VILLAGE BOARD AGENDA
VILLAGE OF DEERFIELD

FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD TO BE HELD AT THE DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON MONDAY, FEBRUARY 11, 2019 AT 7:00 P.M.

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

II. CONSENT AGENDA
- A. APPROVAL OF MINUTES FROM JANUARY 28, 2019
- B. APPROVAL OF VOUCHERS
- C. COMMITTEE REPORTS
  1. PUBLIC WORKS
  2. FINANCE

III. PUBLIC APPEARANCES
- A. PUBLIC COMMENTS

IV. UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

V. NEW BUSINESS
- A. RESOLUTIONS
- B. LICENSES & PERMITS
- C. REVIEW & ACTION:
  1. DISCUSS/CONSIDER A MOVE TO CLOSED SESSION PURSUANT TO WIS. STAT. §19.85(1)(E) FOR THE PURPOSE OF DELIBERATING OR NEGOTIATING THE INVESTING OF PUBLIC FUNDS AND CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION, SPECIFICALLY FOR DELIBERATION OF THE PURCHASE OF PROPERTY TO BE USED AS THE VILLAGE HALL AND THE HIRING OF A COMMUNITY DEVELOPOMENT CONSULTING FIRM FOR TID #3
  2. CONSIDER A MOVE TO OPEN SESSION TO TAKE ACTION, IF ANY, RELATED TO CLOSED SESSION

VI. ORDINANCES

VII. COMMUNICATIONS

VIII. STAFF REPORTS
- A. ADMINISTRATOR'S REPORT

IX. 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 VILLAGE BOARD 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 VILLAGE BOARD 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 (3) 2/8/2019 (Mun. Bldg, Library, Bank)

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, JANUARY 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 Acting President Tebon. Roll call: Evensen, Wilkinson, Fry, Wieczorek, and Tebon present. Absent: Frutiger and McMullen. Also present: See sign-in sheet on file in the clerk's office.

CONSENT AGENDA
Motion by Evensen and seconded by Tebon to approve the January 28, 2019 agenda with the addition of Community Center to Committee reports. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM JANUARY 14, 2019
Motioned by Evensen and seconded by Tebon to approve the minutes from January 14, 2019 as amended in section II (D) (11) line three to add "except for roof mounts" and section III (A) line three to add/rephrase "The ad will be coming out in the April edition of". All ayes, motion carried.

B. APPROVAL OF VOUCHERS
The Finance Committee reviewed and recommended payment for the vouchers listed. Motioned by Wilkinson and seconded by Tebon to approve payment for checks #53938 to #53994 totaling $166,449.88. All ayes, motion carried.

C. TREASURER'S REPORT FOR DECEMBER 2018
McCredie gave the December 2018 Treasurer's report with the beginning balance in the checking account of $3,716.10, deposits totaling $773,914.78, checks totaling $719,329.01, payroll checks totaling $27,348.49 and the other expenses for the month totaling $31,476.67 leaving an ending balance of $-523.29. The ending balance in the Money Market account was $4,174,171.63. The ending balance in the Local Government Investment Pool was $2,845,385.97. Motioned by Tebon and seconded by Evensen to approve the December 2018 Treasurer Report as presented. All ayes, motion carried.

D. COMMITTEE REPORTS

1. LIBRARY
Fry reported they discussed programming for 2019. Some adult programs are to have a master gardener do a series of talks and various music programs. A trip to the planetarium is being planned for all ages. They are waiting for the results of the survey and looking forward to the meeting between the library and Village boards.

2. DEERFIELD CARES
Dave Lemke reported they are planning a community movie in March. They are looking for more residents to join the committee.

3. EMS
No report.

4. PLANNING COMMISSION
Tebon reported that MadRep and Redevelopment Resources gave presentations and proposals to perform Deerfield's economic development services and there was discussion about hiring an Economic Development consultant. A property maintenance issue at 6 Lake Street was discussed and the tenants were instructed to apply for a condition use permit.

5. FINANCE
Tebon reported that Baker Tilly is working on the Village's audit and all other items are on tonight's board agenda.

6. COMMUNITY CENTER
Evensen reported they have updated their Quickbooks version. A rental policy is being created for the new location. They are getting volunteer help from Dane Co. first offenders program. A grant of $10,000 was received from Dane Co. Two basketball tournaments are being planned for this spring. They will be setting up a volleyball league for grades 5 – 8, to have the kids be more experienced when they reach high school. The finance committee approved a line of credit of $142,000 to help with bills.

PUBLIC APPEARANCES

A. **PUBLIC COMMENTS**

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 JANUARY 29, 2019 TO JUNE 30, 2019 FOR RACHEL J. TUBERVILLE AND COURTNEY E. ZASTROW
The Finance Committee and Police Dept. reviewed the requests for an Operator's license from Rachel Tuberville and Courtney Zastrow for the period of January 29, 2019 to June 30, 2019 and found no reasons for denial and recommended their issuance. Motion by Tebon and seconded by Wilkinson to approve the issuance of Operator licenses to Rachel J. Tuberville and Courtney E. Zastrow for the period of January 29, 2019 to June 30, 2019. All ayes, motion carried.

C. REVIEW & ACTION:

1. **CONSIDER A REQUEST FROM RAGNAR EVENTS, LLC TO HOLD THE RAGNAR RELAY CHICAGO (THE RACE) THROUGH THE VILLAGE ON SATURDAY, MAY 18, 2019**
   Tebon reported that this race has been coming through the village for several years with no issues. Motioned by Tebon and seconded by Evensen to approve the request from Ragnar Events, LLC to hold the Ragnar Relay Chicago (The Race) through the Village on Saturday, May 18, 2019. All ayes, motion carried.
2. **CONSIDER APPROVAL OF FINAL CSM FOR 40-44 N. MAIN STREET**
   Tebon reported that this was reviewed at the Planning Commission level and their request is to have a notation from the owner regarding the temporary access easement on and between structures for lot 1, until lot 2 is build upon. Motioned by Evensen and seconded by Tebon to approve the final CSM for 40-44 N. Main St with the notation of easement between the two lots included. All ayes, motion carried.
3. **CONSIDER AMENDMENTS TO TID #3'S MANUAL OF POLICIES AND PROCEDURES**
   Tebon reported that the Planning Commission reviewed this with the Village Attorney. Since the life of the TID is coming near, it is important to identify all projects within the next 18 months. Discussion occurred regarding modifying policies and procedures to allow additional projects to be approved.
   Motioned by Evensen and seconded by Wieczorek to approve amending TID #3's Manual of Policies and Procedures to remove section 4.3(b), pertaining to "Compliance with 65% Rule", and amend other sections as necessary to allow for the provision of cash grants consistent with the Project Plan, as amended. All ayes, motion carried.
4. **CONSIDER AN AGREEMENT TO UNDERTAKE DEVELOPMENT IN TID #3 WITH GREG AND BETH WELSH 23 N. MAIN STREET**
   Tebon reported this was reviewed and approved at the Planning Commission. Motioned by Evensen and seconded by Tebon to approve a $24,000 grant to complete construction on the Quilted Oak & Ice Cream Shop. All ayes, motion carried.
5. **CONSIDER A MOVE TO CLOSED SESSION PURSUANT TO § 19.85 (1)(E) FOR THE PURPOSE OF DELIBERATING OR NEGOTIATING THE PURCHASE OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION SPECIFICALLY FOR THE PURPOSES OF HIRING A COMMUNITY DEVELOPMENT CONSULTING FIRM FOR TID #3.**
   Motioned by Tebon and seconded by Wilkinson to move into closed session pursuant to Wis. Stat. 19.85 (1)(E) for the purpose of hiring a community development consulting firm for TID #3. Roll call vote: Evensen aye, Wilkinson aye, Fry aye, Wieczorek aye and Tebon aye, motion carried.
6. **CONSIDER A MOVE TO OPEN SESSION TO TAKE ACTION, IF ANY, RELATED TO CLOSED SESSION**
   Motioned by Tebon and seconded by Evensen to move to open session. Roll call vote: Evensen aye, Wilkinson aye, Fry aye, Wieczorek aye and Tebon aye, motion carried. Motioned by Tebon and seconded by Evensen to authorize Leah Fritsche to negotiate a one year contract with Redevelopment Resources by the next board meeting, with the contract outlining the services which are to be performed. It will be a one year contract with the option of extension. The Village's Attorney shall review the contract before the February 11 board meeting. All ayes, motion carried.

ORDINANCES

COMMUNICATIONS

STAFF REPORTS

A. ADMINISTRATOR'S REPORT

McCredie reported that she has been working with A & A Environmental Services and the Deerfield Fire Chief for the demolition of 23 W. Nelson. The Fire Department is not interested in using the home for a burn exercise, but would like to use it for other training.

ADJOURN

Motion by Evensen and seconded by Wilkinson to adjourn at 7:45 pm. All ayes, motion carried.

/S/ Kimberly Grob
Deputy Clerk/Treasurer