

**PUBLIC WORKS COMMITTEE AGENDA  
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE PUBLIC WORKS COMMITTEE TO BE HELD AT THE DEERFIELD FIRE  
STATION, 305 N INDUSTRIAL PARK RD, DEERFIELD, WISCONSIN  
ON MAY 10, 2021 AT 6:00 P.M.**

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

**II. CONSENT AGENDA**

**A. APPROVAL OF MINUTES FROM APRIL 12, 2020**

**III. PUBLIC APPEARANCES**

**A. PUBLIC COMMENTS**

**IV. NEW BUSINESS**

**A. REVIEW & ACTION**

- 1. DISCUSS/CONSIDER A REQUEST TO REPAIR A RETAINING WALL AT 16 W QUARRY STREET**
- 2. DISCUSS/CONSIDER ADDITIONAL PUMPOUT ON THE SOUTH WEST CORNER OF W DEERFIELD AND N MAIN STREET**
- 3. DISCUSS/CONSIDER RESUMING DISCONNECTING OF SERVICE TO CUSTOMERS FOR NONPAYMENT**

**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 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 5/7/2021

# **PUBLIC WORKS COMMITTEE MINUTES VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF DEERFIELD HELD  
AT THE DEERFIELD FIRE STATION, 305 N INDUSTRIAL PARK RD, DEERFIELD, WISCONSIN ON  
APRIL 12, 2021 AT 5:45 P.M.**

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

The meeting was called to order at 6:15pm by President Frutiger. Roll call: Wilkinson, Tebon and Frutiger present. Also present: John Doyle, Engineer Brian Berquist and Don Tierney.

## **CONSENT AGENDA**

Motion by Tebon and seconded by Wilkinson to approve the April 12, 2021 agenda as posted. All ayes, motion carried.

### **A. APPROVAL OF MINUTES FROM MARCH 8, 2021**

Motion by Wilkinson and seconded by Tebon to approve the minutes from March 8, 2021 as written. All ayes, motion carried.

## **PUBLIC APPEARANCES**

### **A. PUBLIC COMMENTS - none**

## **NEW BUSINESS**

### **A. REVIEW & ACTION**

#### **1. DISCUSS/CONSIDER CHANGE ORDER #2 FROM RAYMOND P CATTELL, INC FOR TID #3 DOWNTOWN REVITALIZATION PROJECT**

Berquist informed the committee that change order no. 2 is for work being done on the east side of S. Main south of the Village hall. The work consists of creating a pump out on the corner, moving the street light westerly and leveling and widening the sidewalks and the cost for the project will be \$41,000.

Motion by Tebon and seconded by Frutiger to approve change order #2 from Raymond P Cattell, Inc for the TID #3 downtown revitalization project and forward to the Village Board for final consideration. All ayes, motion carried.

#### **2. DISCUSS/CONSIDER ACCEPTANCE OF RECENT IMPROVEMENTS AND RECOMMENDATION FOR PAYMENT NO 8, SAVANNAH PARKWAY PLAT**

Berquist informed the committee that a walk-through inspection of the Savannah Park plat was conducted last week. Most of the punch list items listed in Berquist's letter dated April 8, 2021 have been completed and he is recommended acceptance of the work performed in late 2020 and does not recommend withholding any building permits for this section. The next steps required before payment no. 8 will be made are:

- Improvement of all lots off of Robert Nelson Rd
- Finish grading and grass restoration at the soccer field/park site
- Completion reconstruction of N Nelson Rd along the plat boundary (pave ½ lane)
- Completion reconstruction of Liberty Street along the plat boundary

Motion by Tebon and seconded by Wilkinson to accept the work performed in 2020 and approve the issuance of building permits for this section. All ayes, motion carried.

#### **3. DISCUSS/CONSIDER REMOVAL OF GAS MAIN/SERVICE TO AG BUILDING IN FIREMEN'S PARK**

McCredie informed the committee that she had been contacted regarding the removal of the gas main/service to the Ag Building in Firemen's park. The service is not being used and if needed in the future a line can be run from Grand Ave.

Motion by Wilkinson and seconded by Tebon to approve the removal of the gas main/service to the Ag Building located in Firemen's Park contingent upon there being no cost to the Village. All ayes, motion carried.

## **STAFF REPORTS**

### **A. PUBLIC WORKS DIRECTOR REPORTS**

Doyle reported on the following items:

- Public Work staff have been working on getting the parks ready for the May 1<sup>st</sup> opening
- Pot holing has been minimal this year
- Doyle distributed a road repair cost list for 2020 - Meadow Trace and Sager Street are bad but the worst section is the north end of Meadow Trace. He will work on getting an ad placed for these projects
- Doyle thanked Tebon for his support with Public Works.

**ADJOURN**

Motion by Wilkinson and seconded by Tebon to adjourn at 6:38 pm. All ayes, motion carried.

/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.**

## Elizabeth McCredie

---

**From:** Greg Frutiger <gsfrutiger@yahoo.com>  
**Sent:** Monday, April 19, 2021 10:26 AM  
**To:** Elizabeth McCredie  
**Subject:** Fw: Retaining Wall  
**Attachments:** image0.jpeg; image1.jpeg; image2.jpeg

----- Forwarded Message -----

**From:** David Shea  
**To:** "gsfrutiger@yahoo.com" <gsfrutiger@yahoo.com>  
**Sent:** Wednesday, April 7, 2021, 10:01:58 AM CDT  
**Subject:** Retaining Wall

Hi Greg,

It's been a number of years since my leaning retaining wall has been addressed. I'm including a few pictures which shows the top of the wall overhanging the sidewalk by 3-1/2". As you can imagine, this improper slant has created snowblowing and shoveling issues. And of course the school kids continue to use this as a path despite the top being far from level.

Are there any plans as we discussed years ago to correct this?

Thanks,

David Shea

16 W. Quarry St.

Sent from my iPhone







## Elizabeth McCredie

---

**From:** Brian Berquist <brian@tcengineers.net>  
**Sent:** Wednesday, May 5, 2021 1:02 PM  
**To:** Elizabeth McCredie; John Doyle  
**Subject:** 4th bumpout at Deerfield Street

Liz-

John and I came up with a few ways to trim down my original idea for the southwest bumpout at Deerfield Street.

- Confine the work to just the bumpout area (eliminate going south of there)
- Only replace the mainline sidewalk (ignore the private concrete area behind the main slabs)
- Consider allowing some of the "iffy" concrete flatwork in the original project to remain (instead of forcing Cattell to replace them)

Assuming all of those items are ok, it would end up only being \$6k of actual Village cost to add the bumpout in.

From our perspective, that is a good deal. If the \$6k is available, we would recommend pursuing it.

Could this be discussed/decided on Monday?

Feel free to call with any questions.

Regards,

*Brian*  
Brian R. Berquist, P.E., President  
[brian@tcengineers.net](mailto:brian@tcengineers.net)  
Town & Country Engineering, Inc.  
2912 Marketplace Drive, Suite 103  
Madison, WI 53719  
(608) 273-3350 Cell: (608) 219-6768