

SPECIAL TOWN ELECTOR MEETING  
TOWN OF WINDSOR

Tuesday, September 9<sup>th</sup>, 2014 at 5:30 p.m.

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

MINUTES

The Windsor Town Board called a Special Town Meeting to request authorization from the Town electors to purchase land at 6351 Portage Road (parcel 0910-343-9800-1) pursuant to Wis. Stat. § 60.10(2)(e).

**1) Call Meeting to Order**

The Special Town Meeting was called to order at 5:30 p.m. by Town Chairperson Wipperfurth.

Present: Dennis O'Loughlin, Paula Brandmeier, Monica Smith, Alan Buchner, Bruce Stravinski and Bob Wipperfurth. Others present: Finance Director/Deputy Clerk Tina Butteris, Town Engineer Kevin Richardson and Town Attorney Connie Anderson.

**2) Recitation of the Pledge of Allegiance**

The Pledge of Allegiance was led by Don Madelung.

**3) Authorization to Purchase Land at 6351 Portage Road (parcel 0910-343-9800-1)**

Finance Director Butteris provided information on the possible purchase of the 5 acre parcel.

Dane County has approved the sale of the tax deeded lands stated above to the Town of Windsor for the total amount due (\$25,007.43) + 1% assessed value (\$11,500 \* 1% = \$115), if paid in September 2014. The amount due is the purchase price to Dane County and does not include additional related expenses for the acquisition (legal, etc.). The breakdown of the purchase is as follows:

Principal	Interest	Penalty	Subtotal	1% Assessed Value	Amount Due
\$13,680.85	\$7,551.05	\$3,775.53	\$25,007.43	\$115.00	\$25,122.43

Windsor maintains a healthy general fund unreserved fund balance. The utilization of the funds for the purchase will not contradict or negatively impact the existing Fund Balance Policy guidelines. The purchase price and acquisition costs will be expensed utilizing these funds. A budget amendment will be made for the allocations at a future Town Board meeting.

In April of 2012 the Token Creek Watershed Association authorized to reimburse the Town of Windsor up to \$5,000 if the Town was able to acquire the Yngsdahl property located on Portage Road and if it was purchased within 2 years of the approval. The Token Creek Watershed was informed of the availability to purchase the land at this time and has graciously extended the offer to assist in the purchase of the land.

Amount Due	Less TCWA Contribution	Windsor Cost to Purchase
\$25,122.43	\$(5,000.00)	\$20,122.43

In 2009 Windsor placed a special assessment of \$9,960 on the parcel which was Windsor's cost of demolition of the condemned buildings. When the special assessment was placed on the tax roll, a deferred special assessment was established on Windsor's accounts in anticipation of the future collection. After the purchase of the property is finalized Dane County will return to Windsor the deferred special assessment of \$9,960 in the month following the collection. These funds do not reduce Windsor's costs to purchase the land as it is deferred revenue.

Windsor will receive the interest collected on the special assessment in the amount of \$5,577.60 in the month following the purchase of the property. The interest is not set up as deferred revenue and therefore will assist to offset the actual cost to purchase. The impact is as follows:

Amount Due	Less Interest Revenue	Windsor Cost to Purchase
\$20,122.43	\$(5,577.60)	\$14,544.83

Engineer Richardson provided background information. The property is listed as a contaminated property and at this time the case file remains open. A 300-gallon tank was pulled from the property in 1992 and residual soil contamination was identified that exceeds state residual contaminate levels (RCLs). Groundwater contamination does not exceed state enforcement levels so groundwater contamination is not an issue.

In Feb. 2003, the Wisconsin Department of Commerce denied closure and requested that the potable well be sampled by collecting samples from Token Creek and from the one monitoring well onsite. To date that scope of work was not completed and the site is officially listed as stalled as the responsible party has been recalcitrant.

The following is what will need to be accomplished to move the site to closure:

- verify that the potable well has been properly abandoned and provide the abandonment paperwork
- abandon the one monitoring well that remains onsite and provide the abandonment paperwork
- submit a one-time \$200 payment to include the site on the DNR's Geographic Information System (GIS) Registry for sites with residual contamination - in this case soil only as well as submit the GIS packet with the necessary information.

Chair Wipperfurth read into the record the following:

I would love to be there but will be in Toronto on business...sounds like a great opportunity. –  
David Greer

As I am unable to attend the Sept. 9th Special Board Meeting I wanted to submit my comments in writing. I am strongly in support of the purchase of the 5 acre parcel on Portage Road. This would be a most welcome addition to the Token Creek Conservancy lands and would open up more possibilities for the use of the TCC in that area. - Jean Schneider, Chairperson of the Token Creek Conservancy.

Dennis O'Loughlin moved to purchase the land at 6351 Portage Road (parcel 0910-343-9800-1), second by Paula Brandmeier. Motion carried unanimously.

#### **4) Adjournment**

Paula Brandmeier moved to adjourn at 5:44 p.m., second by Dennis O'Loughlin. Motion carried unanimously.

Respectfully submitted,



Tina Butteris  
Finance Director/Treasurer  
Office Manager/Deputy Clerk