

Approved
12-3-15

VILLAGE OF WINDSOR
SPECIAL VILLAGE BOARD MEETING
Monday, November 23, 2015 at 8 a.m.
Windsor Municipal Building, 4084 Mueller Rd, DeForest, WI

MINUTES

1) Call Meeting to Order and Roll Call

President Wipperfurth called the meeting to order at 8 a.m. Trustees present: Bob Wipperfurth, Monica Smith, Don Madelung, Alan Buchner and Bruce Stravinski. Others present: Director of Finance/Deputy Clerk Tina Butteris, Village Attorney Connie Anderson and Attorney Leslie Sammon, Axley Brynelson.

2) Recitation of the Pledge of Allegiance

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

3) Announcements:

President Wipperfurth read the following announcement noting the Board may or may not enter into closed session.

- a. The Village Board will convene into closed session pursuant to Wisconsin Statutes §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Employee performance, evaluation and compensation.)

The Board moved to agenda item 7 at this time.

4) Convene into Closed Session and Roll Call

The Board did not enter into closed session.

5) Reconvene into Open Session

N/A

6) Action from Closed Session

- a) Employee Performance, Evaluation and Compensation

N/A

7) Update Employee Handbook

Working session on Employee Handbook with Attorney Leslie Sammon, Axley Brynelson. Attorney Sammon reviewed the Village of Windsor Compensation and Other Employment Policies with the Board and will incorporate the discussion into the new draft Employee Handbook which will be reviewed at a December 14th Special Board Meeting.

8) Resolution 2015-10 Ratification of Town Board Approval of Certified Survey Map and Rezone at 3178 County Highway V, Village of Windsor, Dane County

Attorney Anderson reviewed the details of Resolution 2015-10 with the Board. Trustee Buchner moved to approve Resolution 2015-10 Ratification of Town Board Approval of Certified Survey Map and Rezone at 3178 County Highway V, Village of Windsor, Dane County, second by Trustee Smith. Motion carried all ayes.

9) Resolution 2015-11 Ratification of Town Board Approval of Certified Survey Map, Rezone and Conditional Use Permit at 4506 Lake Circle, Village of Windsor, Dane County

Attorney Anderson reviewed the details of Resolution 2015-11 with the Board. Trustee Madelung moved to approve Resolution 2015-11 Ratification of Town Board Approval of Certified Survey Map, Rezone and Conditional Use Permit at 4506 Lake Circle, Village of Windsor, Dane County, second by Trustee Smith. Motion carried all ayes.

10) Village Office Space Needs

Discussion on the need for additional office space; the Board requested information from the staff on the needs and costs to convert the small meeting room into office space for placement of Windsor Planning and Development Department. Change of office space may be considered at the December 14th Special Village Board meeting.

11) Adjournment

Trustee Smith moved to adjourn at 11:20 a.m., second by Supervisor Madelung. Motion carried with a 5 -0 vote.

Respectfully submitted,



Tina Butteris
Director of Finance/Treasurer
Deputy Clerk/ HR Manager