

**Town of Lawrence**  
**Proceedings of the Regular Town Board Meeting**  
**Town Hall, 2400 Shady Court, De Pere WI**  
**Monday, January 27, 2025**

**1. Call to Order**

The meeting was called to order by Supervisor Brienen at 6:00 p.m.

**2. Roll Call**

**Present In-Person**

Supervisors: Kevin Brienen, Kari Vannieuwenhoven, Bill Bain, Lori Frigo  
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; Michael Renkas, Police Chief.  
Excused: Dr. Lanny Tibaldo

**3. Pledge of Allegiance**

**4. Approve Agenda**

Supervisor Vannieuwenhoven 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:**

Resident, Brian Rickert, 1519 Quarry Park Drive inquired about where to find meeting information in advance.

**6. Consideration of minutes of both January 13, 2025 Town Board Meetings:**

Supervisor Frigo made the motion to approve the minutes of both January 13, 2025 Town Board meetings as presented. Supervisor Bain seconded the motion. The motion carried unanimously.

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

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

**8. Consideration of Status of Liquor License – Mexico Lindo:**

According to Town Ordinance Chapter 101-4, a liquor license is presumed invalid if not used continuously for more than 180 days unless authorized by the Town Board. The liquor license was issued August 5, 2024 and owner, Amber Barajas Farias is requesting an extension due to ongoing preparations, including working with an architect and awaiting necessary state approval.

Supervisor Bain made the motion to extend the liquor license for Mexico Lindo at 1700 Sand Acres Drive to May 30, 2025. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**9. Presentation of Fire Department Facility Review and Space Needs Analysis:**

Five Bugles Design was contracted to complete a Fire Department Facility review and space needs analysis. Representatives from Five Bugles Design reviewed a PowerPoint presentation with their report.

Supervisor Brienen made the motion to suspend the rules and opened the floor for public comment at 7:13pm. Supervisor Frigo seconded the motion. The motion carried unanimously.

Comments received:

Brian Rickert, 1519 Quarry Park Drive  
Steve Carew, 1517 Morning Mist Way  
Kevin Burt, 2349 Talladega Speedway

Supervisor Vannieuwenhoven made the motion to close the floor and return to regular session at 7:29pm. Supervisor Bain seconded the motion. The motion carried unanimously.

**10. Consideration of Quote received for 2025 Capital Lawnmower Purchases:**

Supervisor Bain made the motion to approve the purchase of two new lawnmowers and trade in an existing lawnmower, total purchase amount of \$15,062.52 as presented.

Supervisor Frigo seconded the motion. The motion carried unanimously.

**11. Consideration of Tree Removal Proposal – Shadow Ridge Park:**

Supervisor Frigo made the motion to approve tree removal proposal from Yesterday’s Trees for Shadow Ridge Park in the amount of \$5,000 as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**12. Consideration of Animal Control Services and Animal Shelter Service Agreement Proposals:**

Supervisor Bain made the motion to approve the Humane Society Animal Control Services Agreement and Howard Animal Shelter Service Agreement as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**13. Consideration of Awarding Bid for 2025 Scheuring Road Urbanization Project – TID 2 / WisDOT Grant:**

Supervisor Bain made the motion to award the bid to Peters Concrete for the 2025 Scheuring Road Urbanization Project in TID 2 in the amount of \$1,038,847.76. Supervisor Frigo seconded the motion. The motion carried unanimously.

**14. Consideration of WisDOT Agreement – Southbridge Interchange Aesthetic/Utility Items:**

Supervisor Bain made the motion to approve the WisDOT agreement for the Southbridge Interchange aesthetic/utility items in the amount of \$4,621 as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

**15. Consideration of Brown County Highway Agreement – Future Roundabout Project for CTH S / CTH F:**

Supervisor Bain made the motion to table the Brown County Highway Agreement - Future Roundabout Project for CTH S / CTH F agreement. Supervisor Frigo seconded the motion. The motion carried unanimously.

**16. Consideration of Pay Request #1 – Quarry Park Culverts – De Groot Inc. - \$247,655.43:**

Supervisor Frigo made the motion to approve Pay Request #1 for Quarry Park culverts to De Groot Inc. in the amount of \$247,655.43. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**17. Consideration of TID Budgets for 2025:**

Administrator Wetzel reviewed the preliminary TID budgets for 2025.

**18. Administrator/Staff Reports**

**19. Future Agenda Items**

- a. TID Budgets
- b. Public Hearing on February 10, 2025, for CUP – Fence for K. Stephan
- c. Brown County Highway Agreement – Future Roundabout Project for CTH S / CTH F

**20. Closed Session:** Supervisor Frigo made the motion to move into closed session at 8:20 p.m. 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: Town Land Sales/TIF Development negotiations*). Supervisor Brienens seconded the motion. Roll call vote: Supervisor Frigo, aye; Supervisor Brienens, aye; Supervisor Vannieuwenhoven, aye; Supervisor Bain, aye. The motion carried 4-0.

**21. 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 8:44 p.m. Supervisor

Vannieuwenhoven seconded the motion. Roll call vote: Supervisor Frigo, aye; Supervisor Brienen, aye; Supervisor Vannieuwenhoven, aye; Supervisor Bain, aye. The motion carried 4-0.

**22. Adjourn:**

Supervisor Frigo made the motion at 8:44 p.m. to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,  
Cindy Kocken, Clerk-Treasurer