

VILLAGE OF WINDSOR - BOARD MEETING

Thursday, August 30, 2016 at 8 a.m.

Windsor Municipal Building / Meeting Room, 4084 Mueller Rd, DeForest, WI

MINUTES

1) Call Meeting to Order and Roll Call

Meeting convened by President Wipperfurth at 8:00 a.m. Trustees present: Alan Buchner, Monica Smith, Don Madelung, Bruce Stravinski and Bob Wipperfurth. Others present: Village Finance Director/Deputy Clerk Tina Butteris, Village Clerk Christine Capstran and Village Attorney Connie Anderson.

2) Recitation of the Pledge of Allegiance

Clerk Capstran led the recitation of the Pledge of Allegiance.

3) Announcements:

The Village Board will convene into closed session pursuant to:

- a) Sec. 19.85(1)(g) of the Wisconsin Statutes for the purpose of conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation (Windsor Bristol Boundary Agreement)
- b) Sec. 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchase of public property, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Negotiation of Cooperative Plan Amendment with the Village of DeForest and DeForest Windsor Area Fire & EMS District Agreement)

President Wipperfurth read the above announcements.

4) Convene into Closed Session and Roll Call for 3a

At 8:03 a.m. a motion was made by Trustee Buchner, seconded by Trustee Stravinski, to convene into closed session. Motion carried with a 5-0 roll call vote.

5) Reconvene into Open Session

At 8:28 a.m. a motion was made by Trustee Smith, seconded by Trustee Madelung, to reconvene into open session. Motion carried with a 5-0 vote.

6) Action from Closed Session (May Include Motion or Resolution)

- a) Windsor Bristol Boundary Agreement

There was no action.

7) Windsor Bristol Boundary Agreement Discussion with Town of Bristol Board

Town of Bristol Chairperson, Jerry Derr, called the Town of Bristol (Town) meeting to order at 8:30 a.m. Supervisor Brian Willison and Town Clerk Sandy Klister were present.

President Wipperfurth noted that there has been a good faith effort to follow the term of the settlement agreement as this is the second time Windsor has invited the Town of Bristol to a meeting on a Cooperative Boundary Agreement. Wipperfurth encouraged both communities to work through the concerns and agree on the language in the agreement so that we can move forward to the public hearing phase.

Bristol Clerk Klister provided Windsor with a list of 5 issues the Town had with the previous draft of the agreement, 3 being administrative issues that Attorney Anderson incorporated into the new version.

The Town was concerned about Section 3.02 as they didn't want the agreement to just terminate or have it inadvertently expire if the deadline was missed. Language would be added for a 5 year review which was acceptable to all.

The Town was also concerned about Section 2.04 regarding stormwater review. They do not want a review by Windsor to hold up or prevent development. Both parties agreed to delete the sentence "Windsor may review and comment on the permit application and proposed stormwater runoff controls prior to LWRD's issuance of the permit."

Section 2.05 was amended to also include Bristol Gardens in the reference to Windsor Gardens.

a) Resolution 2016-109 Amendment/Confirmation of Village Board Resolution 2016-63

A motion was made by Trustee Madelung, seconded by Trustee Smith, to approve Resolution 2016-109 Amendment/Confirmation of Village Board Resolution 2016-63 with the changes as noted. Motion carried with a 5-0 vote.

The Town will consider at their September 12th Board Meeting.

8) Authorization of Village Clerk's Execution of Plat of Happy Valley Addition to Bristol Gardens

Windsor currently does not have a boundary agreement in place that waives our right to plat review in the Town of Bristol, it appears the agreement will be signed in a few weeks.

Windsor's intent is to waive our right to review and Attorney Anderson recommends we do so now in good faith.

A motion was made by Trustee Madelung, seconded by Trustee Stravinski, to approve authorization of the Village Clerk's Execution of the Plat of Happy Valley Addition to Bristol Gardens. Motion carried with a 5-0 vote.

9) Approval of Outside Employment for Kadie Butteris

In compliance with the employee handbook, Kadie Butteris is requesting to work outside of the Village of Windsor on weekends.

A motion was made by Trustee Buchner, seconded by Trustee Madelung, to approve the outside employment. Motion carried with a 5-0 vote.

10) Status Update on Windsor Crossing and Approval of Closing Documents

Attorney Anderson requested that the closing of Windsor Crossing be moved to September 8 to allow more time to review documents. They are very close.

Attorney Anderson reviewed the Multifamily Covenants and Restrictions Concerning Initial Development and Covenants and Restrictions Concerning Management and Maintenance; the land, not the developer. There are 4 multifamily lots.

President Wipperfurth thanked Attorney Anderson for her efforts to keep the Windsor Crossing closing moving; it is, and has been, complicated from a land use perspective.

11) Social Media Policy

Village Finance Director/Deputy Clerk Butteris reviewed the policy and structure for using social media to communicate with residents. This is intended to be one way communication with posts monitored by staff. Issues will be resolved offline.

Trustee Smith was in favor of implementing a Social Media Policy as it will reach the 20-30 somethings who don't typically read the newspaper and get most of their information from social media.

A motion was made by President Wipperfurth, seconded by Trustee Buchner, to approve the social media policy. Motion carried with a 5-0 vote.

12) Ordinance 2016-23 Amend Chapter 2, Article 5, Division 5, Section 2-255 Community Development Authority of the Windsor Code of Ordinances

Chapter 2 Ordinance amendment on the Community Development Authority is a simple language change ratifying Windsor as a Village rather than a Town. This is needed immediately for the Windsor Crossing closing.

A motion was made by Trustee Buchner, seconded by Trustee Madelung, to amend Chapter 2, Article 5, Division 5, Section 2-255 Community Development Authority of the Windsor Code of Ordinances. Motion carried with a 5-0 vote.

13) Confirmation of Administrative Action on Morrisonville Hydropneumatic Tank

Trustee Buchner and Village Finance Director/Deputy Clerk Butteris reviewed the problem with the hydropneumatic tank in Morrisonville and discussed the remedy. The tank hatch leaks and is not repairable and therefore is being recommended to be sealed shut, covered with concrete and then dirt. Only one access point is required.

It would also be cost effective to paint the tank when doing work on the hatch. Utility Engineer Groth is obtaining quotes to move forward on the remedy. Prompt action is required to avoid a problem.

A motion was made by Trustee Buchner, seconded by Trustee Madelung, to confirm administrative action taken. Motion carried with a 5-0 vote.

14) Convene into Closed Session and Roll Call for 3b

At 9:47 a.m. a motion was made by Trustee Smith, seconded by Trustee Stravinski, to convene into closed session. Motion carried with a 5-0 roll call vote.

15) Reconvene into Open Session

At 10:37 a.m. a motion was made by Trustee Smith, seconded by Trustee Madelung, to reconvene into open session. Motion carried with a 5-0 vote.

16) Action from Closed Session (May Include Motion or Resolution)

- a) Negotiation of Cooperative Plan Amendment with the Village of DeForest
- b) DeForest Windsor Area Fire & EMS District Agreement)

There was no action from closed session.

17) Adjournment

Trustee Madelung moved to adjourn at 10:37 a.m., second by Trustee Stravinski. Motion carried with a 5 – 0 vote.

Respectfully submitted,



Christine Capstran
Village Clerk