

**TOWN OF WINDSOR  
SPECIAL BOARD MEETING**

Friday, March 21<sup>st</sup>, 2014 at 8 a.m.

Windsor Town Hall/Meeting Room, 4084 Mueller Rd, De Forest, WI

**MINUTES**

**1. Call Meeting to Order and Roll Call**

Chairperson Bob Wipperfurth called the meeting to order at 8 a.m. Roll call of members present: Supervisors Bruce Stravinski, Monica Smith, Don Madelung, Alan Buchner and Chairperson Bob Wipperfurth. Also present was Finance Director/Office Manager Tina Butteris, Town Engineer Kevin Richardson and Public Works Supervisor Jim Fredenberg.

**2. Recitation of the Pledge of Allegiance**

Supervisor Alan Buchner led the recitation of the Pledge of Allegiance.

**3. Discussion/Action on Reserve Replacement Fund and Capital Projects**

Finance Director Butteris updated the Board on the reserve replacement fund and capital projects. General discussion followed. No action was taken.

**4. Discussion/Action on Recycling Center Operations/Upgrades**

Discussion took place on the existing Recycling Center composting area. Public Works Supervisor Fredenberg is going to mark the area needed for concrete or asphalt pad at the Recycling Center to collect compost. The Board will view the site on the Annual Road Tours in April. No action was taken.

**5. Discussion/Action on Salt Storage Facility**

General discussion took place on the replacement of the existing salt storage facility. Engineer Richardson will bid for a treated timber construction facility to house at least 1,000 tons of salt. Bids will be due April 25, 2014. No action was taken.

**6. Discussion/Action on Parks Maintenance Responsibilities**

General discussion took place on parks maintenance responsibilities. No action was taken.

**7. Discussion/Action on Debt Fund and Debt Fund Policy**

Finance Director Butteris reviewed the existing debt fund and draft Debt Fund Policy. General discussion followed. The Debt Fund Policy will be placed on the April 3<sup>rd</sup> Town Board agenda for further discussion. No action was taken.

## **8. Discussion/Action on Fund Balance Policy**

Finance Director Butteris reviewed the draft Fund Balance Fund Policy. General discussion followed. The Fund Balance Policy will be placed on the April 3<sup>rd</sup> Town Board agenda for further discussion. No action was taken.

## **9. Adjournment**

Supervisor Buchner moved to adjourn at 9:57 a.m., second by Supervisor Smith. Motion carried with a 5 – 0 vote.

Respectfully submitted,



Tina Butteris  
Finance Director/Treasurer  
Office Manager/Deputy Clerk