



MINUTES OF AN OFFICIAL MEETING:

Regular / Special Meeting: Village Board

Date and Time: Monday December 12, 2022 at 7:00 pm

Location: Deerfield Fire Station, 305 N. Industrial Park Road, Deerfield, WI 53531

Members Present: Greg Frutiger, Scott Tebon, Arnold Evensen, Tessa Dunnington, Tracy Curtis, Kerri Hewitt

Members Excused: Michael Gullickson

Others Present: Todd Willis, Village Administrator/Treasurer, John Doyle, Director of Public Works, Eric Lange, EMS Chief

1. Roll Call

President Frutiger noted a quorum present and called the Village Board to order at 7:00 pm

2. Approval of the December 12, 2022 Village Board Agenda

Motion by Member Tebon, second by Member Evensen to approve the December 12, 2022 Village Board Agenda. Motion carried 6 – 0 unanimously.

3. Public Comments

Member Dunnington asked Village staff if there was lighting associated with the flagpole at the New Village Hall? Mr. Willis explained that yes there is lighting associated with the flagpole at the new Village Hall, but that some of the upcoming and outstanding change orders related to electrical items for a future Christmas Tree needed to be completed before the lighting goes in.

4. Announcements

- a. The Next Special Scheduled Meeting will be held on January 9, 2023

5. Public Hearing

None

6. Committee Reports

a) Public Works

President Frutiger mentioned that the Public Works Committee discussed a potential property donation located at 446 Whitetail Way. The Committee has asked the Village Administrator to discuss the sale of the property to an adjacent property owner prior to engaging in the property donation process.

b) Finance & Licensing

President Frutiger mentioned the Finance & Licensing Committee approved the vouchers for December 12, 2022 and approved an updated policy related to Village Operations bill payments and procurement policy related to non-construction related items.

c) Finance & Licensing

The Finance Committee discussed the vouchers for November, 2 operators licenses and the 2023 budget.

d) Cable

Member Dunnington said the Cable Committee discussed creating a WDEE Facebook page. The Committee also discussed the idea of hosting a livestream page & channel that could be used simultaneously for events. WDEE is also still looking for help.

7. Consent Agenda

The following items were removed from the Consent Agenda: NONE.

- a. Minutes of the November 28, 2022 regular meeting of the Village Board
- b. Minutes of the December 5, 2022 special meeting of the Village Board.

Public Works Committee

- c. Discussion regarding 446 Whitetail Way as requested by Sandra Roh- agent

Finance & Licensing

- d. Approval of October Vouchers from December 12, 2022 Finance & Licensing Committee meeting
- e. Approval of POLICY #2022-03 PROCUREMENT POLICY NON-PUBLIC CONSTRUCTION PURCHASES AND VILLAGE OPERATIONAL EXPENSES

Motion by Member Tebon, second by Member Evensen to approve the consent agenda. Motion carried 6 – 0 unanimously.

8. Non-Consent Agenda (Items removed from Consent Agenda if Applicable)

- a. Recommendation and Action on a Resolution on Deer-Grove EMS Intergovernmental Agreement between the Village of Deerfield, Village of Cottage Grove, and the Town of Cottage Grove dated December 6, 2022.

Mr. Lange explained that the biggest changes from the previously agreed to Intergovernmental agreement was how the budget allocation is done, that it is a 10 year agreement, includes metrics from the Public Administration Associates study completed earlier this year. President Frutiger explained that the agreement had gone through all of the municipal attorneys, but could have probably just went through the Deer-Grove EMS attorney.

Motion by Member Tebon, second by Member Evensen to approve a Resolution on Deer-Grove EMS Intergovernmental Agreement between the Village of Deerfield, Village of Cottage Grove, and the Town of Cottage Grove dated December 6, 2022. Motion carried 6 – 0 unanimously.

9. Adjournment

Motion by Member Evensen, second by Member Hewitt to adjourn the meeting at 7:11 pm. Motion carried 6 - 0 unanimously.

Respectfully Submitted:
Todd Willis
Administrator/Treasurer