



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF REGULAR TOWN BOARD MEETING
TUESDAY, MARCH 15, 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 Lynch at 7:00 p.m.
- 2) **PLEDGE OF ALLEGIANCE:** Pledge recited.
- 3) **ROLL CALL & VERIFY PUBLIC NOTICE:** Public notice verified. Board members present – Mani, O’Neill, Lynch and Starszak. McAndrews was excused. Town officials present – Administrator/Clerk Gorall, Treasurer Berg, Deputy Southard, 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: Lynch called for comments. Lori O’Bright, candidate for County Clerk, spoke in regard to her candidacy. No further comments were received.
- 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 February 22, 2011 Town Board Meeting
 - b) Approval of Closed Session Minutes of August 17, 2010 Town Board Meeting
 - c) Approval of February Treasurer’s Report & Approve Bills
 - d) Approval of Operator’s License Applications, With No Applicable Violations Per Town PolicyMotion by Mani/Starszak to approve all items included within the consent agenda. Motion carried 4 to 0.
- 6) **CHAIRPERSON, Mark McAndrews**
 - a) Recognition of Retiring Town Treasurer Sherri Berg, 12 Years of Service: The Town Board recognized Treasurer Berg for her years of service to the Town and provided an engraved clock in their appreciation.
- 7) **TOWN DEPUTIES, Buchanan Sheriff’s Deputy**
 - a) Update on Town Law Enforcement Activities: Deputy Southard was present and provided a review of recent activities noting an increase in traffic accidents, vehicle break-ins and a recent home burglary. Lynch requested e-mail follow-up on major incidents to the Board or to the Administrator.
 - b) Noise Ordinance Variance Permit Application; Checkered Flag Sports Bar, N225 Stoney Brook Rd.; for Dates May 28-29, July 2-3 and September 3-4 – For Approval/Denial: The Board reviewed the application, dates of events and approvals that were provided last year. Applicant Chris Paulson was present and reviewed his request, noise complaints that were received last year and action taken to reduce the impacts. The Board asked further questions of the applicant and Paulson noted that contracts require low base, no profanity and a minimization of decibels. The Board further reviewed and discussed the application and impacts with the applicant. Jerry Iverson, resident of the City of Appleton and a County Board Supervisor, was present and noted complaints received last year and impact to the neighborhoods west of STH 441. Motion by Mani/Starszak to approve the application granting a variance permit as presented. Motion carried 3 to 1, with O’Neill voting nay.
- 8) **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 noting key activities and active/pending grant applications.
- 9) **FIRE & RESCUE, Chief Grones**
 - a) Update/Monthly Report on Fire & Rescue Activities: Grones reviewed the monthly report and updated the Board on recent activities.

- b) Update on Pierce Engine Mechanical Issues/Warranty – For Discussion Only: Grones updated the Board on a recent meeting with Pierce and reviewed correspondence provided extending the vehicle warranty and comments from the Town attorney. The Board reviewed and discussed information provided by Pierce and took no further action. The Department will continue to inform the Board of any issues.

10) PUBLIC WORKS/TOWN ENGINEER, Thad Majkowski, Cedar Corporation

- a) Review of 2010 Annual Report under MS4 General Permit – For Discussion Only: Gorall provided a review of the report which will be submitted to the DNR. The Board reviewed the report and status on meeting MS4 requirements.
- b) Outagamie Road Memorandum of Understanding (MOU), Authorization to Send Updated Final MOU to Town of Holland – For Approval/Denial: Gorall presented an updated MOU based on further comments received from the Town of Holland. The Board reviewed and discussed the changes and benefits/risks to the Town. Motion by O’Neill/Starszak to table any action on the agreement at this time. Motion carried 4 to 0.
- c) Update on 2011 Road Paving and Maintenance Projects – For Discussion Only: Majkowski provided an update on various projects noting bidding for Crestwood Court is in progress, initial mapping of the comprehensive drainage study has been completed and that PASER and general road maintenance evaluations will be completed in May.

11) ADMINISTRATOR/CLERK, Angela Gorall

- a) Ordinance 2011-02: Repealing and Recreating §133-1 of the Code of the Town of Buchanan; Review, Board of; Composition – For Approval/Denial: Motion by Mani/O’Neill to approve Ordinance 2011-02. Motion carried 4 to 0.
- b) Review of 2012 Budget Process Calendar – For Discussion Only: Gorall provided a review of the calendar and planned activities for creating the 2012 budget. The Board was supportive of the calendar as presented.
- c) Initial Analysis of State Budget Repair Bill and State Budget Impact on Town of Buchanan – For Discussion Only: Gorall provided a review of the memorandum provided to the Board on potential impacts to the Town. Gorall also presented initial figures on the loss of shared revenues and general transportation aids. The Board reviewed and generally discussed Town impacts. The Board tentatively agreed to hold a closed session at the next meeting to specifically discuss direct employee changes. Gorall will keep the Board informed as new information is available.
- d) Update on Town Treasurer - Maintenance Worker - Park Coordinator Hiring Processes – For Discussion Only: Gorall updated the Board on all three positions noting deadlines for applications and the number of applications received to date.
- e) Heartland Business Systems Service Agreement – For Approval/Denial: Gorall presented the agreement noting costs, agreement terms and current services with Heartland. The Board reviewed and discussed the agreement and satisfaction with services provided. Motion by Mani/Starszak to approve the agreement as presented with Heartland for a term of one year. Motion carried 4 to 0.

12) PLAN COMMISSION RELATED ITEMS

- a) Conditional Use Permit: W2694 Brookhaven Drive, Erosion Project of the Garners Creek Storm Water Utility – For Approval/Denial: Wallenfang, Plan Commission Chairperson, was present and noted approval by the Commission. The Board reviewed the application. Motion by Mani/O’Neill to approve the permit as presented. Motion carried 4 to 0.

13) 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 to a future meeting. No new agenda items were added.

14) ADJOURNMENT: Motion by Starszak/O’Neill to adjourn at 8:34 p.m. Motion carried 4 to 0.

Angela Gorall, Administrator/Clerk

Dated: March 16, 2011

Motion to approve by Mani/O’Neill. Date: 4/19/2011.

Carried 4 to 0.