

**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, NOVEMBER 25, 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, McMullen, Kositzke, Wieczorek, and Frutiger present. Also present: see sign-in sheet on file in Clerk's office.

CONSENT AGENDA

Motioned by McMullen and seconded by Evensen to approve the November 25, 2019 Board agenda with the correction of date in section II (A). All ayes, motion carried.

A. APPROVAL OF MINUTES FROM NOVEMBER 11, 2019

Motioned by Evensen and seconded by Kositzke to approve the minutes from November 11, 2019 with correction to section II (D) (1) line two to say "electrical charges" and section V (C) (5) line one to read "netting between the south and north baseball fields is needed as it has become a safety issue". All ayes, motion carried.

B. APPROVAL OF VOUCHERS

The Finance Committee reviewed and recommended payment for the vouchers listed. Motion by Wilkinson and seconded by Evensen to approve payment of checks #54804 to #54847 totaling \$98,114.77. All ayes, motion carried.

C. TREASURER'S REPORT FOR OCTOBER 2019

McCredie gave the October 2019 Treasurer's report with the beginning balance in the checking account of \$17,836.01, deposits totaling \$238,077.51, checks totaling \$163,564.01, payroll checks totaling \$42,939.82 and the other expenses for the month totaling \$26,856.14 leaving an ending balance of \$22,553.55. The ending balance in the Money Market account was \$1,440,955.03. The ending balance in the Local Government Investment Pool was \$2,767,710.26. Motioned by Evensen and seconded by Wieczorek to approve the October 2019 Treasurer's report as presented. All ayes, motion carried.

D. COMMITTEE REPORTS

1. BID

Wilkinson reported the budget and operating plans for the 2020 BID were approved.

2. PLANNING COMMISSION

Tebon reported that they discussed the zero lot line request for 416/418 Meadow Trace and spoke to Marisa Mutty about the Main St. and Park Dr. project and the creation of a steering committee.

3. LIBRARY

McMullen reported that the 2020 Library budget was passed and discussion occurred on moving forward with the library expansion.

4. PERSONNEL

Frutiger reported that the employee raises for 2020 and the amendment to the Employee Handbook were approved.

5. DEER GROVE EMS

Frutiger reported that the 2020 DGEMS budget and the inner facility transfer agreement with Stoughton Hospital were approved. A Facility Operating Plan was approved and will be submitted to the state. An engagement letter with Johnson Block to complete the audit was passed. An involuntary overtime policy was approved and will go to the union. A response time policy and a patience signature policy for Life Quest's billing procedures were both approved.

6. COMMUNITY CENTER

Evensen reported that the refrigeration units will be completed soon. The bingo event raised approximately \$3,000 and 50 Thanksgiving baskets were made for the food pantry.

7. SPECIAL BOARD

Frutiger reported that they reviewed the General Budget for 2020.

8. FINANCE

Frutiger reported that all items are on tonight's agenda.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

Sandy Gilbertson spoke on behalf of the Deerfield Historical Society inquiring what will happen to the Historical Society's location if the Village Hall moves. They are in the process of forming a new board as some current members wish to step down from their positions or have passed away.

**UNFINISHED BUSINESS, REVIEW & ACTION THERE ON
NEW BUSINESS**

A. RESOLUTIONS

B. LICENSES & PERMITS

**1. CONSIDER A REQUEST FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF NOVEMBER 26, 2019 TO
JUNE 30, 2020 FOR JOSEPH A NELSON**

The Finance Committee and Police Dept. reviewed the request for an Operator's license from Joseph Nelson for the period of

November 26, 2019 to June 30, 2020 and found no reasons for denial and recommended the issuance. Motioned by Tebon and seconded by McMullen to approve the issuance of Operator license to Joseph A. Nelson for the period of November 26, 2019 to June 30, 2020. All ayes, motion carried.

C. REVIEW & ACTION:

1. DISCUSS/CONSIDER REQUEST FOR A CONDITIONAL USE PERMIT FOR ZERO LOT LINE DUPLEXES AT 416/418 MEADOW TRACE FROM ALLISON PATTERSON/DAVID DINKEL

David Dinkel explained he wishes to create a zero lot line for this duplex to sell the halves separately. Motioned by Tebon and seconded by Evensen to approve the Conditional Use Permit for a zero lot line at 416/418 Meadow Trace from Allison Patterson/David Dinkel with conditions of obtaining occupancy permit and if the building needs to be rebuilt it will need to comply with current building codes. All ayes, motion carried.

2. DISCUSS/CONSIDER LETTER TO DOT REGARDING ROAD CONDITION OF HWY 73

Wieczorek explained he wanted the letter to the DOT and State Officials to express road condition concerns for the village and our residents. The board discussed, made changes and will review the letter again at the next board meeting.

3. DISCUSS/ACTION VILLAGE CONSENT/AGREEMENT ON ASSIGNMENT AGREEMENT BETWEEN GREKA HOLDINGS LLC AND HOMETOWN BANK, RELATED TO DEVELOPMENT AGREEMENT, BANK FUNDING, AND TIF GRANT PROCEEDS

Attorney Smith explained that Greka is seeking financing for their project through Hometown Bank. Smith continued to explain and review the agreement. Motioned by McMullen and seconded by Evensen to conditionally approve the assignment agreement between Greka Holdings LLC and Hometown Bank in substantial conformant with what's presented and give authority and delegation to the Village President to execute the agreement in consultation with legal counsel. All ayes, motion carried.

4. DISCUSS/ACTION ON COMMENCEMENT OF WORK UNDER DEVELOPMENT AGREEMENT WITH GREKA HOLDINGS PRIOR TO WEDC GRANT AWARD

Attorney Smith explained WEDC acknowledged the receipt of the grant application, but since there is no final contract, reimbursement costs are not a guarantee. Motioned by McMullen and seconded by Evensen to approve the commencement of work under the development agreement with Greka Holdings prior to the WEDC grant acceptance and to have Town & Country start surveying work for the road project on W. Nelson. All ayes, motion carried.

5. 2020 BUSINESS IMPROVEMENT DISTRICT (BID) BUDGET – FUND 203

The board reviewed the 2020 Business Improvement District (BID) Budget – Fund 203. Motioned by Wilkinson and seconded by Wieczorek to approve the 2020 Business Improvement District (BID) – Fund 203. All ayes, motion carried.

6. 2020 BID OPERATING PLAN

The board reviewed the 2020 BID Operating Plan. Motioned by McMullen and seconded by Evensen to approve the 2020 BID Operating Plan. All ayes, motion carried.

7. 2020 LIBRARY BUDGET – FUND 205

The board reviewed the 2020 Library budget – Fund 205. Motioned by McMullen and seconded by Evensen to approve the 2020 Library budget – Fund 205. All ayes, motion carried.

8. 2020 DEERFIELD COMMUNITY DEVELOPMENT TRUST FUND BUDGET – FUND 801

The board reviewed the 2020 Deerfield Community Development Trust Fund budget – Fund 801. Motioned by Frutiger and seconded by Wieczorek to approve the 2020 Deerfield Community Development Trust Fund budget – Fund 801. All ayes, motion carried.

ORDINANCES

COMMUNICATIONS

STAFF REPORT

A. ADMINISTRATOR'S REPORT

McCredie reported there will be a Public Hearing for the 2020 Budget on December 2 at 7 p.m.

ADJOURN

Motioned by Tebon and seconded by Evensen to adjourn at 8:14pm. All ayes, motion carried.

/S/ Kim Grob
Deputy Clerk-Treasurer