

**FINANCE COMMITTEE AGENDA  
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE FINANCE COMMITTEE OF THE VILLAGE OF DEERFIELD TO BE HELD AT THE  
DEERFIELD FIRE STATION, 305 N INDUSTRIAL PARK ROAD, DEERFIELD, WISCONSIN  
SEPTEMBER 13, 2021 AT 6:45 P.M.**

- I. CALL TO ORDER – NOTING OF ROLL BY CLERK**
- II. CONSENT AGENDA**
  - A. APPROVAL OF MINUTES FROM AUGUST 23, 2021**
  - B. APPROVAL OF VOUCHERS**
- III. PUBLIC APPEARANCES**
  - A. PUBLIC COMMENTS**
- IV. NEW BUSINESS**
  - A. LICENSES & PERMITS**
  - B. REVIEW & ACTION**
    - 1. DISCUSS/CONSIDER WRITING OFF DELINQUENT 2020 & 2021 PERSONAL PROPERTY TAXES**
    - 2. DISCUSS/CONSIDER REFUND OF RECONNECTION FEE REQUEST**
- V. STAFF REPORTS**
- VI. 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 FINANCE 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 FINANCE 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) 9/10/2021 (Mun. Bldg, Library, Bank)

**FINANCE COMMITTEE MINUTES  
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE FINANCE COMMITTEE OF THE VILLAGE OF DEERFIELD HELD AT THE  
DEERFIELD FIRE STATION, 305 N INDUSTRIAL PARK ROAD, DEERFIELD, WISCONSIN  
AUGUST 23, 2021 AT 6:45 P.M.**

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

The meeting was called to order at 6:45 by President Frutiger. Roll call: Tebon, Wilkinson and Frutiger present.

**CONSENT AGENDA**

Motion by Tebon and seconded by Wilkinson to approve the August 23, 2021 agenda as posted. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM AUGUST 9, 2021**

Motion by Tebon and seconded by Wilkinson to approve the minutes from August 9, 2021 as written. All ayes, motion carried.

**B. APPROVAL OF VOUCHERS**

The committee reviewed the list of invoices submitted for payment.

Motion by Wilkinson and seconded by Tebon to approve and recommend to the Village Board payment of check #56604 to #56646 totaling \$97,423.73. All ayes, motion carried.

**PUBLIC APPEARANCES**

**A. PUBLIC COMMENTS - none**

**NEW BUSINESS**

**A. LICENSES & PERMITS**

**1. CONSIDER A REQUEST FOR A TEMPORARY CLASS “B” RETAILER’S LICENSE FROM THE DEERFIELD FIRE DEPARTMENT ON SEPTEMBER 11, 2021 AND THE DEERFIELD LIONS CLUB ON SEPTEMBER 25, 2021**

The committee reviewed the temporary Class “B” Retailer’s license requests from the Deerfield Fire Department and the Deerfield Lions Club and found no issues with approving the licenses.

Motion by Wilkinson and seconded by Tebon to approve and recommend to the Village Board issuance of a temporary Class “B” Retailer’s license to the Deerfield Fire Department on September 11, 2021 and to the Deerfield Lions Club on September 25, 2021. All ayes, motion carried.

**2. CONSIDER A REQUEST FOR AN OPERATOR’S LICENSE FOR THE PERIOD OF AUGUST 24, 2021 TO JUNE 30, 2022 FOR THOMAS E LOHMILLER AND ANDREW J GROSVOLD**

The Committee reviewed the Operator license request from Thomas Lohmiller and Andrew Grosvold and had no issues with approving them.

Motion by Tebon and seconded by Frutiger to approve and recommend to the Village Board issuance of an Operator’s license for the period of August 24, 2021 to June 30, 2022 for Thomas E Lohmiller and Andrew J Grosvold. All ayes, motion carried.

**STAFF REPORTS - none**

**ADJOURN**

Motion by Tebon and seconded by Wilkinson to adjourn at 6:48 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk/Treasurer

**TO: Finance Committee**  
**FR: Elizabeth McCredie**

Finance Meeting Date: September 13, 2021

**AGENDA ITEM: WRITE-OFF OF 2020/2021 DELINQUENT PERSONAL PROPERTY TAXES**

Currently the Village has \$80 83 in unpaid personal property taxes. Included with this memo is a breakdown of the delinquent amounts and who has not paid them.

On August 4, 2021 a certified letter was mailed to these individuals, informing them of the amount of the delinquency due plus the amount of interest owed if paid by August 13, 2021.

I'm looking to see if the Finance committee wishes to write off these amounts or to have Attorney Anderson pursue the collection legally. If the committee agrees to write off the amounts, I have allocated \$200 in the 2021 budget to account for this. If approved I will add this as an agenda to the September 27<sup>th</sup> board agenda for final consideration.

If you have and questions on this issue prior to the meeting, feel free to contact me at Village Hall, at 764-5404 or email: [mccredie@deerfieldwi.com](mailto:mccredie@deerfieldwi.com).

Liz

	Paid	Written Off	Charge back
<b>Total for 2020</b>			
Kevin Robinson	25.95		25.95
<b>Total for 2021</b>			
Donald & Kim Holman	23.78		23.78
Kevin Robinson	27.44		27.44
Ryan Brothers Ambulance	3.66		3.66
Two Grandmas & A Bunch of Kids			0.00
			80.83

**TOTAL DEL PP TAXES** 80.83

0.00	0	0	80.83
------	---	---	-------

August 25, 2021

Village of Deerfield  
Financial Committee  
4 N Main St, Deerfield, WI 53531

RECEIVED  
AUG 26 2021  
VILLAGE OF DEERFIELD

To Whom This May Concern,

We are requesting a refund of our \$36 reconnection fee due to having our water shut off at 12 Savannah Parkway. The reason the water had been turned off was due to a change in procedure from the United States Postal Service. For six years, we have had our check for each month's water bill sent by check directly by our banking institution to 4 N. Main St. For these past six years, we have had no problems and have paid our bill each month to the full amount. Due to this change, we failed to pay our water bill for the first time in six years. If we would have known, we would have made the proper arrangement to update the payment mailing address. Those arrangements would have allowed us to make proper payment and would not have resulted in the village disconnecting our water due to the July and August check being returned to the bank as undeliverable, which takes weeks due to the delays in the postal service and receiving the notification from the bank.

If the Village was aware of this change in the postal services the water shut off letter could have included this as well. While the likelihood of this ever occurring in the future is small, having a statement in the water shut off letter to prompt residents to double check the mailing address where the payment was sent and notifying them that mail will no longer be delivered to 4 N. Main St could have also prevented checks from being returned by the postal service.

Thank you for taking the time to review this letter and we look forward to the response in regards to a refund.

Thank you,

Lucas and Jessica Bulman  
12 Savannah Parkway  
Deerfield, WI 53531