



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that a public meeting will be held on the date, time and location shown below. Upon attaining a quorum of members, all items listed on the agenda shown below may be considered (discussed and/or acted upon).

Regular/Special: ***Finance & Licensing Committee***

Date and Time: ***Monday, April 8, 2024 at 6:45 pm***

Location: ***Deerfield Village Hall, 23 West Nelson St., Deerfield, WI***

Members: ***Greg Frutiger, Scott Tebon, Gary Wieczorek***
(Number of Members needed to meet quorum requirements: 2)

1. Roll Call
2. Announcements
 - a. The next regularly scheduled meeting is May 13, 2024 at 6:45 pm
3. Approval of the April 8, 2024 Finance & Licensing Agenda
4. Minutes of the March 25, 2024 Meeting
5. New Business
 - a. Approval of any Vouchers over \$25,000.
 - b. Review of Village Checks issued from March 22, 2024 – April 5, 2024.
6. Adjournment

Todd Willis
Administrator/Treasurer
Notice Posted: April 4, 2024 at 2 pm

ANY PERSON WHO HAS A QUALIFYING DISABILITY AS DEFINED BY THE AMERICANS WITH DISABILITY ACT THAT REQUIRES THE MEETING OR MATERIALS TO BE IN AN ACCESSIBLE LOCATION OR FORMAT, MAY CONTACT THE VILLAGE CLERK AT (608) 764-5404 OR 23 W. NELSON ST., FOR ACCOMMODATIONS. REQUESTS FOR ACCOMMODATIONS FOR MEETINGS SHOULD BE MADE AT LEAST THREE (3) BUSINESS DAYS IN ADVANCE OF THE MEETING. EVERY EFFORT WILL BE MADE TO ARRANGE ACCOMMODATIONS FOR ALL MEETINGS.

Note: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in this notice.

Report Criteria:
 Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/24	04/01/2024	59015	10	AFLAC	602-21210	186.81
04/24	04/01/2024	59016	25	ALLIANT ENERGY/WPL	100-21210	462.30
04/24	04/01/2024	59017	2718	BALISTRERI, NICHOLAS	700-21210	312.53
04/24	04/01/2024	59018	2458	BOARDMAN & CLARK LLP	100-21210	1,880.50
04/24	04/01/2024	59019	1995	CAMBRIDGE ACE HARDWARE	100-21210	297.12
04/24	04/01/2024	59020	1412	CHARTER COMMUNICATIONS	602-21210	139.98
04/24	04/01/2024	59021	140	CINTAS CORPORATION LOC.446	100-21210	286.56
04/24	04/01/2024	59022	2784	CITY OF BROOKFIELD	100-21210	293.34
04/24	04/01/2024	59023	1376	COMMERCIAL AIR, INC.	602-21210	12,910.69
04/24	04/01/2024	59024	2461	CORE & MAIN LP	601-21210	450.00
04/24	04/01/2024	59025	2118	CT LABORATORIES	602-21210	1,326.00
04/24	04/01/2024	59026	195	DANE CO LIBRARY SERVICE	205-21210	22.00
04/24	04/01/2024	59027	2263	DANE CO TREAS-POLICE CONTRACT	100-21210	43,002.94
04/24	04/01/2024	59028	1803	DANE CO TREASURER	100-21210	404.62
04/24	04/01/2024	59029	2430	DE LAGE LANDEN FINANCIAL SRVC	205-21210	279.19
04/24	04/01/2024	59030	884	DEERFIELD WATER UTILITY	205-21210	121.81
04/24	04/01/2024	59031	2788	DESMIDT, DAVID	700-21210	312.53
04/24	04/01/2024	59032	1860	E.D. LOCKE PUBLIC LIBRARY	205-21210	180.00
04/24	04/01/2024	59033	2786	EARTHPLANTER LLC	203-21210	6,978.00
04/24	04/01/2024	59034	2785	ERICKSON, CHERYL	205-21210	14.09
04/24	04/01/2024	59035	1419	FRITSCHKE, LEAH	205-21210	29.48
04/24	04/01/2024	59036	755	FRONTIER	205-21210	144.34
04/24	04/01/2024	59037	2407	GJERMO, JASON L	700-21210	9.94
04/24	04/01/2024	59038	370	HELLENBRAND'S ACE HARDWARE	602-21210	39.75
04/24	04/01/2024	59039	1654	MICROMARKETING LLC	205-21210	415.94
04/24	04/01/2024	59040	2101	MIDAMERICA BOOKS	205-21210	299.40
04/24	04/01/2024	59041	2429	MKH PERFORMANCE, LLC	601-21210	4,824.69
04/24	04/01/2024	59042	1737	MOBIL/EXXON	100-21210	1,183.04
04/24	04/01/2024	59043	2634	MSA PROFESSIONAL SERVICES, INC	100-21210	1,995.00
04/24	04/01/2024	59044	120	NAPA AUTO PARTS	100-21210	139.54
04/24	04/01/2024	59045	2253	NEPTUNE CROSS-CONN & PLUMBING	602-21210	360.00
04/24	04/01/2024	59046	2651	OUR WISCONSIN	205-21210	24.98
04/24	04/01/2024	59047	2789	PANAS, MATTHEW	700-21210	312.53
04/24	04/01/2024	59048	2420	PARK BANK	205-21210	1,086.93
04/24	04/01/2024	59049	585	PETTY CASH - VILLAGE	100-21210	77.64
04/24	04/01/2024	59050	2792	PRIEBE, REBECCA	700-21210	3,172.79
04/24	04/01/2024	59051	2339	SCHUMACHER, BRYON	100-21210	256.44
04/24	04/01/2024	59052	2262	SEBCO BOOKS	205-21210	351.20
04/24	04/01/2024	59053	2174	SENTIMENTAL PRODUCTIONS	205-21210	130.00
04/24	04/01/2024	59054	2663	SJE, INC	602-21210	448.50
04/24	04/01/2024	59055	640	SOUTH CENTRAL LIBRARY SYSTEM	205-21210	44.08
04/24	04/01/2024	59056	2560	SUNBELT RENTALS, INC.	100-21210	699.36
04/24	04/01/2024	59057	1090	VERIZON	100-21210	236.09
04/24	04/01/2024	59058	795	WE ENERGIES	100-21210	904.63
04/24	04/01/2024	59059	1878	WELLS FARGO EQUIP FINANCIAL	100-21210	612.52
04/24	04/01/2024	59060	2064	XYLEM WATER SOLUTIONS U.S.A.	602-21210	1,712.00
04/24	04/01/2024	59061	25	ALLIANT ENERGY/WPL	100-21210	5,370.97
04/24	04/01/2024	59062	2420	PARK BANK	202-21210	227.53
04/24	04/01/2024	59063	2420	PARK BANK	602-21210	137.69
04/24	04/01/2024	59064	2420	PARK BANK	100-21210	727.32
04/24	04/01/2024	59065	2420	PARK BANK	100-21210	100.42

Grand Totals: 95,935.75

Report Criteria:

Report type: Summary



MINUTES OF AN OFFICAL MEETING:

Notice is hereby given that a public meeting will be held on the date, time and location shown below. Upon attaining a quorum of members, all items listed on the agenda shown below may be considered (discussed and/or acted upon).

Regular/Special: ***Finance & Licensing Committee***

Date and Time: ***Monday, March 25, 2024 at 6:45 pm***

Location: ***Deerfield Village Hall, 23 West Nelson St., Deerfield, WI***

Members Present: ***Greg Frutiger, Scott Tebon, Gary Wieczorek***

Members Excused:

Others Present: ***Todd Willis – Village Administrator/Treasurer, Nathon Paoli – Public Works Director***

1. Roll Call

The Village of Deerfield Finance & Licensing Committee was called to order at 6:45pm and Roll Call was taken.

2. Announcements

a. The next regularly scheduled meeting is April 8, 2024 at 6:45 pm

3. Approval of the March 25, 2024 Finance & Licensing Agenda

Motion by Member Tebon, seconded by Member Wieczorek to approve the agenda for the Finance & Licensing Committee March 25, 2024. Motion carried 3-0

1. Approval of the March 11, 2024 Meeting Minutes

Motion by Member Tebon, seconded by Member Wieczorek to approve minutes of the March 11, 2024 Finance & Licensing Committee. Motion carried 3-0

2. New Business

a. Approval of Vouchers over \$25,000.

None

b. Review of Village Checks issued from March 7, 2024 – March 21, 2024.

Administrator Willis asked if the Committee had any questions on the check run. Committee member Tebon inquired about the check made payable to Streetlife USA INC., Mr. Willis explained it was a down payment for the BID's 26 replacement planters that were previously approved. Member Wieczorek asked about the payment to the Village of Cambridge and Mr. Willis explained that there are certain

expenses with the police department and the shared court costs that each municipality pays and then seeks reimbursement from the other municipalities for their shares. Member Wieczorek then asked about the IBS check. Administrator Willis explained that was for the system monitoring, Mr. Wieczorek inquired if that was a monthly cost and Mr. Willis clarified that it was annual subscription.

Motion by Member Tebon, second by Wieczorek to approve the Village checks issued from March 7, 2024 – March 21, 2024. Motion carried 3-0

- c. Recommendation on issuance of an operator's license for the period of March 26, 2024 – June 30, 2024 for: Sara Kowalik - Deerfield Grille, Charlene Axtman - Deerfield Grille.

Administrator Willis explained the applications were recommended approval by the Deputies. Village Clerk Aravena explained there was nothing that showed on the background checks, CCAP or when the Deputies looked. Though, there was a self-reported offense listed under an application that warranted additional discussion. The committee recognized the infraction was over 10 years old and was could be the result of the applicant being in the vehicle under influence but not specifically operating the vehicle. The committee commented on the honesty of the applicant as a positive in their decision making.

Motion by Member Wieczorek, second by Member Frutiger to recommend issuance of the operators' licenses for the period of March 26, 2024 – June 30, 2024 for: Sara Kowalik - Deerfield Grille, Charlene Axtman - Deerfield Grille. Motion carried 3-0

- d. Review and recommendation on Village of Deerfield Comprehensive Outdoor Recreation Plan 2024-2029 Impact Fee Schedule.

Administrator Willis explained the Park's Committee had approved the final draft/version of the Village of Deerfield CORP, but that he found it relevant due to the Impact Fee Schedule. Mr. Willis directed the committee to pg. 25 of the CORP. Member Tebon inquired if there was a large amount of funds that the Village had already collected in impact fees due to the recent multifamily developments. Administrator Willis stated he would have to review the development agreement to see exactly how much was dedicated to the Dream Depot due to the increased usage. Member Wieczorek also commented he believed there was additional funds that should have been designated to the Dream Depot according to his recollection. Member Frutiger noted a correction on pg. 13 for Firemen's Park and the listing of a Firefighters memorial should be listed as a Veteran's memorial. Member Tebon also noted a correction a typo on pg. 18 2nd paragraph 3rd line down, suggesting the removal of a \ prior to the word Village. Administration Willis indicated he would bring to the next meeting an update of where the Village is at with their Impact Fees. Member Tebon then inquired about the amount listed on page 26, "For each subdivision of land for residential purposes only, no less than 4% of the area of the plat is required as dedication to provide adequate park...", asking if that is standard in other communities or should that be higher. Administrator Willis explained he was unaware at that moment what other communities' standards were, but he knew that the way the CORP was written they were looking to lean towards parkland dedication over impact fees.

Motion by Member Tebon, second by Member Frutiger approve the CORP Impact Fees as outlined on pg. 25 with the changes mentioned and their desire for more Parkland Dedication vs. Impact fees. Motion carried 3-0

6. Adjournment

Motion made by Member Tebon, seconded by Member Wieczorek to adjourn the Finance & Licensing Committee meeting at 6:59 pm. Motion carried 3-0

Respectfully submitted by:
Marissa Q Aravena
Village Clerk/Deputy Treasurer