



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF THE TOWN BOARD MEETING
TUESDAY, DECEMBER 15, 2015 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 Chairperson 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, Lawrence, Reinke, and Kavanaugh. Town officials present – Plan Commission Chairperson Wallenfang, Administrator/Clerk Gregozeski, Treasurer/Deputy Clerk Sieracki, Fire Chief Rick Schroeder. Other members of the public were also in attendance.
4. **CONSENT AGENDA**
 - a). Approval of the Minutes of November 12, 2015 Special Town Meeting.
 - b). Approval of the Minutes of November 17, 2015 Town Board Meeting.
 - c). Approval of November 2015 Treasurer Report & Approve Bills.
 - d). Approval of Operator's License Applications, With No Applicable Violations per Town Policy.
 - e). Approval of Election Inspectors for 2016-2017 Term.

Motion by Lawrence/Kavanaugh to approve all items as provided in the consent agenda. Motion carried unanimously by voice vote.

5. **PUBLIC COMMENT FORUM** The following members of the public spoke:
 - Ann Hatch (N179 Van Handel) – Spoke in regards to item #11D. Requested the Town's support to remove a dying box elder tree that encroaches on Town Hall Park. Stated it is a risk and a hazard due to decay.
 - Ron Bernard (N172 Liberty) – Thanked the Town for the affordable services the Town supplies. Wanted to encourage the Town Board to maintain the Valley Transit Call-a-Ride program for son who has special needs.
 - Jackie & Paul Islinger (W2428 Snowberry) – Identified a drainage complaint at their property. They indicated the neighbor partially filled the ditch and flow of surface waters have been blocked causing localized flooding. Requested the Town enforce its ordinance and require the removal of the items placed in the ditch.
6. **PRESENTATIONS:**
 - a). 1-Year Service Recognition to Eugene Reece and Ben Schmidt, Buchanan Fire & Rescue: Chairperson McAndrews and Chief Schroeder presented service awards to Eugene Reece and Ben Schmidt: Chief Schroeder indicated the awards would be presented to Mr. Reece and Mr. Schmidt at the next Fire Department drill.
7. **ROUTINE REPORTS:**
 - a). Town Deputies – Update/Monthly Report on Town Law Enforcement Activities: Deputy Burke provided a quarterly report of law enforcement activities.
 - b). Fire, EMS & Emergency Management – Update/Monthly Report on Fire, EMS & Emergency Management: Chief Schroeder provided a review of the monthly memorandum as provided to the Board.
 - c). Town Administrator – Update/Monthly Report on Administrative Activities: Administrator/Clerk Gregozeski reviewed administrative activities for the month.
8. **PLAN COMMISSION ITEMS FOR DISCUSSION & POSSIBLE ACTION: NONE**
9. **UNFINISHED BUSINESS FOR DISCUSSION & POSSIBLE ACTION: NONE**

10. NEW BUSINESS FOR DISCUSSION & POSSIBLE ACTION:

- a). Collection Services Agreement with Finance System of Green Bay, Inc. – For Discussion and Possible Action: The Board reviewed and discussed the Collection Services Agreement with Finance System of Green Bay, Inc.

Motion by Kavanaugh/Hughson to approve the Collection Services Agreement with Finance System of Green Bay, Inc. as presented. Motion carried unanimously by voice vote.

- b). Request for 2016 Codification Services with General Code – For Discussion and Possible Action: The Board reviewed and discussed the 2016 Codification Services proposal from General Code.

Motion by Reinke/Hughson to approve the 2016 Codification Proposal with General Code as presented. Motion carried unanimously by voice vote.

- c). Network Server IT Replacement Proposal from Corporate Network Solutions – For Discussion and Possible Action: Gregozeski provided an overview of the network server project and the proposal from Corporate Network Solutions. The Board reviewed and discussed the proposal.

Motion by Reinke/Lawrence to approve the Network Server IT Replacement Proposal from Corporate Network Solutions as presented. Motion carried unanimously by voice vote.

- d). Request from Resident at N179 Van Handel Drive to assist w/ tree removal from Town Hall Park – For Discussion and Possible Action: The Board reviewed and discussed the request for assistance.

Motion by Lawrence/Hughson to approve the Town assisting the Residents at N179 Van Handel Drive in the amount not to exceed \$100. Motion carried unanimously by voice vote.

11. CLOSED SESSION:

- a). Closed session pursuant to section 19.85(1)(c) of the Wisconsin State Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Review of performance evaluation data and compensation/benefits for specific employees.

Motion by Lawrence/Kavanaugh at 8:29 p.m. to enter into closed session pursuant to section 19.85(1)(c) of the Wisconsin State Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Annual Performance, Compensation, Benefit and Employment for the Fire Chief.

Roll call vote: Lawrence: aye, Reinke: aye, McAndrews: aye, Kavanaugh: aye, Hughson: aye. Motion carried unanimously.

Motion by Lawrence/Hughson at 9:14 p.m. to come back into open session.

Roll call vote: Lawrence: aye, Reinke: aye, McAndrews: aye, Kavanaugh: aye, Hughson: aye. Motion carried unanimously.

12. FUTURE AGENDA ITEMS: No items discussed.

13. ADJOURNMENT: *Motion by Lawrence/Kavanaugh to adjourn at 9:15 p.m. Motion carried unanimously by voice vote.*

Joel Gregozeski, Administrator/Clerk
Posted: January 20, 2016

Motion to approve by: Kavanaugh/Reinke Date: January 19, 2016 Carried 5 to 0.