

Approved 2-20-14

TOWN OF WINDSOR
REGULAR BOARD MEETING

Minutes

February 6, 2014

1. Call Meeting To Order And Roll Call.

Meeting convened by Chairperson Wipperfurth at 5:00 p.m. Supervisors present: Alan Buchner, Don Madelung, Monica Smith, Bruce Stravinski, and Bob Wipperfurth. Others present: Finance Director/Deputy Town Clerk Tina Butteris, Town Clerk Christine Capstran, and Town Engineer Kevin Richardson.

2. Recitation Of The Pledge Of Allegiance.

The flag pledge was led by Supervisor Madelung.

3. Announcements.

None.

4. Approve Minutes.

- a. January 13, 2014.
- b. January 16, 2014.

A motion was made by Supervisor Smith seconded by Supervisor Madelung, to approve the Minutes of January 13, 2014, and January 16, 2014, as presented. Motion carried with a 5-0 vote.

5. Consider Vouchers For Payment.

Chairperson Wipperfurth noted that additional invoices had been provided. A motion was made by Supervisor Smith, seconded by Supervisor Buchner, to approve the vouchers as presented. Motion carried with a 5-0 vote.

6. Appearances Before The Board.

None.

7. Report From Contract Deputy And Town Of Windsor Policing Monthly Report.

No deputy was able to attend the meeting; however, a report was submitted.

8. Operator Licenses.

Chairperson Wipperfurth advised that applications for Operator's Licenses were submitted by Kenneth K. Geisenheimer and Jerald L. Moldenhauer. Town Clerk Capstran recommended approval of both. A motion was made by Supervisor Stravinski, seconded by Supervisor Buchner, to approve operator's licenses for Kenneth K. Geisenheimer and Jerald J. Moldenhauer as recommended by town staff. Motion carried with a 5-0 vote.

9. Discussion/Action Of Further Windsor – DeForest Cooperation.

There was nothing to report.

10. Discussion/Action On Wisconsin Legislative Updates.

Chairperson Wipperfurth advised that on January 23 he testified at a staff assembly hearing on town TIF bills. There would be 27 towns eligible in the state of Wisconsin and two in Dane County: the town of Windsor and the town of Middleton. The village of DeForest submitted a letter stating their opposition to this bill. They submitted their original letter on October 17 when it went before the state assembly. They have opposed the bill twice. The city of Madison is also opposing this. The League of Municipalities had submitted a letter and someone testified.

Supervisor Madelung was not surprised that DeForest opposed it but was surprised that they did not give Windsor notice.

A few minor modifications will be made to the bill, and it will proceed. The town zoning bill is still alive.

11. Bulk Storage Incorporated Presentation/Discussion Regarding Salt Storage Facility Options.

Town Engineer Richardson advised that Finance Director/Deputy Town Clerk Butteris put together a document showing the amount of salt used over the past several seasons and man hours. Also provided to the Town Board members was a letter to Bulk Storage.

Town Engineer Richardson stated that the low bidder was Bulk Storage on a dome facility. They were the only bidder on the barn-style.

Ted Deery, President of Bulk Storage, was present. They build, design, and erect salt storage buildings.

He went over the different kinds of salt storage buildings: a pole-type barn, domes, a design barn, and a fabric structure. The wood barn was eliminated due to the many callbacks for problems.

The biggest advantage of a barn style is the aesthetics and doorway. There is a high door to allow trucks to back in and dump the salt. The walls are 10-foot minimum concrete walls. They do cost more than other types of structures. He would be proposing a sliding door on the barn.

The dome style structure is produced locally in Coloma, Wisconsin. The dome also features high concrete walls. The doorway is 20 feet high. It is one of the most economical buildings.

They would use 30-year or life-time shingles. The advantage to a dome is that everything is dumped outside. It is becoming very popular. The fabric is popular because it is cheap, but it would have to be replaced in 10 years. There is a high interior throat.

Their foundation is not typical. In order to minimize groundwater and salt mixing, they first put an asphalt floor down and put the building on that.

Discussion followed regarding rain gutters, vinyl siding, windows, and shingles.

It would be better to go with standard lighting instead of LEDs. It would not be worth the additional cost for the LED fixtures.

Wood siding v. vinyl siding was discussed. Wood siding would need to be repainted every five years.

Bulk Storage would use its own employees for the concrete work and construction.

Cost of a barn structure would be \$223,000.

The cost of dome structures would be \$157,000 for a 40-foot dome and \$173,000 for a 50-foot dome.

Supervisor Buchner discussed a ClearSpan salt shed.

Town Engineer Richardson will put together a matrix showing options side by side.

12. Recycling Center Composting.

Supervisor Buchner advised that he had talked with someone from Dane County. The collection facility on Highway 19 will be increasing its rate from 23 cents per resident to \$1 per resident in 2014.

Discussion followed regarding how Windsor would handle its material in the spring.

13. Discussions On Intersections And Signage.

Chairperson Wipperfurth indicated that he has been getting signage requests to erect “no engine braking” signs.

There are intersections with vision problems. There is the possibility of doing lighting at some intersections. Stop signs were requested at the intersection of Windsor Road and Portage Road, as well as Vinburn Road and Portage Road. The Windsor Road and Portage Road intersection is not as bad now that the bridges on Highway 19 are open.

Stop signs will be discussed with the town deputies for their input.

Supervisor Stravinski suggested stop signs that light up with LEDs.

14. Resolution 2014-02 Reduction Of Letter Of Credit For Windsor Corners.

Finance Director/Deputy Town Clerk Butteris advised that this is a request for a reduction in the letter of credit. There are presently two letters of credit in place. This would remove the Phase 1 letter of credit and combine it with the Phase 2 letter of credit, for a total new letter of credit of \$46,594. She noted that there are other contingencies to be met before the town would authorize the reduction of the letter of credit.

Town Engineer Richardson indicated that the whole project needs a surface course of asphalt, the casings adjusted for the manholes, and some trees replaced.

A motion was made by Supervisor Buchner, seconded by Supervisor Madelung, to approve Resolution 2014-02, Reduction of Letter of Credit for Windsor Corners. Motion carried with a 5-0 vote.

15. Resolution 2014-03 2014 Budget Amendments.

Finance Director/Deputy Town Clerk Butteris advised that there were two different items before the Town Board. Expenditures are being moved into the Parks fund from the General fund. A request is being made to separate out utilities. There is also a request to utilize funds for the Token Creek Watershed Association in 2013. They are requesting that the town give its funds directly to the Conservancy Committee for work done at the Conservancy.

A motion was made by Supervisor Stravinski, seconded by Supervisor Madelung, to approve Resolution 2014-03, 2014 Budget Amendments. Motion carried with a 5-0 vote.

16. Resolution 2014-04 Approval Of Wisconsin Department Of Transportation Jurisdictional Transfer Agreement – North Towne Road, USH 51 (From A Point 0.49 Miles North Of The Intersection With Windsor Road To The Intersection Of Vinburn Road).

Town Engineer Richardson explained that the town is taking 1.3 miles of roadway for snow plowing. This section of road became an orphan. Eventually all of this jurisdiction will be transferred. This is the portion that the town is plowing. The town will be given \$2,392.21 in road aid to plow the road.

A motion was made by Supervisor Madelung, seconded by Supervisor Buchner, to approve Resolution 2014-04, Approval of Wisconsin Department of Transportation Jurisdictional Transfer Agreement – North Towne Road, USH 51 (From A Point 0.49 Miles North Of The Intersection With Windsor Road To The Intersection Of Vinburn Road). Motion carried with a 5-0 vote.

17. Resolution 2014-05 Approval Of Dane County Jurisdictional Transfer Agreement – Portions Of CTH V And Mueller Road.

Town Engineer Richardson explained that this is the area of the road by the soccer fields and where the state is building the new Highway V. This becomes effective when everything is built.

A motion was made by Supervisor Buchner, seconded by Supervisor Smith, to approve Resolution 2014-05, Approval Of Dane County Jurisdictional Transfer Agreement – Portions Of CTH V And Mueller Road. Motion carried with a 5-0 vote.

18. Consideration Of Administration Of AFLAC Supplemental Insurance.

Finance Director/Deputy Town Clerk Butteris indicated that a memo was provided to the Town Board members, together with some additional information. What the town is requesting is that the Town Board support offering Aflac to its employees at the employees' cost. One benefit to

signing up would be the ability to pay other deductions using pretax dollars from the Section 125 plan. There would be cost savings to allow these benefits to its employees.

A motion was made by Chairperson Wipperfurth, seconded by Supervisor Stravinski, in support of allowing the town employees to investigate this further with no out-of-pocket contributions from the town. Motion carried with a 5-0 vote.

19. Consideration Of CARPC Work Plan For 2014.

Chairperson Wipperfurth stated that he was the only Commissioner that voted against the CARPC budget. There were structural defects in the budget. He believes the budget has significant flaws from a reality standpoint. He suggested reducing the work plan or cutting staff.

A motion was made by Chairperson Wipperfurth, seconded by Supervisor Buchner, that the town of Windsor support the Work Plan as presented with the following qualifications: encourage the Commission to reach out to local municipalities to contract for CARPC services; encourage the Commission and BPP to start and implement changes to accomplish the budget line and if neither one of those could be done, to encourage CARPC to change the Work Plan or change the budget. Motion carried with a 5-0 vote.

20. Update On USH 51 Expansion Project.

Town Engineer Richardson advised the bridge abutments are under construction. There will be no change in the traffic plans until March.

21. Committee/Board/Staff Reports.

a. Plan Commission.

Supervisor Stravinski reported on the Plan Commission

b. Community Development Authority.

Supervisor Buchner indicated there was no meeting last month.

c. Park Commission.

Finance Director/Deputy Clerk Butteris reported on the Park Commission.

d. Token Creek Conservancy Committee.

Supervisor Smith reported on the Token Creek Conservancy Committee.

- e. Sun Prairie Extra-Territorial Zoning Committee.

Supervisor Madelung indicated he had nothing to report.

- f. DeForest Area Community And Senior Center/Half-Century Club.

Supervisor Stravinski indicated that he had nothing to report.

- g. DeForest Area Fire Department.

Chairperson Wipperfurth reported on the DeForest Area Fire Department.

- h. Windsor/DeForest Task Force.

Chairperson Wipperfurth reported on the Windsor/DeForest Task Force.

- i. DeForest Area Chamber Of Commerce.

Supervisor Smith reported on the DeForest Area Chamber of Commerce.

- j. DeForest Area Tourism Commission.

Supervisor Stravinski reported on the DeForest Area Tourism Commission.

- k. Madison Beltline Planning Corridor Study.

Supervisor Stravinski indicated he had nothing to report.

- l. Town Chair Report.

Chairperson Wipperfurth provided his report.

- m. Town Staff Report.

Finance Director Butteris and Town Engineer Richardson provided a staff report.

22. Adjournment.

At 7:20 p.m. a motion was made by Supervisor Madelung, seconded by Supervisor Smith, to adjourn the meeting. Motion carried with a 5-0 vote.

Respectfully submitted,


Ellen G. Teed, Recording Secretary