

**VILLAGE OF DEERFIELD
NOTICE OF PUBLIC WORKS COMMITTEE MEETING
AUGUST 8, 2022**

**The Public Works Committee will meet on the above date at 6:15pm at the
Deerfield Fire Station, 305 N Industrial Park Rd, Deerfield, WI.**

Agenda as follows:

I. CALL TO ORDER – NOTING OF ROLL BY CLERK

II. CONSENT AGENDA

A. APPROVAL OF MINUTES FROM JULY 11, 2022

III. PUBLIC APPEARANCES – Public’s opportunity to speak

IV. NEW BUSINESS

A. RESOLUTION

B. REVIEW & ACTION

- 1. DISCUSS/CONSIDER TREE REMOVAL REQUEST FROM BCP**
- 2. DISCUSS/CONSIDER REQUEST FROM DEERFIELD LIONS CLUB FOR USE OF
FIREMEN’S PARK ON SEPTEMBER 24, 2022**
- 3. DISCUSS/CONSIDER PREFORMANCE BOND REFUND REQUEST – KELLY SANTIAGO**

V. STAFF REPORTS

Administrator Updates:

Public Works Director Updates:

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 PUBLIC WORKS 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 PUBLIC WORKS 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 8/5/2022

**VILLAGE OF DEERFIELD
PUBLIC WORKS COMMITTEE MINUTES
JULY 11, 2022**

CALL TO ORDER – NOTING OF ROLL BY CLERK

The meeting was called to order 6:15 pm by President Frutiger. Roll call: Tebon, Gullickson, and Frutiger present.

CONSENT AGENDA

Motion by Tebon to approve the July 11, 2022 agenda as posted, seconded by Frutiger. Motion carried with a voice vote of 3-0-0.

A. APPROVAL OF MINUTES FROM JUNE 13, 2022

Motion by Frutiger to approve the minutes from June 13 2022 as written, seconded by Tebon. Motion carried with a voice vote of 3-0-0.

PUBLIC APPEARANCES – Public’s opportunity to speak - none

NEW BUSINESS

A. RESOLUTION

B. REVIEW & ACTION

1. DISCUSS/CONSIDER REQUEST FROM BCP

Tim Lewer, from BCP, informed the committee that during the last storm several trees, located on the east side of the pond, were blown over onto their property which they cleaned up. However, they are still concerned with several more trees remaining on the east side of the pond that are leaning, obstructing and hitting their semis and are looking for assistance from the Village to remedy this problem. The committee questioned if the trees are on Village property and requested that McCredie contact the Village Engineer to see if they had any way to identify where the property line is. This agenda item was table to the next Public Works meeting.

STAFF REPORTS

Administrator Updates:

Public Works Director Updates:

- The Sager Street mill and overlay project has started and they hope to have it paved by Wednesday. They will also pave the patch on Lake Street at the same time
- Public Works staff had a lot of tree clean-up after the last storm
- American Leak Detection was called in to track down a recent watermain break was. They discovered that the loss was coming from a broken water lateral that serves the WWTP. The lateral, that was installed when the plant was built and runs along the creek, broke due to the rocks rubbing against the lateral. There was around one million gallons of water lost.

ADJOURN

Motion by Tebon to adjourn at 6:37 pm, seconded by Frutiger. Motion carried with a voice vote of 3-0-0.

/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.



DEERFIELD
LIONS CLUB
CHILI FEST
2022

prelim plan 4

FIREMAN'S PARK
DEERFIELD, WISCONSIN

-  QTY 24 chili teams
-  QTY 42 market vendors*
-  QTY 18 farmers market vendors
-  QTY 120+ car show spaces
-  QTY 20 tractors



Elizabeth McCredie

From: Brian Berquist <brian@tcengineers.net>
Sent: Tuesday, August 2, 2022 7:35 AM
To: Elizabeth McCredie
Subject: RE: Determination of Property Lines for BCP on River Birch Ct.

Liz-

We had some old drawings from when that site was developed which show the property line about 12 feet from back of curb in that stretch.

Is timing critical? We could do some searching for property corners with our metal detector in the next 2-3 weeks. My guess is that a bunch of those trees are going to be half on Village land and half on BCP land (especially the ones rubbing on the trucks), so likely some sharing would be in order.

Regards,

Brian
Brian R. Berquist, P.E., President
brian@tcengineers.net
Town & Country Engineering, Inc.
6264 Nesbitt Road
Madison, WI 53719
(608) 273-3350 Cell: (608) 219-6768

From: Elizabeth McCredie <mccredie@deerfieldwi.com>
Sent: Monday, August 1, 2022 3:49 PM
To: Brian Berquist <brian@tcengineers.net>
Subject: Determination of Property Lines for BCP on River Birch Ct.

Hi Brian,

BCP came to the last PW meeting regarding storm damage on the east side of the pond. They had quite a few trees that were blown over onto their property from the last storm and are asking the village to remove them. The committee was trying to determine whose trees they were and Scott asked me to reach out to you to see if you have anything that determines the property lines.

Any help would be appreciated.

Thanks, Liz

Elected Officials and Members of Village Committees: in order to comply with the Open Meetings Act requirements, please limit any reply to only the sender of this electronic communication. Please be aware that written communication, emails and faxes are generally considered open public records

Elizabeth McCredie

Elizabeth J. McCredie, WCMC
Administrator/Clerk/Treasurer
mccredie@deerfieldwi.com

Kelly Santiago
120 Savannah Parkway
Deerfield, WI 53531
512-202-0885
santiagokellye@gmail.com

RECEIVED
JUL 27 2022
VILLAGE OF DEERFIELD

7/26/2022

Village of Deerfield
4 N. Main St
Deerfield, WI 53531

To Whom it May Concern:

I am writing in reference to the \$2,000 bond for the Construction Permit in the Public Right-Of-Way, for property located at 120 Savannah Parkway (Lot 114). I recently submitted the form for "REQUEST FOR REIMBURSEMENT OF BOND FOR PUBLIC-RIGHT OF WAY CONSTRUCTION PERMIT" and upon submission realized that we had surpassed the deadline (18 months) indicated on the form. We sincerely apologize for this oversight, which was due to miscommunication between our general contractor and ourselves. We had both assumed the other party was responsible to apply for the reimbursement. We genuinely regret any inconvenience this has caused you, and humbly ask for positive consideration of our request for reimbursement of the bond (upon approval of inspection). Please do not hesitate to contact me if you need any further information.

Sincerely,



Kelly Santiago

RECEIVED

JUL 25 2022

VILLAGE OF DEERFIELD

REQUEST FOR REIMBURSEMENT OF BOND FOR PUBLIC-RIGHT OF WAY CONSTRUCTION PERMIT

Village of Deerfield

Required to be filled out before reimbursement request will be considered. This must be made prior to eighteen (18) months of the date of issuance of the permit or bond amount will be forfeited to the village.

Date Review Request Submitted: 7/03/22 Permit Number CP-20 20-6 (Year - #)

*Name of Applicant Requesting Review by Permitting Authority: Kelly Santiago

*Phone Number of Applicant: 512 202 0885

*Address of Property for Review: 120 Savannah Parkway, Deerfield, WI 53531

*APPLICANT NAME AND ADDRESS TO SEND REIMBURSEMENT

Eric Kelly Santiago
120 Savannah Parkway
Deerfield, WI 53531

FOR OFFICE USE ONLY

Public Works Phone is 608-764-5497.

Table with 3 columns: Condition of Inspection, Inspection #1, Inspection #2, Inspection #3. Rows include Sidewalk, Curb & Gutter, Driveway Approach, Terrace Way, and Other/Finished Grade.

Recommendations for follow-up:

APPROVAL OF REVIEW

pd cx Receipt 33122 9/9/2020

I, _____, hereby state that I have inspected the above property as it relates to the Construction Permit in the Public Right-of-Way, and approve said construction and authorize the reimbursement of the bond/deposit..

Signature of Authorized Representative from Permitting Authority:

Date of Authorization:

Amount Reimbursed \$ _____ Check # _____ Date Check Issued _____

marked John 7/24/22

**CONSTRUCTION PERMIT IN THE PUBLIC RIGHT-OF -WAY
SECTION 5.08(1), DEERFIELD VILLAGE CODE**

Permitting Authority: Village of Deerfield/Deerfield Water Utility Permit Number: CP-20 20-6 (Year - #)

APPLICATION

Applicant's Name: Eric D. Santiago
Address: 836 W. Main St Marshall State WI Zip 53559
Address of Project: 120 Savannah Parkway, Deerfield WI 53531
Telephone Number (Office/Home): 406-598-7686 512-202-0885
Detailed Description of Construction, (Attach plans if available or if required by Permitting Authority): _____

120 Savannah Parkway

This project will affect (check all that apply) curb and gutter _____, driveway approach _____, sidewalk _____, terrace way _____, other public-right-of-way item _____.

Estimated Starting Date: Sept 1st 2020.
Estimated Restoration Date: April 1st 2021.

Reimbursement claims must be made prior to eighteen (18) months of the date of issuance of the permit or bond amount will be forfeited to the village.

The Applicant, by signing this application, acknowledges that they have read and understand the **PERMIT PROVISIONS AND CONDITIONS OF ISSUANCE**, and agrees that the permitted work shall comply with all permit provisions and conditions listed herein, any special provisions listed or attached hereto, and any and all plans, details, or notes attached hereto and made a part of hereof.

By: Eric D. Santiago 8-7-2020
Signature of Authorized Representative of Project Date

Eric D. Santiago
Print Name and Title

SPECIAL PROVISIONS _____

APPROVAL

The foregoing application is hereby approved and a permit is issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated therein and all attachments hereto and subject to the following:

1. Restoration on or before: _____
2. Payment of permit fee (\$75.00) _____
3. Posting of bond in the following amount * \$2,000.00 or/and issued by the following surety company: _____
4. Check or Other: _____

Signature of Authorized Representative of Permitting Authority

Print Name and Title of Authorized Representative

*Bond amount is set by resolution. Current bond amount of \$2,000 -Resolution 2005-16.