

VILLAGE BOARD MINUTES
VILLAGE OF DEERFIELD
Monday, September 28, 2020, 7:00 p.m.
Teleconference Meeting

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

The meeting was called to order at 7:00 pm by President Frutiger. The meeting was held virtually via Free Conference Call technology. Roll call: Evensen, Wilkinson, Tebon, Kositzke, Wiczorek, and Frutiger present.

CONSENT AGENDA

Motion by Tebon and seconded by Evensen to approve the September 28, 2020 agenda as posted. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM SEPTEMBER 14, 2020

Motion by Wiczorek and seconded by Evensen to approve the minutes from September 14, 2020 were approved as written. 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 check #55703 to #55740 totaling \$80,743.58. All ayes, Tebon abstained, motion carried.

C. COMMITTEE REPORTS

1. LIBRARY

No report was available

2. DEERFIELD CARES

Frutiger reported that a flyer was sent to the board member and Deerfield Cares next 2 meetings will be held October 7th and November 11th at 6:30pm through Zoom.

3. PARKS

Evensen reported that the parks committee discussed dog park water problems, creation of a volleyball court at Drumlin Trail Park, repair of the tennis/basketball court at Savannah Park, fixing or razing the Ag Building in Firemen's Park and carry over funds from 2019.

4. EMS

Frutiger reported that EMS was given an update on the COVID response, reviewed a contract with Madison Emergency Physicians, and discussed the 2021 budget

5. SOLAR

Kositzke reported that the solar committee meet on 9/23 and discussed a proposal from Cal to equip the Police Station with solar power.

6. COMMUNITY CENTER

Evensen reported that the committee discussed their sports activities, the increased usage of the food pantry, a 4K grant and the purchase of a reservation system

7. PLANNING

Tebon reported that the PC meet on 8/17 and approved two (2) TID 3 grants, one to Deerfield Tire and Auto and the other to Lane Goldman plus a signage change request at 500 Burdick Pwky.

8. FINANCE

Frutiger reported that everything that was on the Finance agenda is also on the board agenda.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS – none

NEW BUSINESS

A. RESOLUTION

1. RESOLUTION R2020-11 AWARDED A BID FOR THE SALT SHED ROOF REPLACEMENT PROJECT

The board reviewed resolution R2020-11 awarding a bid for the replacement of the salt shed roof project.

Motion by Evensen and seconded by Tebon to approve resolution R2020-11 awarding a bid to Phoenix Brothers Home Improvement for \$8,850.00 for the salt shed roof replacement project. All ayes, motion carried.

2. RESOLUTION R2020-12 AWARDED A BID FOR THE DRUMLIN TRAIL PARK SHELTER ROOF REPLACEMENT PROJECT

The board reviewed resolution R2020-12 awarding a bid for the Drumlin Trail Park shelter roof replacement project.

Motion by Evensen and seconded by Wilkinson to approve resolution R2020-12 awarding a bid to Phoenix Brothers Home Improvement for \$1,870.00 for the Drumlin Trail Park shelter roof replacement project. All ayes, motion carried.

B. LICENSES & PERMITS

1. CONSIDER A REQUEST FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF SEPTEMBER 29, 2020 TO JUNE 30, 2021 FOR KIMBERLY F SCHULTZ

The Finance committee reviewed and recommended issuance of an Operator's license to Kimberly Schultz. The police department also gave their approval on the license.

Motion by Evensen and seconded by Wilkinson to approve the issuance of an Operator's license to Kimberly F Schultz for the period of September 29, 2020 to June 30, 2021. All ayes, motion carried.

C. REVIEW & ACTION:

1. DISCUSS/CONSIDER VILLAGE OF DEERFIELD'S ECONOMIC DEVELOPMENT REVOLVING LOAN PROGRAM'S MANUAL OF POLICIES AND PROCEDURES

Attorney Walker Smith reviewed a draft of the Village's manual for implementation of a new revolving loan program utilizing funding released to the Village by the Wisconsin Department of Administration. The board reviewed Smith's recommended changes and the revisions will be brought back to the board for review.

2. DISCUSS/CONSIDER DGEMS 2021 BUDGET

Deer Grove EMS submitted their 2021 budget with the Village's portion being increased by \$25,821.94 from 2020. The highest increases came in the wages/health insurance categories plus an additional \$100K being added for the replacement of an ambulance. Both the Village and Township of Cottage Grove have approved the Deer Grove EMS 2021 budget. Motion by Wilkinson and seconded by Evensen to approve the Deer Grove EMS 2021 budget as presented. All ayes, motion carried.

3. DISCUSS/CONSIDER CARRY OVER OF FUNDS FROM PARKS CAPITAL OUTLAY FUND AND TO SET 2021 PARKS CAPITAL OUTLAY AMOUNT

Evensen informed the board that the Parks committee approved the carry-over of \$16,411 minus the cost of the roof for the new shelter plus setting the 2021 Capital budget at \$15K with the two (2) major projects being the resurfacing of the tennis/basketball court in Savannah Park and the child's play area in Community Park that didn't get completed this year. Motion by Wilkinson and seconded by Tebon to approve the Park Committee's request to carry-over \$16,411 minus the cost of the roof for the new shelter and setting the 2021 Capital Outlay budget at \$15,000. All ayes, motion carried.

4. DISCUSS/CONSIDER CONTINUANCE OF REDEVELOPMENT RESOURCES EMPLOYMENT

Redevelopment Resources was brought on in March of last year to assist with the administration of the TID #3 projects. Their original contract was not to exceed \$70,000 and to date the amount paid is \$41,727.50 and Tebon felt it would be beneficial to continue their services for the completion of the TID3 projects and suggested we agree to allocate \$5,500 to \$8,000 being paid.

Motion by Evensen and seconded by Tebon to reestablish the contract with Redevelopment Resources not to exceed \$50,000 and an end date of December 30, 2021. All ayes, motion carried.

5. DISCUSS/CONSIDER AMENDMENT NO 1 WITH VIERBICHER FOR THE MAIN STREET PARK DRIVE STREET IMPROVEMENT

This agenda item was tabled to the October 12, 2020 Board agenda.

6. DISCUSS/CONSIDER POLICE STATION SOLAR PROJECT GIFT PROPOSAL

A copy of the police station's solar project proposal was included in the packet and Kositzke informed the board members that Cal Couillard is volunteering to work with the Midwest Renewable Energy Association (MREA) and the RENEW Wisconsin (RENEW) for technical assistance. Basically, Cal is giving the Village a new roof at the Police station at an estimate cost of \$12,000, the solar install with a price tag of approximately \$40,000 and potentially insulating the roof but Cal hasn't agreed to any cost for that yet. Cal feels that insulation of the roof would be an energy efficient improvement not directly related to the roof and the solar install and it can occur separately. The proposal also talks about the donation of a Tesla 3 electric police car but this is a bit premature as the Dane County Sheriff department hasn't weighed in on if this type of car fits the police department's need. The proposal provides for a charging station that the police can use if the car is added to the fleet but if it's not added it won't be used. The proposal also accounts for an exterior car charging station but the determination of its location will need to be looked into. Cal will work with John Doyle as to the contracted hired to perform the roofing work and Attorney Smith question if the Village would own the solar system and Kositzke stated yes. Motion by Evensen and seconded by Kositzke to approve the Police Station Solar Project proposal as presented. All ayes, motion carried.

7. DISCUSS/CONSIDER TRICK OR TREAT 2020

The board considered setting the Trick or Treat hours for 2020.

Motion by Wilkinson and seconded by Frutiger to not have Trick or Treating in the Village for 2020 but recommending that citizen support the Fire Department with their activity. All ayes, motion carried.

8. DISCUSS/CONSIDER TRUSTEE VACANCY

Frutiger informed the board that Christopher Kositzke and Kevin Philpot are interested in filling the vacant Village Board trustee position. The board agreed to table this agenda item to the October 26th board meeting.

STAFF/BOARD REPORTS

McCredie requested that she receive any board packet information the Monday prior to the meeting to allow for preparation and that absentee ballots can be dropped in the lock box located in the Village Hall's front door.

ADJOURN

Motion by Evensen and seconded by Wilkinson to adjourn at 8:35pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Administrator/Clerk-Treasurer

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.