

TOWN OF WINDSOR  
REGULAR BOARD MEETING

Minutes

August 20, 2015

1. Call Meeting To Order And Roll Call.

Meeting convened by Chairperson Wipperfurth at 5:00 p.m. Supervisors present: Don Madelung, Monica Smith, Bruce Stravinski, and Bob Wipperfurth. Alan Buchner had an excused absence. Others present: Town Clerk Christine Capstran, Town Attorney Connie Anderson, Town Planner Jamie Rybarczyk, Town Engineer Kevin Richardson, and Planning and Development Coordinator Amy Anderson Schweppe.

2. Recitation Of The Pledge Of Allegiance.

The flag pledge was led by Supervisor Stravinski.

3. Announcements.

There were no announcements.

4. Approve Minutes.

a. August 6, 2015.

A motion was made by Supervisor Stravinski, seconded by Supervisor Smith, to approve the Minutes of August 6, 2015, as presented. Motion carried with a 4-0 vote.

5. Finance.

a. Staff Report On Finances.

Town Clerk Capstran indicated there was nothing to highlight.

b. Consider Vouchers For Payment.

A motion was made by Supervisor Smith, seconded by Supervisor Madelung, to approve the vouchers as presented. Motion carried with a 4-0 vote.

c. Treasurer's Report.

There was no treasurer's report.

d. Budget Report.

A motion was made by Supervisor Smith, seconded by Supervisor Stravinski, to approve the Budget Report as presented. Motion carried with a 4-0 vote.

6. Appearances Before The Board.

Deputy Studnicka presented the Windsor statistics for the month of July. A total of 19 citations were issued in July. Crashes included a car v. deer, a two vehicle property-damage only, two property-damage only, and an injury crash. Calls of interest included burglary to a shed, a person-not-breathing save on the Interstate, assistance at the Token Creek homicide, two disorderly conduct arrests, noise complaints on July 4, disorderly conduct and intimidating a victim arrest, and issues with street parking of trailers and boats. There were also issues with maintenance/construction vehicles parked on the bike paths.

Dr. Sue Borden provided an update on the school district referendum. There are five projects. The project at Yahara is complete. The middle school project is moving along. The other three projects are due to start in March. Everything is on track. The design process started in April after the referendum and will be worked on through October, followed by bidding.

7. Incorporate Update.

Chairperson Wipperfurth stated that letters will be going out to some of Windsor's neighboring communities. A copy of the Resolution will be sent with an accompanying letter. Work is being done on campaign information.

8. Operator Licenses.

Chairperson Wipperfurth indicated there was one application for an operator license. Town Clerk Capstran recommended approval.

A motion was made by Supervisor Stravinski, seconded by Supervisor Madelung, to approve the application for an operator license for Paul T. Thurston as recommended by town staff. Motion carried with a 4-0 vote.

9. User Permit Application For Display Of Fireworks – Applicant Lawrence Spahn Jr. To Display Fireworks At Family Picnic.

Chairperson Wipperfurth stated that Lawrence Spahn, Jr., has displayed fireworks in the past without incident. Town Clerk Capstran recommended approval.

A motion was made by Supervisor Stravinski, seconded by Supervisor Smith, to approve the User Permit Application For Display Of Fireworks – Applicant Lawrence Spahn Jr. To Display Fireworks At Family Picnic. Motion carried with a 4-0 vote.

10. Resolution 2015-69 Initiate Procedure For Incorporating Town Of Windsor As A Village By Providing For Referendum On November 3, 2015.

Town Attorney Anderson explained that the language in the title of this Resolution is taken directly from the statutes. This will allow the question of whether the town should become a village to go to all the electors at a referendum and setting the referendum date. The town has followed through on all of the necessary items. It meets all of the requirements. The town's wards will remain exactly the same. Each of the requirements has been met so the town can establish a date for a referendum. All background documents will be posted on the town's website. The Resolution is to confirm and certify that this is accurate and establish a date for this to be taken to the electors.

A motion was made by Supervisor Madelung, seconded by Chairperson Wipperfurth, to approve Resolution 2015-69 To Initiate Procedure For Incorporating Town Of Windsor As A Village By Providing For Referendum On November 3, 2015. Chairperson Wipperfurth stated that this is another historic date for the town of Windsor. Motion carried with a 4-0 vote.

11. Resolution 2015-70 Cyril Feiner Requests Approval Of A Certified Survey Map And Rezone In Order To Separate The Farm Residence From The Existing Agriculture Property. The Location Of The Property Is 3178 County Highway V, In The Town Of Windsor.

Chairperson Wipperfurth advised that he had received a call from Mrs. Feiner earlier in the afternoon indicating that she would be unable to attend the meeting. She was hoping that her son would be at the meeting. Planning and Development Coordinator Anderson Schweppe stated that she spoke with Scott Feiner before 4:00 p.m., and he indicated he would be at the meeting.

Town Planner Rybarczyk provided a staff report. The petitioners own two adjacent parcels, one in the town of Windsor (40 acres) and one in the town of Bristol (27 acres). They are looking to do a farm consolidation and place the home and three agricultural buildings on a two-acre lot. One of the buildings will have to be razed due to setback requirements. The proposed two-acre parcel will be rezoned from A-1(EX) to A-2(2). The remaining 36.88 acre parcel will remain A-1(EX). Town Planner Rybarczyk went through the planner and surveyor comments. One of the agricultural buildings will no longer be able to house livestock because it does not meet setback requirements. The town received a revised CSM on August 19. All comments have been addressed in the revised CSM. To address a town concern, town staff recommended a two-lot CSM for ease of recording and tracking the recommended deed restrictions on the subject property. The petitioner has prepared a two-lot CSM.

Chairperson Wipperfurth noted that he had a neighbor contact him indicating that one of the buildings will have to be torn down. He asked if that was the case. Town Planner Rybarczyk responded, yes, due to jurisdiction and setback issues.

Town Planning and Development Coordinator Anderson Schweppe stated that this process required a CSM for both Windsor and Bristol.

A motion was made by Supervisor Stravinski, seconded by Supervisor Smith, to approve Resolution 2015-70, Approval Of A Certified Survey Map And Rezone In Order To Create A Two Acre Parcel From Lands Owned By Petitioner At 3178 County Highway V, Town Of Windsor, Dane County. Motion carried with a 4-0 vote.

12. Resolution 2015-71 Consideration Of Initial Resolution Authorizing A Borrowing In An Amount Estimated To Be \$3,060,000 And Providing For The Issuance And Sale Of Taxable General Obligation Refunding Bonds.

Jim Mann of Ehlers stated this is the second stage in financing the Windsor Crossing tax incremental documents. This is entering into permanent financing for this project. It is better to have this completed before the referendum. The town can act on it now. Chairperson Wipperfurth had a procedural question about the rating call. Mr. Mann responded that it would be in the beginning of September. He thought it would be better if Chairperson Wipperfurth would be part of that call, along with Town Clerk Capstran and Finance Director Butteris.

A motion was made by Supervisor Madelung, seconded by Supervisor Smith to approve Resolution 2015-71, Initial Resolution Authorizing A Borrowing In An Amount Estimated To Be \$3,060,000 And Providing For The Issuance And Sale Of Taxable General Obligation Refunding Bonds.

Roll call vote:

Supervisor Stravinski: Yes.  
Supervisor Smith: Yes.

Supervisor Madelung: Yes.  
Chairperson Wipperfurth: Yes.

Motion carried with a 4-0 vote.

13. Madison Metropolitan Sewerage District Town Commissioner Appointment.

Chairperson Wipperfurth explained with the new state law the towns' representation will be by one person on the MMSD board. A memorandum was provided by the Dane County Towns Association explaining the process. There are ten towns that are a part of MMSD that can submit names for nomination for appointment to the board. Jerry Derr, President of the Dane County Towns Association, indicated that Westport passed a resolution recommending Tom Wilson to serve on the board. Mr. Wilson has submitted his resume to Mr. Derr. A motion was made by Chairperson Wipperfurth, seconded by Supervisor Smith, that Windsor concur with Westport's recommendation of Tom Wilson for the position on the MMSD board. Motion carried with a 4-0 vote.

14. Adjournment.

At 6:40 p.m. a motion was made by Supervisor Smith, seconded by Supervisor Stravinski, to adjourn the meeting. Motion carried with a 4-0 vote.

Respectfully submitted,



Ellen G. Teed  
Recording Secretary