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PERMIT #392

**NI78 County Rd N
Appleton, WI 54915**

Phone: 920-734-8599
Fax: 920-734-9733
E-mail: clerk@townofbuchanan.org

Office Hours: 8:00 a.m. to 4:00 p.m.
Monday—Friday

Website: www.townofbuchanan.org



Town of Buchanan Winter Parking Regulations

Per the Code of the Town of Buchanan, (§495-19 and §495-14), no person shall park any vehicle upon any street in Buchanan for more than 30 minutes between the hours of 2:00 a.m. and 6:00 a.m. from November 1st through March 31st. If a snow emergency is declared there shall be no parking for 48 hours or until snow operations have been completed. The Town will make announcement of such emergency to be broadcast on WHBY and WAPL radio stations, Twitter and the Town website.



BUILDING PERMIT REMINDER

Anyone planning to work on a building or remodeling project, including sheds, fences, decks, swimming pools, roofing, siding, windows, etc. needs to obtain a building permit from the Town Hall prior to starting the project.

Note: Due to the cost of printing and mailing Town newsletters, we plan to only mail two newsletters in 2012. Be sure to refer to our website: www.townofbuchanan.org to keep up with the latest news or follow us on Twitter.



TOWN OF BUCHANAN



WWW.TOWNOFBUCHANAN.ORG



Christmas Tree Pick-up

Christmas trees will be picked-up in the Town of Buchanan on Thursday, January 12, 2012. Be sure to have your undecorated tree at the roadside by 6:00 a.m. We will not accept trees that still have lights, garland, or ornaments on them. Please wait until the evening before to place your tree by the road so that it does not get buried by the plow if it snows. Also, Christmas wrapping paper should be thrown out with your regular garbage, it is not recyclable.

2012 Town of Buchanan Budget

The adopted 2012 Town Budget Report is available on the Town's website. The report continues to be refined to be more user friendly and include more detail about our Town goals, achievements and performance. The Town tax levy remains at \$1,500,000 (0% increase from 2011). Residents are encouraged to review the 2012 Town Budget Report to learn more about Town projects and goals for the upcoming year.

Get to Know Your Town Board

The Town of Buchanan is governed by a five member Town Board. All members are elected at-large for two year terms and represent the community as a whole. Town Board meetings are held the third Tuesday of each month and include a public forum on each agenda. Residents are encouraged to review Board agendas and meeting minutes posted on the Town website. Current members of the Town Board are as follows:

- Chairperson, Mark McAndrews (Term expires April 2013)
- Supervisor I, Robert Mani (Term expires April 2013)
- Supervisor II, Brian Lynch (Term expires April 2012)
- Supervisor III, Aaron O'Neill (Term expires April 2013)
- Supervisor IV, Brian Starszak (Term expires April 2012)

E-mail contacts for each member are on the Town's website. If you have any questions or concerns that you would like to see the Town Board address, please contact the Town Hall at 734-8599 and ask for the Administrator/Clerk or directly contact one of the Town Board members.

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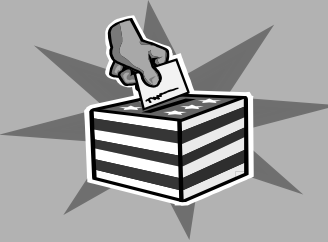
OFFICE HOURS:
8:00 AM TO 4:00 PM
MONDAY-FRIDAY

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Insert - New Voter Photo ID Law & 2012 Special Waste Collections Calendar
Please Save

Town Hall
Offices Closed for Holidays:
Friday, December 23, 2011; Monday, December 26, 2011; Monday, January 2, 2012



Remember an acceptable Photo ID is required for voting for Elections starting in 2012

Wisconsin Election Changes for 2012

Voter Registration Changes

You can register to vote up until the Friday before the election or on election day. You must reside at your address for 28 consecutive days prior to the election to be eligible to vote. Proof of residence is required when registering less the 20 days before an election, on election day, and for first time Wisconsin voters registering by mail. For more information on acceptable proof of residence documents or the new Voter Photo ID law, visit the Government Accountability Board website http://gab.wi.gov or call 1-866-VOTE-WIS.

Reminder: Please remember to register to vote as soon as possible, with a Presidential Election in 2012 and the new Photo ID Law it might be busy at the polls!

Absentee Voter Changes

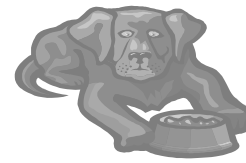
Beginning in 2012, absentee requests for ballots sent by mail must be accompanied by a photocopy of an acceptable form of photo ID. Once you have sent your photo ID you will not need to send it with future absentee ballot requests unless you change your name or address. Absentee voting in the Clerk's office is now restricted to the two weeks before an election and now ends at 5:00 p.m. the Friday before the election. When voting by absentee in the Clerk's office you must also present the same type of photo ID required at the polls.

2012 Elections Dates

Table with 2 columns: Election Type and Date. Rows include Spring Primary Election, Spring Election, Partisan Primary Election, and General Election.

If you are interested in running for a local office, please contact the Town Administrator/Clerk at 734-8599 or stop in the Town Hall office during normal business hours. The first day to circulate nomination papers is December 1, 2011. The final day for filing nomination papers, declarations of candidacy, and campaign registration statements is 5:00 p.m., January 3, 2012.

Table with 2 columns: Town Offices to be Elected and Incumbent. Rows include Supervisor 2 and Supervisor 4.



Town of Buchanan Dog License Application

A RABIES VACCINATION CERTIFICATE MUST ACCOMPANY THIS REQUEST ALONG WITH PAYMENT

Mail this application along with a copy of your dog's rabies certificate, fee and self addressed stamped envelope to:

Town of Buchanan, N178 County Rd. N, Appleton WI 54915

You can also obtain a license at the town hall between 8 a.m. and 4 p.m., Monday thru Friday.

OWNER: _____ NAME OF DOG: _____

ADDRESS: _____ BREED: _____

_____ COLOR: _____

PHONE: _____

FEES: _____ \$10.00 MALE _____ \$5.00 NEUTERED MALE

_____ \$10.00 FEMALE _____ \$5.00 SPAYED FEMALE

LICENSE OBTAINED AFTER MARCH 31ST WILL BE CHARGED A \$5.00 LATE FEE

(If you obtained a dog license last year, but no longer have the dog, please call us at 734-8599 so that we can remove your information from our database. Thank you.)

NOTICE TO DOG OWNERS

Dogs running at large and untagged dogs are subject to impoundment; penalties.

Wisconsin State Statute 174.05 requires the owner of any dog more than five months of age MUST HAVE THEIR DOG LICENSED AND TAGGED.

Dogs running at large and untagged dogs are subject to impoundment and the owners may pay penalties. A dog is considered to be running at large if it is off the premises of its owner and not under the control of the owner or some other person. A dog is considered to be untagged if a valid license tag is not attached to a collar which is kept on the dog whenever the dog is outdoors, unless the dog is securely confined in a fenced area. An officer shall attempt to capture and restrain any dog running at large or any untagged dog. If the owner of a dog negligently or otherwise permits the dog to run at large or be untagged, the owner shall forfeit not less that \$25 or more than \$100 for the first offense, and not less than \$50 or more than \$200 for subsequent offenses.

License Number: _____ Amount Paid: _____ (Issued by Town)

**2012 Dates for Special Waste Collections
Town of Buchanan—Please Save This Page!**



January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	5	6	7	8	9	10	11	4	5	6	7	8	9	10
8	9	10	11	12	13	14	12	13	14	15	16	17	18	11	12	13	14	15	16	17
15	16	17	18	19	20	21	19	20	21	22	23	24	25	18	19	20	21	22	23	24
22	23	24	25	26	27	28	26	27	28	29	25	26	27	28	29	30	31			
29	30	31																		

April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	6	7	8	9	10	11	12	3	4	5	6	7	8	9
8	9	10	11	12	13	14	13	14	15	16	17	18	19	10	11	12	13	14	15	16
15	16	17	18	19	20	21	20	21	22	23	24	25	26	17	18	19	20	21	22	23
22	23	24	25	26	27	28	27	28	29	30	31	24	25	26	27	28	29	30		
29	30																			

July							August							September							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
8	9	10	11	12	13	14	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
15	16	17	18	19	20	21	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
22	23	24	25	26	27	28	26	27	28	29	30	31	23	24	25	26	27	28	29		
29	30	31												30	31						

October							November							December							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6	4	5	6	7	8	9	10	2	3	4	5	6	7	8	
7	8	9	10	11	12	13	11	12	13	14	15	16	17	9	10	11	12	13	14	15	
14	15	16	17	18	19	20	18	19	20	21	22	23	24	16	17	18	19	20	21	22	
21	22	23	24	25	26	27	25	26	27	28	29	30	23	24	25	26	27	28	29		
28	29	30	31											30	31						

Purchase Appliance/Large Item stickers by NOON the day before the scheduled pick-up.




Any Garbage/Yard Waste questions:
call Veolia Waste Services, 1-800-279-1930

Any other questions call the Town Hall, (920)-734-8599

See the Town website for further information: www.townofbuchanan.org

Waste collection procedures and dates are subject to change at the Town's discretion.

Key: Symbols are marked as follows:

-  Christmas Tree Pick-Up: January 12, 2012
-  Yard Waste Collection: Starts on Mondays as shown
-  Appliance/Large Item Pick-Up: One Friday per month

(Sticker Required for Appliances and Large Items)

2011 Comprehensive Drainage Study Update



The Town Board would like to thank all our residents who attended the Drainage Study Open House on September 13th and completed the Drainage Study Survey. Information gathered from the public will be directly used to assist the Town Board in future decision making. For the latest information on the study and survey results refer to the Town website. The Town Board is in the process of finalizing the study with our Town Engineer. No final decisions have been made by the Board on any projects or improvements to address drainage issues at this time and the 2012 Town Budget does not include any funding for projects. We will continue to update the

Town website with any new information on implementation of the study. The Town Administrator/ Clerk can also be contacted for additional information.

Plan Commission & Board of Adjustment Vacancies

The Town Board will be accepting applications for an open position on the Plan Commission and on the Board of Adjustment. Applicants must live in the Town of Buchanan and be open minded and unbiased in the decision making process. Successful applicants must be available on the second Monday of each month for Plan Commission meetings beginning at 7:00 p.m. Board of Adjustment meetings are scheduled as necessary, (typically less than three times per year). Applicants may apply to be considered for either position or both. Applications will be accepted until Wednesday, December 21, 2011. If necessary, interviews will be scheduled for Monday, January 9, 2012 at 7:00 p.m. Applications are available at the Buchanan Town Hall during regular office hours and on the Town's website (Forms page) www.townofbuchanan.org. For more information contact the Town Hall at (920) 734-8599.

**Appliance & Large Item Prices to Change
Effective January 1, 2012**



Stickers need to be purchased for pick-up of appliances or large items. The stickers need to be purchased at the Town Hall office by noon on the Thursday prior to the once a month Friday pick-up. Appliances cost \$30.00 each including propane tanks. Large items are \$10.00 each. Payment needs to be made by cash or check, we can not accept credit cards. Dates for pick-up are on the 2012 calendar insert in this newsletter. Pick-up dates and additional information and options regarding appliances and large items can be found on our website, click on Town Services; Garbage & Recycling; Appliances & Large Items.

Garbage Delays During Holiday Weeks

Please note that when your garbage day falls within the **week of a holiday**, everyone who normally has their pick-up **on that holiday, and everyone after the holiday during that week**, will be delayed one day for pick-up.

Town of Buchanan Tax Payments



2011 Property Tax Information



Property Assessment Questions: contact Accurate Appraisal at 1-800-770-3927, have your parcel number available.

TOWN OF BUCHANAN

IN FULL & 1ST INSTALLMENT, Payable to the Town of Buchanan by **January 31, 2012**. N178 County Rd. N, Appleton, WI 54915. *We encourage you to mail your payment, by check or money order. To pay by credit or debit card, please see instructions below.*

SECOND INSTALLMENT, Payable to Outagamie County Treasurer by **July 31, 2012**. Address: 410 S. Walnut St., Appleton, WI 54911. **The Town of Buchanan cannot accept 2nd Installment payments.**

RECEPITS

Receipts will be dated the date on which the monies are physically received at the Treasurer's office. If you require a receipt, enclose a self-addressed, stamped envelope along with your tax bill and payment. A receipt will **NOT** be provided unless a self-addressed, stamped envelope is included. All paid tax information is available on Outagamie County's website after January 31st.

CASH PAYMENTS

The Town of Buchanan discourages cash payments. Payment should be by check or money order to the Town of Buchanan.

CREDIT CARD PAYMENTS

To pay property taxes by Credit or Debit card the information is available online at Outagamie County's website: www.co.outagamie.wi.us, (Department-Treasurer/Tax Listing).

REFUNDS

No refund is given, unless payment is over the full tax bill amount. There are **NO CASH REFUNDS** for amounts over \$15.00. Refund checks will be issued within three weeks after payment is applied.

HOURS OF COLLECTION

Town of Buchanan, N178 County Rd. N

DECEMBER HOURS

- Mondays, December 12th, 19th & 26th - 10:00 a.m. until 3:00 p.m.
- Tuesday, December 20th - 5:00 p.m. until 7:00 p.m.
- Friday, December 30th - 10:00 a.m. until 3:00 p.m.
- Saturdays, December 17th & 31st - 9:00 a.m. until Noon

JANUARY HOURS

- Saturday, January 28th - Noon until 4:00 p.m.
- Monday, January 30th - 10:00 a.m. until 3:00 p.m.
- Tuesday, January 31st - 10:00 a.m. until 3:00 p.m.

NEW HOME OWNERS—LOTTERY CREDIT APPLICATIONS AVAILABLE:

If your home was your primary residence as of January 1, 2011, forms are available on the Town's website and the Dept. of Revenue's website at www.dor.state.wi.us. If you have received the credit in past years and have not moved, you do not need to reapply.

**Election Day Voting
Wisconsin's New Voter Photo ID Law**

Information provided by the Wisconsin Government Accountability Board

What should I expect on Election Day?

- 1) Remember to bring acceptable photo ID to the polling place. You should also bring along proof of residence, in case you need to register at the polls.
- 2) Voters should have their photo ID ready when they enter the polling place.
- 3) Check with the greeter, if that polling place has one. Greeters will usually be able to verify if you are already registered or need to fill out a new registration. If the polling place covers multiple wards, the greeter will be able to direct voters to the correct line.
- 4) Fill out a new registration form if necessary. Newly registering voters will have to provide proof of residence. You do not necessarily have to show your photo ID when registering, but you will have to show photo ID before being issued a ballot.
- 5) Poll workers will ask you to state your name and address. This is not a new requirement of the voter photo ID law. It has always been a requirement.
- 6) Poll workers will ask you to show your photo ID.
 - The photo ID must be one of the acceptable documents specified by law.
 - The photo ID must be current. For driver licenses and state ID cards, military IDs, and passports, they can be expired, if they expired since the last November general election – no more than two years ago.
 - A voter's photo ID must reasonably resemble that voter.
 - The name on the photo ID must conform to the voter's name on the poll list. An exact match is not necessary. For example, Bob conforms to Robert, Sue conforms to Susan, and Smith-Jones conforms to Smith if the voter has recently been married.
- 7) Poll workers will ask you to sign the poll list. If you are unable to sign because of a physical disability, you are exempt from this requirement. You should inform a poll worker that you are unable to sign.
- 8) Poll workers write the Election Day Voter Number in the poll list, and issue the voter a ballot.
- 9) If you do not have a photo ID, you are allowed to vote by provisional ballot. You can bring your photo ID to the polling place later that day. You may also present your photo ID to the municipal clerk in person, or provide a copy of your photo ID to the municipal clerk by 4 p.m. the 3rd day after Election Day (Friday). If you provide photo ID by the deadline, the ballot will count. If you don't provide photo ID by the deadline, your ballot will not count.

Please be understanding and kind to the poll workers!

For detailed information about the Voter Photo ID law, please visit the Government Accountability Board website: <http://gab.wi.gov> or call 1-866-VOTE-WIS or contact the G.A.B. Help Desk at 608-261-2028 or TTY 1-800-947-3529.