

**TOWN OF WINDSOR - BOARD MEETING**

Thursday, April 16, 2015 at 5 p.m.

Windsor Town Hall / Meeting Room, 4084 Mueller Rd, DeForest, WI

**MINUTES**

**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 Attorney Connie Anderson and Town Engineer Kevin Richardson.

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

The Recitation of the Pledge of Allegiance was led by Supervisor Madelung.

**3) Announcements:**

Chairperson Wipperfurth read the following announcement.

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 ((Develop Town's Response and Strategy Regarding Village of DeForest's Position on Possible Incorporation of Town) and (Purchase of Land for Recycling Center/Parks).

**4) Approve Minutes**

- a) March 31, 2015
- b) April 2, 2015
- c) April 8, 2015 8:00 a.m.
- d) April 8, 2015 6:00 p.m.
- e) April 8, 2015 7:00 p.m.

Supervisor Buchner moved to approve the Minutes of March 31, April 2, April 8 at 8 a.m., April 8 at 6 p.m. and April 8, 2015 at 7 p.m., second by Supervisor Smith. 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 March. Two new single family building permits were issued. The accounts receivables are due 4/29.

b) Consider Vouchers for Payment

Supervisor Smith moved to approve the vouchers as presented, second by Supervisor Buchner. Motion carried with a 5-0 vote.

c) Treasurer's Report

Supervisor Stravinski moved to approve the Treasurer's Report as presented, second by Supervisor Madelung. Motion carried with a 5-0 vote.

d) Budget Report

Supervisor Smith moved to approve the Budget Report as presented, second by Supervisor Buchner. Motion carried with a 5-0 vote.

**6) Appearances Before the Board**

None.

**7) Future Governmental Structure of Windsor**

No discussion.

**8) Operator Licenses**

The Town had four applications for an operator license. Town Clerk Capstran recommended approval. Supervisor Stravinski moved to approve the operator license applications for Leslie E. Haynes, Brianna Hudzinski, Johnathan K. Pepper and Jeffrey M. Dahl based on policy and staff recommendation, seconded by Supervisor Madelung. Motion carried with a 5-0 vote.

**9) Appointments to Committees and Commissions**

Chairperson Wipperfurth stated that he would like to place into nomination the members so noted in the report and with the addition of Dave Gaustad to fill the vacancy on the Community Development Authority.

Supervisor Buchner moved to confirm the nomination of the appointment of all returning Commission/Committee/Authority members and the appointment of Dave Gaustad as a new Community Development Authority member, seconded by Supervisor Madelung. Motion carried with a 5-0 vote.

**10) Resolution 2015-18 Windsor Real Estate LLC & Jiah, LLC request a Certified Survey Map, Rezone and Conditional Use Permit in order to reconfigure lots located at 4506 Lake Circle in the Town of Windsor**

James Grothman, for the petitioners, and owners Windsor Real Estate LLC and JIAH LLC, contacted the office via phone to request the Board not consider this agenda item. Per the request, the Board did not consider the item.

**11) Resolution 2015-19 Wolf Hollow Environmental Corridor Amendment**

Engineer Richardson reviewed the Wolf Hollow environmental corridor amendment. Applicant noted that CARPC has had an initial review and requested the amendment include the stormwater facilities within the corridor. A new map will be provided reflecting the change.

Supervisor Stravinski moved to approve Resolution 2015-19 Wolf Hollow Environmental Corridor Amendment with the adjusted map as discussed, second by Supervisor Smith. Motion carried with a 5 – 0 vote.

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

Supervisor Smith moved to convene into closed session pursuant to the notice at 5:13 p.m., second by Supervisor Buchner. Motion carried 5 – 0 with a roll call vote.

**13) Reconvene into Open Session**

Supervisor Smith moved to reconvene into open session at 6:20 p.m., second by Supervisor Stravinski. Motion carried with a 5 – 0 vote.

**14) Action from Closed Session (May Include Motion or Resolution)**

**a) Develop Town's Response and Strategy Regarding Village of DeForest's Position on Possible Incorporation of Town**

No action was taken on Town's response and strategy regarding Village of DeForest's position on possible incorporation of the Town.

**b) Purchase of Land for Recycling Center/Parks**

No action was taken on the purchase of land for recycling center/parks.

**15) Adjournment**

Supervisor Smith moved to adjourn at 6:22 p.m., second by Supervisor Madelung. Motion carried with a 5 – 0 vote.

Respectfully submitted,



Tina Butteris

Finance Director/Treasurer/Office Manager/Deputy Clerk