

TOWN OF WINDSOR  
REGULAR BOARD MEETING

Minutes

May 15, 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, Town Engineer Kevin Richardson, Town Planner Jamie Rybarczyk, and Town Attorney Connie Anderson (arrived shortly after the meeting started).

2. Recitation Of The Pledge Of Allegiance.

The flag pledge was led by Supervisor Madelung.

3. Announcements.

- a. The Town Board will convene into closed session pursuant to Wisconsin Statutes sec. 19.85(1)(e) for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Deliberation limited to competitive and bargaining positions on Town-Village Cooperative Joint Ventures/Consolidation/New Entity/Merger/Incorporation.)

Chairperson Wipperfurth read the above announcement.

4. Approve Minutes.

- a. May 1, 2014.

A motion was made by Supervisor Buchner, seconded by Supervisor Madelung, to approve the Minutes of May 1, 2014, as presented. Motion carried with a 5-0 vote.

5. Finance.

a. Staff Report On Finances.

Finance Director/Deputy Town Clerk Butteris noted that there were additional invoices, both prepaid and regular invoices. She indicated that there were quite a few buildings permits (11 single-family permits in April), transportation aids were received, and donations for the sports fields. There is one account receivable over 60 days, which will go on the tax roll. Budget comparison for the general operating fund should be around 33 percent. Revenues are at 67 percent, and expenses are at 35 percent. There was nothing out of the ordinary to be noted.

b. Consider Vouchers For Payment.

A motion was made by Supervisor Smith, seconded by Supervisor Buchner, to approve the vouchers presented for payment. Motion carried with a 5-0 vote.

c. Treasurer's Report.

A motion was made by Supervisor Stravinski, seconded by Supervisor Madelung, to approve the Treasurer's Report as presented. Motion carried with a 5-0 vote.

d. Budget Report.

A motion was made by Supervisor Buchner, seconded by Supervisor Smith, to approve the Budget Report as presented. Motion carried with a 5-0 vote.

6. Appearances Before The Board.

None.

7. Mary Arnold, State Assembly District 37 Candidate.

Mary Arnold thanked the Town Board for the opportunity to appear. She is running for District 37. She is from Columbus. She is running to strengthen the public school system, promote natural resources, and job creation to name a few. She would like to restore funding for public education in Wisconsin and address needs of rural schools. There needs to be a fair balance between the rights of local residents to protect their own needs. She would like to see job growth and a living wage for families.

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

Chairperson Wipperfurth noted that on May 28 there is scheduled a joint meeting with the village of DeForest and town of Windsor at the DeForest Library.

9. Operator Licenses.

Chairperson Wipperfurth stated that there were two applications for Operator Licenses. Town Clerk Capstran recommended approval of both.

A motion was made by Supervisor Buchner, seconded by Supervisor Smith, to approve Operator Licenses for Krista Neerdaels and Daniel Muller based on staff recommendation. Motion carried with a 5-0 vote.

10. Cuba Valley Or Windsor Road Interchange At Interstate.

Chairperson Wipperfurth noted that this is for information only. He welcomed everyone for coming to the meeting. He provided a brief history of how the town got to this point. This project goes back five, six, seven years. It was started by the village of DeForest and Conservancy Place inquiring about an interchange at Cuba Valley Road and the Interstate.

On April 29, he and Finance Director Butteris attended a meeting at the village of DeForest with the Department of Transportation. He noted there are no predetermined outcomes. He explained the process. At the January 16 Town Board meeting, the town was asked by the Department of Transportation to take a position on what it thought of the Cuba Valley Road interchange and other opportunities. The town went on record to explore this further and stated that it made more sense to look at the Windsor Road/River Road interchange site – not that the town was in favor of it but to look at it from a bigger perspective.

Brandon Lamers from the Department of Transportation started off the discussion. For 18 months the DOT has been evaluating grade crossings. No construction is currently funded for these locations.

Jess Billmeyer of the Department of Transportation provided a more detailed presentation. About seven years ago, the village of DeForest proposed the Cuba Valley Road interchange. The local sponsor would be the village of DeForest. The final approval goes to the national level. Are there other locations that would be better than Cuba Valley Road? They are in a very early stage in this study. They are analyzing new access points and looking at new bridges over the Interstate. They are looking at I-90 from the Beltline to Highway 60. The study is in two tiers: (1) looking at high-level data and (2) obtaining more details. Possible locations could be Hanson and Hoepker, Milwaukee Street extension, and Gaston Road. Nine locations were eliminated from further consideration. They are looking at a lot of different criteria.

The town of Vienna was opposed to the Cuba Valley Road location.

The Department of Transportation has data on the impact of traffic, looked at safety, and looked at geometrics and regional importance. It is better to have an interchange on an arterial road. They have looked at environmental impacts. Five alternatives were evaluated and brought to the various municipalities for concerns and questions. The five alternatives have been narrowed down to two alternatives: a Cuba Valley Road partial cloverleaf, which is what DeForest proposed at the beginning, and a Windsor Road standard diamond. There was also an alternative for Windsor Road of a tight diamond interchange.

Chairperson Wipperfurth asked about the notation on the Norsman property.

It was indicated that this property may be of historical significance. The DOT looks at buildings constructed over 40 years ago. They try to avoid historic properties.

Supervisor Madelung asked whether the DOT was looking at a new bridge over the Interstate.

Mr. Billmeyer responded “yes.” The bridge on River Road is scheduled to be replaced in the future.

The question was asked what kind of traffic will there be on Windsor Road.

The DOT does traffic forecasting. The forecast for 2050 would be 6,000 vehicles at the intersection.

Chairperson Wipperfurth asked where the DOT was in the process in that the Windsor Town Board is hearing about this for the first time. If an interchange is going to be built, would the local municipalities pay for it? What would the cost be?

Mr. Billmeyer responded that the DOT is in the screening process. An impact report would be prepared, along with an environmental investigation report.

Mr. Billmeyer replied that, if the interchange would show regional importance, the DOT could look at potential funding of the interchange. If there was not great regional importance, then it would be looking to the municipalities for the cost. Cost estimates for the Cuba Valley Road interchange are much more expensive. An estimate for Cuba Valley Road would be \$20 million and Windsor Road would be \$10 million.

Supervisor Stravinski asked about the Cuba Valley Road site. How would the costs be split between the three municipalities? What would happen if the town of Windsor said it did not want the interchange?

Mr. Billmeyer responded if the DOT makes the determination for the interchange it will pay its portion and it is up to the municipalities to pay for the rest of it. He did not think the funding would be forced on a municipality.

Supervisor Stravinski discuss weight limits for Windsor Road. How does the DOT deal with semis that would be overweight on Windsor Road?

Mr. Billmeyer stated that the interchange would increase the number of trucks on Windsor Road. That would need to be addressed as part of the process.

Supervisor Buchner thanked the audience for the good turnout. There would be about 6,000 vehicles exiting onto Windsor Road and heading east. What would be the breakdown of truck traffic?

Mr. Billmeyer did not have an answer.

Supervisor Buchner also referenced the North Mendota Beltline.

Mr. Lamers responded that discussions for the North Mendota Beltline were south of Waunakee or just north of Highway 19. That would be moving the traffic that goes through Waunakee to north of the village.

Supervisor Smith indicated there were present neighbors who lived to the east of the interchange. They were concerned with excess traffic and a lot of noise. Could the interchange be moved to V?

Mr. Lamers responded that the purpose of this study was to look at new locations.

Mr. Billmeyer indicated there would be a reduction in traffic at V and Highway 19 if this interchange is constructed.

Larry Barta from the Department of Transportation was also present. He is the project manager for the study.

Chairperson Wipperfurth noted the town received a letter from Chris and Malina Bedtke opposing any type of interchange.

Dick Schulte read a prepared letter in opposition to the interchange.

Mr. Billmeyer responded that this is not a DOT proposal but an evaluation.

Tony Hamelink, President of the Lake Windsor Property Owners Association, spoke. He indicated they found about this proposed project a few weeks ago. He and Dick Schulte passed out a petition in the neighborhood. There are 43 homes. Their biggest concern is not only the traffic control but it will bring construction, gas stations, etc., where houses were to go in the area. They have 60 names on the petition. If anyone was home, they signed the petition. They are very concerned that there will be that much traffic. If this project was built 40 years ago, there would be no Highland Drive or the 43 homes that surround the golf course.

Supervisor Stravinski followed up and noted that in the town plan the entire Norsman property is planned for traditional single-family residential.

Karen Byrnd, 6721 Highland Drive, asked why this was necessary.

Mr. Billmeyer responded. The village of DeForest proposed an interchange at the Cuba Valley Road location.

Chairperson Wipperfurth indicated that the Town Board will take under advisement everything it has heard at the meeting.

Jim Johnston, 6518 Chestnut Drive, discussed costs the town might incur. He did not see a benefit when people who are living around the area can go to Highway 19 or to the north. It is only two miles.

Chairperson Wipperfurth added that this proposed project was initiated by the village of DeForest and Conservancy Place. Judd Blau from the village of DeForest was invited to the Windsor Town Board meeting. He had a conflict and chose not to send someone else.

Don Oines, 4589 Windsor Road, mentioned the new park down the road. There are a lot of bicycles pulling trailers on Windsor Road. He cannot imagine more traffic on Windsor Road.

Mike Mack, 6713 Highland Drive, has heard all the arguments and has a history in public safety. The town of Windsor does not have much to benefit from this. DeForest does. This would be committing the Windsor residents to a massive change in their lifestyle.

Chairperson Wipperfurth asked how this would affect local municipalities if Windsor Road had to be rebuilt.

Mr. Barta responded it would be whoever sponsored the interchange.

Mr. Hamelink discussed the bridge over the Yahara River. Would it have to be reconstructed?

Betsy Schulte asked what if Windsor says “no” that it does not feel it is to the town’s benefit. Could DeForest do the project on its own with private funding and actually get this approved without Windsor?

Mr. Barta responded that that was possible.

Pauline Wentland, 6729 Highland Drive, did not see any reason why the town needed the interchange. There is one at Highway 19 and one at V. Windsor Road is a road to nowhere. There are no businesses going into Conservancy Place.

Supervisor Madelung asked about the DOT's experience historically where they have done similar projects where one municipality will have an advantage and the other municipality that opposes.

DOT really did not have any situations that exactly fit, possibly Lacy Road and Highway 14.

Joan Mack asked if Windsor had the power to stop this.

Chairperson Wipperfurth advised that this will be put on a subsequent agenda.

Mr. Hamelink questioned whether this could happen within 10 years.

The response from Mr. Barta was "yes."

Supervisor Stravinski had a question regarding municipal participation and the cost. What would be the percentages?

Mr. Barta said it could be 100 percent.

Supervisor Madelung asked if Vienna says "no," and Windsor says "no," and the DOT says "no," and DeForest says it has private money, could DeForest do it privately?

Mr. Barta responded that DeForest would have to get the proper approvals and studies.

11. Resolution 2014-23 Richard Potthast, Jr. Requests Approval Of A Certified Survey Map In Order To Combine 3 Parcels Described As Block 7, Lots 15, 16 And 17 In The Village Of Windsor Generally Located At The Intersection Of 3rd Street And Depot Street, Into 2 Lots In Windsor, WI.

A staff report was provided by Town Planner Rybarczyk. The petitioner currently has three lots – 15, 16, and 17 – in the Village of Windsor Plat. The north and south lots have existing businesses on them. The petitioner would like to combine the three lots into two lots and sell the lots to the tenants on those lots. They are zoned C-2, Heavy Commercial. The CSM meets all of the state statute requirements. This was approved by the Plan Commission and the village of DeForest.

Supervisor Buchner asked what type of applications are allowed in Heavy Commercial.

Town Engineer Richardson responded that small manufacturing, warehousing, and auto repair are allowed.

Supervisor Stravinski stated that even though this is creating a new CSM it should be exempt from parkland dedication. This is just a boundary adjustment.

Town Attorney Anderson indicated she would add as a new paragraph B that no parkland dedication fees would be required and change paragraph B to C. A different signature page would be provided at the next meeting.

A motion was made by Supervisor Madelung, seconded by Supervisor Smith, to approve Resolution 2014-23 Approving a Certified Survey Map in order to combine 3 parcels described as Block 7, Lots 15, 16 and 17 in the Village of Windsor generally located at the intersection of 3rd Street and Depot Street, into 2 lots in Windsor, WI, as amended. Motion carried with a 5-0 vote.

12. Resolution 2014-14 Aaron Amundsen Requests Approval Of A Certified Survey Map In Order To Combine 2 Parcels Located At 6562 Winding Way, DeForest, WI 53532.

Town Planner Rybarczyk provided a staff report. The applicant would like to combine a small remnant piece of land. Lot 64 is zoned Estate Residential. The remnant is zoned Ag. The owner would like to put a shed to the east of the utility easement. The Plan Commission approved the CSM, but the application has to come back for rezoning. The park fees would also have to be waived. Town Attorney Anderson will add corrective language regarding no parkland dedication fees and correct the reference to Lot 62 to 64.

Chairperson Wipperfurth encouraged the applicants to attend both the Plan Commission meeting and the Town Board meeting. Matters have been held in abeyance pending the applicant's attendance at the Town Board meeting.

A motion was made by Supervisor Stravinski, seconded by Supervisor Buchner, approving Resolution 2014-24 for approval of a Certified Survey Map in order to combine two parcels located at 6562 Winding Way, DeForest, WI 53532. Motion carried with a 5-0 vote.

13. Resolution 2014-25 Speedway (6340 Lake Road) Represented By Site Enhancement Services, Inc., Requests Approval Of A Variance From The Height Restriction Of 16 Feet For Signs In The 36-45 Mile Per Hour Zone To Allow For A New Sign With A Height Of 19 Feet Which Will Allow For More Visibility Of The Sign.

Chairperson Wipperfurth advised that the applicant called earlier and the person who was going to attend the meeting could not make it.

Town Planner Rybarczyk advised that Speedway would like to install a new LED sign. Currently it has a 16-foot manual sign. They are requesting a variance. The property is zoned C-2 Heavy Commercial. Speedway has done a study to support the request for the additional three-foot height. They looked at the site from several angles. With the height of some of the semis, the 16-foot limit makes it difficult for motorists to see the gas prices. Speedway would like for the motorists to see the gas prices sooner and make a quicker decision in that they are dealing with Highway 19 which is divided. The county approved the variance on March 27.

The Plan Commission approved the variance at its last meeting. The new sign would be going in the same location as the existing sign.

Town Attorney Anderson noted that when this was presented it was explained that it was for sight enhancement. The applicant looked at the traffic patterns. The taller sign would allow it to be seen sooner and improve safety.

Supervisor Buchner had a question regarding the signs on the south side of Highway 19.

Town Engineer Richardson responded that the signs are consistent. All had to obtain approval from Dane County.

Supervisor Madelung added that this enhances safety.

A motion was made by Supervisor Madelung, seconded by Supervisor Smith, to approve Resolution 2014-25 for Speedway (6340 Lake Road) represented by Site Enhancement Services, Inc., for approval of a variance from the height restriction of 16 feet for signs in the 36-45 mile per hour zone to allow for a new sign with a height of 19 feet which will allow for more visibility of the sign. Motion carried with a 5-0 vote.

14. Resolution 2014-26 Kurt Woodburn Requests Lifting The No Vehicular Access Restriction For Lots 1 & 2 Of CSM 7360, Located Along Gray Road, DeForest, WI 53532.

Town Engineer Richardson provided a staff report and history. At the time the two lots were created, the town restricted where the driveways could be. Since that time, now with the reconstruction of Highway 51 and Gray Road becoming a cul-du-sac, the same traffic concerns do not exist. The property owners have come forward asking that the town lift the vehicular access restriction. Where the property owners would place their house would then dictate the placement of the driveways. Town Engineer Richardson indicated that lines of sight are fine.

Chairperson Wipperfurth stated that the town is trying to encourage shared driveways as much as possible.

Supervisor Buchner did not see this as a safety issue.

A motion was made by Supervisor Buchner, seconded by Supervisor Madelung, to approve Resolution 2014-26 for Kurt Woodburn lifting the no vehicular access restriction for Lots 1 and 2 of CSM 7360, located along Gray Road, DeForest, WI 53532. Motion carried with a 4-1 vote, with Chairperson Wipperfurth opposing.

15. Resolution 2014-27 Consideration Of Authorizing The Execution Of Addendum No. 2 To Foth Agreement For Professional Services For A Comprehensive Plan Update.

Finance Director Butteris stated that a couple of months ago the town had approved the execution of an agreement to have Foth work on a Comprehensive Plan update. In that agreement, it says the town would obtain the software files from its previous consultant. Finance Director Butteris, Chairperson Wipperfurth, and Town Engineer Richardson have all attempted to obtain the software documents and records and have been unsuccessful in obtaining the records. In order to complete the Comprehensive Plan update, the town will need to have some additional work performed by Foth. This would be an addendum to the original agreement, and there would be an additional cost of \$4,500. In the town's agreement with Foth, it is noted that all of these files are the property of the town of Windsor so it should not have trouble obtaining the files in the future.

Town Planner Rybarczyk stated that the town did its best. The town had been trying to get the files from his previous employer, PDI/Graef. Shaun Mularky, also a previous employee of PDI/Graef, will create a template. An administrator will take text and recreate the document and create a format for demographics. This will streamline the process.

Supervisor Madelung indicated that this situation did not sit well with him. It was very unprofessional. He suggested that the town send a letter from its attorney to Graef demanding the town's software. This is very unprofessional if this is the way it is going to act and, if anyone asks for recommendations for Graef, the town will not give it.

Chairperson Wipperfurth responded that everyone felt the same way. He did not want to spend money to send a legal letter that would not accomplish anything. He also indicated that language was added to the new agreement that the town has the right to work product in all types and formats and it has to be given back to the town if asked.

Supervisor Madelung stated he would be happy to write a letter. This is totally unprofessional, and he would not give any support on behalf of Graef.

Supervisor Stravinski stated that it would be good to have the town Comprehensive Plan on its web site.

A motion was made by Supervisor Stravinski, seconded by Supervisor Smith, to approve Resolution 2014-27 authorizing the execution of Addendum No. 2 to the Foth Agreement for professional services for a Comprehensive Plan update. Supervisor Madelung had a friendly amendment that he would write a letter on behalf of the town to Graef. There would be no additional cost. Town Engineer Richardson responded that he could write the letter. The motion maker and second concurred with the amendment. This letter will be a future agenda item for signature by the Town Board members, which would have more impact. Motion carried with a 5-0 vote.

16. Consider Change Of Road Name For Old US Highway 51 And Refer To June 19, 2014, Town Meeting For Action.

Town Attorney Anderson provided a memo regarding what is necessary to have a name change made. The new name will be North Towne Road.

A motion was made by Supervisor Buchner, seconded by Supervisor Madelung, to consider a change to the section of old US Highway 51 and bring it back to the June 19, 2014, Town Board meeting. Motion carried with a 5-0 vote.

17. Consideration Of Salt Shed Bids.

Town Engineer Richardson provided a memo regarding the latest options the town has looked at. Bids were opened on April 24, and the town only received two bids. The bid from Engineered Buildings, Inc., came in at \$176,000. Town Engineer Richardson spoke with different places that have used Engineered Structures. Everyone was very complimentary. He looked at one of their buildings, and it was very good. The town would prefer a rectangular building.

Approval of this will require a meeting of the town's electors.

The Town Board recommended that there be a meeting of the town electors who will be voting for approval. This will be a special meeting.

Supervisor Buchner noticed the facility on Highway 89. Town Engineer Richardson responded that this is a much larger structure than Windsor would have.

Supervisor Stravinski had a question regarding the proposed 40 foot by 60 foot structure with the concrete wall.

A motion was made by Supervisor Madelung, seconded by Supervisor Smith, that the town bring to the electors a proposal for a salt structure to facilitate 1,000 tons at \$176,000, contracting with the firm of Engineered Buildings, Inc., out of Milwaukee. A friendly amendment was added that this be brought before the electors at a special town meeting. The motion maker and second concurred with the amendment. Motion carried with a 5-0 vote.

18. Consider Change To Ordinance Chapter 6 Alcohol Beverages; Article II, Establishment Licenses; Division 3 Qualifications & Limitations; Section 6-86 Residency.

Town Clerk Capstran explained that she is currently reviewing renewal liquor license applications. One of the town's current long-time business filled out its application, but they are also in the process of changing ownership. As part of the application, the new owner put in her permanent residency card. She is not a citizen of the United States. This is a requirement under the town's ordinance.

Town Clerk Capstran contacted the Department of Revenue because she could not find any residency requirements in the statutes.

Town Attorney Anderson did not see a compelling reason why the town would need this requirement in its ordinance. The town cannot waive a condition in its ordinance. If the town would like this business to have a liquor license, it would have to change the ordinance in order for that to happen. The new owner has been in this country for ten years. It can take up to 20 years to become a citizen of this country. If there was a recommendation that this be changed, it could come back on the June 5 agenda. The town would need to have the ordinance amendment on the agenda and get it approved before it could continue with approval of the license.

This is not something required in the state statutes but is an additional condition that the town is requiring.

Supervisor Smith felt this was a sensitive issue.

Supervisor Madelung suggested approving this as a temporary license. He thought the town was following state guidelines; and since it is not a requirement, it is now moot.

Town Attorney Anderson indicated it was in the town's best interests to change this.

Supervisor Buchner added he felt if this person is operating a business this person should be an American citizen.

Living in the state for 90 days is a state requirement.

Supervisor Stravinski had no problem with making the change.

A motion was made by Supervisor Stravinski, seconded by Chairperson Wipperfurth, to consider a change to Windsor's ordinance Chapter 6 regarding alcohol beverages and that this issue be brought to the next Town Board meeting with a revised ordinance. Town Attorney Anderson will provide the town with legal support. Motion carried with a 5-0 vote.

19. Establish Date For Special Town Elector Meeting.

A special town elector meeting cannot be on a Thursday and is usually on a Monday or Tuesday. After discussion, a motion was made by Chairperson Wipperfurth, seconded by Supervisor Buchner, to hold a special town elector meeting on Wednesday, June 18, at 5:30 p.m. Motion carried with a 5-0 vote.

20. Update On US Hwy 51 Expansion Project.

Town Engineer Richardson discussed the closure of Highway V on June 9 and the closure of Mueller Road three weeks later.

21. Convene Into Closed Session And Roll Call.

At 7:40 p.m. a motion was made by Supervisor Buchner, seconded by Supervisor Smith, to convene into closed session. Roll call vote was taken, with everyone being present.

22. Reconvene Into Open Session.

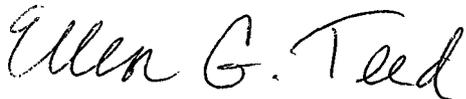
23. Action From Closed Session.

- a. Town-Village Cooperative Joint Ventures/Consolidation/New Entity/Merger/Incorporation.

24. Adjournment.

A motion was made and seconded to adjourn the meeting. Motion carried with a 5-0 vote.

Respectfully submitted,



Ellen G. Teed  
Recording Secretary

**TOWN OF WINDSOR - BOARD MEETING**  
Thursday, May 15<sup>th</sup>, 2014 at 5 p.m.  
Windsor Town Hall / Meeting Room, 4084 Mueller Rd, DeForest, WI

**SUPPLEMENTAL MINUTES**

**19) Convene into Closed Session and Roll Call**

Supervisor Buchner moved to convene into closed session as per the stated notice at 7:40 p.m., second by Supervisor Smith. Motion carried with a roll call vote of 5 – 0.

**20) Reconvene into Open Session**

Supervisor Buchner moved to reconvene into open session at 9:14 p.m., second by Supervisor Stravinski. Motion carried with a 5 – 0 vote.

**21) Action from Closed Session**

- a) Town-Village Cooperative Joint Ventures/Consolidation/New Entity/Merger/Incorporation

Supervisor Madelung moved to issue a press release stating the Town of Windsor Board is considering the options for Windsor's future governmental structure (see attached release), second by Supervisor Smith. Motion carried with a 5 – 0 vote.

**22) Adjournment**

Supervisor Madelung moved to adjourn at 9:15 p.m., second by Supervisor Smith. Motion carried with a 5 – 0 vote.

Respectfully submitted,



Christine Capstran  
Town Clerk



May 16, 2014

PRESS RELEASE

WINDSOR TO ANALYZE FUTURE GOVERNMENTAL STRUCTURE

The Windsor Town Board is “growing forward” by considering the options for the structure of its local governmental operations. As stated in a letter dated August 17, 2013, two local community business groups, DAWN (DeForest and Windsor Now) and BDG (Business Development Group), have asked the Town to examine the benefits, impacts and issues of reconfiguring the Town of Windsor and Village of DeForest to form a stronger united entity.

In response, the Town Board is considering what governmental structure will best serve Windsor’s residents. The Town Board has decided to proceed with its due diligence to study the following three options:

1. Windsor remains a town and makes no major structural changes in its form of government.
2. Windsor creates a new governmental entity with the Village of DeForest through merger or consolidation.
3. Windsor incorporates and changes its government from a town to a village.

Whichever option is selected, Windsor intends to work cooperatively with its neighbors.

The Windsor Town Board actively participated in the Windsor-DeForest consolidation/merger study prepared approximately fourteen years ago. At that time, community leaders from the Town and Village were appointed to serve on committees to research consolidation. The study included input from consultants and addressed issues such as farmland preservation, financial and tax impacts, land use, government structure, community name, public safety and utilities/public works. After thoughtful consideration, the Windsor Town Board did not proceed with consolidation.

At this time, the Town Board’s emphasis is on better understanding the impact of incorporation primarily because this option has not been fully investigated in the past. It is possible that incorporation may preserve and maintain Windsor’s civic, social, and economic character; allow Windsor to gain a greater level of local control over zoning and development; and, prevent further loss of tax base through annexations. The Town Board is committed to working with its residents to achieve these goals while continuing to work cooperatively with neighboring communities. Incorporation does not preclude merger or consolidation in the future.

Over the next several months, the Windsor Town Board will hold Town Hall meetings to discuss and receive input on the three options and encourages participation from our residents. We will continue to dialog with our neighboring municipalities and will be meeting with Windsor committees, commissions and utilities to fully discuss the options.

These Town Hall meetings will be noticed, as all meetings are, via Windsor website ([www.windsorwi.gov](http://www.windsorwi.gov)), postings at the Windsor Town Hall, Morrisonville Post Office and Windsor Post Office and via publication in the DeForest Times-Tribune.