



MINUTES OF AN OFFICIAL 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 Meeting: ***Village Board***

Date and Time: ***Monday, February 26, 2024 at 7:00 pm***

Location: ***Deerfield Village Hall, 23 West Nelson St., Deerfield, WI 53531***

Members Present: ***Greg Frutiger, Scott Tebon, Arnold Evensen, Tessa Dunnington, Tracy Curtis, Kerri Hewitt, Gary Wieczorek***
(Number of Members needed to meet quorum requirements: 4)

Members Excused:

Others Present: ***Todd Willis- Administrator/Treasurer, Nathan Paoli – Director of Public Works, Brian Berquist – Town and Country***

- 1) Call to Order/ Roll Call at 7:01 pm
- 2) Approval of the Agenda

Motion by Trustee Evensen, seconded by Trustee Wieczorek to approve the Village Board agenda for February 26, 2024. Motion Carried 7-0

- 3) Public Comment

Attention Citizens: The Village Board has reserved up to 15 minutes for the public to address the Board on any matter, other than for a public hearing listed below (if applicable). To address the Board, please complete a “public comment sign up” form and submit it to the Village Administrator prior to the meeting or indicate your inclination to address the Board upon the President’s announcement of the public comment segment of the agenda. If the President determines that no one is present or that no one else wishes to address the Board, the President may end the segment earlier than the allotted time. If the President determines that 15 minutes is not adequate time for public comment, the President may enlarge the time unless the Board objects. For public hearings, comments can be made at the time of the public hearing segment of the agenda when the President recognizes the speaker. Alternatively, citizens can submit any commentary to the following email address: twillis@deerfieldwi.com

Dave Dinkel – 310 N Atwood Lane, Deerfield WI

Mr. Dinkel spoke to the Village Board again about his concerns with the upcoming comprehensive plan. He stated that he understands there were over 55 comments on the draft plan and he believed that was a good number. Mr. Dinkel brought up he is unclear what the validity or how the plan will play out in the Village Board

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future. He mentioned he still believes the neighbors do not have a say in what's going on and asked if the neighbors ever have any input into what's happening on their block? Because he believes that's a really important thing. Mr. Dinkel stated he would like to see something definitive on how that would play out. President Frutiger reiterated that the Village Board isn't discussing it during public comment and that it is still at the committee level. Administrator Willis explained the legal process required by statute for the draft to be available for public viewing. Mr. Willis also explained that the end date of February 5th for public comment was to give MSA seven days to take into consideration suggestions and changes needed to be made prior to the current draft being public. The current plan in its final draft form is online and physically located at the Village Hall.

4) Announcements

- a. The next regularly scheduled meeting is March 11, 2024 at 7:00 pm

5) Public Hearing

None

6) Committee Reports

a. Finance

Member Frutiger stated the committee met tonight before this meeting, approved vouchers to be move to the board for the board's approval. Also, the operator's license for Christine from the Deerfield Grille and a Class B Liquor License for the Chamber of Commerce for two nights of music in the park.

b. Plan Commission

No Meeting

c. Municipal Needs

No Meeting

d. Public Works

No Meeting

e. Parks

Member Evensen reported the committee met on February 23rd and heard from the Lion's Club and will be bringing it back. They also discussed the CORP and applications for grants.

f. Library

Member Curtis reported that the library February 20th but she was unable to attend.

g. Fire

Member Frutiger reported that they met and discussed the replacement of engine two and it's probably going to come in about three weeks early. He stated they went up a couple weeks ago and inspected it before it went to paint and is almost done. Member Frutiger also reported on the donation of their old hydraulic tools to a community up in Rhinelander that had no tools, so even having ones that can't be fixed after they break was better than none.

h. Joint Police

Member Evensen reported on number of calls from the Police and relayed a notice that Deputy Fiess would be leaving our department, replacement has been interviewed. Also, Deputy Lauritsen will be done with SWAT and will be retiring about a year after that.

i. EMS

Member Frutiger reported that they met on the 15th and the biggest thing, which is on the board's agenda tonight, is the Intergovernmental Agreement. The agreement was passed through the commission. Also, that the Cambridge EMS hasn't been sorted out yet.

j. Joint Interactive

No Meeting

k. Deerfield Cares

Member Frutiger reported they met on the 20th and May or June they are going to have a Narcan event where people will learn how to give it. He discussed a forum coming up on methamphetamines. Mr. Frutiger also discussed the movie night is now scheduled for July 24th. There is also going to be a virtual showing of a presentation by Johnny's Ambassadors over in McFarland.

l. Community Center

Member Evensen reported they had their meeting tonight and had their treasurer's report, updated solar and update on the wood structure. They also reviewed bylaw suggestions.

m. Cable

Member Dunnington reported there was not a meeting but she confirmed that the shout outs do stay on the recorded version of the games. The next weekend is the 1st Wednesday of March.

n. Personnel

No Meeting

o. DCCVA

No Meeting

p. DCDTF

(Not listed on posted agenda)

Member Evensen reported they met on February 22nd and approved five requests.

7) Consent Agenda

Note: that prior to voting on the consent agenda, items may be removed at the request of any Board member and placed in the Non-Consent segment immediately following action on the consent agenda.

- a. Minutes of the February 12, 2024 meeting of the Village Board.

Finance Committee

- 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.~~

Motion by Trustee Evensen, seconded by Trustee Tebon to approve the consent agenda after removing the 7d. Motion passed 7-0

8) Non-Consent Agenda

- a. Any items removed from the Consent Agenda.

7d. 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.

Administrator Willis stated the applications are in the packet as well as the site plan. Trustee Dunnington, speaking on behalf of the Chamber of Commerce explained that they are requesting exemption from the amplified sound for the event and that the band for August 17th is scheduled to play until 10pm. The Chamber will call last call at 9:30pm and encourage event participants to leave at 10pm when the parks close, but that event staff will still be cleaning. President Frutiger stated he didn't see any problem with that. Trustee Dunnington clarified she was looking to have the requests on record since they were not on the original application.

Motion by Trustee Hewitt, seconded by Trustee Tebon to approve the Temporary Class "B" liquor license for the Deerfield Chamber of Commerce to hold Music in the Park at Fireman's Park pavilion located at Park Drive, Deerfield WI on June 7, 2024 and August 17, 2024 with the exceptions discussed. Motion passed 6-0-1 (Dunnington Abstained)

- b. Review and action on proposed changes to the Deer-Grove EMS Intergovernmental Agreement dated January 19, 2024.

Village Administrator Willis called Chief Lang to give a brief overview. Chief Lang explained over the phone that what was passed was very similar to what was discussed at the meeting he attended last with the board. The biggest adjustment to the IGA was the funding formula, which now utilizes equalized value, calls for a three-year average and the population determined by the State of Wisconsin. Other things that were edited were the state equation would be used for any contract that they negotiate for a third-party service, which would be currently the Deerfield Plaza Springs, and that those contracts would need to be approved unanimously by the three individual municipal boards. Chief Lang also explained that if a new Municipality would join the IGA it would have to be reworked. Trustee Wieczorek wanted clarification on the unanimously agreed portion, that each Municipal Board didn't have to vote unanimously. Chief Lang verified that only all three Boards had to approve, but that the Boards themselves didn't have to have unanimous approval. Administrator Willis stated that there would have to be resolutions passed by each Municipality to say whether they had an increase or decrease of cost to then utilize on the 2025 levee worksheet, from the suggestion of Greg Johnson at Ehlers. Chief Lang said each Municipality is willing and that if he needs help with verbiage he will reach out to Mr. Willis. Trustee Tebon mentioned a clerical error with the page numbering, Chief Lang said that would be corrected on the final draft President Frutiger would sign.

Motion by Trustee Tebon, seconded by Trustee Evensen to approve the Deer-Grove EMS Intergovernmental Agreement dated January 19, 2024. Motion passed 7-0

Before Chief Lang left the call, he also updated the Village Board with synopsis of what has occurred at the commission level with regard to providing services to the Cambridge area. He shared that both the Town of Oakland and the Village of Cambridge both voted to opt out of their current IGA. This was both an IGA for EMS and a Fire IGA. There are five townships that met in early February with attempts to come to a consensus on what opting out meant to them. After having a closed session, they determined that they would work on making an IGA that works for all five of them, so as of now they have not followed through with their request to potentially have Deer-Grove EMS service the area. Chief Lang has asked them to remain in contact and let him know if they need anything additional from them.

- C. Discussion and possible action on an agreement between the Village and Town & Country Engineering for professional services of a Master Task Order related to update the Facilities Plan.

Administrator Willis explained that the task order that was prepared by Town and Country was in their packet, and that Brian Berquist, the Village Engineer was here to go over what that means. Mr. Berquist explained that the treatment plant is 20 years old and a lot of the equipment is set up for 20 years of service. He explained that they should be planning how to finance replacement pumps, blowers, upsizing, those sorts of things. One large reason is that the DNR actually requires an update to the facilities plan about every 20 years. He explained that Town and Country have moved away from a 40-page contract for every project and instead present a master services agreement and then smaller short task orders that get the same job done. Specifically, after the master services agreement is approved, then the first scope of work would be the update to the facilities plan not to exceed \$35,000. Trustee Tebon questioned how long Mr. Berquist thought this project would take. Mr. Berquist explained it would probably take 9 months since it's a pretty top to bottom investigation of what the Village has and what conditions it is in. Trustee Tebon followed up by asking how the budget is developed, if it's based on experience or actual market pricing. Mr. Berquist answered both, he explained they do a lot of these plans in the area and cross utilize the research. Trustee Wieczorek questioned that funding of the facilities plan, and Administrator Willis explained it would come from the Sewer Reserves and Surplus. Trustee Tebon voiced that the hourly rates listed were commensurate with other engineering firms in the city of Madison and that he has surveyed those annually.

Motion by Trustee Tebon, seconded by Trustee Wieczorek to approve agreement between the Village and Town & Country Engineering for professional services of a Master Task Order related to update to Facilities Plan not to exceed \$35,000. Motion passed 7-0

9) Adjournment

Motion by Trustee Wieczorek, seconded by Trustee Tebon to adjourn the meeting at 7:32pm. Motion passed 7-0

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