

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

**FOR A MEETING OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF DEERFIELD  
HELD AT THE DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON  
MONDAY, MAY 13, 2019 AT 5:45 P.M.**

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

The meeting was called to order at 5:45 pm by Acting Chair Tebon. Roll call: Wilkinson and Tebon present, Frutiger absent. Also present: See sign-in sheet on file sheet on file in the clerk's office plus John Doyle and Engineer Tom TeBeest.

## **CONSENT AGENDA**

Motion by Tebon and seconded by Wilkinson to approve the May 13, 2019 agenda as posted. All ayes, motion carried.

### **A. APPROVAL OF MINUTES FROM APRIL 8, 2019**

Approval of the April 8, 2019 minutes was tabled due to the lack of a quorum.

## **PUBLIC APPEARANCES**

### **B. PUBLIC COMMENTS**

Lemke suggested that "No Parking" be placed on the east side of Grand Ave by the Community Centers driveway,

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

### **A. RESOLUTIONS**

#### **1. RESOLUTION R2019-08 AUTHORIZING SPECIAL ASSESSMENTS FOR CURB & GUTTER, SIDEWALK AND DRIVEWAY APRON REPAIR AND/OR REPLACEMENT AND INSTALLMENT ASSESSMENT NOTICE FOR S. WASHINGTON STREET AND ALLEY STREET AND UTILITY PROJECT**

McCredie informed the committee that letters were mailed to the residents affected by the project informing them of their final special assessment amount owed and options for repayment. TeBeest stated that the preliminary cost for the project was \$549,000 and the final cost came in at \$526,000 and the final special assessment amounts ended up being roughly \$26,000 with 4 residents cost having a 15% or greater increase from the original amount which means they could request a hearing.

Motion by Wilkinson and seconded by Tebon to approve and recommend to the Village Board passing resolution R2019-08 authorizing special assessments for curb & gutter, sidewalk and driveway apron repair and/or replacement and installment assessment notice for S. Washington Street, Alley Street and Utility project. All ayes, motion carried.

### **B. LICENSES & PERMITS**

### **C. REVIEW & ACTION**

#### **1. DISCUSS/CONSIDER SEWER FORGIVENESS REQUEST – ERIC SAEMANN/617 TERRACE RD**

The committee reviewed the request for sewer forgiveness from Eric Saemann, 617 Terrace Rd and denied the request as it did not meet item #1, that the usage didn't enter the sewer collection system, in the policy.

Motion by Tebon and seconded by Wilkinson to deny and recommend to the Village Board denial of the sewer forgiveness request from Eric Saemann, 617 Terrace Rd as it did not meet all the requirements in Policy #2006-2 A-1 Adjustment to Sewer Billing due to Exceptional Circumstances. All ayes, motion carried.

#### **2. DISCUSS/CONSIDER 2018 CCR AND CMAR**

The committee reviewed the 2018 CCR and CMAR reports. Kositzke stated that there was a discrepancy in the CMAR report with the number of lift stations reported on page 17 versus page 24. Doyle stated that he would have Paoli correct the mistake.

Motion by Tebon and seconded by Wilkinson to approve and recommend to the Village Board the 2018 CCR as presented and the 2018 CMAR with the number of lift stations corrected before submittal. All ayes, motion carried.

**3. DISCUSS/CONSIDER STREET CLOSURE REQUEST FROM THE DEERFIELD FIRE DEPARTMENT DURING THE FIREMEN’S FESTIVAL**

The committee reviewed the street closure request from the Deerfield Fire Department and saw no problems with approving it as it is the same as previous years.

Motion by Wilkinson and seconded by Tebon to approve and recommend to the Village Board the street closure request from the Deerfield Fire Department during the Firemen’s festival starting May 31<sup>st</sup> and continuing through June 2<sup>nd</sup> for the following streets:

- ½ of Grand Avenue from W. Nelson Street to W. Deerfield Street
- ½ of Park Drive from W. Nelson Street to W. Deerfield Street
- W. Deerfield Street from S. Main Street to Park Drive
- The south side of W. Nelson from Park Drive to Grand Ave.

All ayes, motion carried.

**4. DISCUSS/CONSIDER REQUEST TO REPAIR NORTH NELSON ROAD**

The Village received a request to repair N Nelson Rd from Randy and Laura Zakowski and discussed if it’s the Village’s or Don Tierney’s responsibility to repair it. McCredie stated that she has looked at the agreement and couldn’t find anything in it to clarify. Tebon instructed McCredie to email him a copy of the development agreement for his review. It was recommended that a meeting with Don Tierney be arrange to discuss this issue. Doyle will fill the holes with gravel as a temporary fix.

**ORDINANCES  
COMMUNICATIONS**

A question was raised regarding advertisement being allowed on the DNR kiosk. Doyle will check with the DNR trail manager to find out.

**STAFF REPORTS**

Doyle reported on the following item:

- There was error in the amount quoted for the mill and overlay on N. Industrial Park Rd. The correct amount should have been \$135,000 versus the \$67,000 previously reported. The bid has been published.
- The next road in need of a mill and overlay is Meadow Trace as it has a lot of allgergating.
- The tennis court nets will be replaced
- There was a gas leak on Western Ave.
- Sod was laid in the Community Park today as part of the field reconstruction

**ADJOURN**

Motion by Tebon and seconded by Wilkinson to adjourn at 6:28 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk/Treasurer