



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF REGULAR TOWN BOARD MEETING
TUESDAY, JANUARY 18, 2011 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 7:00 p.m.
- 2) **PLEDGE OF ALLEGIANCE:** Pledge recited.
- 3) **ROLL CALL & VERIFY PUBLIC NOTICE:** Public notice verified. Board members present – McAndrews, Mani, O’Neill and Starszak. Lynch was excused. Town officials present – Administrator/Clerk Gorall, Treasurer Berg, EMS Chief Van Schyndel 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 and is not already on the agenda: McAndrews called for comments. No comments.
- 5) **CONSENT AGENDA**
All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the General Order of Business and considered at this point on the agenda.
 - a) Approval of Minutes of December 21, 2010 Town Board Meeting
 - b) Approval of Town Board Closed Session Minutes (2/16/2010 & 5/18/2010)
 - c) Approval of December Treasurer Report & Approve Bills
 - d) Approval of Operator’s License Applications, With No Applicable Violations Per Town PolicyLynch arrived at 7:02 p.m. Motion by Mani/O’Neill to approve all consent agenda items. Motion carried 5 to 0.
- 6) **TOWN DEPUTIES**, Buchanan Sheriff’s Deputy
 - a) Update on Town Law Enforcement Activities & Quarterly Report for October Through December 2010: Deputy Southard and Lieutenant Proietti were present and provided a review of recent activities and presented the quarterly report. Proietti also provided a review of maps showing enforcement activities by location. The Board reviewed and discussed the report and local enforcement issues.McAndrews requested Agenda item 11 to be moved to this position on the agenda. The Board agreed and considered Agenda item 11 (see minutes under item 11).
McAndrews provided time for Amanda Dietrich, Outagamie County Clerk candidate, to speak regarding her candidacy.
 - b) Draft Town of Buchanan Deputies Overtime Request Policy – For Discussion Only: Gorall presented the draft policy noting approval by the Sheriff’s Department of the draft. The Board reviewed and discussed the draft policy, made edits and agreed to carry forward to the next meeting for adoption. Gorall will also provide a review of terminology regarding warning, watches, advisories, etc.
- 7) **EMS/EMERGENCY MANAGEMENT**, Chief Van Schyndel
 - a) Update/Monthly Report on EMS/Emergency Management Activities and Grant Applications: Van Schyndel provided a review of the monthly report, recent activities and the status on grant applications.
 - b) Submittal of Fire Prevention/Safety/Public Education Grant Application – For Approval/Denial: Van Schyndel reviewed the request to submit a grant for a fire safety house noting potential Town costs and benefits. The Board reviewed and discussed the request. Grones also provided a review of potential utilization of the trailer. Motion by Lynch/Mani to approve submitting the grant application. Motion carried 5 to 0.
- 8) **FIRE & RESCUE**, Chief Grones
 - a) Update/Monthly Report on Fire & Rescue Activities: Grones provided a review of the monthly report and recent department activities.

- b) Firefighter/EMS Years of Service Recognition: Michael Grones (20 years), Dean Klanderman (20 years), Ramiro Garcia (10 years): McAndrews provided recognitions honoring years of service to Grones, Garcia and Klanderman. The Board thanked members present for their service to the Town.
- c) Review of Pierce Engine Mechanical Issues – For Discussion Only: Grones presented a memorandum and history of mechanical issues related to the engine. Assistant Chief Schroeder was present and also provided comments. The Board reviewed and discussed issues, actions taken to date, potential safety issues and optional next steps. The Board agreed to have the Town attorney review legal options for the Town regarding further maintenance, warranties, replacement and other courses of action that could be taken. Gorall will contact the attorney for a review. The Board also agreed to have a vote in February regarding sending a letter to Pierce on potential no confidence vote on the vehicle, assuming review has been completed by the Town attorney.

9) ADMINISTRATOR/CLERK, Angela Gorall

- a) Policies for Town Board Government – For Approval/Denial: Motion by Lynch/Mani to approve policies for Town Board Government. Motion carried 5 to 0.
- b) Ordinance 2011-01: Repealing and Recreating §495-2 of the Code of the Town of Buchanan, Disorderly Conduct with a Motor Vehicle and Compression Brakes Prohibited – For Discussion Only: Gorall presented a letter from the Town attorney and the draft ordinance. The Board reviewed and discussed the ordinance change. The Board agreed to carry forward the ordinance for adoption at the next meeting.
- c) Resolution 2011-01: Adopting a Schedule of Cash Deposits (Bond Schedule) – For Approval/Denial: Gorall presented the resolution and bond schedule noting requirements due to the new Town Code and immediate need for use by Town deputies. The Board reviewed the new schedule. Motion by Mani/Lynch to approve resolution 2011-01. Motion carried 5 to 0.
- d) Request to Move September Town Board Meeting Date – For Approval/Denial: Gorall provided a review of the request. Motion by Mani/Lynch to move the September Town Board meeting to Tuesday, September 13, 2011. Motion carried 5 to 0.

10) PLAN COMMISSION RELATED ITEMS

- a) Notice of January 26 WI Working Lands Initiative Public Informational Meeting – For Discussion Only: Gorall updated the Board on the upcoming meeting and encouraged their attendance.
- b) Application for Minor Land Division (CSM): Applicant Jeff Carlson, Parcel number 030012700 & Portions of 030012802, 030012704 and 030012600 (Gerrits/Eimmerman Drives) – For Approval/Denial: Gorall provided a review of the application noting approval by the Town Plan Commission with one requested edit. A new application with the edit has been received by the applicant. The Board reviewed and discussed the application. Motion by Mani/O’Neill to approve the application as now presented. Motion carried 4 to 1, with Starszak voting nay.

11) APPLICATION FOR CLASS “B” BEER AND “CLASS B” LIQUOR LICENSE; APPLICANT LITTLE CHICAGO, LLC, JEROME KOLOSSO; PLACE W1696 COUNTY RD KK

– For Approval/Denial: Gorall distributed a letter from attorney Michelle Angell representing Robert and Kathleen Friebel, current holders of the license for the premises. Gorall provided an overview of the current situation with the license holder of Dorn’s Supper Club. Applicant Jerome Kolosso, Mike Allen (receiver of property, Business Lending Group LLC) and attorney Steven Krueger (Van Lieshout Law Office, representing Fox Cities Credit Union) were present. Krueger provided the Board a signed lease for the premises, the existing hard copy license for the premises, a signed agreement by Friebel to surrender the license and a legal stipulation noting abandonment of the license. Krueger updated the Board on the bankruptcy, Sheriff’s sale of the property and noted that Town attorney Cornett has been working with all parties. The Board reviewed and discussed the license, potential unpaid taxes on the property and effect of the Sheriff’s sale on the lease. Motion by Lynch/Mani to approve the license conditionally upon approval by Town attorney Cornett of all applicable documents submitted. Motion carried 5 to 0.

The Board also discussed requirements for meeting building codes including ADA requirements when building ownership changes. The Board requested that the Plan Commission and building inspector review when building code updates are required for structures and update the Board as necessary.

12) 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 noted will be carried forward to the next meeting. Gorall reminded the Board that the next meeting will not be held until February 22.

13) ADJOURNMENT: Motion by Mani/Starszak to adjourn at 9:34 p.m. Motion carried 5 to 0.

Angela Gorall, Administrator/Clerk
Dated: January 19, 2011

Motion to approve by Mani/Starszak. Date: 2/22/2011.
Carried 4 to 0.