

Town of Lawrence
Proceedings of the Regular Town Board Meeting
Town Hall, 2400 Shady Court, De Pere WI
Monday, June 26, 2023

1. Call to Order

The meeting was called to order by Chairman Tibaldo at 6:00 p.m.

2. Roll Call

Present In-Person

Chairman: Dr. Lanny Tibaldo

Supervisors: Kevin Brienens, Lori Frigo, Kari Vannieuwenhoven

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

Excused: Supervisor Bill Bain

- 3. Closed Session** Supervisor Brienens made a motion to move into closed session at 6:02pm 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: Development – Rugby*). Supervisor Frigo seconded the motion. Roll call vote: Supervisor Brienens, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.

- 4. Return to Regular Open Session** for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats: Supervisor Frigo made the motion to return to regular open session at 6:26pm. Supervisor Vannieuwenhoven seconded the motion. Roll call vote: Supervisor Brienens, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.

5. Pledge of Allegiance

6. Approve Agenda

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

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

None.

8. Consider minutes of the June 12, 2023, Town Board Meeting:

Supervisor Frigo made the motion to approve the June 12, 2023, Town Board meeting minutes as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

9. Consideration of payment of due invoices:

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

10. Review of Recommendations and Reports from Planning & Zoning Board:

- a. **Consideration of Sign Review at 1680 Mid Valley Drive, Parcel L-264-6-1-2 by Kimberly Dyer:**
Supervisor Frigo made the motion to approve the sign review at 1680 Mid Valley Drive, Parcel L-264-6-1-2 by Kimberly Dyer as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.
- b. **Consideration of Site Review for expansion of Mini Storage Facility at 1322 Mid Valley Drive, Parcel L-344-2 & L-344-6 by Vierbicher:**

Supervisor Brienien made the motion to approve the Site Review for expansion of Mini Storage Facility at 1322 Mid Valley Drive, Parcel L-344-2 & L-344-6 by Vierbicher as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

- c. **Consideration of Final Plat Review for Derouin Estates Parcel L-161-1 by Town of Lawrence:**
Supervisor Brienien made the motion to approve the Final Plat for Derouin Estates Parcel L-161-1 by Town of Lawrence as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.
 - d. **Consideration to Set Public Hearing Date for zoning amendment to re-zone Parcel L-161-1-1, Nutmeg Drive from Agricultural Zone (A-1) to Residential (R-1) by Colin & Lindsay Wagner:**
Supervisor Frigo made the motion to set the public hearing date for July 24, 2023 for the zoning amendment to re-zone Parcel L-161-1-1, Nutmeg Drive from Agricultural Zone (A-1) to Residential (R-1) by Colin & Lindsay Wagner. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.
 - e. **Consideration to Set Public Hearing Date for Conditional Use Permit for more than 2 dogs (Town Ordinance 107-2) for 920 Chelsea Ct. at Parcel L-878 by Brian & Kaleena Cagle:**
Supervisor Frigo made the motion to set the public hearing date for July 24, 2023 for the request for Conditional Use Permit for more than 2 dogs (Town Ordinance 107-2) for 920 Chelsea Ct. at Parcel L-878 by Brian & Kaleena Cagle. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.
11. **Consideration of Resolution 2023-008 to Authorize Banking Financial Institution and Authorized Signers:**
Supervisor Brienien made the motion to approve Resolution 2023-008 to Authorize Banking Financial Institution and Authorized Signers as presented. Supervisor Vannieuwenhoven seconded the motion. Roll call vote: Supervisor Brienien, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.
 12. **Consideration of proposal for Police Office Furniture – Complete Office:**
Supervisor Vannieuwenhoven made the motion to approve the proposal for Police Office Furniture from Complete Office in the amount of \$6,664.18 as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.
 13. **Consideration of NWTC Emergency Medical Response (EMR) Training Contract:**
Supervisor Brienien made the motion to approve NWTC Emergency Medical Response (EMR) Training Contract as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.
 14. **Consideration of Brown County Agreement for Town Share -Packerland/Grant Roundabout (2026 Project):**
Supervisor Brienien made the motion to approve the Brown County Agreement for town share of the Packerland/Grant St Roundabout (2026 project) as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.
 15. **Consideration of Change Order #2 for MCC – Paving Sundown Lane, New Base Material - \$25,487.70:**
Supervisor Vannieuwenhoven made the motion to approve Change Order #2 for MCC – Paving Sundown Lane, New Base Material - \$25,487.70 as presented. Supervisor Brienien seconded the motion. The motion carried unanimously.
 16. **Consideration of Schedule for Proposed Utility Extension Projects - Prelim Special Assessments, 2023-24:**
Administrator Patrick Wetzel reviewed proposed utility extension projects and preliminary special assessments for 2023-2024. No action was taken.

17. **Consideration of 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 several projects to consider that would fall within the proposed TID #3 boundary. No action was taken.
18. **Update on Future Consideration to Implement Town Room Tax/Short Term Rental Ordinance(s):**
Brief update was given on potential room tax and short term rental ordinance.
19. **Update/Review on 8% Water Utility Simple Rate Increase-Effective July 1, 2023:**
Discussion of the implementation of the PSC approved 8% water utility Simple Rate Increase effective July 1, 2023.
Supervisor Brienens made the motion to approve the 8% Water Utility Simple Rate Increase-effective July 1, 2023. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.
20. **Administrator/Staff Reports**
Staff reports were given.
21. **Future Agenda Items:**
 - a. Preliminary Resolution for Special Assessments for Proposed Utility Extension Projects
 - b. Steps to Consider Creation of TID #3
 - c. Room Tax/Short Term Rental Ordinance
 - d. Auditor's Presentation of Financial Statements
22. **Closed Session:** No action was taken.
23. **Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats:**
No action was taken.
24. **Adjourn:**
Supervisor Frigo made the motion at 8:24pm to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,
Cindy Kocken, Clerk-Treasurer