



*"In the Spirit of Town Government"*

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**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI  
NOTICE OF THE TOWN BOARD MEETING  
TUESDAY, AUGUST 16, 2016 AT 7:00 P.M.  
BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915**

**AGENDA**

*Notice is hereby given that the Buchanan Town Board may take action on any item listed within this agenda.*

**1. CALL MEETING TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL & VERIFY PUBLIC NOTICE**

**4. CONSENT AGENDA**

- a). Approval of the Minutes of July 19, 2016 Town Board Meeting.
- b). Approval of July 2016 Treasurer Report & Approve Bills.
- c). Operator's Licenses with No Applicable Violations per Town Policy.

*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.*

**5. PUBLIC COMMENT FORUM**

*General public comments will be limited to five minutes in length. Commentators must state name and address for the record. The Board's role is to listen and not discuss/debate comments nor take action on those comments at this time.*

**6. PRESENTATIONS:**

- a). Fox Cities Chamber of Commerce – Regional Partnership Presentation and 2016 Update, Mr. Manny Vasquez.

**7. PUBLIC HEARING (7:00 P.M.):**

- a). Public Hearing to discuss a proposed action to commence discontinuance of the following described Town road initiated by introduction of resolution of the Town Board of the Town of Buchanan under s. 66.1003(4), Wisc. Stats. Specifically that a portion of Heartland Court in Creekview Acres Plat and legally described on Exhibit "A" to the public hearing notice.

- i. Town Board Action Following the Public Hearing.

**8. PLAN COMMISSION ITEMS FOR DISCUSSION & POSSIBLE ACTION:**

- a). Application for CSM (CSM #2016-03); Applicants: Dave Schmalz, McMahon Associates on behalf of Eric Welhouse; Parcel ID 030053001 & 030070501; Certified Survey Map creating 3 lots. – For Approval/Denial.
- b). Application for Conditional Use Permit: Applicants: Devon Englebretson, Cypress Homes on behalf of Abby & Aaron Swaagman; Single Family Home, Fill and Grading within Shoreland Zoning District. Parcel ID: 030248000 Lot 8, God's Goodness Estates. (Jacob Ct) – For Approval/Denial.
- c). Custom Municipal Banners Project Authorization (Van Roy Road) – For Approval/Denial.
- d). Revision to Town Logo – For Approval/Denial.

**9. ROUTINE REPORTS:**

- a). Law Enforcement – Update/Monthly Report on Town Law Enforcement Activities.
- b). Fire, EMS & Emergency Management – Update/Monthly Report on Fire, EMS & Emergency Management Activities.
- c). Town Administrator – Update/Monthly Report on Administrative Activities.
  - i. Update on 2016 Key Projects.
    - 1. A16 Pay Request #1 & Change Order #1
  - ii. Update on 2017 Fiscal Year Budget & 5-Year CIP Process.
  - iii. Update Emons Road Speed & Safety Study
  - iv. Update Kebe Court Drainage Review
  - v. Master Town Contracts List

**10. UNFINISHED BUSINESS FOR DISCUSSION & POSSIBLE ACTION: NONE**

**11. NEW BUSINESS FOR DISCUSSION & POSSIBLE ACTION:**

- a). Class B Beer and Reserve “Class B” Liquor Combination License, August 17, 2016-June 30, 2017, William Xiong, Four Seasons Bar & Banquet Hall, N192 Stoney Brook Road (Gregozeski) – For Approval/Denial.
- b). Amendment to CTH ZZ/Haas Road Reconstruction & Jurisdictional Transfer Agreement with Outagamie County (Gregozeski) – For Discussion & Possible Action.
- c). Appointment of Bruce Corning to Darboy Joint Sanitary District No. 1 Commission replacing Maurice Brockman for remainder of term expiring May 2021. – For Approval/Denial.
- d). Website Upgrade Project & Funding Allocation (Gregozeski) – For Approval/Denial.
- e). Legal Services Request for Proposals (Gregozeski) – For Approval/Denial.

**12. CLOSED SESSION:**

- a). Pursuant to section 19.85(1)(e) of the Wisconsin State Statutes: Deliberating or negotiating the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session. Law Enforcement Services Contract.  
**AND**
- b). Pursuant to Wis. Stat. sec. 19.85(1)(g) for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, more specifically concerning the MasterLube, Inc V Town of Buchanan, Outagamie County Case No. 15 CV 67.  
**AND**
- c). 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 Review of Performance, Compensation, Benefit and Employment for Specific Town Employees.

**Reconvene to Open Session: Possible Town Board Action on Items Discussed in Closed Session.**

**13. FUTURE AGENDA ITEMS**

Meeting agenda/discussion items and possible action on future Town Board agenda, including specific items for inclusion on or exclusion from a future agenda.

**14. ADJOURNMENT**

Joel Gregozeski, Administrator/Clerk  
Posted: August 11, 2016

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**Public Notice:** Agendas are posted in the following locations: Town Hall bulletin board & Town website: [www.townofbuchanan.org](http://www.townofbuchanan.org). 2015 Wisconsin Act 79 allows the publication of certain legal notices on an Internet site maintained by a municipality. This law allows these types of legal notices to be posted in one physical location in the jurisdiction (instead of three) if also placed on an Internet site maintained by the local government.

**Special Accommodations:** Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at (920) 734-8599 with as much advance notice as possible.

**Notice of Possible Quorum:** A quorum of the Plan Commission, Board of Review, and/or Board of Adjustment may be present at this meeting for the purpose of gathering information and possible discussion on items listed on this agenda. However, unless otherwise noted in this agenda, no official action by the Plan Commission, Board of Review, and/or Board of Adjustment will be taken at this meeting.

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