



*"In the Spirit of Town Government"*

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI  
MINUTES OF ANNUAL TOWN MEETING  
TUESDAY, APRIL 16, 2024 AT 7:00 P.M.  
BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915**

- 1) **TOWN CHAIRMAN - CALL MEETING TO ORDER:** Chairperson Coenen called the meeting to order at 7:00 p.m. A sign-in sheet was completed as those in attendance entered the meeting. Handouts and an agenda were provided.
- 2) **PLEDGE OF ALLEGIANCE:** Pledge recited.
- 3) **INTRODUCTION OF TOWN BOARD AND TOWN OFFICIALS:** Administrator Brown provided an overview of the meeting, allowable annual meeting actions, and thanked those in attendance for coming to the meeting. Chairperson Coenen introduced Town Board members, Town Staff, Town Attorney, Town Engineer, Public Safety Personnel, and other Town officials present.
- 4) **APPROVAL OF 2023 ANNUAL MEETING MINUTES:** Motion by John Sonnleitner/Ted Erdmann to approve the minutes. Motion carried 22 to 0 by voice vote.
- 5) **ANNUAL REPORT OF TOWN OF BUCHANAN:** Michael Brown, Town Administrator, presented a report of activities in the Town for 2023 and activities proposed for 2024. Presentation included information on Town growth and development, finance, taxes, the audit and department activity summaries. Brown also gave a brief update on the road projects for 2024.  
  
Michael Brown, Town Administrator, stated he would answer any questions on the Annual Report. **No one spoke.**
- 6) **ACCEPTANCE OF ANNUAL FINANCIAL STATEMENT:** The audited financial statements were provided for review. Motion by Ted Erdmann/Keith Hooyman to accept the annual financial statements as presented. Motion carried 22 to 0 by voice vote.
- 7) **PUBLIC PARTICIPATION:** Chairperson Coenen called for public comments, the following individual had a questions or comments during the public comment period:
  - Scott Smith, N234 Springfield Dr, Appleton wondered why the Town didn't have information about the candidates for Town Supervisors on the Town web-site.  
Clerk Sieracki stated that based off the advice for the Town Attorney the Town should not be involved with the campaigning of Town Officials. She stated that the League of Women Voters did a forum at the Town before the February Election; the League did record that and had it available for the public to view. Information on the candidates can also be found in the Times Villager and the Post Crescent. A resident can also reach out to the candidates themselves and ask questions.
- 8) **SET 2025 ANNUAL MEETING FOR THE THIRD TUESDAY IN APRIL 2025 AT 7:00 P.M.:** Motion by Tom Walsh/Ted Erdmann to set next year's annual meeting for the 3<sup>rd</sup> Tuesday in April 2025 at 7:00 p.m. Motion carried 22 to 0 by voice vote.
- 9) **ADJOURNMENT:** Motion by Karen Lawrence/John Sonnleitner to adjourn at 7:30 p.m. Motion carried unanimously by voice vote.

Cynthia Sieracki, Clerk/Deputy Treasurer  
Dated: April 17, 2024

Approved: