



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF THE TOWN BOARD MEETING
TUESDAY, OCTOBER 18, 2016 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, Kavanaugh and Walsh. Town officials present – Administrator/Clerk Gregozeski, Treasurer/Deputy Clerk Sieracki, and Fire & Rescue Chief Mohr. Lt. C. Proietti and Deputy J. Burke from the Outagamie County Sheriff's Department and other members of the public were also in attendance.
4. **CONSENT AGENDA**
 - a). Approval of the Minutes of September 20, 2016 & October 3, 2016 Town Board Meeting.
 - b). Approval of September 2016 Treasurer Report & Approve Bills.
 - c). Operator's Licenses with No Applicable Violations per Town Policy.

Motion by Walsh/Lawrence to approve the consent agenda as presented. Motion carried 5 to 0 by voice vote.

5. **PRESENTATIONS: NONE**

6. **PUBLIC COMMENT FORUM:** McAndrews called for comments three times. No interested individuals spoke.

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

- a). Application for Conditional Use Permit: Applicants: Mike Gerrits on behalf of Country Aire Farms; Waste Facility Closure. Parcel ID: 030004801 (W437 Feldkamp Road) – For Approval/Denial: Gregozeski introduced the application. He noted the Plan Commission recommended approval at their October 10, 2016 meeting. The Town Board reviewed and discussed the application.

Motion by Reinke/Walsh to approve the application for Conditional Use Permit: Applicants: Mike Gerrits on behalf of Country Aire Farms; Waste Facility Closure. Parcel ID: 030004801 (W437 Feldkamp Road). Motion carried 5 to 0 by voice vote.

8. **ROUTINE REPORTS & ACTIVITIES:**

- a). Law Enforcement – Update/Quarterly Report on Town Law Enforcement Activities: Lt. Proietti provided the quarterly report for the months of July, August and September. He noted an uptick in drug activities including heroin and Fentanyl. He stated Fentanyl is extremely dangerous and has health impacts just by improperly handling the materials. He cautioned the Board and audience about prevalence of these drugs and the dangers.
- b). Fire, EMS & Emergency Management – Update/Monthly Report on Fire, EMS & Emergency Management Activities: Chief Mohr provided monthly report of Fire, EMS and EM activities.
- c). Town Administrator – Update/Monthly Report on Administrative Activities: Gregozeski provided an update on the following activities:
 - i. Update on 2016 Key Projects: All projects not deferred are in progress or completed for 2016.
 - ii. Contract A16 Pay Request #3 & Change Order #3 - For Discussion & Possible Action: Final pay requests and change orders for Contract A16 were reviewed by the Town Board for possible approval.

Motion by Lawrence/Reinke to approve A16 Change Order #3 as presented. Motion carried 4 to 0 by voice vote. Walsh abstained.

Motion by Lawrence/Kavanaugh to approve A16 Pay Request #3 as presented. Motion carried 4 to 0 by voice vote. Walsh abstained.

- iii. PGI Event – August 2019: Gregozeski indicated the event organizers for the Pyrotechnics Guild Internationals are looking to return to the area in August 2019 to conduct their annual convention at the WIR racetrack. He noted this event was last held in the area in 2010. During that time a number of noise complaints were recorded. Gregozeski noted that the applicant would like to receive the Board general consent to hold the event again in the Town in 2019. Gregozeski stated that if the Board is emphatic about not granting a noise variance for the event that the applicant should know before details plans are drafted. Gregozeski noted the event organizer is available in the audience to answer questions.

Motion by Lawrence/Reinke to suspend the rules and allow Mr. Craig Hetherington an opportunity to speak on this topic. Motion carried 5 to 0 by roll call vote.

Craig Hetherington from PGI presented information related to their event. He noted that the event organizers have made several changes to reduce the amount of noise, including the shell size used after 12 midnight. The Board questioned Mr. Hetherington on the amount of dates needed for the event, local economic impact of the event and if the event could be moved to earlier or later in the year. The Board through unanimous consent directed staff to work with PGI in planning a 2019 event. Approval will be conditioned on review of noise complaints from 2010 and feedback from the City of Kaukauna.

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. Gregozeski noted the Highway Commissioner was notified of the Town Board’s determination to not include the additional paved shoulders for the CTH ZZ project. Gregozeski noted the Highway Commissioner will consider amending the agreement to ensure funding is available for maintenance of the old CTH ZZ in future years or to mill and pave the section during construction. Gregozeski stated the Board must determine which course it prefers prior to a final amended agreement.

Motion by Walsh/Kavanaugh to have the County escrow funds in an amount based on the Town’s Engineer estimate; to include engineering and contingencies to reconstruct the old CTH ZZ by a design approved by the Town Board. Escrow is guaranteed or held by the Town for use when the project is needed as determined by the Town Board. Motion carried 5 to 0 by voice vote.

10. NEW BUSINESS FOR DISCUSSION & POSSIBLE ACTION:

- a). Resolution 2016-06 - Notice of Special Charges (Residential Garbage & Special Charge, \$127.50/unit) – For Discussion & Possible Action:

Motion by Walsh/Reinke to approve Resolution 2016-06 - Notice of Special Charges (Residential Garbage & Special Charge, \$127.50/unit). Motion carried 5 to 0 by voice vote.

- b). Review of Draft Updated Fees and Licenses Schedule – For Discussion & Possible Action: Gregozeski presented a draft update of the Town’s Fees and Licenses Schedule. Kavanaugh noted he wanted some fines increased. Gregozeski noted the Fees and Licenses Schedule only includes fees and costs associated with acquiring permits and licenses for the Town. The Cash Bond Schedule could be reviewed at a future meeting to determine if individual citation amounts should be increased. No formal action taken by the Town Board. A resolution to adopt the updated Fees and Licenses Schedule will be presented at the November Town Board meeting.
- c). 2017 Proposed Town Budget (Recommendation to Proceed to Public Hearing) – For Discussion & Possible Action: Gregozeski presented the 2017 Proposed Town Budget. He noted the several changes were included as discussed and recommended by the Town Board at their October 3, 2016 Budget work session. These changes included increased funding for fire apparatus, building improvements and trail development funds; Eisenhower Drive road maintenance; and Town Hall remodeling and maintenance garage construction. Gregozeski noted the proposed budget, if approved would be forwarded to the Town Electors for consideration when they adopt the tax levy at their Special Town Meeting on November 10, 2016.

Motion by Walsh/Reinke to approved the 2017 Proposed Town Budget and Recommend Proceeding to Public Hearing as presented. Motion carried 5 to 0 by voice vote.

- d). Design Standards for Town Roads – For Discussion & Possible Action: Gregozeski reviewed the current approved Town road standards with the Board. Walsh indicated he wanted to review the standards and have a discussion about designating a standard for roads that are deemed collectors or arterials. Walsh indicated a

standard for collectors and arterials should be identified and the Town Official Map can be amended to reflect this designation. The Town Board discussed the impact of doing so and if assessments would need to be levied. The Board agreed to forward this discussion to the Plan Commission for consideration and to include the discussion as part of the update to the Town's Comprehensive Plan. No formal action taken.

McAndrews called for a 10 minute recess at 8:21 p.m.

- 11. CLOSED SESSION:** *Motion by Reinke/Lawrence to move include closed session at 8:29 p.m. 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. Legal & Prosecution Services. Motion carried 5 to 0 by roll call vote.*

Motion by Kavanaugh/Walsh to reconvene into open session at 8:39 p.m. Motion carried 5 to 0 by roll call vote.

Motion by Lawrence/Reinke to direct staff to interview and consider for selection of Silton, Seifert & Carlson for Town Attorney and Prosecution Services. Motion carried 5 to 0 by voice vote.

- 12. FUTURE AGENDA ITEMS:** No formal items identified.

- 13. ADJOURNMENT:** *Motion by Lawrence/Reinke to adjourn at 8:48 p.m. Motion carried 5 to 0 by voice vote.*

Joel Gregozeski, Administrator/Clerk

Posted: 11/16/2016

Motion to Approve: Walsh/Reinke

Dated: November 15, 2016

Vote: 5 to 0.