

**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, OCTOBER 28, 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, Wiczorek, Kositzke and Frutiger present. Absent: McMullen. Also present: see sign-in sheet on file in Clerk's office.

CONSENT AGENDA

Motioned by Evensen and seconded by Kositzke to approve the October 28, 2019 Board agenda as posted. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM OCTOBER 14, 2019

Motioned by Evensen and seconded by Kositzke to approve the minutes from October 14, 2019 with amendment to section II (4) to read "There were 32 thefts from within automobiles" and grammatical errors corrected. 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 Tebon to approve payment of checks #54731 to #54771 totaling \$34,047.46. All ayes, motion carried.

C. TREASURER'S REPORT FOR SEPTEMBER 2019 AND 3RD QUARTER FINANCIAL REPORT

McCredie gave the September 2019 Treasurer's report with the beginning balance in the checking account of \$21,508.48, deposits totaling \$326,359.13, checks totaling \$275,151.79, payroll checks totaling \$28,682.06 and the other expenses for the month totaling \$26,197.75 leaving an ending balance of \$17,836.01. The ending balance in the Money Market account was \$1,463,266.69. The ending balance in the Local Government Investment Pool was \$2,735,838.83. Motioned by Evensen and seconded by Frutiger to approve the September 2019 Treasurer report as presented. All ayes, motion carried.

McCredie presented the 3rd Quarter Financial Report for 2019. Motioned by Evensen and seconded by Tebon to approve the 3rd Quarter Financial Report for 2019 as presented. All ayes, motion carried.

D. COMMITTEE REPORTS

1. LIBRARY

No Report.

2. DEERFIELD CARES

Frutiger reported that during The Great Pumpkin Hunt, Deerfield Cares passed out literature on future events. November 18 there will be a vaping discussion to be held at the Community Center.

3. EMS

Frutiger reported that a grant was received for installing exhaust vents in the Cottage Grove Fire Dept. building. They passed a dental benefit and to participate in the WI Group Health Ins. program. The vehicle operation procedure update and the new evaluation form for employees were passed.

4. PLANNING COMMISSION

Tebon reported that they discussed TID grant request from Deerfield Rentals and the variances related to the Truckstar development. The Olsen family presented their ideas for Woods Edge development. The CSM for 38 & 40 W. Nelson was also discussed.

5. BOARD OF REVIEW

McCredie reported that three property owners filed objections, but only two showed up for the BOR.

6. COMMUNITY CENTER

They are working on cleaning up the general ledger accounts, 2020 budget and filing for a non-profit status. They are thinking about having a grand opening for residents to see the center. Bingo night will be 11/23/19.

7. PUBLIC WORKS

Frutiger reported that the snowmobile route through the village and the sale of the 2006 water utility truck were approved.

8. FINANCE

Frutiger reported that only minutes and vouchers were on the agenda.

PUBLIC APPEARANCES

A. JOHN MARCHEWKA DOT HWY 73 REPAIR

Marchewka explained the plans for the Hwy 73 repair. Doyle and Marchewka will be in contact about the condition of the highway.

B. PUBLIC COMMENTS

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

1. DISCUSS/CONSIDER SALE OF 2006 WATER UTILITY TRUCK

The 2006 water truck was replaced with a 2019 truck. Doyle asked to have the 2006 truck be sold. Motioned by Wilkinson and seconded by Evensen to approve the sale of the 2006 water utility truck, with the right to refuse any and all bids. All ayes, motion carried.

NEW BUSINESS

A. RESOLUTIONS

1. RESOLUTION R2019-23 A RESOLUTION AWARDDING A CONTRACT FOR E. QUARRY STREET FOR A MILL & OVERLAY IMPROVEMENT PROJECT

Public works approved the bid from Payne & Dolan for \$16,200. Doyle will ask Payne & Dolan if the price can be held until 2020, if the project cannot be completed this fall. Motioned by Evensen and seconded by Wilkinson to approve Resolution R2019-23 awarding Payne & Dolan the contract for E. Quarry Street for a mill & overlay. All ayes, motion carried.

B. LICENSES & PERMITS

C. REVIEW & ACTION:

1. DISCUSS/CONSIDER A TID 3 GRANT REQUEST FROM DEERFIELD RENTALS/TERESA PELLETIER FOR 2 S MAIN STREET

Kositzke expressed a concern with the addition of a second parking stall and the safety concern of vehicles backin out onto Main Street. Motioned by Frutiger and seconded by Evensen to approve the grant application requested as presented from Deerfield Rentals/Teresa Pelletier for 2 S. Main St. 3 ayes, 3 nays, motion failed.

Motioned by Kositzke and seconded by Wiczorek to approve the grant application with the removal of the parking area reconstruction amount of \$17,469.75 and not to exceed the actual costs. All nays, motion failed.

Motioned by Kositzke and seconded by Wilkinson to approve the grant request from Deerfield Rentals/Teresa Pelletier for 2 S. Main St, with the condition that there is only one parking space and a reduction in the grant amount of \$1,860 for that cost. 5-ayes, 1 nay, motion carried.

2. DISCUSS/CONSIDER A DEVELOPMENT AGREEMENT WITH DEERFIELD RENTALS/ TERESA PELLETIER FOR 2 S MAIN STREET

Attorney Smith reviewed the developer's agreement. Completion of the project is April 30, 2020, the grant amount is to be reduced by \$1,860 and there shall be one parking stall per unit. Motioned by Evensen and seconded by Tebon to approve the development agreement with Deerfield Rentals/Teresa Pelletier for 2 S. Main St with modifications as stated by Attorney Smith. All ayes, motion carried.

3. DISCUSS/CONSIDER SEWER FORGIVENESS REQUEST – DEERFIELD COMMUNITY CENTER/10 LIBERTY STREET

Frutiger reported that Public Works approved the request. The forgiveness request is for \$129.39 which was used for watering new landscaping. Motioned by Tebon and seconded by Evensen to forgive the sewer portion minus the meter hookup charge (not to exceed \$100). All ayes, motion carried.

4. DISCUSS/CONSIDER ENGAGEMENT LETTER WITH BAKER TILLY VIRCHOW KRAUSE, LLP FOR THE YEAR ENDING DECEMBER 31, 2019 THROUGH 2021

The board reviewed the engagement letter. Motioned by Evensen and seconded by Frutiger to approve the engagement letter with Baker Tilly Virchow Krause, LLP for the year ending December 31, 2019 through 2021. All ayes, motion carried.

5. DISCUSS/CONSIDER A REQUEST FROM THE VILLAGE OF DEERFIELD FOR A VARIANCE FROM THE MINIMUM LOT SIZE ALLOWED IN THE M-1 INDUSTRIAL ZONING DISTRICT AND WAIVERS TO OTHER PROVISION OF VILLAGE CODE CH. 112 RELATED TO THE SUBDIVISION OF 40 W NELSON STREET AND MERGER OF A PORTION OF 40 W NELSON STREET WITH 38 W NELSON STREET BY CERTIFIED SURVEY MAP

Attorney Smith explained that this is related to the Greka Development and the Village splitting 40 W. Nelson St, with the south parcel being sold to Greka. The Village is asking for a waiver for the minimum lot size requirement for the portion that the village is keeping. The Planning Commission has reviewed and approved this variance. Motioned by Tebon and seconded by Evensen to approve the variances requested for 40 W. Nelson. All ayes, motion carried.

6. DISCUSS/CONSIDER CERTIFIED SURVEY MAP RELATED TO 40 AND 38 W NELSON STREET, INCLUDING THE SUBDIVISION OF 40 W NELSON STREET AND MERGER OF A PORTION OF 40 W NELSON STREET WITH 38 W NELSON STREET

Attorney Smith explained this request is to merge 40 and 38 W. Nelson. Greka needs to verify the line sets on the CSM map. Motioned by Tebon and seconded by Kositzke to approve the CSM for 40 and 38 W. Nelson Street, with the condition that Greka approves the CSM lot lines within 30 days of this approval. All ayes, motion carried.

ORDINANCES

COMMUNICATIONS

STAFF REPORT

McCredie reported that final figures from the assessor are still being worked on.

ADJOURN

Motioned by Evensen and seconded by Wilkinson to adjourn at 8:40pm. All ayes, motion carried.

/S/ Kim Grob
Deputy Clerk-Treasurer