



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
NOTICE OF THE TOWN BOARD MEETING
TUESDAY, SEPTEMBER 20, 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 August 16, 2016 Town Board Meeting.
- b). Approval of August 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. PRESENTATIONS:

- a). Service Recognition – Lisa Van Schyndel (20-Year Award), Buchanan Fire & Rescue.
- b). East Central Wisconsin Regional Planning Commission – Initiative 41 Program, Manny Vasquez & Mike Thomas.

6. 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.

7. PLAN COMMISSION ITEMS FOR DISCUSSION & POSSIBLE ACTION:

- a). Application for Conditional Use Permit: Applicants: Jack Griffin, Griffin Builders, Inc. on behalf of Mike Bongers; Single Family Home, Grading within Shoreland Zoning District. Parcel ID: 030074403 Lot 3, CSM 7115 (Block Road) – For Approval/Denial.
- b). Application for Conditional Use Permit: Applicants: Jack Griffin, Griffin Builders, Inc. on behalf of Greg Bongers; Single Family Home, Grading within Shoreland Zoning District. Parcel ID: 030060002 Lot 2, CSM 7115 (Block Road) – For Approval/Denial.

8. ROUTINE REPORTS & ACTIVITIES:

- 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 Engineer – Update/Quarterly Report on Town Engineer Activities.
 - i. Contract A16 Pay Request #2 & Change Order #2 - For Discussion & Possible Action.
 - ii. Kebe Court Drainage Plan & Recommendations - For Discussion & Possible Action.
 - iii. Letter of Authorization: 2017 Road Paving & Drainage Projects Preliminary Engineering - For Discussion & Possible Action.
- d). Town Administrator – Update/Monthly Report on Administrative Activities.
 - i. Update on 2016 Key Projects.
 - ii. Update on 2017 Fiscal Year Budget & 5-Year CIP Process – Budget Workshop October 3, 2016.
 - iii. Wisconsin Town's Association 9/29 Turnout for Transportation.
 - iv. Harrison Yard Waste Site.
 - v. Traffic Impact Analysis for Encapsys Development in City of Appleton.

9. UNFINISHED BUSINESS FOR DISCUSSION & POSSIBLE ACTION:

- a). Amendment to CTH ZZ/Haas Road Reconstruction & Jurisdictional Transfer Agreement with Outagamie County – For Discussion & Possible Action.
- b). Emons Road Speed & Traffic Study – For Discussion & Possible Action.

10. NEW BUSINESS FOR DISCUSSION & POSSIBLE ACTION:

- a). Outagamie County Highway Department Intergovernmental Maintenance Agreement for 2017 – For Discussion & Possible Action.
- b). Ordinance 2016-05 - Repealing and Recreating §495-19 B. Parking Regulations. No Parking Areas.
- c). Little Free Library Project at Buchanan Town Hall – For Discussion & Possible Action.
- d). Employee Health Insurance Plan Renewal – For Discussion & Possible Action.
- e). Resolution 2016-05 - Combining Position of Town Clerk & Town Treasurer – For Discussion & Possible Action.

11. 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 & Garbage & Recycling 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 & Lowe’s Home Centers, LLC V Town of Buchanan Outagamie County Case No. 16 CV 789

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

12. 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.

13. ADJOURNMENT

Joel Gregozeski, Administrator/Clerk
Posted: September 15, 2016

Public Notice: Agendas are posted in the following locations: Town Hall bulletin board & Town website: 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.
