

TOWN OF WINDSOR - BOARD MEETING
Thursday, May 7, 2015 at 5 p.m.
Windsor Town Hall / Meeting Room, 4084 Mueller Rd, DeForest, WI

Approved
5-21-2015

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 Clerk Christine Capstran and Town Engineer Kevin Richardson.

2) Recitation of the Pledge of Allegiance

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

3) Announcements:

There were no announcements.

4) Approve Minutes

- a) April 15, 2015
- b) April 16, 2015
- c) April 27, 2015
- d) April 29, 2015

Supervisor Stravinski moved to approve the minutes of April 15, April 16, April 27, and April 29, 2015, second by Supervisor Smith. Motion carried with a 5-0 vote.

5) Consider Vouchers for Payment

Supervisor Madelung moved to approve the vouchers as presented, second by Supervisor Buchner. 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 Steve Day appeared before the Town Board and provided the April 2015 Law Enforcement Report. Deputy Day stated the new speed board is currently being used in the Town of Vienna. Calls of interest included a 2 suicide attempts, 2 domestic disorderly conduct arrests and 2 fraud cases.

8) Future Governmental Structure of Windsor

Chairperson Wipperfurth stated that the DeForest Times Tribune had informed him that the Village of DeForest had voted at their last meeting to oppose Windsor's incorporation efforts and to spend \$10,000 to hire a lobbyist to fight incorporation.

At the December 2014 Joint Board meeting with the Village, the Village requested language that would protect all current agreements between the Village and the Town. Windsor provided that language. The Village asked to see the complete legislative language which Windsor does not possess. The Village did not believe this and questioned Windsor's honesty.

The Board recounted the many joint opportunities they have with the Village and will continue to take the high road.

9) Operator Licenses

The Town had two applications for operator licenses. Town Clerk Capstran recommended approval of both. Supervisor Madelung moved to approve the operator license applications for Mandy Ayers and Francis J. Svec based on policy and staff recommendation, seconded by Supervisor Buchner. Motion carried with a 5-0 vote.

10) Appoint Citizen Member to Board of Review

Chairperson Wipperfurth placed into nomination Catherine Repas to fill the vacancy on the Board of Review.

Supervisor Stravinski moved to confirm the nomination of the appointment of Catherine Repas as the citizen Board of Review member, seconded by Supervisor Buchner. Motion carried with a 5-0 vote.

11) Resolution 2015-20 Consideration of an Initial Resolution Authorizing a Borrowing in an Amount Estimated to be \$2,175,000 and Providing for the Issuance and Sale of General Obligation Promissory Notes

James Mann, Ehlers Inc., explained this is a step in the process of securing funds for streets, parks and incorporation. A handout with full details of the issue was discussed and is on file. This borrowing will bring the Town up to 33% of what is allowed. Windsor will seek a Standard and Poors rating. Ehlers projected a blended rate of 2.44%.

Mann advised that this is structured assuming the land in Windsor Crossing will be sold. If this doesn't happen, the current structure would be aggressive. After discussion of risks, it was decided to build in a buffer by putting \$175,000 of the 2016 payment into years 2021-2025.

Supervisor Smith moved to approve Resolution 2015-20 an Initial Resolution Authorizing a Borrowing in an Amount Estimated to be \$2,175,000 and Providing for the Issuance and Sale of General Obligation Promissory Notes with moving \$175,000 of the 2016 payment to years 2021-2025, seconded by Supervisor Buchner. Motion carried with a 5-0 vote.

12) Resolution 2015-21 Consideration of an Initial Resolution Authorizing a Borrowing in an Amount Estimated to be \$2,060,000 and Providing for the Issuance and Sale of Taxable Bond Anticipation Notes

James Mann, Ehlers, Inc., stated there was an error in the estimated borrowing amount as the underwriter fee was not included. The borrowing should be adjusted to \$2,075,000 to cover this fee. The borrowing will be used to install infrastructure in the Tax Increment District in Windsor Crossing. With both borrowings the Town would be at 42% of their borrowing capacity.

Supervisor Buchner moved to approve Resolution 2015-21 an Initial Resolution Authorizing a Borrowing in an Amount Estimated to be \$2,075,000 and Providing for the Issuance and Sale of Taxable Bond Anticipation Notes, seconded by Supervisor Stravinski. Motion carried with a 5-0 vote.

13) Resolution 2015-22 William Kaltenberg Requests Approval of a Conditional Use Permit in Order to Construct a Personal Accessory Building Approximately 1,440 square Feet in Size at His Property Located at the Intersection of Mile Road and Vinburn Road in ER-1 Zoning District

Engineer Richardson reviewed the Town Planner staff report on the William Kaltenberg CSM and deed restriction on the land which is in Sun Prairie ER-1 zoning. The size of the accessory structure exceeds the maximum allowed unless approved by conditional use permit. The accessory structure will be deed restricted acknowledging the use is limited to only the property owner for permitted residential accessory uses.

Supervisor Madelung moved to approve Resolution 2015-22 William Kaltenberg Approval of a Conditional Use Permit in Order to Construct a Personal Accessory Building Approximately 1,440 square Feet in Size at His Property Located at the Intersection of Mile Road and Vinburn Road in ER-1 Zoning District with the stated conditions, second by Supervisor Buchner. Motion carried with a 5 – 0 vote.

14) Resolution 2015-23 Approving Memorandum of Understanding Regarding Use of Windsor Fireman's Park

Clerk Capstran explained staff worked with Windsor DeForest Community Boys Baseball to finalize the responsibilities. This is similar to the Memorandum of Understanding used for Windsor Sports Commons.

Supervisor Buchner moved to approve Resolution 2015-23 Approving Memorandum of Understanding Regarding Use of Windsor Fireman's Park, second by Supervisor Smith. Motion carried 5 – 0.

15) Discussion of Citizen Request for Sidewalks in Sunset Meadow Neighborhood

Chairperson Wipperfurth previously discussed sidewalks in Sunset Meadow with a concerned citizen. Sidewalks in this neighborhood are problematic due to mature trees and installed infrastructure. Sidewalks have become an issue because the school district stopped busing in the neighborhood this year. No one from the neighborhood was present at the meeting.

There was discussion of alternate options including marking a pedestrian/bike lane on one side of the roads or having a walking bus. The Board will wait to discuss again, if needed, after the school renovation project is completed as this could change traffic flow patterns in the subdivision.

16) Consider Amended and Restated Inter-governmental Agreement Between Dane County and Other Municipalities within Dane County Creating a County-Wide Interoperable VHF-Based Emergency Radio System Known as "DaneCom"

An operational DaneCom has now been delayed to 2017. The Town Association recommends not signing the proposed agreement with Dane County until there is a better plan in place. The safety of Dane County is at stake. Supervisor Smith was disappointed that there was not a built-in penalty for non-performance. Dane County intends to still charge municipalities for maintenance but would prorate the charge if the start date is delayed again.

Supervisor Madelung moved to reject the proposal due to the following: no specific dollar amount is provided in the agreements, the operators and maintenance costs are being billed on an inoperable system, completion date keeps being extended (chronic delays), incurring costs for non-deliverables, there is no non-performance penalties included and there is not any compensation for what has already been paid, second by Supervisor Buchner. Motion carried 5 – 0.

17) Madison Metropolitan Sanitary District Proposal

Chairperson Wipperfurth recognized that there have been problems getting projects approved through the Madison Metropolitan Sanitary District (MMSD). They are considering a change to the composition of the MMSD board from 5 to 9 members with the members being from the City of Madison, villages in the district and towns in the district. The Board discussed composition pros and cons.

No action was taken at this time.

18) Advanced Disposal Service

Dustin Reynolds, General Manager, of Advanced Disposal answered questions on service levels and needed improvements. Reynolds suggested adding a third day of collection service. Other options were discussed. Advance Disposal will provide more recycling bins so residents can have 2 if needed.

Supervisor Smith moved to change from a 2 day pick up schedule to 3 days, starting July 6, 2015, seconded by Supervisor Stravinski. Motion carried with a 5-0 vote.

19) Presentation of Wisconsin Farm Technology Days Hosted by Dane County 2015

Chairperson Wipperfurth presented on Wisconsin Farm Tech Days. He is the Executive Committee Chairperson. They started planning 3 years ago. Farm Tech Days are hosted in a different county every year on a working farm. This year it will be hosted by Statz Brothers Farm in Sun Prairie on August 25-27.

20) 2015 Road Work

Engineer Richardson led discussion of proposed road capital improvement projects for 2015.

Supervisor Buchner moved to approve sealcoating and miscellaneous projects up to \$305,000 and signage improvements up to \$22,495, seconded by Supervisor Smith. Motion carried with a 5-0 vote.

21) Windsor Sports Commons Signage

Various sign options for Windsor Sports Commons were again presented to the Board.

Supervisor Smith moved to choose sign options 4 and 2, seconded by Supervisor Stravinski. Motion carried with a 5-0 vote.

22) DeForest Area Fire & EMS Update

Chairperson Wipperfurth stated that renovations at the current location would cost approximately \$1.5 million. A draft rendering was provided. With continued growth there would need to be a southern satellite location. Adding beds and showers would help to recruit and retain volunteers.

As EMS calls are 75% of all calls, Supervisor Buchner suggested spending money on satellite location now or contracting for additional services with Ryan Brothers Ambulance. Supervisor Smith would like to see numbers on the cost of contracted services.

23) Committee/Board/Staff Reports:

a) Plan Commission

Supervisor Stravinski reported on the Plan Commission.

b) Community Development Authority

Town Engineer Richardson reported on the Community Development Authority.

c) Park Committee

Town Clerk Capstran reported on the Park Commission.

d) Token Creek Conservancy Committee

Supervisor Stravinski reported on the Token Creek Conservancy Committee.

e) Sun Prairie Extra-Territorial Zoning Committee

Supervisor Madelung indicated he had nothing to report.

f) DeForest Area Community and Senior Center/Half-Century Club

Supervisor Stravinski reported on the DeForest Area Community and Senior Center/Half-Century Club.

g) DeForest Area Fire Protection Board

Chairperson Wipperfurth reported on the DeForest Area Fire District.

h) DeForest Area Chamber of Commerce

Supervisor Smith reported on the DeForest Area Chamber of Commerce.

i) DeForest Area Tourism Commission

Supervisor Stravinski reported on the DeForest Area Tourism Commission.

j) Madison Beltline Planning Corridor Study

Chairperson Wipperfurth requested this be removed.

k) Dane County Towns Association

Supervisor Madelung reported on the Dane County Towns Association.

l) Town Chair Report

Chairperson Wipperfurth provided his report.

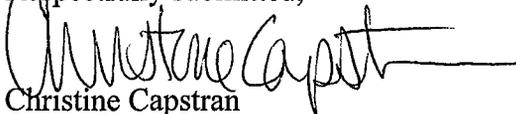
m) Town Staff Report

Town Engineer Richardson and Town Clerk Capstran provided a staff report.

24) Adjournment

Supervisor Smith moved to adjourn at 8:15 p.m., second by Supervisor Madelung. Motion carried with a 5 – 0 vote.

Respectfully submitted,



Christine Capstran

Town Clerk