



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that a public meeting will be held on the date, time and location shown below. Upon attaining a quorum of members, all items listed on the agenda shown below may be considered (discussed and/or acted upon).

Regular/Special:

Finance & Licensing Committee

Date and Time:

Monday, February 26, 2024 at 6:45 pm

Location:

Deerfield Village Hall, 23 West Nelson St., Deerfield, WI

Members:

Greg Frutiger, Scott Tebon, Gary Wieczorek

(Number of Members needed to meet quorum requirements: 2)

1. Roll Call
2. Announcements
 - a. The next regularly scheduled meeting is January March 11, 2024 at 6:45 pm
3. Approval of the February 26, 2024 Finance & Licensing Agenda
4. Minutes of the February 12, 2024 Meeting
5. New Business
 - a. Approval of any Vouchers over \$25,000.
 - b. Review of Village Checks issued from February 7, 2024 – February 21, 2024.
 - c. Recommendation on issuance of an operator's license for the period of February 27, 2024 – June 30, 2024 for: Christine Autenrieth Urick - Deerfield Grille
 - d. Recommendation on a request for a Temporary Class "B" liquor license for the Deerfield Chamber of Commerce to hold Music in the Park at the Fireman's Park pavilion located at Park Drive, Deerfield, WI on June 7, 2024, and August 17, 2024.
6. Adjournment

Todd Willis

Administrator/Treasurer

Notice Posted: February 22, 2024 at 2 pm

ANY PERSON WHO HAS A QUALIFYING DISABILITY AS DEFINED BY THE AMERICANS WITH DISABILITY ACT THAT REQUIRES THE MEETING OR MATERIALS TO BE IN AN ACCESSIBLE LOCATION OR FORMAT, MAY CONTACT THE VILLAGE CLERK AT (608) 764-5404 OR 23 W. NELSON ST., FOR ACCOMMODATIONS. REQUESTS FOR ACCOMMODATIONS FOR MEETINGS SHOULD BE MADE AT LEAST THREE (3) BUSINESS DAYS IN ADVANCE OF THE MEETING. EVERY EFFORT WILL BE MADE TO ARRANGE ACCOMMODATIONS FOR ALL MEETINGS.

Note: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in this notice.



MINUTES OF AN OFFICAL MEETING:

Notice is hereby given that a public meeting will be held on the date, time and location shown below. Upon attaining a quorum of members, all items listed on the agenda shown below may be considered (discussed and/or acted upon).

Regular/Special: *Finance & Licensing Committee*

Date and Time: *Monday, February 12, 2024 at 6:45 pm Location: Deerfield Village Hall, 23 West Nelson St., Deerfield, WI*

Members Present: *Greg Frutiger, Scott Tebon, Gary Wieczorek*

Members Excused:

Others Present: *Todd Willis – Village Administrator/Treasurer, Marissa – Village Clerk/Deputy Treasurer, Trustee Hewitt, Trustee Curtis, Trustee Dunnington, Trustee Evensen*

1. Roll Call

The Village of Deerfield Finance & Licensing Committee was called to order at 7:00 pm and Roll Call was taken.

2. Announcements

- a. The next regularly scheduled meeting is February 26, 2024 at 6:45 pm

3. Approval of the February 12, 2024 Finance & Licensing Agenda

Motion by Member Tebon, seconded by Member Frutiger to approve the agenda for the Finance & Licensing Committee February 12, 2024. Motion carried 3-0

1. Approval of the January 22, 2024 Meeting Minutes

Village Clerk Aravena notes a clerical error on the minutes, which was noting a clerical error from the agenda under Announcements from January 22, 2024. The original posted agenda had the next meeting listed as January February 12, 2024. The minutes reflected the removal of January, but mistyped the date as the 23 instead of the 12. Corrected Minutes are posted on the website.

Motion by Member Tebon, seconded by Member Frutiger to approve minutes of the January 22, 2024 Finance & Licensing Committee. Motion carried 2-0-1 (Wieczorek abstaining)

2. New Business

- a. Approval of Vouchers over \$25,000.
None

- b. Review of Village Checks issued from January 22, 2024 – February 6, 2024.

Member Tebon asked about Boardman & Clark and commented it seemed higher than normal. Administrator Willis explained the invoice included services from November 2023 to now. Member Tebon then asked about Glatfelter check and Mr. Willis explained that was the Fire Commission 2% dues. Member Frutiger asked about Municipal Well & Pump check and Mr. Willis explained it was for the lift station that sustained damage during the surge. Trustee Evensen, who was in attendance, inquired about the Hach Company check, Administrator Willis explained that was for the AMI update and included the Core & Main LP check was also part of the update.

Motion by Member Tebon, second by Trustee Frutiger to approve the Village checks issued from January 22, 2024 – February 6, 2024. Motion carried 3-0

- c. Recommendation on issuance of an operator's license for the period of February 13, 2024 – June 30, 2024 for: Shaelyn Clostermery Deerfield Grille, Patricia Kraiss Deerfield Grille, Tammy Fuller Deerfield Grille, Angela Sullivan Deerfield Grille, Andrew Campbell Deerfield Grille, Rhea Guild Deerfield Grille

Administrator Willis explained all the application were processed and looked at by the Village Clerk and the Deputies and recommended approval.

Motion by Member Frutiger, second by Member Tebon to recommend issuance of the operators' licenses for the period of February 13, 2024 – June 30, 2024 for: Shaelyn Clostermery Deerfield Grille, Patricia Kraiss Deerfield Grille, Tammy Fuller Deerfield Grille, Angela Sullivan Deerfield Grille, Andrew Campbell Deerfield Grille, Rhea Guild Deerfield Grille. Motion carried 3-0

- d. Request by Fire Department/Truck Committee for discussion and possible action for the purchase of a fire truck

Item was tabled by Committee for discussion at the Board level and confirmed it was on the Village Board agenda for tonight.

6. Adjournment

Motion made by Member Tebon, seconded by Member Frutiger to adjourn the Finance & Licensing Committee meeting at 7:30 pm. Motion carried 3-0

Respectfully submitted by:
Marissa Q Aravena
Village Clerk/Deputy Treasurer

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/24	02/15/2024	58906	2762	1901 INC	100-21210	210.00
02/24	02/15/2024	58907	25	ALLIANT ENERGY/WPL	602-21210	15,755.06
02/24	02/14/2024	58908	2360	AMERICOLLECT, INC	100-21210	100.00
02/24	02/15/2024	58909	50	ANDERSON, DEREK	100-21210	565.00
02/24	02/15/2024	58910	380	APG OF SOUTHERN WISCONSIN	100-21210	22.71
02/24	02/15/2024	58911	2672	ARAVENA, MARISSA	100-21210	530.99
02/24	02/15/2024	58912	2392	BEAR GRAPHICS	601-21210	1,619.61
02/24	02/15/2024	58913	1637	BOARD OF COMM OF PUBLIC LANDS	511-21210	254,503.94
02/24	02/15/2024	58914	140	CINTAS CORPORATION LOC.446	602-21210	286.56
02/24	02/15/2024	58915	2336	COMPASS MINERALS AMERICA	100-21210	7,723.19
02/24	02/15/2024	58916	2461	CORE & MAIN LP	601-21210	10,776.48
02/24	02/15/2024	58917	2118	CT LABORATORIES	602-21210	462.00
02/24	02/15/2024	58918	1268	D & D SIDING & CONSTRUCTION	203-21210	1,200.00
02/24	02/15/2024	58919	2263	DANE CO TREAS-POLICE CONTRACT	100-21210	1,012.00
02/24	02/15/2024	58920	1803	DANE CO TREASURER	100-21210	349.45
02/24	02/15/2024	58921	2049	DANE CO TREASURER - TAXES	700-21210	160,791.22
02/24	02/15/2024	58922	230	DEERFIELD COMMUNITY CENTER	100-21210	24,000.00
02/24	02/15/2024	58923	235	DEERFIELD COMMUNITY SCHOOLS	700-21210	543,923.75
02/24	02/15/2024	58924	1419	FRITSCH, LEAH	205-21210	1,645.00
02/24	02/15/2024	58925	370	HELLENBRAND'S ACE HARDWARE	100-21210	80.97
02/24	02/15/2024	58926	415	INSTY-PRINTS	100-21210	338.66
02/24	02/15/2024	58927	1100	MATC	700-21210	38,583.36
02/24	02/15/2024	58928	510	MILLER-BRADFORD & RISBERG	100-21210	350.00
02/24	02/15/2024	58929	540	NELSON-YOUNG LUMBER COMP.	411-21210	47.30
02/24	02/15/2024	58930	2420	PARK BANK	202-21210	20.40
02/24	02/15/2024	58931	1657	PITNEY BOWES	100-21210	444.30
02/24	02/15/2024	58932	405	SAFEBUILT, LLC LOCKBOX #88135	100-21210	1,752.50
02/24	02/15/2024	58933	2339	SCHUMACHER, BRYON	100-21210	42.98
02/24	02/15/2024	58934	515	SECURIAN FINANCIAL GROUP INC	100-21210	167.92
02/24	02/15/2024	58935	795	WE ENERGIES	601-21210	204.77
02/24	02/15/2024	58936	805	WI DEPT OF JUSTICE	100-21210	49.00
02/24	02/14/2024	58937	2190	WI SCTF	100-21210	500.00
02/24	02/15/2024	58938	820	WI STATE LABORATORY OF HYGIENE	601-21210	29.00
02/24	02/15/2024	58939	2158	WOLLIN, JEREMY W.	100-21210	221.20
Grand Totals:						1,068,309.32

Rec
2-21-24

Application for an "Operator's" License
To Serve or Sell Fermented Malt Beverages and Intoxicating Liquors
Deerfield, WI

☒ New ☐ Renewal

Date 2/14/24, 2024

I, the undersigned, do hereby respectfully make application to the local governing body of the Village of Deerfield, County of Dane, Wisconsin for a License to serve and/or sell, from date hereof to **June 30, 2024** inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32 (2) and 125.68 (2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale or service of such beverages and liquors if a license be granted to me.

Answer the following questions fully and completely:

Name of employer for which license is intended DEERFIELD GRILLE LLC

Name of Applicant Christine Autenrieth Unick Phone 630-336-9418
First (legal) Middle Last

Address of Applicant 18 Oakridge Trail

*Date of Birth 5/7/68 *Sex F *Race W

*Driver's License Number 1 State issued out of WI

As required by WI Statutes Section 125.17 (6), have you completed the Beverage Server Training Course? yes

If so, where? Serving Alcohol

Have you been convicted of a felony or any alcohol-related or drug-related misdemeanor? ☒ NO ☐ YES

If yes, date of such conviction _____ Name of Court _____

Nature of offense _____

Have you been convicted of violating any law or ordinance regulating the sale of Fermented malt beverages or intoxicating liquors?

☒ NO ☐ YES - Date and Nature of violation _____

Have you ever had a license to serve alcohol beverages suspended or revoked, or surrendered the license in lieu of suspension or revocation? ☒ NO ☐ YES If yes, provide the place and date _____

Have you been convicted of operating a motor vehicle while intoxicated? ☒ NO ☐ YES - Date(s) _____

☒ Photo ID or copy provided

Fees: ☒ \$32.00 annual (\$25 License/\$7 History Search) I understand that the fee is not refunded if this application is denied.

* We request this information so we can verify your criminal and driving history. pd Cash 32
+ 10 prelatinal
\$42

STATE OF WISCONSIN
Dane County

Christine Autenrieth Unick, being first duly sworn on oath says that (s)he is the person who made and signed

Christine Autenrieth Unick
Applicant print name here
the foregoing application for an operator's license; that all the statements made by the applicant are true.

X Christine Autenrieth Unick
Applicant sign here

Subscribed and sworn to before me this 21
day of Feb., 20 24

Barbara A Smith
Notary Public, 9.11.24 County, Wisconsin

The Deerfield Police Department conducted a background check on: <u>2-21-2024</u>		
Recommendation:	<input checked="" type="checkbox"/> I recommend approval of the license <input type="checkbox"/> I recommend refusal of the license	Records: <input checked="" type="checkbox"/> records attached <input type="checkbox"/> no record
Explanation:		
Officer Signature:	<u>DEPUTY J. FES #2084</u>	Approved by Village Board:

Serving Alcohol

is proud to present this certificate to

Christine Autenrieth

for successful completion of the online course



Wisconsin Alcohol Seller/Server Course

PERSONS COMPLETING THIS COURSE HAVE AGREED TO EXECUTE THE FOLLOWING POLICIES TO THE BEST OF THEIR ABILITIES.

- CARD ANY PERSON 35 YEARS OF AGE OR YOUNGER
- OBSERVE AND REPORT ANY CUSTOMER SHOWING SIGNS OF POSSIBLE IMPAIRED BEHAVIOR TO MANAGEMENT
- RESPOND IMMEDIATELY TO ANY POSSIBLE PROBLEM SITUATION
- DETERMINE THE PEOPLE ENTERING THE PREMISES TO CONSUME ALCOHOL ARE OF LEGAL ALCOHOL DRINKING AGE AND RECORD THEM IF THERE IS ANY QUESTION ABOUT THEIR AGE
- ENSURE A PERSON MATCHES THEIR VALID LEGAL IDENTIFICATION

This is a Wisconsin Department of Revenue approved Responsible Beverage Server Training Course in compliance with Sec. 125.17 (6), 134.66 (2m), and 125.04 (5) (a) 5. Wis. Stats.

Verify online at
servingalcohol.com

Verification Code

DOvVVcwsB

Date Issued

Feb 21st, 2024

VALID FOR 2 YEARS

This is not a Wisconsin operators/bartenders license.

This certificate will be requested to obtain a Wisconsin operators/bartenders license from the Wisconsin city clerk's office in the municipality where you are working.

Find your city clerk's office here: <https://elections.wi.gov/clerks/directory>

Wisconsin Alcohol Seller/Server Course

Name: Christine Autenrieth

Certification Date: Feb 21st, 2024

Certificate Code: DOvVVcwsB

Verify Online: servingalcohol.com

125.17(6), 134.66 (2m), 125.04(5)(a)5 Wis. Stats.

SERVING ALCOHOL INC

VALID FOR 2 YEARS

Learn more about this wallet card at <http://servingalcohol.com/wallet-card>

PAID

RECEIVED

FEB 16 2024

FEB 15 2024 4

VILLAGE OF DEERFIELD

VILLAGE OF DEERFIELD

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions

FEE \$10.00

Application Date 02/13/2024

☐ Town ☒ Village ☐ City of Deerfield

County of Dane

The named organization applies for: (check appropriate box(es))

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 06/07/2024 and ending 06/07/2024 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club☐ Church☐ Lodge/Society☐ Veteran's Organization☐ Fair Association or Agricultural Society☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Deerfield Chamber of Commerce

(b) Address PO Box 102 Deerfield WI 53531

(Street)

☐ Town☒ Village☐ City

(c) Date organized 01/01/1980

(d) If corporation, give date of incorporation

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Leah Fritche - 205 W Madison St Lake Mills WI 53551

Vice President Tessa Dunnington - 115 Bue St Deerfield WI 53531

Secretary Mindy Halverson - 1109 Rothie Rd Deerfield WI 53531

Treasurer Stephanie Schwarz - 7 Gale Ct Madison, WI 53704

(g) Name and address of manager or person in charge of affair: Tessa Dunnington 115 Bue St Deerfield, WI 53531

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Fireman's Park Drive Deerfield WI

(b) Lot

Block

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Beer will be consumed in a designated area west around the pavilion. Beer will be sold out of the pavilion on the south end.

3. Name of Event

(a) List name of the event Music in the Park

(b) Dates of event 06/07/2024

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Tessa Dunnington
(Signature / Date)Deerfield Chamber of Commerce
(Name of Organization)

Date Filed with Clerk 2-15-24

Date Reported to Council or Board

Date Granted by Council

License No.

AT-215 (R 8-19)

Wisconsin Department of Revenue

CHECK COMPLETED BY DEPUTY J. FLESS 4/2024 ON 02-21-2024 - APPROVED FOR ALL

PAID

RECEIVED

FEB 16 2024

FEB 15 2024

VILLAGE OF DEERFIELD

VILLAGE OF DEERFIELD

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$10.00

Application Date 02/13/2024

☐ Town ☒ Village ☐ City of Deerfield

County of Dane

The named organization applies for: (check appropriate box(es))

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 08/17/2024 and ending 08/17/2024 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club☐ Church☐ Lodge/Society☐ Veteran's Organization☐ Fair Association or Agricultural Society☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Deerfield Chamber of Commerce

(b) Address PO Box 102 Deerfield WI 53531

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Treasurer Stephanie Schwarz - 7 Gale Ct Madison, WI 53704

(g) Name and address of manager or person in charge of affair Tessa Dunnington 115 Bue St Deerfield, WI 53531

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Fireman's Park Drive Deerfield WI

(b) Lot Block

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

Beer will be served part of the South end of the Pavilion.
Beer will be consumed in a designated area in and around the Pavilion.

3. Name of Event

(a) List name of the event Music in the Park

(b) Dates of event 08/17/2024

DECLARATION

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Officer

Tessa Dunnington
(Signature / Date)Deerfield Chamber of Commerce
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