



*"In the Spirit of Town Government"*

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**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI  
MINUTES OF REGULAR TOWN BOARD MEETING  
TUESDAY, DECEMBER 15, 2009 AT 7:00 P.M.  
BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915**

- 1) **CALL MEETING TO ORDER:** Meeting called to order by McAndrews at 7:02 p.m.
- 2) **PLEDGE OF ALLEGIANCE:** Pledge recited.
- 3) **ROLL CALL & VERIFY PUBLIC NOTICE:** Public notice verified. Board members present – McAndrews, Lynch and Mani. Krych and Walsh were absent. Town officials present – Administrator/Clerk Gorall, Treasurer Berg and Fire Chief Grones. Other members of the public were also in attendance.
- 4) **PUBLIC FORUM**  
Issues brought before the Board for which no decision shall be made: McAndrews called for comments. No comments.
- 5) **APPROVE MINUTES**
  - a) November 17, 2009 Town Board Meeting Minutes: Motion by Lynch/Mani to approve minutes. Motion carried 3 to 0.
  - b) November 12, 2009 Public Budget Hearing and Special Meeting of Town Electors Minutes: Motion by Mani/McAndrews to approve minutes. Motion carried 3 to 0. Supervisor Walsh arrived at the meeting at 7:04 p.m.
  - c) December 1, 2009 Town Board Special Meeting Minutes: Motion by Mani/Lynch to approve minutes. Motion carried 4 to 0.
- 6) **TREASURER, Sherri Berg**
  - a) November report/approve bills: Motion by Mani/McAndrews to approve the November report and bills. Motion carried 4 to 0.
  - b) Resolution 2009-15: Designating Carry Over Funds for 2010 Budget – For Approval/Denial: Gorall provided a review of the resolution. Motion by Lynch/Mani to approve resolution 2009-15. Motion carried 4 to 0.
- 7) **TOWN DEPUTIES, Buchanan Sheriff's Deputy**
  - a) Update on Town Enforcement Activities: No Deputy was present.
- 8) **EMS/EMERGENCY MANAGEMENT, Chief Van Schyndel**
  - a) Update on Grant Applications and EMS/Emergency Management Activities: Van Schyndel was excused from the meeting.
- 9) **FIRE & RESCUE, Chief Grones**
  - a) Update on Fire & Rescue Activities: Grones provided an update on recent activities noting that the department has responded to four calls since the last meeting, a total of 82 calls for the year. Gorall noted that the automatic fire aid agreement with Harrison is almost finalized and is planned to be presented to the Board in January.
- 10) **ADMINISTRATOR/CLERK, Angela Gorall**
  - a) Ordinance 2009-07: Impact Fee Ordinance (Park Impact Fees) – For Approval/Denial: McAndrews noted a recent e-mail from the Valley Home Builders Association objecting to the ordinance. The Board completed a final review of the ordinance. Motion by Walsh/Lynch to approve ordinance 2009-07. Motion carried 4 to 0.
  - b) Selection of Election Inspectors for 2010-2011 Term – For Approval/Denial: Gorall presented the list of inspectors noting the removal of Ann Stumpf due to an annexation. Motion by Mani/Walsh to approve election inspectors for the 2010-2011 term with the regrets of the removal of Stumpf. Motion carried 4 to 0.
  - c) Resolution 2009-16: Support for Wisconsin's Energy Independence Goals for 2025 (25x25) – For Approval/Denial: Gorall provided a review of the resolution and noted recent attendance at a meeting with Outagamie County on its pursuit for a 25x25 grant. The Board reviewed and discussed the resolution and impact on future decision making. Motion by Lynch/Walsh to approve resolution 2009-16. Motion carried 4 to 0.
  - d) Purchase of New Mower – For Approval/Denial: Gorall presented information on the mower purchase. The Board reviewed and discussed the purchase. Motion by Mani/Walsh to approve the purchase of the Gravely mower as presented for purchase from Carstens Hardware and trade in the existing Town mower. Motion carried 4 to 0.

- e) Update on Banking Services and Network Server/IT Services Requests For Proposals – For Discussion Only: Gorall provided an update on the two RFP processes noting meetings held to date and other selection steps completed. Lynch offered to assist in further evaluation of banking proposals.
- f) Town Engineer Statement of Qualifications Proposals, Short List Selection – For Approval/Denial: Supervisor Walsh was excused from the meeting room and did not participate in the agenda item. Gorall provided a review of a memo presented to the Board regarding the SOQ proposals received for the project. The Board reviewed a rating system used by Gorall to select the shortlisted firms. The Board reviewed and discussed the recommended selections and information provided in the proposals. Motion by Mani/Lynch to select Martenson & Eisele, McMahon, Mead & Hunt, Omni and Foth for further interviews by the Board. Motion carried 3 to 0 with Walsh not participating or voting.

Supervisor Walsh returned to the meeting after completion of the agenda item. Lieutenant Chris Proietti of the Sheriff's Department arrived at the meeting at approximately 7:50 pm. The Lieutenant updated the Board on recent activities noting a recent meeting with the Administrator and ongoing investigations and enforcement activities in the Town. A new liaison officer is currently in training and Deputy Lee will then be taking on night shifts.

- g) Agreement for White Goods/Appliance Recycling with Reetz Recycling, Inc. – For Approval/Denial: Gorall presented the contract and reviewed the terms noting changes from the previous year. The Board reviewed and discussed the new agreement. Motion by Walsh/Lynch to approve the agreement with Reetz Recycling, Inc. Motion carried 4 to 0.

**11) CHAIRPERSON, Mark McAndrews**

- a) Update on Plowing of CE Trail – For Discussion and Possible Approval/Denial: McAndrews provided no further update.

**12) PLAN COMMISSION RELATED ITEMS**

- a) Application for Minor Land Division, Applicant Sunstarr Real Estate Group, LLC, for Parcel Number 030051100, Generally Located at the Northwest corner of Springfield Drive and Eisenhower Drive – For Approval/Denial: Wallenfang, Chairperson of the Plan Commission, provided a review of the application and Plan Commission action on the application. Motion by Walsh/Mani to approve the application contingent upon an updated CSM being provided that includes a Treasurers certificate and that wetland symbols be removed from property not included in the CSM. Motion carried 4 to 0.
- b) Update on Plan Commission Activities (Kaukauna Boundary Agreement, Codification Project, Official Map Update) – For Discussion Only: Updates on the listed Plan Commission activities were presented to the Board by Gorall.

**13) APPROVE OR DENY VARIOUS LICENSE APPLICATIONS**

- a) Operator's License Applications – For Approval/Denial
  - i) No Applicable Violations Per Town Policy: Amber Knaack, Nicholas Zielonka: Motion by Mani/Lynch to approve operator's license for Amber Knaack. Motion carried 4 to 0. Motion by Mani/Lynch to approve operator's license for Nicholas Zielonka. Motion carried 4 to 0.

**14) FUTURE AGENDA ITEMS**

Future meeting agenda/discussion items and possible action on future Town Board agenda, including specific items for inclusion on or exclusion from future agenda: Agenda items as necessary will be carried forward. The Board discussed the position of Supervisor Krych and agreed at this time to take no further action. Mani presented a recent legal review regarding closed sessions and confidentiality of discussions.

**15) ADJOURNMENT:** Motion by Walsh/Mani to adjourn at 8:50 p.m. Motion carried 4 to 0.

Angela Gorall, Administrator/Clerk  
 Dated: December 16, 2009

Motion to approve by Mani/Walsh. Date: 1/19/2010.  
 Carried 3 to 0.