

Approved
12-3-15

VILLAGE OF WINDSOR
SPECIAL BOARD MEETING

Minutes

November 17, 2015

1. Call Meeting To Order And Roll Call.

Meeting convened by President Wipperfurth at 5:00 p.m. Trustees present: Alan Buchner, Don Madelung, Monica Smith, Bruce Stravinski, and Bob Wipperfurth. Others present: Village Clerk Christine Capstran, Village Finance Director Tina Butteris, Village Attorney Connie Anderson, Village Planning and Development Coordinator Amy Anderson Schweppe, and Village Engineer Kevin Richardson.

President Wipperfurth noted that this is the first official meeting of the Village of Windsor.

2. Recitation Of The Pledge Of Allegiance.

The flag pledge was led by Trustee Buchner.

3. Announcements.

President Wipperfurth stated that this has been a very historic process for the past couple of years, which ultimately led to the referendum. The village now has a Certificate of Incorporation. Voting in favor of a village were 1,817 residents and against a village were 57 residents.

President Wipperfurth thanked the staff for all of their hard work and also thanked his fellow Board members. Most importantly, he wanted to thank the residents. At the end of the day, the residents determined the outcome of Windsor. This secures Windsor's future in perpetuity. Windsor looks forward to working with its neighbors.

Trustee Madelung indicated incorporation is something he personally worked hard on for a long time. He wanted to reiterate a thank you to the village of Windsor population. This is a very proud moment.

Trustee Smith thanked the staff and Board, all of whom contributed to the voter turnout. The community has spoken. The staff, Board, and press educated the residents.

Trustee Stravinski thanked President Wipperfurth. He has done an immense amount of work over the past six months. In last week's *DeForest Times-Tribune*, it talked about the average home in DeForest being \$211,000. Taxes went up approximately \$43. Windsor's taxes would have gone down. The residents are going to have all the benefits of a village while keeping operating costs as a town. He thanked the citizens and board members.

Trustee Buchner noted that the town of Windsor existed 10 years before Wisconsin became a state. He felt there was not much left to say. He gave thanks to the staff, community, the Board, and Chairperson Wipperfurth.

a. Ribbon Cutting.

President Wipperfurth led the ribbon cutting ceremony.

4. Appoint Village Officials And Administer Oaths.

a. Village Clerk – Christine Capstran.

Attorney Connie Anderson administered the oath of office to Christine Capstran as Village Clerk.

b. Village President – Robert E. Wipperfurth.

Village Clerk Capstran administered the oath of office to Robert E. Wipperfurth as Village President.

c. Village Trustees – Don Madelung, Bruce Stravinski, Alan Buchner, Monica Smith.

Village Clerk Capstran administered the oath of office individually to Donald G. Madelung, Monica M. Smith, Bruce Stravinski, and Alan Buchner as Village Trustees.

d. Municipal Court Judge – Jason Hanson.

Village Clerk Capstran administered the oath of office to Jason Hanson as Municipal Court Judge.

e. Village Treasurer/Village Deputy Clerk/Director Of Finance And HR Manager – Tina Butteris.

Village Clerk Capstran administered the oath of office to Tina Butteris as Village Treasurer/Village Deputy Clerk/Director of Finance and HR Manager.

- f. Village Deputy Clerk/Village Deputy Treasurer – Sindy Schwenn.

Village Clerk Capstran administered the oath of office to Sindy Schwenn as Village Deputy Clerk/Village Deputy Treasurer.

- g. Director Of Planning And Development/HR Benefits Administrator – Amy Anderson Schweppe.

Village Clerk Capstran administered the oath of office to Amy Anderson Schweppe as Director of Planning and Development/HR Benefits Administrator.

- h. Village Engineer And Constable – Kevin Richardson.

Village Clerk Capstran administered the oath of office to Kevin Richardson as Village Engineer and Constable.

- i. Village Attorney – Connie Anderson.

Village Clerk Capstran administered the oath of office to Connie Anderson as Village Attorney.

President Wipperfurth noted that this was a monumental meeting.

5. Resolution 2015-01 Resolution Establishing Date For Election, Initial Terms Of Village Board Members For Election, Compensation For Village Board And Related Procedural Requirements For Spring 2016 Election.

Village Attorney Connie Anderson highlighted the Resolution. Each of the above officers has been appointed to serve on an interim basis. The President and each Trustee face re-election at the regular spring election in 2016. The Village President and two Trustees will be elected to one-year terms with the remaining two Trustees being elected to two-year terms. Compensation for the Village President will be \$1,250 per month and \$40 per meeting attended. Compensation for the Village Trustees will be \$700 per month and \$40 per meeting attended. Members of standing committees, commissions, and/or authorities in April 2016 will receive \$30 per meeting attended with the Chairperson receiving \$35 per meeting attended.

A motion was made by Trustee Madelung, seconded by Trustee Buchner, to approve Village Board Resolution 2015-01 Establishing Date For Election, Initial Terms Of Village Board Members For Election, Compensation For Village Board And Related Procedural Requirements For Spring 2016 Election. Motion carried with a 5-0 vote.

6. Resolution 2015-02 Resolution Regarding Village Of Windsor Utility Commission And Utility Districts.

Village Attorney Connie Anderson explained that one of the things that occurs when a town incorporates is that under state law all sanitary districts will dissolve. This Resolution acknowledges that state statute. There are four sanitary districts which will now become utility districts. Legal counsel for the Utility Commission will remain Timothy D. Fenner. He has a long-standing history with the village. The employees of Windsor Sanitary District No. 1 were terminated as of November 8, 2015, at 11:59 p.m. and were immediately hired as employees of the Windsor Utility Commission.

Village Finance Director Butteris indicated that she and Village Attorney Connie Anderson had a meeting with the Department of Revenue, Wisconsin Department of Administration, and Dane County Treasurer on the day after the election regarding tax bills and budget.

A motion was made by Trustee Buchner, seconded by Trustee Smith, to approve Resolution 2015-02 Regarding Village Of Windsor Utility Commission And Utility Districts. Motion carried with a 5-0 vote.

7. Ordinance 2015-01 Ordinance Confirming Village Status, And Creating Village Board And Commissions, Including Windsor Utilities Commission.

Village Attorney Connie Anderson stated that one of the things relating to a village is to designate an official newspaper. The village will also be posting things on the Internet. There is a slight change to the Plan Commission members. This Ordinance will replace Articles I and II of Chapter 2 of the Windsor Code of Ordinances.

President Wipperfurth explained there will be two members from the Village Board on the Plan Commission. He, as President, will serve as the Chairperson. Trustee Stravinski will also be a member.

A motion was made by Trustee Madelung, seconded by Trustee Stravinski, to approve Ordinance 2015-01 Confirming Village Status, And Creating Village Board And Commissions, Including Windsor Utility Commission. Motion carried with a 5-0 vote.

8. Resolution 2015-03 Resolution Establishing Standing Committees, Commission And Authorities (CDA) And Appointing Members.

This Resolution lists the proposed appointments for the various committees, commissions, and authorities of the village of Windsor. It was noted that the TIF Board was not on the list. Village Attorney Connie Anderson responded that any individuals appointed now would not be meaningful in the future.

President Wipperfurth went through some of the changes.

Village Finance Director Butteris discussed the Finance Committee and how the village would like to see it operate.

9. Adjournment.

A 5:40 p.m. a motion was made by Trustee Madelung, seconded by Trustee Smith, to adjourn the meeting. Motion carried with a 5-0 vote.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ellen G. Teed".

Ellen G. Teed
Recording Secretary