



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF ANNUAL TOWN MEETING
TUESDAY, APRIL 20, 2021 AT 7:00 P.M.
BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915**

- 1) **TOWN CHAIRMAN - CALL MEETING TO ORDER:** Chairperson Greg Sprangers 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:** Chairperson Sprangers provided an overview of the meeting, allowable annual meeting actions, and thanked those in attendance for coming to the meeting. Sprangers introduced Town Board members, Town Staff, Town attorneys, Town engineer, public safety personnel, and other Town officials present. Sprangers gave a brief overview of the guidelines for the meeting.
- 4) **APPROVAL OF 2020 ANNUAL MEETING MINUTES:** Motion by Ted Erdmann/Dennis Reinke to approve the minutes. Motion carried 34 to 0 by raising of the hand.
- 5) **ANNUAL REPORT OF TOWN OF BUCHANAN:** Maggie Mahoney, Town Administrator, presented a report of activities in the Town for 2020 and activities proposed for 2021. Presentation included information on Town growth and development, finance, taxes, and department activity summaries. Engineer Majkowski gave a brief update on drainage issues and the road projects for 2020 & 2021.

Administrator Mahoney stated she would answer any questions on the Annual Report. The following individuals had questions:

- Paul Knuppel, W2455 Block Rd, Appleton asked about the debt utilization slide in regards to the percent of operating expenses. The amount in 2020 was \$445,433 and in 2024 the amount is \$709,000. He wanted to know where the revenue, is coming from to keep it at 15%. Administrator Mahoney stated that this only shows the debt, not the revenue but stated that inflation may be factored in.
- Brian Starszak, N175 Van Handel Dr, Appleton asked if the fund balance at the end of the year had anything to do with money put in there from projects coming in under the bid amount. Administrator Mahoney explained that the funds in the fund balance come from restricted funds, committed funds, assigned funds and unassigned funds. She stated that if the project in under the bid, the funds would go in the fund balance. Mr. Starszak wanted to know what the savings were from the last project. Ms. Mahoney stated she would need to get back to him with that answer.
- Alicia Vander Wielen, W2595 Oakbrook Ct, Appleton asked if the PASER rating report would be available to the public. Engineer Majkowski stated that the report is submitted to the DOT and the Town will also receive a copy for the public to view.
- James Smits, N231 Lavender Ln, Appleton stated that on the tax rate he was wondering why it wasn't mentioned about the assessed value increase. He stated his property went up \$50,000 in two years and feels the tax rate is meaningless.

- 6) **ACCEPTANCE OF ANNUAL FINANCIAL STATEMENT:** The audited financial statements were provided for review. Motion by Ted Erdmann/Brian Starszak to accept the annual financial statements as presented. Motion carried 39 to 0 by a standing vote.
- 7) **PUBLIC PARTICIPATION:** Chairperson Sprangers called for public comments, the following individuals had questions during the public comment period:
 - Matt Bruckner, W2487 Fieldside Ct, Appleton had a question on drainage grade and what can be done if the grade is not being maintained. He stated he has a neighbor that filled in his ditch which causes the entire system to back up. Should he file a complaint with the Town? Sue the Town? Sue his neighbor? What recourse does he have? Chairperson Sprangers stated he should fill out a drainage concern form; Mr. Bruckner stated he had when Tony Brown was the Administrator. Clerk Sieracki stated the office will pull the form for either the Administrator or the

Engineer to follow up on. Mr. Sprangers stated there should be a drainage plan for the subdivision and if the current drainage doesn't meet the plan, the Town could act.

- Terrence Johnson, N154 Coop Rd, Appleton asked for clarification on the road projects with the PASER rating. Mr. Sprangers stated that the projects may change for a number of reasons: the Town wants to stay within budget or sometimes roads need to be moved for drainage reasons or detention pond reasons. Mr. Johnson stated that he was actually wondering if a road was put off for two years if the engineer would need to resurvey the area. Engineer Majkowski stated that they would not have to resurvey the area, once the engineer work is done they are good to go when the project comes up.
- James Smits, N231 Lavender Ln, Appleton asked about the status of yard waste. Mr. Sprangers stated that the Town has a contract with GFL until December 2022. The Town did have issues last year with Advanced Disposal and the County helped with the last pickup in 2020. Mr. Smits asked about a yard waste site. Mr. Sprangers stated that it is being worked on. Engineer Majkowski added that the design is being worked on with the stormwater pond. The plan is to have it up and running late summer or early fall.
- Sarah Sheleski, W2957 Stillwater Trail, Appleton was wondering about live streaming the meetings to make them more accessible for everyone. Mr. Sprangers stated he wasn't sure how to do that and it's not in the works. Ms. Mahoney added that the Town is looking into linking audio and video together to work with our current system. This is something the Town is considering. Ms. Sheleski asked about the option of residents helping with this process as her husband is a software developer.
- Karen Hank, W2527 Block Road, Appleton stated that the Board should consider getting quotes from other engineering companies for the road projects to keep the cost down and not just stick with one firm. Mr. Sprangers stated that the Town has a contract with Cedar and her request may not be practical. He added that the Town is happy with Cedar. Engineer Majkowski added that about a year and a half ago the Town did interview other firms. The Town decided to stay with Cedar. Cedar and the Town have a three-year contract that will expire in 2022.
- Alicia Vander Wielen, W2595 Oakbrook Ct, Appleton asked if the stormwater pond and the yard waste site will be located at the County Rd N site. Engineer Majkowski stated that is correct.
- Brian Starszak, N175 Van Handel Dr, Appleton wanted to compliment the sheriff's department. He stated they did a great job when arriving at the call on his road. He also thanked the maintenance crew for cleaning up the parks.
- Brian Regal, W2593 Colonial Court, Appleton asked about the Town's standard in regards to open records request and getting back to the requestor. Mr. Sprangers stated "as quickly as possible." They go to the Clerk and it gets handled that way. Mr. Regal asked Mr. Sprangers to define "as quickly as possible". Mr. Sprangers said he doesn't think there is any limit. Clerk Sieracki asked Mr. Regal to be more specific. Mr. Regal stated he would like to know the status of his open records request from approximately a month ago. Mr. Sprangers stated it is in the works and that he met with legal counsel and he should have something within a week. Mr. Regal stated that "as soon as possible" seems open-ended and he would like to change that. He made a motion that all open records requests don't exceed 21 calendar days and to be returned to the requestor within the 21 calendar days. Attorney Carlson explained the state statute on open record requests. Mr. Regal also asked about public safety and if there are plans to cut the police force. Mr. Sprangers stated that when the contract comes up, it will be a Board decision regardless how he feels. He stated that no one is dissatisfied with the deputies.
- Tom Meyer, W3045 Pinecrest Ct, Appleton stated that Springfield Park is really wet. He asked if there are any plans to improve the drainage. Mr. Sprangers stated that it's not any wetter than his yard. It's spring and it rains. There really isn't a lot that can be done.
- James Smits, N231 Lavender Ln, Appleton asked about the engineering study that had been done at Springfield Park. Engineer Majkowski stated that one was done about three years ago. Mr. Smits stated then it's just about money to fix.
- Jennifer Rottier, W2876 Emons Rd, Appleton stated that she would like to see Springfield Park upgraded. Not just the drainage issue but also the equipment. Ms. Rottier asked about the assessment of \$3,850 and if the Board was moving roads in an effort to keep the assessment at the \$3,850. There have been rumors that the assessment could be anywhere from \$10,000 to \$20,000. Mr. Sprangers stated that the two are not tied together and the assessment amount will be discussed at the next Town Board meeting. Mr. Sprangers stated that it can be changed but he doesn't see a reason to change it. Ms. Rottier asked about new grants and who researches those grants. Mr. Sprangers stated that between Ms. Mahoney and Mr. Majkowski they are always looking for grants. Mr. Sprangers added that the Town has received grants for the stormwater ponds, County Rd N project, Emons Rd, and the Town is also benefitting by the grant that Kimberly received for Creekview. Ms. Rottier asked if Emons Rd will be done. Mr. Sprangers stated that it is scheduled for 2022 and it will be done.
- Joe Wittmann, W960 Cty Rd KK, Kaukauna stated he received a notice from the highway department about replacing the culvert on KK and Kankapot pond. He asked if the Town had any timeline or input. He stated the County will be raising the road up but lowering the two sides. Engineer Majkowski stated he wasn't sure where this work is being done since it's a County project.

- Mario Aldi, 339 Welhouse Dr, Kimberly stated he has two pages of questions and concerns on Emons Rd and was wondering who he could talk to. Mr. Sprangers told Mario that he could call him anytime or he could call the Town office and speak with Ms. Mahoney. Mr. Aldi stated he had a concern with the office misplacing property tax payments. Clerk Sieracki stated they can not misplace payments that were never received. Mr. Aldi also made a comment about remarks on social media.
- Paul Knuppel, W2455 Block Rd, Appleton stated that others are asking him questions about assessments. It's his understanding that there is a reassessment each year and walk throughs are done to verify the value and to update their information. Mr. Sprangers stated that this isn't true. The assessors do a portion of the Town each year. Due to Covid-19 in 2020, the assessors will do twice the normal amount this year. Mr. Knuppel stated that he was told that the assessment is at 100% to keep everything fair. Mr. Sprangers stated that everyone should pay their fair share. Attorney Carlson explained the state statute for assessments.
- Matt Bruckner, W2487 Fieldside Ct, Appleton stated that when the County shut down the intersection at Buchanan Rd and CE it had caused a strain on the round-about at Buchanan, Emons and County Rd N. He asked if there is anything that can be done to force the County to do something smarter to take some strain off the round-about. Mr. Sprangers stated that he is not sure what the County would do. It comes down to money but feels that the County won't spend the money to improve the Buchanan Rd & CE intersection with a round-about. Mr. Sprangers did state the round-about at Buchanan, Emons and County Rd N is being redesigned.

8) SET 2022 ANNUAL MEETING FOR THE THIRD TUESDAY IN APRIL 2022 AT 7:00 P.M.: Motion by John Sonnleitner/Dennis Reinke to set next year's annual meeting for the 3rd Tuesday in April 2022 at 7:00 p.m. Motion carried 38 to 0 by a standing vote.

9) ADJOURNMENT: Motion by Ted Erdmann/James Smits to adjourn at 8:27 p.m. Motion carried unanimously by a standing vote.

Cynthia Sieracki, Clerk
Dated: April 28, 2021

Approved: Ted Erdmann/John Sonnleitner, April 19, 2022