

Approved 3-5-15

TOWN OF WINDSOR
REGULAR BOARD MEETING

Minutes

February 19, 2015

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 Finance Director Tina Butteris, Town Clerk Christine Capstran, Town Attorney Connie Anderson, Town Engineer Kevin Richardson, and Town Planner Jamie Rybarczyk.

2. Recitation Of The Pledge Of Allegiance.

The flag pledge was led by the Boy Scouts present in the audience.

3. Announcements.

None.

4. Approve Minutes.

- a. February 3, 2015.
- b. February 5, 2015.

Supervisor Smith noted that it was Lake Road that she had trouble getting onto instead of Windsor Road. A motion was made by Supervisor Buchner, seconded by Supervisor Madelung, to approve the Minutes of February 3 and February 5, 2015. Motion carried with a 5-0 vote.

5. Finance.

- a. Staff Report On Finances.

Finance Director Butteris provided a memorandum of the highlights for the month of January. Five building permits were issued. The town is working on collection of one accounts receivable. Both the Soccer Club and Lacrosse Club have paid their portions for the Sports Commons parking lot.

b. Consider Vouchers For Payment.

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

c. Treasurer's Report.

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

d. Budget Report.

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

6. Appearances Before The Board.

None.

7. Future Governmental Structure Of Windsor.

Chairperson Wipperfurth indicated that over the past couple of weeks four municipalities have passed motions supporting Windsor's resolution for incorporation. They include Vienna, Bristol, Westport, and Leeds.

Supervisor Smith thanked Chairperson Wipperfurth for the work and effort he has put into this. Supervisor Madelung concurred.

8. Operator Licenses.

There were no applications for operator licenses.

9. Review Of Draft Town Of Windsor Comprehensive Plan Amendments.

Town Planner Rybarczyk submitted the last draft of the Comprehensive Plan a couple of weeks ago. He presented an update to the Plan Commission on February 17. Changes have been made to the housing element and the land use element.

Town Planner Rybarczyk indicated he has met with Mark Roffers of DeForest and came to agreement in three of the four areas where there were conflicts.

March will be the public hearing notice. Residents will have a 30-day time period to submit comments in writing to Finance Director Butteris. Adoption by the Plan Commission will be in April with formal approval by the Town Board following.

The Comprehensive Plan was updated with new census data and updated maps. Discussion followed on multi-family and senior housing.

Town Planner Rybarczyk indicated he went through the highlights at the Joint Meeting with the Plan Commission.

Morrisonville is no longer Exclusive Ag.

Elderly housing was discussed with regard to police and fire using the 70/30 ratio.

Town Planner Rybarczyk identified the next steps in the process. Notice will be sent to the *DeForest-Times Tribune* on March 12 for publication on March 19. March 19 through April 21 will be the public comment period. The public hearing will be before the Plan Commission on April 21, with final adoption by the Board on May 21.

10. Resolution 2015-05 Authorization To Engage Designer For Town Signage.

Finance Director Butteris explained that the town is looking at doing different signage. This is also required to go out to bid. The town would like to engage LaCrosse Sign Company to design three signs for Windsor so the town can seek bids using the same specs. Finance Director Butteris indicated that they liked what the representative from LaCrosse Sign Company had to offer and his ideas. They will supply eight hours of design time for \$500. The town presently has a generic logo and will continue with that theme.

Supervisor Buchner asked whether the signs would complement signs in the neighboring communities.

Finance Director Butteris explained these will be community signs.

A motion was made by Supervisor Stravinski, seconded by Supervisor Buchner, to approve Resolution 2015-05 Authorizing The Engagement Of A Designer For Windsor Signage. Motion carried with a 5-0 vote.

11. Resolution 2015-06 2014 Budget Amendments.

Finance Director Butteris explained the amendments. This is a review of the town's General Fund for 2014. The town will not have to apply its reserves of \$75,000 as it budgeted for. The

law enforcement contract was less than anticipated by \$37,000. Vehicle repair was budgeted at \$16,000; however, \$31,000 was expended on repair of the plow trucks.

A motion was made by Supervisor Smith, seconded by Supervisor Madelung, to approve Resolution 2015-06 Approving Budget Amendments. Motion carried with a 5-0 vote.

12. Implements Of Husbandry.

Chairperson Wipperfurth explained that this has been on the agenda for six months. The Dane County Towns Association was working with towns so that all towns would have the same ordinance. The Towns Association recommended Option E, which is what Windsor adopted.

Chairperson Wipperfurth stated that this is not to penalize farmers. The town would like to use it as an educational tool for farmers to maintain the town roads. The roads were not built for the heavy farm equipment.

Windsor passed its rules in December. Not many of the towns opted for what the Towns Association was promoting.

The town has not yet used the application. This will be used to educate the farmers.

Chairperson Wipperfurth has now heard that the state is looking at changing the rules again. The town is not sure what to do.

Town Engineer Richardson provided a document from the UW Farm Extension. Implements of husbandry do not have a license plate. The vehicles are required to have special lighting based on sizes. The town's main focus when it issues permits is the routes the equipment will be using. Equipment over 92,000 pounds will need a permit from the authority operating the road. Equipment over 92,000 pounds operating in Windsor will need a permit and the operator/owner will have to advise the town where that vehicle is going to travel and an estimate of the times when they are going to use the road. All equipment will be required to use approved driveways.

Section 86.02, Wis. Stats., was not waived. If a road is injured, the equipment operator will be expected to help repair it.

This is a no-fee permit. Mandated by the state is that an owner/operator obtain a permit and agree to a route.

Dean Manthe, 3827 Mueller Road, indicated his recommendation was that the town of Windsor go with Option B. That would make it simpler for farmers.

Chairperson Wipperfurth asked Mr. Manthe how he would feel about assuming some of the responsibility for the damage on the town roads. Some farmers are starting to hose manure.

Mr. Manthe responded he would like to do more of that. He also felt that use of driveways should be mandatory. A lot of his concern is that they change routes every day. He indicated he would hand in a map of the town and say these are roads they are going to use.

Supervisor Buchner stated that this gives him heartburn. Under no terms should this be considered punitive damage to the farm community. Weights of fertilizer buggies and manure spreaders were discussed.

Town Engineer Richardson said the new law has no width requirement. There used to be a rule that vehicles could pass farm equipment on the road. The rules of the road have changed, and one can no longer pass farm vehicles. Width is unlimited if the vehicle can get through the road.

Supervisor Buchner's recommendation is that the town table this or hold it in abeyance for another year until the state of Wisconsin knows that it is doing.

Escorts were discussed.

The town's issue is administration. Another issue is denying certain uses of the road and giving alternate routes for large equipment.

Dean Manthe responded that combines could be an issue.

Chairperson Wipperfurth indicated the Town Board would not be taking any action on this at its meeting. It could come back at a future meeting with the decision being made to maintain it or repeal it.

Randy Manthe, 7795 Wernick Road, said he had one of the smallest combines in the area. He does a lot of custom work. He may be over by a couple hundred pounds.

Town Engineer Richardson stated that the town is trying to avoid road damage.

Supervisor Buchner added that the town wants to be practical.

Chairperson Wipperfurth stated that this will be on an upcoming agenda.

The Manthes indicated they would weigh their equipment and advise the town of the results.

13. Madison Area Municipal Storm Water Partnership Biennial Report.

Town Engineer Richardson advised that, as part of the discharge permit, Windsor has partnered with 20 other communities in Dane County through MAMSWaP. Windsor has to report every two years. The report is due on March 30. Town Engineer Richardson explained that the town will be charged on the adaptive management on the amount of phosphorus that the town

discharges. Modeling will have to be done. Town Engineer Richardson explained that he will prepare the report and submit it prior to the deadline on March 30.

14. Adjournment.

At 6:27 p.m. a motion was made by Supervisor Smith, seconded by Supervisor Buchner, to adjourn the meeting. Motion carried with a 5-0 vote.

Respectfully submitted,

A handwritten signature in black ink that reads "Ellen G. Teed". The signature is written in a cursive style with a large initial "E".

Ellen G. Teed
Recording Secretary