

**Town of Lawrence**  
**Proceedings of the Regular Town Board Meeting**  
**Town Hall, 2400 Shady Court, De Pere WI**  
**Monday, May 23, 2022**  
**This meeting was held in person and virtually via Zoom.**

**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 Brienen, Tom Perock, Kari Vannieuwenhoven

Others in Attendance: Patrick Wetzel, Administrator; Cindy Kocken, Clerk-Treasurer; Scott Beining Building Inspector/Zoning Administrator, Kurt Minten, Fire Chief; Randy Bani, Police Chief

Excused: Supervisor Tonya Wagner

**3. Pledge of Allegiance**

**4. Approve Agenda**

Supervisor Brienen made the motion to approve the agenda as presented. Supervisor Perock seconded the motion. The motion carried unanimously.

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

Resident, Judy Hooyman, 2539 Whispering Oak; commented on the Comprehensive Plan update.

**6. Consider minutes of the May 9, 2022, Town Board Meeting:**

Supervisor Brienen made the motion to approve the May 9, 2022, Town Board meeting minutes as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

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

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

**8. Swearing in of Hobart-Lawrence Police Sergeant Randy Radloff:**

Clerk, Cindy Kocken swore in Police Sergeant Randy Radloff as the new Hobart-Lawrence Police Sergeant.

**9. Public Hearing: A request for rezoning Lots 1 & 2 from proposed CSM of Parcel L-452 from A-1-Agricultural District to B-1-Business/Commercial District by Town of Lawrence:**

Supervisor Brienen made the motion to open the public hearing at 6:42pm. Supervisor Perock seconded the motion. The motion carried unanimously.

Administrator Wetzel gave an overview of the proposed development for this area.

Chairman Tibaldo asked if there are any other comments. None heard.

Supervisor Perock made the motion to close the public hearing at 6:51pm. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**a. Consideration to rezone Lots 1 & 2 from proposed CSM of Parcel L-452 from A-1-Agricultural District to B-1-Business/Commercial District by Town of Lawrence:**

Supervisor Brienen made the motion to approve rezoning Lots 1 & 2 from proposed CSM of Parcel L-452 from A-1-Agricultural District to B-1-Business/Commercial District by Town of Lawrence as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**10. Public Hearing: A request for rezoning parcel L-104-2 from ER-Estate Residential District to B-1-Business/Commercial District at 3870 Mid Valley Drive, by Mid Vallee Golf Course:**

Supervisor Perock made the motion to open the public hearing at 6:52pm. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Executive Director, Perry Falkner from First Tee – Northeast Wisconsin discussed the background on the youth development program and how the building will be utilized for the programs offered.

Chairman Tibaldo asked if there are any other comments. None heard.

Supervisor Brienen made the motion to close the public hearing at 6:55pm. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

- a. Consideration to rezone parcel L-104-2 from ER-Estate Residential District to B-1-Business/Commercial District at 3870 Mid Valley Drive, by Mid Vallee Golf Course  
Supervisor Perock made the motion to approve rezoning parcel L-104-2 from ER-Estate Residential District to B-1-Business/Commercial District at 3870 Mid Valley Drive, by Mid Vallee Golf Course as presented. Supervisor Brienen seconded the motion. The motion carried unanimously.

**11. Public Hearing:** A request for rezoning of parcel L-398-1 from A-1-Agricultural District to ER-Estate Residential District at 2620 Williams Grant Drive for William & Cynthia Bain, by Mau and Associates:

Supervisor Perock made the motion to open the public hearing at 6:56pm. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Written testimony from Deric DuQuaine-Milk Source is in support of the rezoning.

Chairman Tibaldo asked if there are any other comments. None heard.

Supervisor Brienen made the motion to close the public hearing at 6:57pm. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

- a. Consideration to rezone parcel L-398-1 from A-1-Agricultural District to ER-Estate Residential District at 2620 Williams Grant Drive for William & Cynthia Bain, by Mau and Associates:  
Supervisor Brienen made the motion to approve rezoning parcel L-398-1 from A-1-Agricultural District to ER-Estate Residential District at 2620 Williams Grant Drive for William & Cynthia Bain, by Mau and Associates as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**12. Public Hearing:** A request for Conditional Use Permit for waiver of fence requirements per Swimming Pool Ordinance 300-23(f) at 2985 Woodhaven Drive, Parcel L-707 by Eric Smith:

Supervisor Brienen made the motion to open the public hearing at 6:58pm. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Resident Eric Smith, 2985 Woodhaven Drive spoke on behalf of his request for the conditional use.

Resident Andy Schmidt, 2874 Nostalgic Ct spoke in favor of the conditional use request.

Written testimony was received from resident, Mark Gillis, 2660 Whitegate Trail not in favor of the conditional use request.

Chairman Tibaldo asked if there are any other comments. None heard.

Supervisor Brienen made the motion to close the public hearing at 7:12pm. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

- a. Consideration for Conditional Use Permit for waiver of fence requirements per Swimming Pool Ordinance 300-23(f) at 2985 Woodhaven Drive, Parcel L-707 by Eric Smith:  
Supervisor Perock made the motion to approve the Conditional Use Permit for waiver of fence requirements per Swimming Pool Ordinance 300-23(f) at 2985 Woodhaven Drive, Parcel L-707 by Eric Smith as presented conditioned upon verification from the Town's insurance that the Town does not have liability and that the Planning and Zoning Board proceeds with review of the Town's Ordinance for possible amendment for fence requirements. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

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

- a. Consideration of Final Review of Planned Development District (PDD) for Autumn Heights Condo at Parcel L-2243 by Paul Collette:  
Proposed are 2-bedroom/2-bathroom single-family stand-alone condos.

Supervisor Brienen made the motion to approve the Final Review of Planned Development District (PDD) for Autumn Heights Condo at Parcel L-2243 by Paul Collette as presented.

Supervisor Perock seconded the motion. The motion carried unanimously

- b. Consideration of 2 Lot Certified Survey Map (CSM) at 2016 Jen Drive, Parcel L-783 by Mau & Associates:

Supervisor Brienen made the motion to suspend the rules and open the floor for public comment at 7:29pm. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Resident Larry Boldt, 2029 Little Rapids Road inquired about the septic system locations for each lot.

Supervisor Brienen made the motion to return to regular session at 7:32pm. Supervisor Perock seconded the motion. The motion carried unanimously.

Supervisor Perock made the motion to approve the 2 Lot Certified Survey Map (CSM) at 2016 Jen Drive, Parcel L-783 by Mau & Associates as amended conditioned up a final review and approval of the amendments by the Planning and Zoning Board. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

- c. Consideration of Site Plan Review for a Commercial Building at 3568 Miners Way, Parcel L-1592, by Albers Investments LLC.

Supervisor Perock made the motion to approve the Site Plan Review for a Commercial Building at 3568 Miners Way, Parcel L-1592, by Albers Investments LLC. as presented.

Supervisor Brienen seconded the motion. The motion carried unanimously.

**14. Consideration of Town Membership in Bay-Lake Regional Planning Commission for Various Community Planning Assistance:**

Administrator, Patrick Wetzel discussed several services that Bay-Lake Regional Planning Commission could provide to the Town with a membership for a fee, one of them being a Comprehensive Plan update.

Supervisor Perock made the motion to approve the Town Membership with Bay-Lake Regional Planning Commission for various community planning assistance in the amount of \$4,903 as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**15. Consideration of 2022 Farming Lease on Town Owned Land – Tidy View Dairy – Parcel L-2078 – French Road:**

Supervisor Perock made the motion to approve the 2022 Farming Lease on Town Owned Land – Tidy View Dairy – Parcel L-2078 – French Road as presented. Supervisor Brienen seconded the motion. The motion carried unanimously.

**16. Consideration of Intergovernmental Agreement with City of DePere for Water/Sewer to Mystic Creek Subdivision:**

No action taken.

**17. Consideration to Establish Seasonal Town Hall Office Hours Schedule – May to End of September:**

Several communities in the area already enjoy seasonal hours and many have adopted them as year-round hours. Proposed seasonal hours would be Monday-Thursday 7:00am to 4:00pm and Friday 7:00am to 11:00am from the beginning of May through September. Supervisor Perock made the motion to approve the seasonal Town Hall Office Hour schedule as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**18. Consideration of Liquor/Cigarette License Applications for the period of the July 1, 2022 – June 30, 2023 License year:**

Supervisor Brienen made the motion to approve the Liquor/Cigarette License Applications for the period of the July 1, 2022 – June 30, 2023 license year as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

- 19. Consideration of Temporary Class “B”/”Class B” Retailer’s License – Food Truck Rally at Quarry Park on June 26, 2022:**

Supervisor Vannieuwenhoven made the motion to approve the Temporary Class “B”/”Class B” Retailer’s License for the Town of Lawrence Fire Department use at the Food Truck Rally at Quarry Park on June 26, 2022 as presented. Supervisor Perock seconded the motion. The motion carried unanimously.
- 20. Discussion on Future Strategy for Use of Zoom for Town Meetings:**

During the pandemic in 2020 Zoom was used for town meetings when we could not meet in-person as a group. There was discussion on scaling back the use of Zoom to as “as-needed” basis to use upon request of Town Board members who may need to connect remotely from time to time or some set of criteria for when to use Zoom for virtual access.
- 21. Consideration of Desk/Office Furniture Quote for Clerk’s Office:**

Supervisor Brienen made the motion to approve the quote for desk/office furniture for Clerk’s office as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.
- 22. Administrator/Staff Reports**

Staff reports were given.
- 23. Future Agenda Items:**
  - a. Intergovernmental Agreement with City of DePere for Water/Sewer to Mystic Creek Subdivision
  - b. Future Strategy for Use of Zoom for Town Meetings.
- 24. Closed Session:** No action taken.
- 25. Return to Regular Open Session:** No action taken.
- 26. Possible action: Letter of Intent with DePere Select Soccer Club, Inc. for all or a portion of Parcel L-2114, Lawrence Parkway:**

Supervisor Perock made the motion to approve the letter of intent with De Pere Select Soccer Club, Inc. for all or a portion of parcel L-2114, Lawrence Parkway as presented. Supervisor Brienen seconded the motion. The motion carried unanimously.
- 27. Adjourn:**

Supervisor Perock made the motion at 8:47pm to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,  
Cindy Kocken, Clerk-Treasurer