondence received on December 20, 2021 from the residents of 302 Whitetail petition to eliminate on-street parking in the cul-de-sac. It argues seven points for the new restriction:

- Mailbox preservation
- Snow Removal and Storage
- Garbage Recycling Pick-up
- Construction Parking
- Winter Parking Regulations
- Snowmobile Owners
- 294 Guest Parking

We do not intend to make lengthy counter arguments for each of their points. We will admit that navigation of large trucks in the cul-de-sac requires skill that I do not have. However, these challenges are not unique to this block. We would like you to consider our thoughts on the matters at hand.

1. Mailbox Preservation: 302 Whitetail's mailbox damage resulting a large truck must have occurred sometime before our acquisition of this property. What the petition fails to acknowledge: Our (294 Whitetail) mailbox is mounted to the same post as 302 Whitetail's, as directed by the USPS. *They do not speak on our behalf as we are not concerned about "Close-Calls".*
2. Snow Removal and Storage: *What is it the Village's policy in other cul-de-sacs within the village?* If we had chosen to place our curb cut on the cul-de-sac as 295 might, Snow would require trucking to another location and not stored locally. This is a concern regardless of on-street parking availability.
3. Garbage Pick-up: The challenges in this cul-de-sac should be common to any cul-de-sac and occurs once a week. *Does this warrant a blanket restriction for on-street parking?*
4. Construction Parking: *Does a standing parking prohibition for short-term disruption seem to be good public policy? There is one lot left to develop.*
5. Winter Street Regulations: *Are winter parking regulations any different for cul-de-sacs: Odd / Even Street Parking for a time at night?*
6. Snowmobile Owners: We share the concern of snowmobilers. However, it is limited to utilizing the private road and our easement to access the trail. *Is this not a private property matter?* The private road owner with our cooperation is in the process of clearly identifying the road as private. To eliminate parking as a deterrent to this activity is not necessary.
7. Guest Parking: This is the crux of the issue. It is clear that opposition to parking is directed at our visitors. Which begs the question: *If we were a (3-4) vehicle home as many on this street are and utilize this on-street parking every day, would this still be their concern?*

In closing, we purchased this beautiful property, unwanted by most, and developed it in a creative way to maximize its value and build our retirement home. This greatly improved the value of this lot and all the neighboring lots.

We chose to have driveway access to our lot off the private street and received the necessary approvals to do so. The purpose of this was multifaceted. But for the purposes of this subject matter, this design decision was made to provide us with equitable parking opportunities as every other property on the street.

*We argue that prohibition of on-street parking will only serve to negatively impact our property value. The rare occasion that a parked vehicle on the street on an early Tuesday morning, complicating trash removal, resulting in the impending doom to "our" mailbox, does not concern us. Otherwise, we do not believe anyone will benefit from a permanent restriction for short term, common challenges.*

Sincerely,

Kelly+Mary

Village of Deerfield  
4 North Main Street  
P.O. Box 66  
Deerfield, WI 53531

Dear Village Board of Deerfield,

My wife and I understand you have received a letter from a resident in our neighborhood asking the Village to post "No Parking" signs on the Cul-de-Sac (CdS) on the north end of Whitetail Way.

As citizens of Deerfield, and residents of that neighborhood, we are requesting you not to put no parking signs on the CdS. Granted my wife and I reside further down from the CdS and whether or not there is parking allowed in the CdS will not directly impact us directly (it might indirectly if parking is restricted on the CdS), the parking situation in the CdS is not the reason for our concern! But before we voice our concern, let us comment on the concerns voiced in the letter you received:

1. Mailbox damage – restricting parking in the CdS will not improve the ability of the driver of a garbage truck or snowplow. Granted it might make it easier to navigate the CdS, but it surely will not improve their driving skills. Any damage should be taken up with the company involved. Restricting the use of a public road to eliminate this problem is not the answer.
2. Plowing and snow placement – we do not see how restricting the use of a public road will fix this problem. Where does the snow go from the many other CdS's in Deerfield and/or in other communities, especially those that have houses completely around the CdS? This can not be a problem unique to our CdS, and we are fairly confident restricting parking has not been considered as a solution to this particular problem in those other CdS's.
3. Garbage/Recycling pickup – The drivers of these vehicles are required to be licensed by the State of Wisconsin and again, we believe that in order to obtain such a license one must demonstrate the ability to successfully navigate a "Y" turn. If a driver is not able to do a safely execute a "Y" turn then there is a bigger issue than parking in a CdS! This situation is something that may need be brought to the Village's attention for them to address this with the contractor. If this is truly an issue, driver's unable to navigate a "Y" turn and/or the contractor can not properly train his drivers, then how about a "no parking sign" from "6am to 8am" on Tuesdays (collection day) as a compromise? Let's not limit the use of a public roadway the other 166 hours in a week to make sure a garbage truck driver doesn't have to try to execute a "Y" turn!
4. Construction/Contractor Parking – You are being asked to limit/restrict the use of a public road for a situation that a) may never happen if the lot at 295 Whitetail Way never sells and/or b) even if it did sell and there was "congestion" it would be temporary in nature. We see no reason to permanently restrict parking on the CdS for such a situation.
5. Winter Parking Regulations - ? We are at a loss to figure out how not allowing parking on the CdS in anyway has anything to do with Winter Parking Regulations? The Regulations seem pretty clear and easy to follow....park on the side of the road with even numbers on the even days and park on the side of the street with odd numbers on the odd days. We are not sure why this would be an argument for not having any parking on the CdS?
6. Snowmobile owners – honestly, we have lived here since April 2016 and have not seen this occur. We can't say that there have never been a snowmobile trailer parked in the CdS but we can say we've never seen one or at least didn't notice a problem with them there. We can't imagine there are all too may snowmobilers that even know about Whitetail Way or that is butts up against the trail, I would think the majority of the snowmobilers use the access on Hwy 73 or in Cottage Gove. We could be wrong and

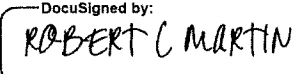
probably are, but again, we ask, is something that occurs maybe a few times during the winter months worth restricting the use of a public roadway all year round?

7. AirBnB – at last we arrive at what we feel the real issue is here; the AirBnB in our neighborhood. Without voicing our thoughts on the AirBnB, the timing of this request seems to be a bit suspect. It appears the request you received is part of an on-going attempt to restrict, by whatever means necessary we guess, the legal use of a private residence because “you don’t like it”. THAT is exactly what we have an issue with. This is a very slippery slope! Once you start down this path you open the door for any number of objections from folks about what other folks do legally with their private residences. HOA restrictions are in place to protect property values, Village rules/laws are in place to protect the welfare and safety of the population. If someone is using their property in a way that does not violate either HOA restrictions or the rules/laws of the community, to then allow someone to try to limit that usage via other “means”, simply because they may not like how it is being used, seems to me to be infringing on the rights of the property owner and such actions should not be allowed and certainly should not be condoned by a Government body subsequently restricting the use of a public road because of it.

Again, we are not going to go into whether we think the AirBnB should be allowed or not, to us that is not the point here and it is not really our concern! The concern for us is one person trying to limit or restrict what someone else can legally do with their home; a home they designed and built that meets all restrictions and codes/rules/laws for use. Today it is the AirBnB, tomorrow it could be something else and who knows where it goes from there!

We would encourage the Village to not entertain this request to restrict the use of the public CdS on the north end of Whitetail Way.

Sincerely,

DocuSigned by:  
 1/6/2022  
4BED6CC79F1444B...

Bob and Mary Martin  
354 Whitetail Way  
Deerfield, WI 53531



**Village of Deerfield, Wisconsin  
RESOLUTION NO. R2021-01**

**VILLAGE BOARD OF THE VILLAGE OF DEERFIELD**

**A RESOLUTION CREATING FOR EMPLOYEES A COVID-19 SICK LEAVE BANK**

WHEREAS, on January 19, 2021, Governor Tony Evers issued Executive Order 104 which proclaimed that a public health emergency, as defined in Section 323.02(16) of the Wisconsin Statutes, exists for the State of Wisconsin related to the COVID-19 pandemic;

WHEREAS, the federal government passed the Family First Coronavirus Recovery Act (FFCRA) in 2020 which mandated that employers provide up to eighty (80) hours of extended sick leave for employees, with exceptions, to use in circumstances related to COVID-19;

WHEREAS, the FFCRA expired on December 31, 2020 without the ability for employees to carry over any unused extended sick leave;

WHEREAS, the COVID-19 pandemic is expected to continue throughout 2021;

WHEREAS, the Village of Deerfield requires employee who are exposed to or have contracted COVID-19 to quarantine so as to not increase the spread of the virus to the public and co-employees;

WHEREAS, the Village of Deerfield had exempted certain emergency responders from receiving FFCRA benefits and instead adopted an Emergency Responder Sick Leave policy for those emergency responders to use during 2020, but which has now expired;

WHEREAS, the Village of Deerfield wishes to continue the same form of extended sick leave as had been available under FFCRA to all of its employees to encourage them to quarantine when required under Village protocol and to provide them with a source of compensation when they are not able to work because of COVID-19;

BE IT THEREFORE RESOLVED by the Village Board of the Village of Deerfield

The Village will provide all Village employees with up to eighty (80) hours of additional paid leave in the form of COVID-19 Sick Leave for use by employees who are unable to work or telework for the following reasons:

- The employee is subject to a federal, state or local quarantine or isolation related to COVID-19 issued by the CDC, DHS or Dane County Health Department.
- The employee has been advised by a healthcare provider to self-quarantine due to concerns related to COVID-19.
- The employee is experiencing COVID-19 symptoms and is seeking medical diagnosis.
- The employee tests positive for COVID-19.
- The employee is caring for a member of the immediate family living in the household who has tested positive for COVID-19.

Part-time employees will receive a pro-rata benefit based upon hours worked as compared to full-time.

An employee requesting COVID-19 Sick Leave must provide sufficient documentation to support such leave under the above criteria. The Village may request additional documentation in making its determination whether to grant COVID-19 Sick Leave.

Employees who are eligible for and are offered the vaccination for COVID-19, but refuse that vaccination, are not eligible for the COVID-19 sick leave benefit.

Employees may also use their earned but unused paid time off for any of the reasons set forth above.

Employees requesting COVID-19 Sick Leave must submit that request in writing to Elizabeth McCredie.

The COVID-19 Sick Leave will be administered and interpreted in the sole discretion of the Village, consistent with the regulations implemented with respect to the extended paid sick leave provisions of the FFCRA.

This COVID-19 Sick Leave is effective January 1, 2021 and expires on December 31, 2021.

There is no carryover of unused COVID-19 Sick Leave and any unused leave will for forfeited as of 11:59 p.m. on December 31, 2021.

Adopted this 25th day of January, 2021  
Village of Deerfield  
Dane County, Wisconsin

\_\_\_\_\_  
Gregory Frutiger, Village President

Attest: \_\_\_\_\_  
Elizabeth J. McCredie, Village Clerk-Treasurer

Dated: \_\_\_\_\_