

Town of Lawrence
Proceedings of the Regular Town Board Meeting
Town Hall, 2400 Shady Court, De Pere WI
Monday, September 25, 2023

1. Call to Order

The meeting was called to order by Chairman Tibaldo at 6:32 p.m.

2. Roll Call

Present In-Person

Chairman: Dr. Lanny Tibaldo

Supervisors: Kevin Brienens, Lori Frigo, Kari Vannieuwenhoven, Bill Bain

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

3. Pledge of Allegiance

4. Approve Agenda

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

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

None.

6. Consider minutes of the September 11 and September 20, 2023, Town Board Meetings:

Supervisor Bain made the motion to approve the September 11 and September 20, 2023, Town Board meeting minutes as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

7. 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.

8. Consideration of Resolution 2023-015 Creating Tax Incremental District No. 3, Approving its Project Plan and Establishing its Boundaries:

Over the past several months plans were reviewed for the creation of TID #3 in the Town to accommodate future development at and near the I-41 / CTH S interchange, and specifically to provide a financing mechanism to fund necessary Town infrastructure and other improvements and costs to promote new development in this area. Jon Cameron from Ehlers also discussed projections, and explained this is a mixed use TID under State Statutes. There is approximately 220 acres west of Highway 41 and the expected lifespan is a maximum of 20 years. The estimated project list was also reviewed along with anticipated tax increment the Town is expected to receive.

Supervisor Bain made a motion to approve Resolution 2023-015 Creating Tax Incremental District No. 3, approving its project plan and establishing its boundaries as presented.

Supervisor Brienens 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.

9. Review of Preliminary Special Assessments for 2023 Sanitary Sewer & Water Main Construction Projects, Approve Notifications and Consider Setting Public Hearing Date for October meeting:

The engineering reports along with the proposed special assessments for Mid Valley, Packerland and French Ct water/sewer projects were reviewed. Notifications will be sent

out to those benefiting property owners related to the proposed assessment along with deferral terms along with notification of the public hearing date to be scheduled.

Matt Greely from McMahon Engineers spoke about the history of the installation of sanitary sewer and water mains in the Town over the last 25 years.

Supervisor Bain made the motion to set the public hearing date for special assessments on October 9, 2023. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

10. Consideration of Award of 2023 Sanitary Sewer & Water Main Construction – Packerland Dr, French Ct, Mid Valley Dr:

Supervisor Bain made the motion to award the 2023 sanitary sewer & water main construction for Packerland Dr, French Ct, Mid Valley Dr to Superior Sewer and Water Inc. as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

11. Consideration of Award of 2023 Storm Pond Projects: Mahogany Condo & Lawr. Parkway South:

Supervisor Vannieuwenhoven made the motion to Award of 2023 Storm Pond Projects for Mahogany Condo and Lawrence Parkway South to Relyco Plus Inc. as presented.

Supervisor Bain seconded the motion. The motion carried unanimously.

12. Consideration of Resolution 2023-016 Financing of Stormwater Pond Projects – Mahogany/ Carpenter Condo Pond Repair and Lawrence Parkway South Pond Expansion:

Supervisor Brienien made the motion to approve Resolution 2023-016 Financing of Stormwater Pond Projects Mahogany/ Carpenter Condo Pond Repair and Lawrence Parkway South Pond Expansion via a State Trust Fund Loan in the amount of \$453,000 as presented. Supervisor Bain seconded the motion. Roll call vote: Supervisor Brienien, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.

13. Consideration of Resolution 2023-017 Financing of Public Works Vehicles - Loader and Snowplow:

Supervisor Bain made the motion to approve Resolution 2023-017 Financing of Public Works Vehicles Loader and Snowplow via a State Trust Fund Loan in the amount of \$440,000 as presented. Supervisor Frigo seconded the motion. Roll call vote: Supervisor Brienien, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.

14. Consideration of Resolution 2023-018 Financing of 2023 Sanitary Sewer & Water Main Construction; Including Packerland Dr, French Ct, Mid Valley Dr:

Supervisor Frigo made the motion to approve Resolution 2023-018 Financing of 2023 Sanitary Sewer & Water Main Construction; Including Packerland Dr, French Ct, Mid Valley Dr via a State Trust Fund Loan in the amount of \$3,635,000 as presented. Supervisor Vannieuwenhoven seconded the motion. Roll call vote: Supervisor Brienien, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.

15. Consideration of Change in Records Management Software Program for the Fire Department:

Supervisor Bain made the motion to approve the records management software program contract from Image Trend Elite for the Fire Department as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

16. Consideration of Ordinance 2023-004 to Amend Section 300-102 – B-1 Business/Commercial Zoning District – Conditional Uses:

Supervisor Frigo made the motion to approve Ordinance 2023-004 to Amend Section 300-102 – B-1 Business/Commercial Zoning District – Conditional Uses as presented. Supervisor Vannieuwenhoven seconded the motion. Roll call vote: Supervisor Brienien, aye; Supervisor

Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye.
The motion carried unanimously.

17. Review of Proposed Room Tax and Draft Short Term-Rental Ordinance – Discussion Only:

The proposed Room Tax and draft Short Term-Rental Ordinance language was discussed.

18. Administrator/Staff Reports

Staff reports were given.

19. Future Agenda Items:

- a. Public Hearings for rezoning requests on Lawrence requests
- b. Public Hearing on Special Assessments for Utility Extensions
- c. Room Tax Ordinance and draft Short Term-Rental Ordinance

20. Closed Session: No action taken.

21. Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats:

No action taken.

22. Adjourn:

Supervisor Frigo made the motion at 8:20pm to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,
Cindy Kocken, Clerk-Treasurer