

**VILLAGE BOARD MINUTES  
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD HELD AT  
THE DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON  
MONDAY, SEPTEMBER 23, 2019 AT 7:00 P.M.**

**CALL TO ORDER – NOTING OF ROLL BY CLERK/SIGN IN SHEET**

The meeting was called to order at 7:00 p.m. by President Frutiger. Roll call: Evensen, Wilkinson, Tebon, Kositzke and Frutiger present. Absent: Wieczorek and McMullen. Also present: see sign-in sheet on file in Clerk's office.

**CONSENT AGENDA**

Motioned by Evensen and seconded by Wilkinson to approve the September 23, 2019 Board agenda as posted. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM SEPTEMBER 9, 2019**

Motioned by Evensen and seconded by Frutiger to approve the minutes from September 9, 2019 as amended in section V (A) (1) line one to state "\$15,000 for the downtown Main Street parking stalls". All ayes, motion carried.

**B. APPROVAL OF VOUCHERS**

The members reviewed the vouchers submitted for payment which had been approved by the Finance Committee.

Motioned by Wilkinson and seconded by Evensen to approve payment of checks #54637 to #54691 totaling \$106,243.09. All ayes, motion carried.

**C. TREASURER'S REPORT FOR AUGUST 2019**

McCredie gave the August 2019 Treasurer's report with the beginning balance in the checking account of \$237.64, deposits totaling \$329,110.78, checks totaling \$253,863.39, payroll checks totaling \$28,786.51 and the other expenses for the month totaling \$25,190.04 leaving an ending balance of \$21,508.48. The ending balance in the Money Market account was \$1,626,544.86. The ending balance in the Local Government Investment Pool was \$2,730,950.81. Motioned by Evensen and seconded by Tebon to approve the August 2019 Treasurer report as presented. All ayes, motion carried.

**D. COMMITTEE REPORTS**

**1. JOINT LAW ENFORCEMENT**

Wilkinson reported that the court and police reports were reviewed. They denied a request from Rockdale for police services. The next meeting will be 10/8/19 to review court and police budgets.

**2. PLANNING COMMISSION**

Tebon reported that a grant application from Deerfield Rentals LLC was reviewed and discussed resulting in the commission returning the application to Deerfield Rentals for revisions. A grant application submitted by Alan Mikkelson for 218 W. Nelson & 102 N. Main was reviewed and forwarded to the board for approval.

**3. LIBRARY BOARD**

Leah Fritsche reported that Mary Gullickson resigned from the board and Teresa Pellitier took her place. They are starting to work on the 2020 budget.

**4. DEERFIELD CARES**

Frutiger reported that they will be helping with "Stuff the Squad" event on 10/23/19.

**5. DCCVA**

Frutiger reported that they discussed the Madison Metropolitan Sewer District budget increase and the requirements for meeting the DNR regulations. There was a speaker talking about the F35 planes possibly coming to Madison. The City of Madison is considering a plastic straw ban and the City of Middleton is considering plastic straw and plastic bag ban.

**6. DEERGROVE EMS**

Frutiger reported that they discussed the transport agreement with Stoughton Hospital. They passed a new vehicle operation procedure. A rate increase was passed for non-residents.

**7. COMMUNITY CENTER**

Evensen reported that the outside building is being assembled. There has been much interest in using the kitchen by people.

**8. FINANCE**

Frutiger reported that they discussed using the cell tower revenue for covering wages worked on the baseball field project and it was declined. All other items are on tonight's agenda.

**PUBLIC APPEARANCES**

**A. MUNICIPAL NEEDS STUDY PRESENTATION – BARRINETOS DESIGN & CONSULTING**

Barrientos gave a presentation of their Municipal needs study. They were retained in July to conduct a needs study of village buildings which include the Village Hall, Historical Society, Public Works and Police Station.

**B. PUBLIC COMMENTS**

Dave Dinkel asked about the upcoming weeks of the TID #3 timeline.

Karen Romonouski asked about 202 Liberty Street and her concern for the condition of the house, as it looks abandoned and become an eye sore.

**NEW BUSINESS**

**A. RESOLUTIONS**

**1. CONSIDERATION OF RESOLUTION R2019-16 APPROVING AN AMENDMENT TO THE PROJECT PLAN OF TAX INCREMENTAL DISTRICT NO. 3**

Motioned by Tebon and seconded by Evensen to approve Resolution R2019-16 approving an amendment to the project plan of Tax Incremental District No. 3. All ayes, motion carried.

**2. CONSIDERATION OF RESOLUTION R2019-17 CREATING TAX INCREMENTAL DISTRICT NO. 6, APPROVING ITS PROJECT PLAN AND ESTABLISHING ITS BOUNDARIES**

Motioned by Evensen and seconded by Tebon to approve Resolution R2019-17 creating Tax Incremental District No. 6, approving its project plan and establishing its boundaries. All ayes, motion carried.

**B. LICENSES & PERMITS**

**1. CONSIDER A REQUEST FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF SEPTEMBER 24, 2019 TO JUNE 30, 2020 FOR LUDWIG K. HANSEN**

The Finance Committee and Police Dept. reviewed the requests for an Operator's license from Ludwig Hansen for the period of September 24, 2019 to June 30, 2020 and found no reasons for denial and recommended their issuance. Motioned by Wilkinson and seconded by Evensen to approve the issuance of Operator licenses to Ludwig Hansen for the period of September 24, 2019 to June 30, 2020. All ayes, motion carried.

**C. REVIEW & ACTION:**

**1. DISCUSS/CONSIDER CONTRACT WITH BARRIENTOS DESIGN & CONSULTING FOR CONCEPT DESIGN OF THE NEW VILLAGE HALL**

The proposal equates to approximately 200 hours of time, which includes developing three concepts, choosing one design from the three, turning the chosen design into a schematic design and site analysis. Agenda item tabled to give trustees time to review the Municipal Needs Study.

**2. DISCUSS/CONSIDER SETTING THE 2019 TRICK OR TREAT DATE/HOURS**

Motion by Tebon and seconded by Evensen to approve trick or treating for October 31, 2019 from 5:00 p.m. to 7:00 p.m. All ayes, motion carried.

**3. DISCUSS/CONSIDER REQUEST TO AMEND TID #3 BOUNDARIES**

Agenda item tabled until information is received from business owners that are requesting the amendment.

**4. DISCUSS/CONSIDER DGEMS 2020 BUDGET**

The board reviewed the DGEMS 2020 budget. Motioned by Evensen and seconded by Kositzke to approve the DGEMS 2020 budget. All ayes, motioned carried.

**5. DISCUSS/CONSIDER DOT MULTIMODEL LOCAL SUPPLEMENT PROGRAM**

McCredie explained that the DOT has grant money available and the plan is for Town & Country to pursue grant funds for W. Nelson Street. Town & Country stated they would apply for the grant on behalf of the village with no charge to the village. Motioned by Evensen and seconded by Kositzke to approve Town & Country to move forward with applying on behalf of the village for the DOT multi-model local supplement program for W. Nelson Street. All ayes, motion carried.

**ORDINANCES**

**1. ORDINANCE O-2019-05 AN ORDINANCE REPEALING AND RECREATING ARTICLE VII OF CHAPTER 2 OF PART 1 OF THE VILLAGE CODE RELATED TO PUBLIC RECORDS AND ADOPTING THE WISCONSIN MUNICIPAL RECORDS SCHEDULE FOR THE RETENTION AND DESTRUCTION OF VILLAGE RECORDS**

Attorney Smith explained Wisconsin's updates on record retentions and how Municipalities can adopt the schedule. Motioned by Evensen and seconded by Frutiger to approve Ordinance O-2019-05 repealing and recreating Article VII of Chapter 2 of Part 1 of the Village Code related to Public Records and adopting the Wisconsin Municipal Records Schedule for the retention and destruction of Village records. All ayes, motion carried.

**COMMUNICATIONS**

**STAFF REPORTS**

**A. ADMINISTRATOR'S REPORT**

There is a Historical Society meeting planned for 10/14/19 at 6:30 p.m. to be held at the Library. They are looking at electing new officers and discussing future plans.

Police Officer VandeBurgt requested approval, on behalf of the Lions Club, for closing Park Drive for the Chilifest on 9/28/19. There will be one lane open to allow residents through. The Lions Club was going to be informed that they will need to acquire approval by the board in the future.

**B. DRAINAGE DISTRICT 23**

McCredie explained how some of Village property falls into Dane County Drainage District 23 which primarily follows Koshkonong and Mud Creeks. The Dane County Drainage Board is looking at cleaning up this district to have better flowage of water in this area.

**ADJOURN**

Motioned by Evensen and seconded by Tebon to adjourn at 8:42 pm. All ayes, motion carried.

/S/ Kim Grob  
Deputy Clerk-Treasurer