

VILLAGE OF WINDSOR

BOARD MEETING

Minutes

June 16, 2016

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 Attorney Connie Anderson, and Village Engineer Kevin Richardson.

2. Recitation Of The Pledge Of Allegiance.

The flag pledge was led by Trustee Stravinski.

3. Announcements.

None.

4. Approve Minutes.

- a. June 2, 2016.
- b. June 7, 2016.

Village Clerk Capstran clarified two points in the June 2 Minutes. A motion was made by Trustee Stravinski, seconded by Trustee Buchner, to approve the Minutes of the June 2, 2016, and June 7, 2016, as amended. Motion carried with a 5-0 vote.

5. Finance.

- a. Staff Report On Finances.

Village Clerk Capstran advised there was nothing to highlight.

b. Consider Vouchers For Payment.

A motion was made by Trustee Smith, seconded by Trustee Madelung, to approve the vouchers as presented for payment. Motion carried with a 5-0 vote.

c. Treasurer's Report.

A motion was made by Trustee Buchner, seconded by Trustee Stravinski, to approve the Treasurer's Report. Motion carried with a 5-0 vote.

d. Budget Report.

A motion was made by Trustee Smith, seconded by Trustee Madelung, to approve the Budget Report. Motion carried with a 5-0 vote.

6. Appearances Before The Board.

Karen McKim appeared before the Village Board. She introduced herself and said she was running for County Clerk in the November election. She is running as an independent and provided a preview of the issues she will raise: She is nonpartisan, professional, and dedicated. She holds a master's degree in public administration and has 30 years' experience in records management, program evaluation, auditing, and quality assurance management.

7. Operator Licenses.

President Wipperfurth noted there were two sets of license requests: one for new licenses and one for renewals. A motion was made by Trustee Smith, seconded by Trustee Buchner, to approve renewal Operator Licenses for Jacob R. Wemette, Jalyssa D. Smith, Darcy M. Wilhite, Daniel J. Reineke, and Jeanetta M. Urban based on staff's recommendation. Motion carried with a 5-0 vote.

A motion was made by Trustee Buchner, seconded by Trustee Madelung, to approve Operator Licenses for Emily H. Curty and Connor N. Simon based on staff's recommendation. Motion carried with a 5-0 vote.

8. Resolution 2016-93 Approving Fireworks Sales Permit For Christian Corneller d/b/a Cornellier Fireworks Of Windsor At 4505 Lake Circle.

Mr. Corneller was in the audience. He indicated he planned to put a tent at the A&W. This will be an express location.

President Wipperfurth indicated that Clerk Capstran has recommended approval of this Resolution. One caveat is that he receives final inspection approval from the fire inspector. A motion was made by Trustee Stravinski, seconded by Trustee Buchner, to approve Resolution 2016-93, Approval Of Fireworks Sales Permit For Christian Corneller, Doing Business As Cornellier Fireworks Of Windsor At 4505 Lake Circle, Windsor. Motion carried with a 5-0 vote.

9. Resolution 2016-86 Hoffman Valley Estates Final Plat Extension.

Kay Hoffmann asked to speak. She indicated they were allowed to have a three-year extension and that is what they are looking for.

President Wipperfurth responded that there is no standard rule regarding extensions.

Village Attorney Anderson added that extensions are discretionary. The proposed language is for a 2-1/2 year extension. Conditional approval would last until December 20, 2018.

This was acceptable to the applicants.

Village Planner Rybarczyk reviewed the plat and provided a staff report under Windsor's current ordinances. There are 12 items that one typically sees for approval of a plat. Those items still need to be completed before the village signs the plat, and it has to be recorded by December 20, 2018.

Attention was drawn to page 2, item 5, which references the landscape berm. That is something that is unique.

The other item is in item 8 that has to do with the development rights or splits. Part of the understanding with the original agreement relates to the fact that the Hoffmans are going to deed restrict agricultural land. Their splits have been moved to this cluster development.

Trustee Stravinski indicated the proposed rezoning is Estate Residential. If the applicants do not go forward with the plat, does the land go back to Ag?

Village Attorney Anderson responded that the zoning is conditional.

Discussion followed regarding Windsor's zoning map and how this area should be depicted. There would be a deed restriction for the 513 acres of land. What would happen if the applicant sold 40 acres of that land? If the conditions are not being met, the plat could not be recorded.

Trustee Stravinski asked Kay Hoffmann whether they still had the 513 acres and have not sold it.

She responded they still have it.

Trustee Buchner thought the concept was great. Is this a 3-year extension or a 2-1/2 year extension?

President Wipperfurth responded it was 2-1/2 years.

Trustee Buchner asked whether the applicants could get to where they wanted to be in 2-1/2 years.

Village Attorney Anderson added that there have not been any substantive changes to the plat, and that was confirmed by Village Planner Rybarczyk.

Trustee Smith asked the applicant why nothing was done in the three years.

Kay Hoffman responded that they have the preliminary plat. Stormwater management is a big cost. They are not developers. They would like to have lots for family members.

President Wipperfurth explained that when their initial proposal came in three years ago, the splits were scattered. There were seven splits. Windsor decided to cluster the splits.

A motion was made by Trustee Buchner, seconded by Trustee Madelung, to approve Resolution 2016-86, Approval Of Extension For Hoffman Valley Estates Final Plat Approval. Motion carried with a 5-0 vote.

10. Resolution 2016-87 Transition Timeline Submittal To Public Service Commission.

Village Attorney Anderson explained. She and Village Director of Finance/Deputy Clerk Butteris worked on this timeline for the PSC. She also thought it would be helpful if President Wipperfurth could provide the historical context that led to this request from the PSC.

President Wipperfurth explained that they met with the PSC in February and wanted to talk with them as to whether Windsor could operate its utilities separately, which is what Windsor was led to believe it could do before the incorporation. The PSC said they wanted a consolidated water utility. Windsor wanted one rate for all of its water customers. Windsor will have to have a rate request hearing in that Windsor is now a village. Windsor had questions for the Department of Revenue regarding tax implications and received an answer from DOR in April. There was a follow-up meeting with the PSC at which it was asking for a timeline as to when Windsor would be submitting a rate request before the PSC. President Wipperfurth added that Windsor would be happy to accept comment back from the PSC on the timeline.

Village Attorney Anderson discussed the next step. One of the important things that President Wipperfurth mentioned is that the PSC only regulates water rates, not sewer rates. If there is a combined water and sewer district, the PSC can have jurisdiction over everything. Communities want a water utility and sewer utility so they are distinct. The issue regarding levy limits was resolved favorably. The transition timeline looks at what Windsor needs to do now since

incorporation. Windsor can recommend an organizational structure. There will be a Windsor Water Utility District which includes two of the former sanitary districts: Windsor and Morrisonville, and a Windsor Sewer Utility District, which will include all former sanitary districts. The PSC has to approve the design change. By August 1, 2016, Windsor will request PSC review and confirmation regarding the required fire protection charge. The Village Board will decide which method to use to calculate the direct charges for public fire protection costs. By September 1, 2016, Windsor will provide a proposal addressing the potential under-charge and under-collection of public fire protection charges. By September 15, 2016, the Village Board will approve the operating budgets for the Windsor Water Utility District.

Trustee Buchner asked what is a “non-customer of the water district”?

Village Engineer Richardson explained that Windsor provides service to people in the village of DeForest and they pay a surcharge and to people not connected to the sewer system.

Trustee Stravinski indicated that it talks about the PSC having review authority over the water district. It also states that the PSC issues the final decision on public fire protection charges. Will it look at charges outside of the District?

Village Engineer Richardson responded there are several ways to charge for fire protection.

Trustee Buchner asked what would you describe as a non-customer. Someone without public sewer or water but would benefit from a hydrant a mile away?

Village Engineer Richardson responded, “yes.”

Trustee Smith asked about the method used to calculate the direct charges for fire protection costs.

Village Engineer Richardson responded the village will look at what is available and decide what is the best way for Windsor.

A motion was made by Trustee Madelung, seconded by Trustee Buchner, to approve Resolution 2016-87, Approval Of Transition Timeline Submittal For Public Service Commission. Motion carried with a 5-0 vote.

11. Reconsider Motion To Award Bid For 2016 Road Restoration To Wolf Paving.
12. Motion To Award Bid For 2016 Road Restoration.

The above two items have been resolved, and no action is needed.

13. Resolution 2016-89 2016 Budget Amendments.

A motion was made by Trustee Smith, seconded by Trustee Madelung, to approve Resolution 2016-89, Approval Of 2016 Budget Amendments. Motion carried with a 5-0 vote.

14. Resolution 2016-90 Services Agreement/Recognition (R. Wipperfurth).

President Wipperfurth recused himself from any discussion and turned the floor over to Trustee Madelung.

Trustee Madelung explained Resolution 2016-90.

Village Attorney Anderson stated what is unusual here is that President Wipperfurth has not seen anything that relates to this agenda item and has not participated in it. This comes from the four Trustees. No draft was distributed that this would be coming from the four members.

Trustee Stravinski added that there should be a motion and a second and then Trustee Madelung could read the Resolution.

A motion was made by Trustee Stravinski, seconded by Trustee Buchner, to approve Resolution 2016-90 Recognition Of Extraordinary Service To The Village Of Windsor By Robert E. Wipperfurth. Motion carried with a 5-0 vote.

Trustee Madelung proceeded to read the Resolution.

Trustee Smith stated that she has never met anyone more dedicated or professional as the head of this Board and is honored to be on this Board. She is proud to serve in this role. President Wipperfurth has passion and dedication, and his leadership skills are phenomenal. He is compassionate with other towns and villages.

She wished there was more money in the village budget to give to President Wipperfurth.

President Wipperfurth has brought Windsor to a position where the community and revenue are safe.

Trustee Madelung stated that Windsor would not be a village today if it was not for President Wipperfurth. He was the driving force. He used his vision and motivation to get Windsor to a village today. Trustee Madelung also echoed Trustee Smith's comments.

Trustee Buchner stated that Windsor had huge holes in its staff last fall due to medical issues. President Wipperfurth became part of helping move agendas forward daily. He went above and beyond. He has all the aspects of what is now the village of Windsor.

Trustee Stravinski stated that the Resolution says everything that President Wipperfurth has done for Windsor. If Windsor would have had to hire consultants to do the job he did, it would have cost more and they would not have had the knowledge he has.

Motion carried with a 5-0 vote.

15. Adjournment.

At 6:08 p.m., a motion was made by Trustee Buchner, seconded by Trustee Stravinski, to adjourn the meeting. Motion carried with a 5-0 vote.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ellen G. Teed". The signature is written in black ink and is positioned below the typed name.

Ellen G. Teed
Recording Secretary