

Approved  
9-18-14

TOWN OF WINDSOR  
REGULAR BOARD MEETING

Minutes

September 4, 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: Town Clerk Christine Capstran, Town Finance Director Tina Butteris, and Town Engineer Kevin Richardson.

2. Recitation Of The Pledge Of Allegiance.

The flag pledge was led by Supervisor Buchner.

3. Announcements.

None.

4. Approve Minutes.

- a. August 20, 2014.
- b. August 21, 2014.
- c. August 25, 2014.

A motion was made by Supervisor Smith, seconded by Supervisor Stravinski, to approve the Minutes of August 20, August 21, and August 25, 2014. Motion carried with a 5-0 vote.

5. Consider Vouchers For Payment.

Finance Director Clerk Butteris noted that additional invoices were provided. There was nothing to highlight. A motion was made by Supervisor Smith, seconded by Supervisor Buchner, to approve the vouchers for payment. 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.

Deputy Heidi Studnicka provided the Law Enforcement Report for August. There has been a recent shift of traffic in connection with the Highway 51 reconstruction project – so far, so good. She and Deputy Gnacinski went to the Morrisonville School on the first day of school. There were no issues.

There was a property-damage-only crash at Highway 19 and Lake Road, a one-car property-damage-only crash at Highway 51 and DM, and two-car crashes at Parkside Circle, Portage Road and Windsor Road, and Lake Road and Windsor Road.

Calls of interest included a domestic temporary restraining order violation, arrest of a wanted person, a domestic abuse arrest, a bail jumping/domestic arrest, an intoxicated subject taken to detox, a domestic disorderly conduct arrest, domestic disorderly conduct/battery arrest with OWI, a weapons violation – disorderly conduct charge, and a suicidal person/domestic disorderly conduct arrest.

A total of 18 citations were issued, and 8 warnings were issued.

Other issues included a flying drone near neighbors' windows, speeding on Windsor Ridge, car break-ins in Windsor proper, and junk on property at 4013 Windsor Road.

Supervisor Madelung questioned the flying drones, and Supervisor Smith questioned the Golf Road area.

8. Citizen Input On 2015 Budget.

None.

9. Future Governmental Structure of Windsor.

Nothing.

10. New Operator Licenses.

There were no applications for operator licenses.

11. “Class A” Fermented Malt Beverage – Change Of Agent.

a. Speedway; Linda V. Smeltzer, Agent.

Town Clerk Capstran recommended approval. A motion was made by Supervisor Madelung, seconded by Supervisor Stravinski, to approve the Change of Agent Application for Speedway, LLC, to Linda V. Smeltzer. Motion carried with a 5-0 vote.

12. Resolution 2014-54 Reduction Of Surety For Holland Fields Subdivision Phase 8.

Town Engineer Richardson recommended that the town reduce the surety for infrastructure, street trees, and pavement surface. Everything is looking good, and he recommended a reduction to \$37,600. A motion was made by Supervisor Buchner, seconded by Supervisor Smith, to approve Resolution 2014-54 Approving Reduction In Letter Of Credit For Phase 8 Of The Plat Of Holland Fields. Motion carried with a 5-0 vote.

13. Resolution 2014-55 Approving The Project Plan And Establishing The Boundaries For, And The Creation Of, Tax Incremental District No. 1.

Jim Mann of Ehlers provided a brief overview. This is an ongoing development effort by the town to create a TID. This is the area of the town at Windsor Road and Highway 51, in the southwest quadrant of that intersection, which is known as Windsor Crossing and is owned by the CDA. The plan would allow the town to spend \$3 million on infrastructure. This is a mixed-used project with the area closest to the intersection being commercial. The property will be taxed the same as other property in the town. All of the taxes generated will stay within the TID. The maximum life of the district is 20 years. The goal is to close it as quickly as possible.

Jim Mann commented on the Joint Review Board meeting and the public hearing. He also stated that the documents will have to be submitted to the state. The state will review them for completeness.

Supervisor Madelung congratulated Chairperson Wipperfurth and the town staff for staying on top of this.

Windsor is one of the first towns in the state of Wisconsin to form a tax incremental district under the new Town TID Law.

A motion was made by Supervisor Stravinski, seconded by Supervisor Smith, to approve Resolution 2014-55 Approving The Project Plan And Establishing The Boundaries For And The Creation Of Tax Incremental District No. 1, Town of Windsor, Wisconsin. Motion carried with a 5-0 vote.

14. Authorization To Engage Ehlers To Prepare A Financial Analysis On Incorporation.

Chairperson Wipperfurth explained that this is what was discussed coming out of the town meetings in July. Finance Director Butteris and Chairperson Wipperfurth met with Jim Ehlers and discussed the points that would be in the initial analysis. He will provide an analysis based upon what is in the memo before the Town Board and the points discussed at their meeting. The cost is not to exceed \$10,000 unless the town adds major components or additions to the report. Mr. Mann offered that he would prepare the analysis on a time-and-materials basis, so the cost may be less than \$10,000. The Town Board will then be able to make a more educated decision on how to proceed.

Supervisor Madelung asked when the analysis would be complete.

Mr. Mann responded late-October.

A motion was made by Supervisor Madelung, seconded by Supervisor Buchner, to approve the preparation of an analysis by Jim Mann of Ehlers based upon what is in the memo before the Town Board and the points discussed at their meeting. The cost is not to exceed \$10,000 unless the town adds major components or additions to the report. Mr. Mann offered that he would prepare the analysis on a time-and-materials basis, so the cost may be less than \$10,000. Motion carried with a 5-0 vote.

15. Committee/Board/Staff Reports.

a. Plan Commission.

Supervisor Stravinski advised regarding the Plan Commission.

b. Community Development Authority.

Supervisor Buchner advised regarding the Community Development Authority.

c. Park Commission.

Town Clerk Capstran advised regarding the Park Commission.

d. Token Creek Conservancy Committee.

Supervisors Smith and Stravinski advised regarding the Token Creek Conservancy Committee.

e. Sun Prairie Extra-Territorial Zoning Committee.

Supervisor Madelung advised there was nothing to report.

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

Supervisor Stravinski advised there was nothing to report.

- g. DeForest Area Fire Department.

Chairperson Wipperfurth advised regarding the DeForest Area Fire Department.

- h. DeForest Area Chamber Of Commerce.

Supervisor Smith advised regarding the DeForest Area Chamber of Commerce.

- i. DeForest Area Tourism Commission.

Supervisor Stravinski advised there was nothing to report.

- j. Madison Beltline Planning Corridor Study.

Supervisor Stravinski advised there was nothing to report.

- k. Dane County Towns Association.

Supervisor Madelung advised regarding the Dane County Towns Association.

- l. Town Chair Report.

Chairperson Wipperfurth provided his report.

- m. Town Staff Report.

Town Engineer Richardson, Finance Director Butteris, and Town Clerk Capstran and provided their staff report.

16. Adjournment.

At 5:50 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