

**TOWN OF WINDSOR  
SPECIAL TOWN BOARD MEETING**

Tuesday, July 28<sup>th</sup>, 2015 at 8:00 a.m.  
Windsor Town Hall, 4084 Mueller Rd, DeForest, WI

**MINUTES**

**1) Call Meeting to Order and Roll Call**

Chairperson Wipperfurth called the meeting to order at 8 a.m. Supervisors present: Bob Wipperfurth, Monica Smith, Alan Buchner, Bruce Stravinski and Don Madelung. Others present: Town Clerk Christine Capstran, Town Attorney Connie Anderson and Town Planner Jamie Rybarcyk.

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

The recitation of the Pledge of Allegiance was led by Supervisor Stravinski.

**3) Announcements:**

Chairperson Wipperfurth provided an update on Finance Director Tina Butteris's accident and medical condition.

**4) Incorporation Timeline/Educational Opportunities/Public Relations and Associated Expenses**

Town Attorney Anderson reviewed the proposal from Putnam Roby Williamson Communications (PRW) including phases and fees. Ehlers & Associates, Inc. also submitted a proposal with a focus on the financial aspects of incorporation.

Karen Edson, 3953 Finch Trail, supports incorporation. Edson is part of the DeForest Area Progressives and offered to help with public education.

Paula Gilbeck, Vice President of PRW, introduced her firm. Gilbeck discussed PRW's proposed communication strategy.

A motion was made by Chairperson Wipperfurth, seconded by Supervisor Madelung, to hire PRW Communications on a monthly retainer basis for 3 months at the sum specified in their proposal and hire Ehlers & Associates, Inc. on an as needed basis to support the financial aspects of this project. Motion carried with a 5-0 vote.

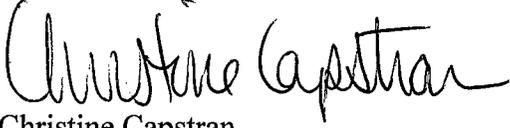
**5) Resolution 2015-55 Agreement to Undertake Development in Tax Increment District No. 1, Lot 97, Plat of Wolf Hollow**

A motion was made by Supervisor Stravinski, seconded by Supervisor Buchner, to approve Resolution 2015-55 Agreement to Undertake Development in Tax Increment District No. 1, Lot 97, Plat of Wolf Hollow. Motion carried with a 5-0 vote.

**6) Adjournment**

Supervisor Smith moved to adjourn at 9:30 a.m., second by Supervisor Madelung. Motion carried with a 5-0 vote.

Respectfully submitted,

A handwritten signature in black ink that reads "Christine Capstran". The signature is written in a cursive, flowing style.

Christine Capstran  
Town Clerk