

Town of Lawrence  
Town Board Meeting  
Town Hall 2400 Shady Court, De Pere WI 54115  
Monday, June 12, 2023  
Regular Meeting at 6:30 P.M.

Discussion and Action on the following:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Public comments upon matters not on agenda or other announcements
6. Consider minutes of May 22, 2023, Town Board Meeting
7. Consideration of payment of due invoices
8. **Public Hearing:** Rezoning Request of Derouin Estates parcels A-1 (Agricultural) to R-1 (Residential) for Parcel #L-161-1 by Town of Lawrence.
9. Consideration for Rezoning Request of Derouin Estates parcels A-1 (Agricultural) to R-1 (Residential) for Parcel #L-161-1 by Town of Lawrence
10. Consideration of Liquor/Cigarette License Applications for the period of the July 1, 2023 – June 30, 2024 License year
11. Consideration of Resolution 2023-007 DNR Compliance Maintenance Annual Report (CMAR)
12. Consideration of Resolution 2023-008 to Authorize Banking Financial Institution and Authorized Signers
13. Consideration of Change Order #1 to MCC Paving Contract-Storm Inlet Risers – Lawrence Parkway Estates
14. Consideration of Hobart-Lawrence Police Department Pulaski School District School Resource Officer
15. Consideration of Police Office Renovations at Town Hall (converting former Evidence Room)
16. Consideration of Surplus Sale of 2000 Sterling Plow Truck - Public Works
17. Discussion of Proposed Utility Extension Projects, and Prelim Special Assessments, in coming year
18. Consideration of Steps to Consider Creation of TIF District #3 – Mid Valley Dr/Freedom Rd and Potential Boundary Amendment to TIF District #1
19. Discussion on Future Consideration to Implement Town Room Tax/Short Term Rental Ordinance(s)
20. Administrator/Staff Reports
21. Future Agenda Items
22. **Closed Session** Pursuant to Ch. 19.85(1)(e) Deliberation or negotiation for the purchase of public properties, the investment of public funds, or the conduct of other specific public business, whenever competitive or bargaining reasons require a closed session (*re: TID Development*)
23. Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats
24. Adjourn

Patrick Wetzel for Dr. Lanny J. Tibaldo

*Posted at the following on June 9, 2023:*

- *Town Hall, 2400 Shady Ct*
- *Posted to the Town Website*
- *Notice to News Media*

NOTE: Any person wishing to attend this meeting who, because of disability requires special accommodations, should contact Town Clerk-Treasurer Cindy Kocken, at 920-347-3719 at least 2 business days in advance so that arrangements can be made.

**Town of Lawrence**  
**Proceedings of the Regular Town Board Meeting**  
**Town Hall, 2400 Shady Court, De Pere WI**  
**Monday, May 22, 2023**

**1. Call to Order**

The meeting was called to order by Chairman Tibaldo at 6:31 p.m.

**2. Roll Call**

**Present In-Person**

Chairman: Dr. Lanny Tibaldo

Supervisors: Kevin Brienien, Lori Frigo, Bill Bain.

Kari Vannieuwenhoven arrived at 6:45pm as noted below.

Others in Attendance: Patrick Wetzel, Administrator; Cindy Kocken, Clerk-Treasurer; Scott Beining Building Inspector/Zoning Administrator; Kurt Minten, Public Works Director; Luke Pasterski, Fire Chief; Mike Renkas, Police Chief

**3. Pledge of Allegiance**

**4. Approve Agenda**

Supervisor Brienien made the motion to approve the agenda as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

**5. Public Comments upon matters not on agenda or other announcements:**

None.

**6. Consider minutes of the May 8, 2023, Town Board Meeting:**

Supervisor Frigo made the motion to approve the May 8, 2023, Town Board meeting minutes as presented. Supervisor Bain seconded the motion. The motion carried unanimously.

**7. Consideration of payment of due invoices:**

Supervisor Brienien made the motion to approve the payment of due invoices as presented. Supervisor Bain seconded the motion. The motion carried unanimously.

**8. Public Hearing: Conditional Use Permit request for water feature at 3142 Trinity Court, Parcel #L-2206 by Brian Van Den Heuvel:**

Supervisor Brienien made the motion to open the public hearing at 6:34pm. Supervisor Bain seconded the motion. The motion carried unanimously.

Scott Beining introduced the proposed project. The Town's Ordinance 300-57 allows for ponds or artificial lakes in ER zoning with a conditional use permit. Because the location is adjacent to a waterway, this pond will require review by Brown County Shoreland Zoning and the DNR; these reviews have been acquired by the owner.

Brian Van Den Heuvel, 3142 Trinity Court – spoke in favor of his project.

Larry Boldt, 2029 Little Rapids Road, spoke in favor of this project.

Supervisor Frigo made the motion to close the public hearing and return to regular session at 6:38pm. Supervisor Brienien seconded the motion. The motion carried unanimously.

**9. Consideration of Conditional Use Permit request for water feature at 3142 Trinity Court, Parcel #L-2206 by Brian Van Den Heuvel:**

Supervisor Brienien made the motion to approve the Conditional Use Permit request for water feature at 3142 Trinity Court, Parcel #L-2206 by Brian Van Den Heuvel, then amended his motion contingent upon acquiring Brown County Shoreland Zoning and DNR reviews and permits as required. Supervisor Bain seconded the motion. The motion carried unanimously.

10. **Review of Recommendations and Reports from Planning & Zoning Board:**
  - a. **Consideration of 2 lot Certified Survey Map (CSM) at 1284 Mid Valley Ct., Parcel #L-206-1 by Hebert Associates, Inc:**

Supervisor Bain made the motion to approve the 2 lot Certified Survey Map (CSM) at 1284 Mid Valley Ct., Parcel L-206-1 by Herbert Associates, Inc. as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.
  - b. **Consideration of Preliminary Plat Review for Derouin Estates, Parcel #L-161-1 by Town of Lawrence:**

Supervisor Brienens made the motion to approve the Preliminary Plat for Derouin Estates, Parcel L-161-1 by the Town of Lawrence as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.
  - c. **Consideration to Set a Public Hearing date for Rezoning Request of Derouin Estates parcels A-1 (Agricultural) to R-1 (Residential) for Parcel #L-161-1 by Town of Lawrence:**

Supervisor Frigo made the motion to set the public hearing date to June 12, 2023 for rezoning request of Derouin Estates parcel L-161-1 from A-1 (agricultural) to R-1 (Residential) by Town of Lawrence. Supervisor Bain seconded the motion. The motion carried unanimously.
11. **Consideration of Temporary Class "B"/"Class B" Retailer's License – Food Truck Rally at Quarry Park on June 25, 2023:**

Supervisor Bain made the motion to approve the Temporary Class "B"/"Class B" Retailer's License for the Food Truck Rally at Quarry Park on June 25, 2023 as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

Supervisor Vannieuwenhoven arrived at 6:45pm.
12. **Discussion and Consideration of Preliminary Steps to Consider Creation of TIF District #3 – Mid Valley Dr/Freedom Rd and Potential Boundary Amendment to TIF District #1:**

Administrator, Patrick Wetzel discussed the preliminary steps to consider the creation of a TIF District #3-Mid Valley Dr/Freedom Road with approximate costs of running utilities to the County S interchange.
13. **Administrator/Staff Reports**

Staff reports were given.
14. **Future Agenda Items:**
  - a. Public Hearing for rezoning request for Derouin Estates parcels A-1 (Agricultural) to R-1 (Residential) - Parcel #L-161-1 by Town of Lawrence.
  - b. Consideration of Creation of TIF District #3.
  - c. Auditor's Presentation of Financial Statements
15. **Closed Session:** Supervisor Brienens made the motion to move into closed session at 7:34pm Pursuant to Ch. 19.85(1)(e) Deliberation or negotiation for the purchase of public properties, the investment of public funds, or the conduct of other specific public business, whenever competitive or bargaining reasons require a closed session (*re: TID #1 Development – Lawrence Parkway & American Boulevard*) and **Closed Session** Pursuant to Ch. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (*re: Police Captain Employment Agreement*). Supervisor Vannieuwenhoven seconded the motion. Roll call vote: Supervisor Brienens, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously. The motion carried unanimously.
16. **Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats:**

Supervisor Brienens made the motion to return to regular open session at 8:02pm.

Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously. Roll

call vote: Supervisor Brienens, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.

- a. Supervisor Vannieuwenhoven made the motion to approve the Police Captain Employment Agreement as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

**17. Adjourn:**

Supervisor Frigo made the motion at 8:03pm to adjourn the meeting. Supervisor Bain seconded the motion. The motion carried unanimously.

Respectfully submitted by,  
Cindy Kocken, Clerk-Treasurer

DRAFT

## Report Criteria:

Detail report.  
Invoices with totals above \$.00 included.  
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>AIA Corporation</b>								
1101	AIA Corporation	3PM2959121	Shirts for Public Works	05/26/2023	410.69	.00		
Total AIA Corporation:					410.69	.00		
<b>AIT Business Technologies, LLC</b>								
869	AIT Business Technologies, LLC	44604	Microsoft Office-Anti Virus	06/01/2023	393.50	.00		
869	AIT Business Technologies, LLC	44605	Server Backup	06/01/2023	199.99	.00		
869	AIT Business Technologies, LLC	44606	IT Services	06/01/2023	629.99	.00		
869	AIT Business Technologies, LLC	44607	Water Telephone	06/01/2023	75.00	.00		
869	AIT Business Technologies, LLC	44607	Telephone Service	06/01/2023	150.00	.00		
869	AIT Business Technologies, LLC	44607	Sewer Telephone	06/01/2023	75.00	.00		
Total AIT Business Technologies, LLC:					1,523.48	.00		
<b>Associated Appraisal Consultan, Inc</b>								
31	Associated Appraisal Consultan, I	168619	Town Assessor	06/01/2023	1,440.96	.00		
Total Associated Appraisal Consultan, Inc:					1,440.96	.00		
<b>Badger Meter, Inc</b>								
37	Badger Meter, Inc	80129676	Services	05/30/2023	14.55	.00		
Total Badger Meter, Inc:					14.55	.00		
<b>Brown County Port &amp; Resource Recovery</b>								
73	Brown County Port & Resource R	54575	Trash Collection - Sharps	05/31/2023	24.95	.00		
73	Brown County Port & Resource R	54575	Trash Collection	05/31/2023	9,291.61	.00		
73	Brown County Port & Resource R	54575	Recycling	05/31/2023	366.41	.00		
Total Brown County Port & Resource Recovery:					9,682.97	.00		
<b>Brown County Treasurer</b>								
74	Brown County Treasurer	2023-0000005	Election Supplies	05/18/2023	623.38	.00		
Total Brown County Treasurer:					623.38	.00		
<b>Central Brown County Water Authority</b>								
93	Central Brown County Water Auth	3369	May Billing	06/05/2023	42,989.49	.00		
Total Central Brown County Water Authority:					42,989.49	.00		
<b>Clean Water Testing LLC</b>								
102	Clean Water Testing LLC	9007436439	Water Testing	05/11/2023	32.00	.00		
Total Clean Water Testing LLC:					32.00	.00		
<b>Clifton Larson Allen LLP</b>								
887	Clifton Larson Allen LLP	3736814	Auditing	05/25/2023	2,887.50	.00		
887	Clifton Larson Allen LLP	3736814	Auditing	05/25/2023	1,443.75	.00		
887	Clifton Larson Allen LLP	3736814	Auditing	05/25/2023	1,443.75	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Clifton Larson Allen LLP:					5,775.00	.00		
<b>Core &amp; Main LP</b>								
200	Core & Main LP	S912597	Curb Box Riser	05/24/2023	280.00	.00		
Total Core & Main LP:					280.00	.00		
<b>Country Visions Cooperative</b>								
106	Country Visions Cooperative	340884	Lawn Mower Supplies	05/18/2023	31.00	.00		
Total Country Visions Cooperative:					31.00	.00		
<b>Creative Sign Company Inc.</b>								
527	Creative Sign Company Inc.	41415	Quarry Park Scoreboard	06/07/2023	4,350.00	.00		
Total Creative Sign Company Inc.:					4,350.00	.00		
<b>Diggers Hotline</b>								
125	Diggers Hotline	230-5-19551	SF-Locate Service	05/31/2023	163.56	.00		
125	Diggers Hotline	230-5-19551	WF-Locate Service	05/31/2023	163.56	.00		
Total Diggers Hotline:					327.12	.00		
<b>Faith Leak Detection Services, LLC</b>								
1133	Faith Leak Detection Services, LL	01022111	Hydrant Painting	06/01/2023	5,125.00	.00		
Total Faith Leak Detection Services, LLC:					5,125.00	.00		
<b>Fameree Consulting &amp; Inspection</b>								
154	Fameree Consulting & Inspection	1029	Electrical Inspection	05/31/2023	152.30	.00		
Total Fameree Consulting & Inspection:					152.30	.00		
<b>Ferguson Waterworks #1476</b>								
156	Ferguson Waterworks #1476	0389084	Leak Detection	06/02/2023	3,000.00	.00		
Total Ferguson Waterworks #1476:					3,000.00	.00		
<b>Fish Window Cleaning</b>								
1095	Fish Window Cleaning	2680-159449	Window Cleaning	06/06/2023	354.00	.00		
Total Fish Window Cleaning:					354.00	.00		
<b>GFL Solid Waste Midwest, LLC</b>								
1015	GFL Solid Waste Midwest, LLC	U60000149821	Trash Pick Up	05/19/2023	12,120.06	.00		
1015	GFL Solid Waste Midwest, LLC	U60000149821	Recycling Pick Up	05/19/2023	7,204.26	.00		
Total GFL Solid Waste Midwest, LLC:					19,324.32	.00		
<b>Jim's Johns, Inc.</b>								
233	Jim's Johns, Inc.	17631	Park Portable Restroom	05/31/2023	299.00	.00		
Total Jim's Johns, Inc.:					299.00	.00		
<b>Kocken Bros Trucking &amp; Excavating</b>								
253	Kocken Bros Trucking & Excavati	053123	Sannas House	05/31/2023	494.40	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Kocken Bros Trucking & Excavating:					494.40	.00		
<b>Kodiak Excavating Inc</b>								
254	Kodiak Excavating Inc	3334	Yard Waste Disposal	05/31/2023	740.00	.00		
Total Kodiak Excavating Inc:					740.00	.00		
<b>Konop Beverages, Inc</b>								
255	Konop Beverages, Inc	450929	Water Town Hall	05/30/2023	25.50	.00		
Total Konop Beverages, Inc:					25.50	.00		
<b>L &amp; M Trucking</b>								
1131	L & M Trucking	23-03-0008	Contractor Deposit Refund-3310	05/23/2023	1,000.00	.00		
Total L & M Trucking:					1,000.00	.00		
<b>Lakeland Lawn Care</b>								
1129	Lakeland Lawn Care	114043	Park Improvements	04/17/2023	3,178.12	.00		
Total Lakeland Lawn Care:					3,178.12	.00		
<b>Mathes, Melissa</b>								
1051	Mathes, Melissa	060523	BIANEW Meeting	06/05/2023	317.96	.00		
Total Mathes, Melissa:					317.96	.00		
<b>McMahon Associates, Inc.</b>								
285	McMahon Associates, Inc.	00930807	GIS-SF	05/26/2023	86.40	.00		
285	McMahon Associates, Inc.	00930807	GIS- WF	05/26/2023	86.40	.00		
285	McMahon Associates, Inc.	00930807	GIS-SWF	05/26/2023	86.40	.00		
285	McMahon Associates, Inc.	00930807	GIS - GF	05/26/2023	86.40	.00		
Total McMahon Associates, Inc.:					345.60	.00		
<b>Menards Inc</b>								
286	Menards Inc	15713	Park repairs	05/18/2023	27.80	.00		
286	Menards Inc	15989	Fire Truck Maintenance	05/24/2023	103.31	.00		
286	Menards Inc	16309	Maintenance Shop	05/31/2023	45.45	.00		
Total Menards Inc:					176.56	.00		
<b>Mid-State Supply</b>								
292	Mid-State Supply	4574875	Park Supplies	05/09/2023	322.67	.00		
Total Mid-State Supply:					322.67	.00		
<b>Northeast Asphalt Inc.</b>								
311	Northeast Asphalt Inc.	1863649	Shouldering	05/25/2023	332.59	.00		
Total Northeast Asphalt Inc.:					332.59	.00		
<b>Northwoods Superior Chemical</b>								
315	Northwoods Superior Chemical	363815	Park Supplies	05/19/2023	528.09	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Northwoods Superior Chemical:					528.09	.00		
<b>Paul Collette Construction</b>								
591	Paul Collette Construction	22-09-0004	Contractor Deposit Refund-1070	05/24/2023	1,000.00	.00		
Total Paul Collette Construction:					1,000.00	.00		
<b>PJ Kortens Company, Inc.</b>								
332	PJ Kortens Company, Inc.	10024282	Lift Station Field Labor	05/23/2023	1,134.94	.00		
Total PJ Kortens Company, Inc.:					1,134.94	.00		
<b>Pro One Janitorial Inc</b>								
342	Pro One Janitorial Inc	198281	Office Cleaning	05/20/2023	565.00	.00		
Total Pro One Janitorial Inc:					565.00	.00		
<b>QSI, INC</b>								
1088	QSI, INC	967	Truck #F2	06/01/2023	2,000.50	.00		
1088	QSI, INC	969	Truck #1	06/01/2023	500.00	.00		
Total QSI, INC:					2,500.50	.00		
<b>R &amp; R Insurance Services, Inc</b>								
1099	R & R Insurance Services, Inc	2850765	Insurance Services	06/01/2023	225.00	.00		
Total R & R Insurance Services, Inc:					225.00	.00		
<b>Replay Sports Bar &amp; Grill</b>								
1083	Replay Sports Bar & Grill	060623	Election Food	06/06/2023	120.00	.00		
Total Replay Sports Bar & Grill:					120.00	.00		
<b>Rhyme Business Products</b>								
10	Rhyme Business Products	053023	Copier Lease Payment -GF	05/30/2023	401.63	.00		
10	Rhyme Business Products	053023	Copier Lease Payment-SF	05/30/2023	200.81	.00		
10	Rhyme Business Products	053023	Copier Lease Payment-WF	05/30/2023	200.81	.00		
10	Rhyme Business Products	34127331	Copier Lease Payment -GF	05/26/2023	155.45	.00		
10	Rhyme Business Products	34127331	Copier Lease Payment-SF	05/26/2023	77.72	.00		
10	Rhyme Business Products	34127331	Copier Lease Payment-WF	05/26/2023	77.72	.00		
Total Rhyme Business Products:					1,114.14	.00		
<b>Securian Financial Group, Inc</b>								
944	Securian Financial Group, Inc	002832L-0723	Life Insurance	06/06/2023	294.94	.00		
Total Securian Financial Group, Inc:					294.94	.00		
<b>Southside Tire Co.</b>								
388	Southside Tire Co.	10303498	Fire #F7	05/23/2023	40.55	.00		
388	Southside Tire Co.	10303657	Utility Truck #6	05/31/2023	38.50	.00		
Total Southside Tire Co.:					79.05	.00		
<b>Sprinkler Company, Inc</b>								
549	Sprinkler Company, Inc	91951	Sprinkler Head	05/31/2023	261.56	.00		



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Sprinkler Company, Inc:					261.56	.00		
<b>Sun Belt Rentals</b>								
687	Sun Belt Rentals	1390002195-0	Stump Grinder Rental Parks	05/03/2023	432.72	.00		
687	Sun Belt Rentals	1390002195-0	Stump Grinder Rental General	05/03/2023	432.71	.00		
Total Sun Belt Rentals:					865.43	.00		
<b>The League of Wisconsin Municipalities</b>								
1130	The League of Wisconsin Municip	85910	CTFO	05/17/2023	180.00	.00		
Total The League of Wisconsin Municipalities:					180.00	.00		
<b>Village of Hobart</b>								
450	Village of Hobart	053123	Police Vehicle Maintenance	06/08/2023	1,863.59	.00		
450	Village of Hobart	053123	Police/Admin Salaries	06/08/2023	33,278.24	.00		
450	Village of Hobart	053123	Police Weapons/Ammonition	06/08/2023	206.83	.00		
450	Village of Hobart	053123	Background Checks	06/08/2023	377.95	.00		
450	Village of Hobart	053123	Municipal Attorney	06/08/2023	808.52	.00		
450	Village of Hobart	053123	Police Retirement Expense	06/08/2023	4,029.32	.00		
450	Village of Hobart	053123	Jail Detention Fees	06/08/2023	13.33	.00		
450	Village of Hobart	053123	Blood Draws	06/08/2023	67.25	.00		
450	Village of Hobart	053123	Telephone/Cell/Radios	06/08/2023	1,145.04	.00		
450	Village of Hobart	053123	Police/Adm Payroll Taxes	06/08/2023	2,450.15	.00		
450	Village of Hobart	053123	Police Seminars/Conf/Training	06/08/2023	107.82	.00		
450	Village of Hobart	053123	REV-Fines & Forfeitures	06/08/2023	2,685.22-	.00		
450	Village of Hobart	053123	Police Uniforms	06/08/2023	159.65	.00		
450	Village of Hobart	053123	Crime Prevention Expense	06/08/2023	1,957.83-	.00		
450	Village of Hobart	053123	Court Supplies	06/08/2023	185.30	.00		
450	Village of Hobart	053123	Health, Dental, Life, Wrk comp	06/08/2023	6,668.52	.00		
450	Village of Hobart	053123	Police Repairs & Maintenance	06/08/2023	1,470.29	.00		
450	Village of Hobart	053123	Police Capital Equipment	06/08/2023	1,640.24	.00		
450	Village of Hobart	053123	Insurance Reimbursement	06/08/2023	91.38	.00		
450	Village of Hobart	053123	Police Supplies	06/08/2023	397.90	.00		
Total Village of Hobart:					50,318.27	.00		
<b>WI DNR</b>								
464	WI DNR	WU102857	Water Use Fees	05/15/2023	125.00	.00		
Total WI DNR:					125.00	.00		
<b>Wisconsin Public Service Corp</b>								
1134	Wisconsin Public Service Corp	WR#3360210-	Nutmeg Drive Electric & Gas	06/08/2023	21,713.90	.00		
Total Wisconsin Public Service Corp:					21,713.90	.00		
<b>Wisconsin Rural Water Assn</b>								
476	Wisconsin Rural Water Assn	W2285	Membership renewal	06/01/2023	45.00	.00		
Total Wisconsin Rural Water Assn:					45.00	.00		
Grand Totals:					183,739.48	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Dated: \_\_\_\_\_

Town Chairman: \_\_\_\_\_

Town Supervisor: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Clerk/Treasurer: \_\_\_\_\_

Report Criteria:

Detail report.

Invoices with totals above \$.00 included.

Paid and unpaid invoices included.

May 2023 Credit Card Charges			
DNR	Water Permitting	\$	45.90
USA Bluebook	Marking Paint	\$	-
Blackburn Marking Flags	Flags	\$	-
TDS	PHONES	\$	-
Spectrum	CABLE	\$	-
Cellcom	CELL PHONES	\$	-
The Osthoff Resort	Meals-Treasurer's Conference	\$	66.86
Sams Club	Supplies	\$	-
The Osthoff Resort	Hotel Stay-Treasurer's Conference	\$	180.00
League of WI Municipalities	Town Board Booklets	\$	12.50
Amazon	Supplies	\$	-
Sams Club	Supplies	\$	-
The UPS Store	Loan Postage	\$	11.98
Amazon	Drawer Organizer-Cindy	\$	8.12
Amazon	Light-Truck Water Dept	\$	15.31
Zoom	Virtual Meeting	\$	16.87
Spectrum	CABLE	\$	-
Plank Road	Administrator Lunch	\$	117.09
		\$	474.63
Kwik Trip	May Fuel Charges	\$	2,314.06
	<b>Total Credit Card Charges</b>	<b>\$</b>	<b>2,788.69</b>









## Agenda Item Review

Meeting Date: 6/12/2023

Agenda Item#: 8 & 9

## TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

**REPORT TO:** Dr. Lanny Tibaldo, Town Board Chairman, Town Board  
**REPORT FROM:** Patrick Wetzol, Town Administrator  
**AGENDA ITEM:** **Public Hearing / Action – Rezone Parcel L-161-1 from A-1 Ag to R-1 Single Family**

### FISCAL IMPACT:

- |                              |           |
|------------------------------|-----------|
| 1. Is there A Fiscal Impact? | <u>No</u> |
| 2. Is it Currently Budgeted? | No        |

### Item History

As part of the development of the Derouin Estates Subdivision/Nutmeg Drive Street & Utility Construction, tax parcel L-161-1 is needed to be rezoned from A-1 Agricultural to R-1 Single Family Residential.

As the Town is the current owner of the property, the Town has initiated the request to rezone the property to R-1 Single Family Residential.

The intent is for 5 new single family lots that will begin construction this Fall, pending sale of the property, completion of the infrastructure construction, platting and rezoning.

Planning & Zoning Cmte has recommended approval of rezoning request.

### Recommended Action:

Hold public hearing to gather public comment on the proposed rezoning and consider approval to rezone property to R-1 Single Family Residential.



## Agenda Item Review

Meeting Date: June 12, 2023

Agenda Item#: 10

### TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

**REPORT TO:** Dr. Lanny Tibaldo, Town Board Chairman, Town Board  
**REPORT FROM:** Cindy Kocken, Town Clerk-Treasurer  
**AGENDA ITEM:** 2023 Annual Renewal of Liquor/Beer/Cigarette Licenses

#### FISCAL IMPACT:

1. Is there A Fiscal Impact? No
2. Is it Currently Budgeted? No

#### Item History

Liquor, Beer, and Cigarette licenses expire each year on June 30<sup>th</sup>. Renewal applications were received, and legal notice was published as per Wis. Stat. Sec. 125.04(3)(g) (see attached notice). We received the following applications for consideration:

#### “CLASS B” COMBINATION LIQUOR & BEER

**Titletown Marq, LLC./Michael Grahek**, Agent at 3177 French Road, De Pere, WI 54115 trade name **The Marq**

**Plank Road LLC/Scott Vann**, Agent at 1632 Mid Valley Drive, De Pere, WI 54115 trade name **Plank Road Bar & Grill**

**Macks Pub and Grill LLC/Roberta Mack** at 2983 Lawrence Drive, De Pere WI 54115 trade name **Macks Pub and Grill LLC**

**Mid Vallee Golf Course, Inc./Eric Hayes Smith**, Agent at 3850 Mid Valley Drive, De Pere, WI 54115 trade name **Mid Vallee Golf Course**

**T & C Pub & Grill, LLC/ Todd M. Turriff**, Agent 1358B Mid Valley Drive, De Pere, WI 54115 trade name **T & C Pub & Grill**

**LegitMoney LLC/Trinity Griggs**, Agent, at 1700 Sand Acres Drive, De Pere, WI 54115 trade name **Sgambati’s New York Pizza**

#### CLASS “B” –BEER ONLY

**De Pere Select Soccer Club Inc./Derek J. Rhodes**, Agent at 1856 Nimitz Drive, De Pere, WI 54115 trade name **Sports Emporium**

**Scotts Subs & Pizza, Inc./Scott V. Radloff**, Agent at 1325 Quarry Park Drive, De Pere WI 54115 trade name **Scotts Subs & Pizza**

**“CLASS A” LIQUOR/BEER**

**Kwik Trip, Inc/**Kevin J. Ahrenholtz, Agent at 2746 Freedom Road, De Pere, WI 54115 trade name **Kwik Trip 105**

**CLASS “A” BEER**

**Tight Lines Fly Fishing Co. LLC/**Timothy Landwehr, Agent at 1534 Mid Valley Drive, De Pere, WI 54115 trade name **Tight Lines Fly Fishing Co.**

**CIGARETTE LICENSES:**

Kwik Trip, 2746 Freedom Road  
The Marq, 3177 French Road

Licenses may be withheld if the licensee owes municipal taxes, assessment, or other fees. Currently Sgambati’s New York Pizza has delinquent water and sewer utility accounts. After speaking to Sgambati’s owner, payment is expected to be received by Monday, June 12<sup>th</sup>. I will update the Town Board at the meeting regarding the status of the delinquent utility accounts.

**Recommended Action By Town Board**

Staff recommends approval of the renewal of the Liquor, Beer and Cigarette Licenses received for the 2023-2024 license year except for Sgambati’s New York Pizza if necessary. Sgambati’s could be conditionally approved contingent on their utility accounts being paid in full.

# CONFIRMATION



435 E. Walnut  
Green Bay, WI 54301  
(888)774-7744

TOWN OF LAWRENCE  
2400 SHADY CT  
DE PERE WI 54115-9410

Account	AD#	Net Amount	Tax Amount	Total Amount	Payment Method	Payment Amount	Amount Due
GWM-083387	0005697922	\$153.25	\$0.00	\$153.25	Credit Card	\$0.00	\$153.25

Sales Rep: KSchmidt

Order Taker: KSchmidt

Order Created 05/09/2023

Product	# Ins	Start Date	End Date
GWM-GPG-Green Bay Press-Gazette	3	05/15/2023	05/17/2023
GWM-GPGW-Green Bay Press-Gazette Digital	3	05/15/2023	05/17/2023

\* ALL TRANSACTIONS CONSIDERED PAID IN FULL UPON CLEARANCE OF FINANCIAL INSTITUTION

Text of Ad: 05/09/2023

**LIQUOR & BEER APPLICATIONS**  
The following applications have been received by the Town of Lawrence for license renewal to sell beer/intoxicating liquors for the 2023-2024 License year:  
**"CLASS B" COMBINATION LIQUOR & BEER**

**Titletown Marq, LLC**/Michael Grahek, Agent at 3177 French Road, De Pere, WI 54115 trade name **The Marq Plank Road LLC**/Scott Vann, Agent at 1632 Mid Valley Drive, De Pere, WI 54115 trade name **Plank Road Bar & Grill**

**Macks Pub and Grill LLC**/Roberta Mack, at 2983 Lawrence Drive, De Pere WI 54115 trade name **Macks Pub and Grill LLC**

**Mid Vallee Golf Course, Inc**/Eric Hayes Smith, Agent at 3850 Mid Valley Drive, De Pere, WI 54115 trade name **Mid Vallee Golf Course**

**T & C Pub & Grill, LLC**/ Todd M. Turriff, Agent 1358B Mid Valley Drive, De Pere, WI 54115 trade name **T & C Pub & Grill**  
**LegitMoney LLC**/Trinity Griggs, Agent, at 1700 Sand Acres Drive, De Pere, WI 54115 trade name **Sgambati's New York Pizza**

**CLASS "B" -BEER ONLY**  
**De Pere Select Soccer Club Inc.**/Derek J. Rhodes, Agent at 1856 Nimitz Drive, De Pere, WI 54115 trade name **Sports Emporium**

**Scotts Subs & Pizza, Inc.**/Scott V. Radloff, Agent at 1325 Quarry Park Drive, De Pere WI 54115 trade name **Scotts Subs & Pizza**

**"CLASS A" LIQUOR/BEER**  
**Kwik Trip, Inc**/Kevin J. Ahrenholtz, Agent at 2746 Freedom Road, De Pere, WI 54115 trade name **Kwik Trip 105**  
**CLASS "A" BEER**

**Tight Lines Fly Fishing Co. LLC**/Timothy Landwehr, Agent at 1534 Mid Valley Drive, De Pere, WI 54115 trade name **Tight Lines Fly Fishing Co.**

Dated this 8  
th day of May 2023  
Cindy Kocken, Clerk-Treasurer  
Town of Lawrence  
Run: May 15, 16, 17, 2023 WNAXLP





## Agenda Item Review

Meeting Date: 6-12-2023

Agenda Item#: 11

## TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

**REPORT TO:** Dr. Lanny Tibaldo, Town Board Chairman, Town Board  
**REPORT FROM:** Kurt Minten, Director of DPW  
**AGENDA ITEM:** **CMAR report**

### FISCAL IMPACT:

1. Is there A Fiscal Impact? NO
2. Is it Currently Budgeted? NO

### Item History

DNR requires an annual report on compliance maintenance of our sanitary sewer system. (CMAR) This report needs to be approved by a resolution passed from the town board on an annual basis. The 2022 report has been filled out and received a grade of A.

### Recommended Action:

I recommend approval of the 2022 CMAR report.

# Compliance Maintenance Annual Report

Lawrence Utility District

Last Updated: Reporting For:

6/8/2023

2022

## Financial Management

<b>1. Provider of Financial Information</b> Name: <input type="text" value="Patrick Wetzel"/> Telephone: <input type="text" value="920-336-9131"/> (XXX) XXX-XXXX E-Mail Address (optional): <input type="text" value="Patrickw@Lawrencewi.gov"/>		
<b>2. Treatment Works Operating Revenues</b> 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ● Yes (0 points) <input type="checkbox"/> ○ No (40 points) If No, please explain: <input type="text"/> 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input type="text" value="2022"/> ● 0-2 years ago (0 points) <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> ○ N/A (private facility) 2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ● Yes (0 points) ○ No (40 points)		0
<b>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</b>		
<b>3. Equipment Replacement Funds</b> 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input type="text" value="2022"/> ● 1-2 years ago (0 points) <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> ○ N/A If N/A, please explain: <input type="text"/> 3.2 Equipment Replacement Fund Activity <b>3.2.1 Ending Balance Reported on Last Year's CMAR</b> 3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.) 3.2.3 Adjusted January 1st Beginning Balance 3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)		<div>\$ <input type="text" value="5,955.81"/></div> <div>\$ <input type="text" value="0.00"/></div> <div>\$ <input type="text" value="5,955.81"/></div> <div>\$ <input type="text" value="6,000.00"/></div>

# Compliance Maintenance Annual Report

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2022

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*)

- \$ 2,490.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 9,465.81

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

SCADA upgrade

3.3 What amount should be in your Replacement Fund? \$ 5,000.00

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

☒ Yes

☐ No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

☐ Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

☒ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
None reported			

## 5. Financial Management General Comments

### ENERGY EFFICIENCY AND USE

## 6. Collection System

### 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

#### **COLLECTION SYSTEM PUMPAGE: Total Power Consumed**

Number of Municipally Owned Pump/Lift Stations: 2

# Compliance Maintenance Annual Report

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2022

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	1,712	1
February	2,067	0
March	1,818	1
April	1,738	1
May	1,204	1
June	761	1
July	609	1
August	602	1
September	642	1
October	866	1
November	1,070	0
December	1,894	1
Total	14,983	10
Average	1,249	1

6.1.2 Comments:

## 6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☐ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

# Compliance Maintenance Annual Report

Lawrence Utility District

Last Updated: 6/8/2023

Reporting For: 2022

6.4 Future Energy Related Equipment	
6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Lawrence Utility District

Last Updated: Reporting For:  
6/8/2023 2022

## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

##### ☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Inspect manholes every 2 years, jetting and televising 20% of the system annually, clean both lift stations

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

##### ☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

##### ☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2007-12-01

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☐ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

##### ☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map

# Compliance Maintenance Annual Report

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☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

☒ A description of routine operation and maintenance activities (see question 2 below)

☒ Capacity assessment program

☒ Basement back assessment and correction

☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements

☒ Construction, Inspection, and Testing

☐ Others:

0

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

☒ Responsible personnel communication procedures

☒ Response order, timing and clean-up

☒ Public notification protocols

☒ Training

☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

☐ Special Studies Last Year (check only those that apply):

☐ Infiltration/Inflow (I/I) Analysis

☐ Sewer System Evaluation Survey (SSES)

☐ Sewer Evaluation and Capacity Management Plan (SECAP)

☐ Lift Station Evaluation Report

☐ Others:

## 2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning  % of system/year

Root removal  % of system/year

Flow monitoring  % of system/year

Smoke testing  % of system/year

Sewer line televising  % of system/year

Manhole inspections  % of system/year

Lift station O&M  # per L.S./year

Manhole rehabilitation  % of manholes rehabbed

Mainline rehabilitation  % of sewer lines rehabbed

Private sewer inspections  % of system/year

# Compliance Maintenance Annual Report

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Private sewer I/I  
removal

% of private services

River or water  
crossings

% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

## 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="3356"/>	Total actual amount of precipitation last year in inches
<input type="text" value="29.5"/>	Annual average precipitation (for your location)
<input type="text" value="4336"/>	Miles of sanitary sewer
<input type="text" value="2"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="1"/>	Number of basement backup occurrences
<input type="text" value="1"/>	Number of complaints
<input type="text" value=".27"/>	Average daily flow in MGD (if available)
<input type="text"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

## 4. Overflows

### LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED \*\*

Date	Location	Cause	Estimated Volume
None reported			

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

## 5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☐ Yes

☒ No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes



# Compliance Maintenance Annual Report

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<ul style="list-style-type: none"><li>● No</li></ul> <p>If Yes, please describe:</p> <div></div>	
5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:	
<div>none</div>	
5.4 What is being done to address infiltration/inflow in your collection system?	
<div>none</div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Lawrence Utility District

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6/8/2023

**2022**

## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>4</b>	<b>16</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

# Compliance Maintenance Annual Report

Lawrence Utility District

Last Updated: Reporting For:  
6/8/2023 2022

## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Town of Lawrence

Date of Resolution or  
Action Taken:

2023-06-12

Resolution Number:

2023-007

Date of Submittal:

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00



## Agenda Item Review

Meeting Date: June 12, 2023

Agenda Item#: 12

## TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

**REPORT TO:** Dr. Lanny Tibaldo, Town Board Chairman, Town Board  
**REPORT FROM:** Patrick Wetzol, Administrator; Cindy Kocken, Clerk-Treasurer  
**AGENDA ITEM:** **Resolution 2023-008 Authorize Banking Financial Institutions & Account Signers**

### FISCAL IMPACT:

- |                              |    |
|------------------------------|----|
| 1. Is there A Fiscal Impact? | No |
| 2. Is it Currently Budgeted? | No |

### Item History

December of 2021 Investors Community Bank officially merged with Nicolet Bank. The Town's main operating accounts moved with the merger to Nicolet Bank. Fortunately, there is a location nearby on Scheuring Road.

August of 2022, Denmark State Bank officially merged with Bank First. As a result of the merger, the bank location on Scheuring Road was closed. The Fire Department had accounts at Denmark State Bank and after the merger decided to move their accounts to Nicolet Bank.

The proposed Resolution 2023-008 confirms the designated financial institution for the Town of Lawrence. Authorized account signers remain the same: Town Chairperson, Clerk/Treasurer and Town Administrator.

### Recommended Action By Town Board

Staff recommends approval of Resolution 2023-008 – Authorize Banking Financial Institutions and Account Signers.

## RESOLUTION 2023-008

### Resolution to Authorize Banking Financial Institutions and Authorized Account Signers

The Town Board of the Town of Lawrence, Brown County, Wisconsin, by this resolution, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, resolves and orders as follows:

The following financial institution is designated as the public depository for the Town of Lawrence:

Nicolet National Bank  
1450 Scheuring Road  
De Pere, WI 54115  
(920) 336-6360 Phone  
Checking/Money Market Account/Loan Account  
Fire Department Account  
Fire Department Benevolent Fund

**Election to Waive Countersigning requirement.** The Town Chairperson shall not be required to countersign all drafts, order checks and transfer orders so long as those documents are executed as authorized by this resolution.

**Countersigning Required.** All drafts, order checks and transfer orders shall be executed by at least two of the town officials authorized by this resolution. The Clerk/Treasurer, unless unavailable, shall execute all drafts checks and transfer orders. In the absence of the Clerk/Treasurer, the two other officials authorized by this resolution shall be required.

**Authorized Signatories.** In addition to the Clerk/Treasurer, the Town Chairperson and Town Administrator are authorized to execute all drafts, order checks and transfer orders from the designated public depositories.

**Delivery of Notice.** The Clerk/Treasurer is directed to certify three copies of this resolution and file it with the public depositories named in this resolution.

Approved and adopted at a regular town board meeting on June 12, 2023.

\_\_\_\_\_  
Dr. Lanny J. Tibaldo, Town Chairperson

Attest:

\_\_\_\_\_  
Cindy Kocken  
Clerk/Treasurer

Vote: \_\_\_\_\_ Aye \_\_\_\_\_ Nay



## Agenda Item Review

Meeting Date: 6/12/2023

Agenda Item#: 13

## TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

**REPORT TO:** Dr. Lanny Tibaldo, Town Board Chairman, Town Board  
**REPORT FROM:** Patrick Wetzol, Town Administrator  
**AGENDA ITEM:** **Change Order #1 – MCC Road Paving – Adjust Storm Inlets – Lawrence Parkway**

### FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes, within expected cost for final layer asphalt.

### **Item History:**

The 2023 road paving contract has been awarded to MCC, which includes a final layer of asphalt to be installed in Lawrence Parkway Estates.

We've traditionally installed the first layer of asphalt on new construction roads to allow it to settle before a final layer would be installed after 1-2 winters.

During this period, the first layer of asphalt is a couple of inches below the curb line, where storm water may not completely leave the roadway to get to our storm sewers. To prevent the issue, the storm sewer inlets are installed at a lower elevation to prevent standing water on the first layer of the road asphalt.

To complete the final layer of asphalt, we will need to raise 7 storm sewer inlets in Lawrence Parkway Estates, which would involve cutting curb and gutter in those areas. MCC was able to provide us with a proposal to raise these inlets for a cost of \$2,416.58 each, or \$16,916.06 total.

**Recommended Action:** Recommend approval of MCC Change Order #1 – 2023 road paving, for raising storm sewer inlets in Lawrence Parkway Estates in the amount of \$16,916.06.



P.O. Box 1137  
2600 Roemer Road  
Appleton, WI 54912-1137  
Phone: 920-749-3360  
Fax: 920-380-9459

<b>To:</b>	Town Of Lawrence	<b>Contact:</b>	Patrick Wetzel
<b>Address:</b>	DePere, WI	<b>Phone:</b>	
		<b>Fax:</b>	
<b>Project Name:</b>	Town Of Lawrence 2023 Road Resurfacing	<b>Bid Number:</b>	AG2001
<b>Project Location:</b>	Various, De Pere, WI	<b>Bid Date:</b>	3/6/2023

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	<b>Adjust Inlets</b> -Saw Cut And Removal Of Curb, Adjust Inlets, And Replace Curb	7.00	EACH	\$2,416.58	\$16,916.06

**Total Bid Price:** \$16,916.06

**Notes:**

- Should the buyer order any change in the work to be performed as outlined in this proposal, the Contractor reserves the right to adjust the total price accordingly.
- It is agreed that the estimate of quantities contained within this proposal are approximate and that final payment will be based on the actual measured quantities furnished, times the unit price provided.
- Acceptance of this proposal shall only be valid upon credit approval, and returning the signed and dated copy to us within 10 days.

**Payment Terms:**

**Payment Terms: Payment Due Upon Completion**

**CONSTRUCTION LIEN**

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, MCC, INC. HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON THAT LAND AND ON THE BUILDINGS ON THAT LAND IF THEY ARE NOT PAID FOR SUCH LABOR OR MATERIALS. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO MCC, INC. ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

**CONTINGENCY**

PERFORMANCE OF THIS CONTRACT IS CONTINGENT UPON STRIKES, LABOR TROUBLE, ACCIDENTS AND OTHER CAUSES OF LIKE CHARACTER BEYOND OUR CONTROL.

**CREDIT**

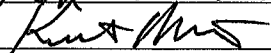
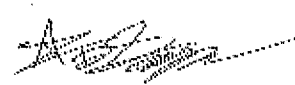
IF THE AMOUNT OF THIS CONTRACT IS NOT PAID IN ACCORDANCE WITH THE TERMS STATED THEREIN, A FINANCE CHARGE OF 1 1/2% PER MONTH SHALL BE CHARGED ON THE UNPAID BALANCE.

OWNER OR CONTRACTOR AGREES IF THIS CONTRACT IS NOT PAID AS AGREED, TO PAY ALL COLLECTION COSTS IN ADDITION TO THE FOREGOING, A REASONABLE ATTORNEY'S FEE OR IF SUIT SHALL BE BROUGHT TO COLLECT ANY PRINCIPAL OR INTEREST ON THIS CONTRACT. THE UNDERSIGNED PROMISES TO PAY IN ADDITION THE COURT COSTS PROVIDED BY LAW, A REASONABLE SUM AS ATTORNEY'S FEES. FOR VALUE RECEIVED EACH AND EVERY PARTY WHO SIGNS AND ENDORSES FOR OWNER OR CONTRACTOR OR BECOMES LIABLE EITHER NOW OR HEREAFTER FOR THE PAYMENT OF THIS CONTRACT SEVERALLY WAIVES PRESENTMENT, DEMAND, PROTEST, AND NOTICE OR NON-PAYMENT HEREOF. BINDS HIMSELF HEREON NOT-WITHSTANDING ANY EXTENSION THAT MAY BE MADE TO ANY PARTY LIABLE ON THIS NOTE. IF NOT PAID WHEN DUE, THEN THE ABOVE PROVISIONS CONCERNING ATTORNEY'S FEES SHALL BECOME APPLICABLE.

EXCAVATOR TO FURNISH AND INSTALL COMPACTED GRAVEL BASE WITHIN .1' (ONE-TENTH OF A FOOT) IN ALL ASPHALT AREAS.

**CREDIT CARD**

**MCC WILL IMPOSE A SURCHARGE ON THE TRANSACTION AMOUNT FOR ANY PAYMENTS MADE BY CREDIT CARD, WHICH AMOUNT IS NOT GREATER THAN OUR COST OF ACCEPTANCE. WE DO NOT SURCHARGE DEBIT CARDS.**

<b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and hereby accepted. <b>Buyer:</b> <u>Town of Lawrence</u> <b>Signature:</b> <u></u> <b>Date of Acceptance:</b> <u>6-6-23</u>	<b>CONFIRMED:</b> <b>MCC, INC.</b>   <b>Authorized Signature:</b>  <b>Estimator:</b> Aaron Gagnon (920) 716-3477 aaron.gagnon@murphyinc.org
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## Agenda Item Review

Meeting Date: 6/12/2023

Agenda Item#: 15

## TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

**REPORT TO:** Dr. Lanny Tibaldo, Town Board Chairman, Town Board  
**REPORT FROM:** Patrick Wetzol, Town Administrator  
**AGENDA ITEM:** **Consideration of Police Office Renovation at Town Hall – convert Evidence Room**

### FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes, within capital projects funds available

### **Item History**

With the construction of the Town Hall in 2013, space was made available for the Police Department to operate. Initially, an interview room was developed with no windows, a set table heavily secured into the floor/wall, etc. Upon moving into the Town Hall, this room was used as an evidence room. Separate offices were created in the back corner of the Town Hall for police use. Growth of the Town staff, and light use of these new spaces for police operations, meant that Town employees have utilized these offices in recent years.

With a recent upgrade of the Police Evidence at the Village of Hobart office, the Police Dept has been able to empty the evidence room area at the Town Hall, in the hope of creating an office space for more police staff/admin presence at our building.

We've solicited quotes for necessary electrical/data work in order to convert the interview/evidence space into a functioning office space, as well as quotes on the consideration of adding a window to this room as it sits on an exterior wall. Office furniture, in similar scope to existing Town offices will be necessary, as well.

We do not yet have quotes on adding a window, so that will be coming in the future.

We do have quote for electrical/data work from VOS Electric in the proposed amounts of \$1,783 + \$600 = \$2,383. This work also includes costs to replace a motion light sensor in the storage room for the Board/Community Room.

With these modifications to the Town Hall, we have historically covered our own costs on our own building, and not had these improvements subject to accost share with Hobart. Hobart is completing a similar office renovation at their cost, for the police department. A photo of the existing police space is included on the next page.

### **Recommended Action:**

Recommend approval to convert evidence room to police admin office, and approve quote from VOS Electric for proposed conversion electrical/data needs.



## Patrick Wetzel

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**From:** Kurt Minten  
**Sent:** Thursday, June 8, 2023 12:27 PM  
**To:** Patrick Wetzel; Mike Renkas  
**Cc:** Cindy Kocken  
**Subject:** FW: office remodel  
**Attachments:** 2023\_06\_06\_14\_33\_43.pdf

Here is the electrical quote for the police office and also replacing a motion sensor in the storage room.

### *Kurt Minten*


Director of Public Works  
Town of Lawrence  
920-660-6695  
[Kurtm@Lawrencewi.gov](mailto:Kurtm@Lawrencewi.gov)

**ATTENTION!! Please update your contact information with my new email address: [Kurtm@lawrencewi.gov](mailto:Kurtm@lawrencewi.gov)**

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**From:** Steve Demoulin <[SDemoulin@VosElectric.com](mailto:SDemoulin@VosElectric.com)>  
**Sent:** Tuesday, June 6, 2023 2:36 PM  
**To:** Kurt Minten <[kurtm@lawrencewi.gov](mailto:kurtm@lawrencewi.gov)>  
**Subject:** office remodel

Hi Kurt,  
Please see the attached quote for you to review. Please let me know if you have any questions. The data and electrical work are quoted separately. We have to do it that way on our end. Thank you

**Steve Demoulin**  
Manager of Projects  
The logo for Vos Electric Inc. features the word "VOS" in a large, stylized blue font, with "ELECTRIC INC." in a smaller blue font to its right.

3131 Market Street | Green Bay, WI 54304  
**T** 920.336.0781 | **F** 920.336.0792 | **C** 920.217.1886  
**E** [sdemoulin@voselectric.com](mailto:sdemoulin@voselectric.com)



June 6, 2023

Town of Lawrence  
2400 Shady Court  
De Pere, WI 54115

3131 MARKET ST.  
920-336-0781

GREEN BAY, WI 54304  
FAX 920-336-0792

Attn: Kurt Minten

RE: Electrical work  
Vos #9806

Dear Kurt,

We hereby submit the following price of **\$1,783.00** to do the following electrical work. Included in this price are the following items.

- Furnish and install a toggle light switch to control lights in the room.
- Furnish and install (2) duplex receptacles within the room.
- Retro fit (2) existing 2'x4' lay in lights from fluorescent lamps to LED. (2 LED lamps per light)
- Furnish and install a new ceiling mount occupancy sensor with I.R. technology and high sensitivity motion switch in the storage room behind the breakroom.

**Data**

- Furnish and install (2) Cat 6 cables from the network switch to owners preferred spot within the new office.
- Terminate, test, and label both Cat 6 cables.

**Material, Labor, and Equipment**

**Total \$600.00**

\*Due to the current volatility in material pricing, this quote is based on the material cost as of the date of this proposal. Additional costs may be incurred due to price increases in our market. If you have any questions, or if you would like to inquire about current material pricing, please contact me at my office.

Thank you for the opportunity to bid on this project. If you should have any questions, please feel free to contact Steve DeMoulin or myself at the office at (920)336-0781.

Sincerely,  
Vos Electric, Inc.

William C. Bain  
Vice President



## Agenda Item Review

Meeting Date: 6/12/2023

Agenda Item#: 16

### TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

**REPORT TO:** Dr. Lanny Tibaldo, Town Board Chairman, Town Board  
**REPORT FROM:** Kurt Minten, Director of DPW  
**AGENDA ITEM:** Sale of 2000 Sterling plow truck

#### FISCAL IMPACT:

- |                              |           |
|------------------------------|-----------|
| 1. Is there A Fiscal Impact? | <u>No</u> |
| 2. Is it Currently Budgeted? | No        |

#### Item History

In 2012 the town purchased a 2000 sterling dump truck with plow, wing, and salter from the Village of Allouez. It is now scheduled for replacement. We currently have a new International Truck with dump body, plow, wing, and salter on order for scheduled delivery this coming October.

We would like to send this truck to auction with Auction Associates, Inc. The auction takes place September 9, 2023, in Bonduel. Auction Associates will pick up the truck, clean it, remove all town logos, and have insurance on it until sold.

Auction fees are 13% for the first \$2,000, then 10% from \$2,001 to \$25,000, then 8% from \$25,001 and up.

**Recommended Action:** I would recommend approving sending the 2000 sterling dump truck with wing and salter to auction.





## Agenda Item Review

Meeting Date: June 12, 2023

Agenda Item#: 18

## TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

**REPORT TO:** Dr. Lanny Tibaldo, Town Board Chairman, Town Board  
**REPORT FROM:** Patrick Wetzel, Town Administrator  
**AGENDA ITEM:** **Steps for Consideration of TID #3 – Mid Valley/Freedom Rd - Also Consider Boundary Amendment TID #1**

### FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes, TID creation/engineering services
2. Is it Currently Budgeted? It would be via TID #3 future increment

### Item History

As a result of the recent review/approval of site plan for Fabick development on Mid Valley Drive, the Town will have a need to extend water/sanitary sewer to this site.

Generally, we've aimed at water/sewer extended by Spring 2024 to this area. The Town's most useful tool to help finance these types of projects would be to consider the creation of a TIF District in the vicinity of Mid Valley Drive and Freedom Road. With an extension of water/sewer to this area, we believe future development would become more feasible and likely.

A very preliminary estimate for the costs to extend water and sewer from the existing location on Shady Court (the Town Hall neighborhood) indicates that the cost would be approximately \$3.7 million, which includes the option to also extend water and sewer north from Little Rapids Road along Mid Valley Drive to land currently owned by MS Real Estate. It's probably that \$3 million would need to be financed ultimately via Town financing/TIF district for upsizing and general Town infrastructure (i.e. this amount would be left over after special assessments considered)

We will anticipate discussion at the Town Board meeting on the timelines and estimated scope of work for this utility extension, the estimated scope/amount of special assessments to be considered for benefitting properties and on TIF Districts/creation process timeline generally. The Fabick timeline for construction will be integral in setting actual dates for consideration of TID #3 and effective year.

The northern extension of water/sewer along Mid Valley Drive would run to properties adjacent to the Town's existing TID #1 (basically across I-41 from ISA and Lawrence Parkway). It's possible those costs (and subsequent future development) would be eligible to be considered as part of an amended TID #1 due to the adjacency of location. TID #1 was created in 2018 and through the life of a TIF district, we're able to amend boundaries up to 4 times. We have not made any boundary amendments to date.

A sample timeline is attached for creation of a TIF District in order to make it effective for 2023. These dates show the latest in the year that this process can start and still make 2023 deadlines.

### Recommended Action By Town Board

Discussion on Mid Valley Utility Extension Estimates and TIF District Creation/Amendments  
Consider approval to proceed with development of project costs, valuation estimates, and TIF creation services with the Town's financial advisor, Ehlers.



Opinion of Probable Cost (Pre-Bid Estimate)

Owner: TOWN OF LAWRENCE  
Project Name: 2023 I-41 Sewer and Water Construction  
Contract No. L0017 09-23-00310  
Date: May 12, 2023  
Prepared By: Matt Greely/Shane Keilher/Jordan Jelinski

A temporary lift station is planned to be constructed at the south end of Shady Court. 15" sanitary sewer is to be installed from the proposed lift station along Little Rapids Rd to Mid Valley Dr. 12" sanitary sewer will then be constructed south along Mid Valley Dr to the creek crossing then transition to 10" sewer to serve the proposed Fabick Development (L-464-1). 8" sanitary sewer will be stubbed to the west on Little Rapids Rd and southerly along French Rd for future development. A 12" water main is planned to be constructed along the same routes. A 10" sanitary sewer and 12" water main are proposed as a Supplemental option to the north along Mid Valley Dr to serve Milksource (L-415). An 8" sewer through an easment along the north side of the Fabick Development is also provided as another Supplemental option.

BASE BID | UTILITIES - Sanitary Sewer, Force Main, Lift Station & Water Main

Item	Qty	Unit	Description	Unit Price	Total
<b>Sanitary Sewer</b>					
1	728	L.F.	15 Inch Sanitary Sewer (SDR 26)	\$180.00	\$131,040.00
2	300	LS	15 Inch Sanitary Sewer Crossing Under I-41(Boring/Casing)	\$250.00	\$75,000.00
3	690	L.F.	12 Inch Sanitary Sewer (SDR 35)	\$120.00	\$82,800.00
4	400	L.F.	12 Inch Sanitary Sewer (SDR 26)	\$150.00	\$60,000.00
5	1	L.S.	12 Inch Sanitary Sewer Creek Crossing	\$10,000.00	\$10,000.00
6	150	L.F.	10 Inch Sanitary Sewer (SDR 35)	\$110.00	\$16,500.00
7	1890	L.F.	10 Inch Sanitary Sewer (DR 26)	\$140.00	\$264,600.00
8	392	L.F.	8 Inch Sanitary Sewer (DR 26)	\$120.00	\$47,040.00
9	325.29	V.F.	4 Foot Diameter Sanitary Manholes	\$440.00	\$143,127.60
10	1	Ea.	4 Foot Diameter Sanitary Manhole (Inside Drop Manhole)	\$3,000.00	\$3,000.00
11	9	V.F.	Sanitary Riser	\$45.00	\$405.00
12	50	L.F.	6 Inch Sanitary Lateral	\$60.00	\$3,000.00
13	70	L.F.	6 Inch Force Main	\$50.00	\$3,500.00
14	1	L.S.	Lift Station Concrete Pump Chamber, Piping, and Accessories	\$180,000.00	\$180,000.00
15	1	L.S.	Lift Station Submersible Pumps (Base Bid - Barnes 4SKHMEA) Base Elbows	\$40,000.00	\$40,000.00
16	1	L.S.	Lift Station Site Gravel Drive Base Aggregate Dense 1-1/4 Inch (est. 80 ton)	\$5,000.00	\$5,000.00
17	1	L.S.	Lift Station Site Hot Mix Asphalt Paving 3-1/2 Inch (est. 40 ton)	\$8,000.00	\$8,000.00
18	1	L.S.	Lift Station Site Grading	\$6,000.00	\$6,000.00
19	1	L.S.	Furnish Lift Station Level Control Instrumentation and Control Panel (Including SCADA Modifications)	\$50,000.00	\$50,000.00
20	1	L.S.	Install Lift Station Instrumentation and Controls Equipment	\$10,000.00	\$10,000.00
21	1	L.S.	Lift Station Generator -Trailer mounted	\$30,000.00	\$30,000.00

<b>Water Main</b>					
22	4200	L.F.	12 Inch Water Main	\$105.00	\$441,000.00
23	1	L.S.	12 Inch Water Main Creek/Box Culvert Crossing	\$10,000.00	\$10,000.00
24	1	L.S.	12 Inch Water Main - I-41 Crossing (Little Rapids Road)	\$75,000.00	\$75,000.00
25	24	L.F.	8 Inch Water Main	\$95.00	\$2,280.00
26	53	L.F.	6 Inch Water Main	\$85.00	\$4,505.00
27	12	Ea.	12 Inch R.W. Gate Valve	\$4,800.00	\$57,600.00
28	1	Ea.	8 Inch R.W. Gate Valve	\$3,000.00	\$3,000.00
29	8	Ea.	6 Inch R.W. Gate Valve	\$2,200.00	\$17,600.00
30	9	Ea.	Hydrants	\$6,000.00	\$54,000.00
31	9	Ea.	6 Inch Hydrant Lead Bends	\$500.00	\$4,500.00
32	1	Ea.	1 Inch Corporation Curb Stop and Stop Box	\$500.00	\$500.00
33	60	L.F.	1 Inch Poly Water Service	\$50.00	\$3,000.00
34	1	Ea.	Water Valve Manhole	\$500.00	\$500.00
35	2	Ea.	Trans Canada Gas Potholing	\$800.00	\$1,600.00
36	100	L.F.	Salvage and Replace 18 Inch Culvert (New)	\$50.00	\$5,000.00
37	60	L.F.	Salvage and Replace 30 Inch Culvert (New)	\$70.00	\$4,200.00
38	6	Ea.	18 Inch Metal Endwall	\$175.00	\$1,050.00
39	2	Ea.	30 Inch Metal Endwall	\$195.00	\$390.00
40	1	L.S.	Restoration - Roadway Shouldering (Est. 1,420 L.F.) Roadway Restoration - Hot Mix Asphalt - Roadway and Driveways (including Base Course and Pavement Marking and Concrete Curb and Gutter and Geogrid for roadway stabilization and Gravel driveway restoration)	\$80,000.00	\$80,000.00
41	1	L.S.	Erosion Control - Tracking Pad, Ditch Checks and Silt Fence (Est. 1,900 L.F.)	\$80,000.00	\$80,000.00
42	1	L.S.	Restoration - Topsoil, Seed, Fertilizer, Mulch (Est. 12,400 S.Y.)	\$15,000.00	\$15,000.00
43	1	L.S.	Restoration - Topsoil, Seed, Fertilizer, Mulch (Est. 12,400 S.Y.)	\$50,000.00	\$50,000.00
44	1	L.S.	Restoration - Topsoil, Seed, Fertilizer, Erosion Mat Class 1-Type B (Est. 1,315 S.Y.)	\$20,000.00	\$20,000.00
45	1	L.S.	Traffic Control	\$15,000.00	\$15,000.00
Construction estimated Sewer & Water (Base Bid) total					\$2,112,737.60
Total with 25% E&C					\$2,640,922.00

Supplemental Bid A (Mid Valley Road Sanitary Sewer/Water Main - Little Rapids Road to north side of Milksource L-415 )

SA-1	2351	L.F.	10 Inch Sanitary Sewer (DR 26)	\$140.00	\$329,140.00
SA-2	59	L.F.	8 Inch Sanitary Sewer (SDR 26)	\$120.00	\$7,080.00
SA-3	174.21	V.F.	4 Foot Diameter Sanitary Manholes	\$440.00	\$76,652.40
SA-4	24	V.F.	Sanitary Riser	\$45.00	\$1,080.00
SA-5	100	L.F.	Salvage and Replace 18 Inch Culvert (New)	\$50.00	\$5,000.00
SA-6	6	Ea.	18 Inch Metal Endwall	\$175.00	\$1,050.00
SA-7	1	L.S.	Roadway Restoration - Hot Mix Asphalt - Roadway and Driveways (including base course and pavement marking and gravel driveway restoration)	\$4,500.00	\$4,500.00
SA-8	1	L.S.	Erosion Control - Tracking Pad, Ditch Checks and Silt Fence (Est. 80 L.F.)	\$7,500.00	\$7,500.00
SA-9	1	L.S.	Restoration - Topsoil, Seed, Fertilizer, Mulch (Est. 10,100 S.Y.)	\$33,000.00	\$33,000.00
SA-10	1	L.S.	Restoration - Topsoil, Seed, Fertilizer, Erosion Mat Class 1-Type B (Est. 1,950 S.Y.)	\$10,000.00	\$10,000.00
SA-11	2300	L.F.	12 Inch Water Main (Standard Bury)	\$105.00	\$241,500.00
SA-12	24	L.F.	6 Inch Water Main	\$85.00	\$2,040.00
SA-13	4	Ea.	12 Inch R.W. Gate Valve	\$4,800.00	\$19,200.00
SA-14	4	Ea.	6 Inch R.W. Gate Valve	\$2,200.00	\$8,800.00
SA-15	4	Ea.	Hydrants	\$5,300.00	\$21,200.00
SA-16	4	Ea.	6 Inch Hydrant Lead Bends	\$500.00	\$2,000.00
SA-17	1	Ea.	1 Inch Corporation Curb Stop and Stop Box	\$500.00	\$500.00
SA-18	70	L.F.	1 Inch Poly Water Service	\$50.00	\$3,500.00
SA-19	1	L.S.	Traffic Control	\$7,500.00	\$7,500.00
Construction estimated Supplemental Bid A					\$781,242.40
Total with 25% E&C					\$976,553.00

Supplemental Bid B (8" San. for Easement North Side Fabick parcel)

SB-1	59.2	V.F.	4 Foot Diameter Sanitary Manholes	\$440.00	\$26,048.00
SB-2	819	L.F.	8 Inch Sanitary Sewer (DR 26)	\$120.00	\$98,280.00
Construction estimated Supplemental Bid B					\$124,328.00
Total with 25% E&C					\$155,410.00
Total Estimated project (Base + supplemental bid A)					\$2,893,980.00
Total with 25% E&C					\$3,617,475.00
Total Estimated project (Base + supplemental bid B)					\$2,237,065.60
Total with 25% E&C					\$2,796,332.00
Total Estimated project ( Base + supplemental bids A and B)					\$3,018,308.00
Total with 25% E&C					\$3,772,885.00

ALTERNATE BID A - Pump & Generator Manufacturer

Item	Qty	Unit	Description	Unit Price	Total
A-1	1	L.S.	Lift Station Submersible Pumps (Alternate Bid - Pentair Hydromatic H4HXP) and Base Elbows	\$22,400.00	\$22,400.00

**Disclaimer:** The attached Opinion Of Probable Cost was prepared for use by the Owner in planning for future costs of the project. In providing Opinions Of Probable Cost, the Owner understands that the Design Professional has no control over costs or the price of labor, equipment or materials, or over Construction Professionals' method of pricing, and that the Opinions Of Probable Cost provided herewith are made on the basis of the Design Professional's qualifications and experience. It is not intended to reflect actual costs, and is subject to change with the normal rise and fall of the local area's economy. This Opinion must be revised after every change made to the project or after every 30-day lapse in time from the original submittal by the Design Professional.



Map printed on  
5/12/2023



1:7,200

1 inch = 600 feet\*

1 inch = 0.114 miles\*

\*original page size is 11" x 17"

Appropriate format depends on zoom level

A map key/legend is available at  
[tinyurl.com/BrownDogLegend](http://tinyurl.com/BrownDogLegend)

This is a custom web map  
created by an online user of  
the GIS map services  
provided by the  
Brown County Wisconsin  
Planning & Land Services  
Department



(920) 448-6480

[www.browncountywi.gov](http://www.browncountywi.gov)





# Valley Sewer and Water Assessments

Map printed on  
5/12/2023



1:7,200

1 inch = 600 feet\*

1 inch = 0.114 miles\*

\*original page size is 11" x 17"

\*Appropriate format depends on zoom level

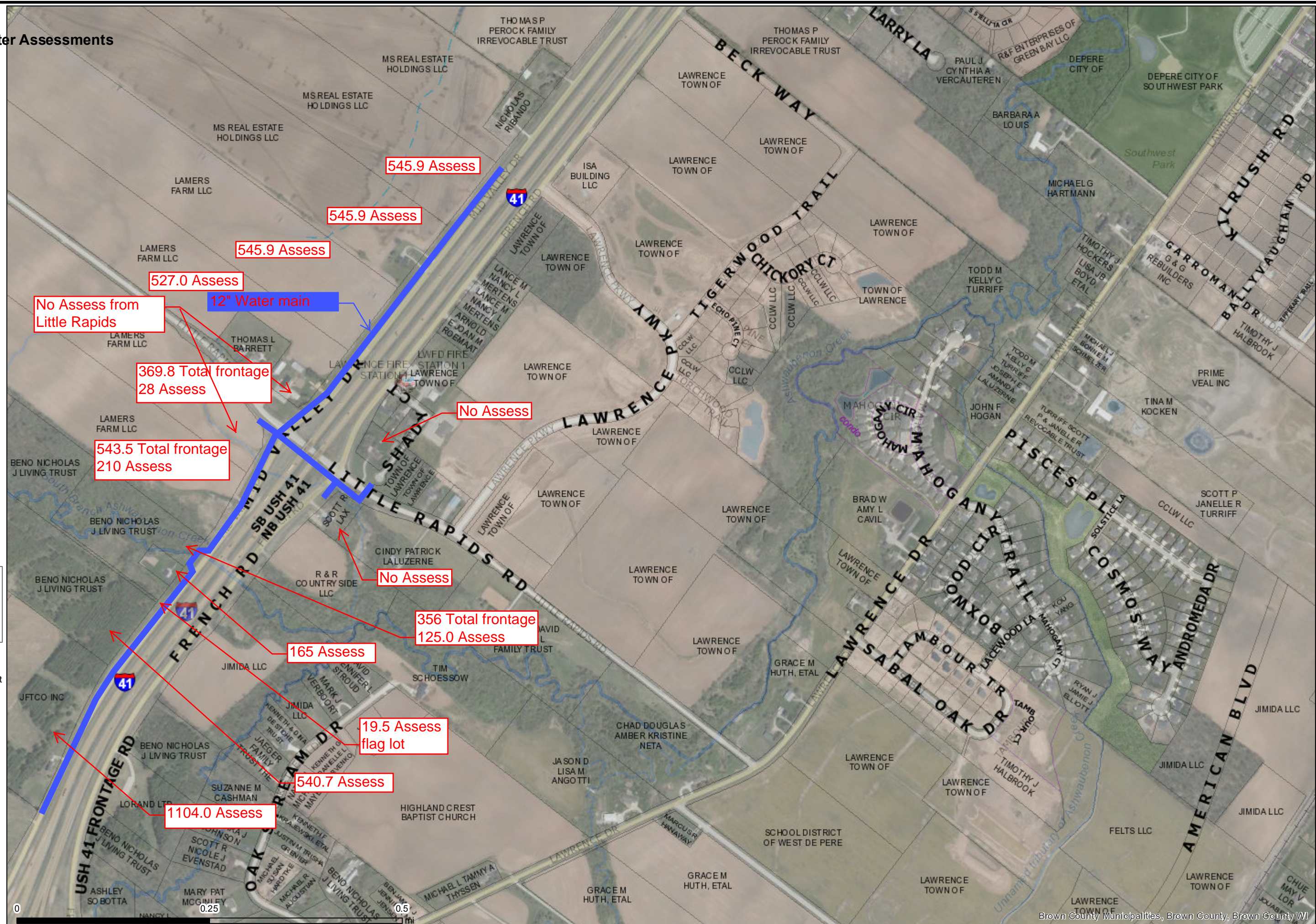
A map key/legend is available at  
[tinyurl.com/BrownDogLegend](http://tinyurl.com/BrownDogLegend)

This is a custom web map  
created by an online user of  
the GIS map services  
provided by the  
Brown County Wisconsin  
Planning & Land Services  
Department



(920) 448-6480

[www.browncountywi.gov](http://www.browncountywi.gov)





TOWN OF LAWRENCE, WI  
2023 TAX INCREMENTAL DISTRICT NO. 3 MIXED-USE CREATION

<u>ACTION DATE</u>	<u>STEP</u>
May	<b>Town will provide</b> Ehlers with a list of the parcel tax key #'s within the District, pertinent parcel information, the maps, list of projects and costs, etc.
	<b>Ehlers will</b> prepare & provide the Town with a feasibility analysis report, options, and/or draft project plan document
	Planning & Zoning Committee makes a motion to call for a public hearing (optional)
July 18	<b>Ehlers' will</b> e-mail a Notice to Official Town Newspaper of organizational JRB meeting & public hearing. (cc: Town)
	<b>Ehlers will</b> mail notification letters, along with required enclosures, to overlapping taxing jurisdictions of JRB organizational meeting & public hearing, as well as the agenda - to be posted by the Town. (cc: Town & attorney) <i>(Letters must be postmarked prior to first publication).</i>
July	<b>Ehlers will</b> provide Town, overlapping taxing entities, and/or Town Attorney with [revised] draft Project Plan document, if not yet provided and/or necessary, as well as agenda language (Town to post) & resolution (Town to distribute) for first meetings, and will also request legal opinion of the plan.
July 26	First Publication of Public Hearing & JRB Meeting Notice <i>(Week prior to second notice &amp; at least 5 days prior to JRB meeting)</i>
Aug. 2	Second Publication of Public Hearing & JRB Meeting Notice. <i>(At least 7 days prior to public hearing)</i>
Aug. 9	Joint Review Board meets to review plan, appoint chairperson and public member and set next meeting date. <i>(Prior to public hearing)</i>
	Planning & Zoning Committee Public Hearing on Project Plan and approval of TID boundary. <i>(Within 14 days of second publication)</i>
	Planning & Zoning Committee reviews plan & approval of District Project Plan and boundaries.
Aug.	<b>Ehlers will</b> provide Town & Town Attorney with revised draft Project Plan, if necessary, as well as agenda language (Town to post) & resolution (Town to distribute) for Town Board meeting.
Sept. 25	Town Board reviews Plan & adopts resolution approving District Project Plan and boundaries. <i>(at least 14 days after hearing)</i>
TBD	<b>Ehlers' will</b> e-mail a Class 1 Notice to Official Town Newspaper of JRB meeting. (cc: Town)
	<b>Ehlers will</b> mail notices & required attachments to JRB of the final meeting, along with the Agenda (Town to post). (cc: Town & Attorney) <i>(Letters must be postmarked prior to publication).</i>
TBD	Publication of JRB Meeting Notice <i>(At least 5 days prior to meeting)</i>
TBD	Joint Review Board consideration. <i>(Within 45 days of notification of meeting / receipt of Planning &amp; Zoning Committee &amp; Town Board resolutions)</i>
Sept. – Oct.	<b>Ehlers will</b> notify the DOR within 60 days of approval that the TID creation took place. Ehlers will then gather prepare, and submit state forms & required documents to the state, once the <b>2023</b> assessed parcel values available (following the BOR) & we receive all remaining maps, legal descriptions, parcel information, documents, etc. <b>from the Town. DOR filing deadline October 31.</b>

Planning and Zoning Committee typically meets the 2<sup>nd</sup> Wednesday of the month  
Town Board meets: 2<sup>nd</sup> & 4<sup>th</sup> Monday @ 6:30 p.m.  
Green Bay Press-Gazette, publishes daily & deadline is 48 hours prior to publication. The email is:  
[legals@greenbaypressgazette.com](mailto:legals@greenbaypressgazette.com)