

VILLAGE BOARD MINUTES
VILLAGE OF DEERFIELD
FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD HELD AT
THE DEERFIELD FIRE STATION, 305 N. INDUSTRIAL PARK ROAD, DEERFIELD, WISCONSIN ON
MONDAY, NOVEMBER 22, 2021 AT 7:00 P.M.

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

The

CONSENT AGENDA

Motion by Wilkinson and seconded by Tebon to approve the November 2, 2021 agenda as posted with the addition of Deerfield Cares being added under Committee Reports. All ayes, motion carried

A. APPROVAL OF MINUTES FROM NOVEMBER 8, 2021

Motion by Evensen and seconded by Frutiger to approve the minutes from November 8, 2021 as amended. 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 Tebon to approve payment of check #56845 to #56886 totaling \$75,706.25. All ayes, motion carried.

C. TREASURER'S REPORT FOR OCTOBER 2021

McCredie presented the treasurer report for October 2021 and asked if there were any questions, none were asked.

Motion by Evensen and seconded by Tebon to approve the treasurer report for October 2021 as presented. All ayes, motion carried.

D. COMMITTEE REPORTS

1. BOARD OF APPEALS

Tebon reported that the Board of Appeals approved a variance to the front and back setbacks for the Autumn Wood apartments. The company hopes to start construction in the spring of 2022.

2. MUNICIPAL NEEDS

Wieczorek reported that the Municipal Needs committee discussed amending the zoning classification for the new Village Hall location to C-2, an update from the project team meeting was given and they will be meeting in December to discuss the design and layout of the building. Dimension IV is also looking at holding design workshop on either January 12th or 13th. The board agreed that it should be held January 12th, McCredie will check with the Fire Chief to see if their meeting room is available that day.

3. LIBRARY

Val Thomas, Library Board President, reported that their meeting was routine with no action taken and was adjourned after 10 or 15 minutes.

4. BID

Wilkinson reported that the BID committee approve the 2022 budget and Operating Plan, both of which or on this agenda for final action.

5. EMS

Frutiger reported that EMS were given an update on the Public Administration Associate's EMS study, a proposal to submit to the district municipalities for ARPA fund use and approved a letter of engagement with Johnson Block for the 2021 audit of DGEMS financial statements.

6. COMMUNITY CENTER

Evensen reported that the Community Center board discussed the normal standard reports, grant fund raising and the 2022 budget was approved. An update was also given regarding the entrance/exit remodeling project to the meeting room.

7. FINANCE

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

PUBLIC APPEARANCES – Public's opportunity to speak - none

A. A PROCLAMATION RECOGNIZING HAZEL KELLER AS A VALUED CITIZEN OF THE DEERFIELD COMMUNITY

Frutiger read and presented a proclamation to Hazel Keller in recognition as a valued citizen of the Deerfield Community.

NEW BUSINESS

A. LICENSES & PERMITS

B. REVIEW & ACTION

1. DISCUSS/CONSIDER AMENDING POLICY #2006-5, UTILITY BILL PAYMENT POLICY

The Finance committee reviewed and recommend to the Village Board amending Policy #2006-5 with the removal of item #1 for the criteria being utilized when determining late charges being added.

Motion by Evensen and seconded by Wilkinson to approve amend Policy #2006-5 Utility Bill Payment Policy with the removal of item #1 and creating Policy #2006-5 (1). All ayes, motion carried.

2. DISCUSS/CONSIDER APPROVAL OF AMENDING THE ZONING CLASSIFICATION OF PARCEL 0712-214-

4098-9 AND PORTIONS OF 0712-214-4067-6 AND 0712-214-5740-8 FROM R-2 SINGLE-FAMILY RESIDENTIAL AND CO-1 CONSERVANCY TO C-1 COMMUNITY BUSINESS AND TO COMBINE THE PARCELS TO CREATE ONE (1) LOT

The Municipal Needs committee approved and recommend to the Village Board amending the zoning classification of parcel 0712-214-4098-9 and portions of 0712-214-4067-6 and 0712-214-5740-8 from r-2 single-family residential and CO-1 Conservancy to C-1 Community Business and to combine the parcels to create one (1) lot. McCredie will work with Wisconsin Mapping on creating the CSM.

Motion by Wieczorek and seconded Frutiger to approve amending the zoning classification of parcel 0712-214-4098-9 and portions of 0712-214-4067-6 and 0712-214-5740-8 from R-2 Single-Family Residential and CO-1 Conservancy to C-1 Community Business and to combine the parcels to create one (1) lot. All ayes, motion carried.

3. DISCUSS/CONSIDER APPROVAL OF THE 2022 BUSINESS IMPROVEMENT DISTRICT (BID) BUDGET – FUND 203

Motion by Wilkinson and seconded by Evensen to approve the 2022 Business Improvement District budget, fund 203 as presented. All ayes, motion carried.

4. DISCUSS/CONSIDER APPROVAL OF THE 2022 BID OPERATING PLAN

Motion by Wilkinson and seconded by Evensen to approve the 2022 BID Operating Plan as presented. All ayes, motion carried.

5. DISCUSS/CONSIDER APPROVAL OF THE 2022 WATER UTILITY BUDGET – FUND 601

Motion by Evensen and seconded by Tebon to approve the 2022 Water Utility budget, fund 601 as presented. All ayes, motion carried.

COMMUNICATIONS/STAFF REPORTS

McCredie reported that the 2022-2024 Nomination Papers are in the bins of the incumbent trustees which are Wilkinson, Wieczorek and Evensen. Nomination papers cannot be circulated before December 1, 2021 and must be returned by 5pm on January 4, 2022.

ADJOURN

Motion by Evensen and seconded by Tebon to adjourn at 7:43 pm. 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.