

**Town of Lawrence**  
**Proceedings of the Regular Town Board Meeting**  
**Town Hall, 2400 Shady Court, De Pere WI**  
**Monday, June 12, 2023**

**1. Call to Order**

The meeting was called to order by Chairman Tibaldo at 6:34 p.m.

**2. Roll Call**

**Present In-Person**

Chairman: Dr. Lanny Tibaldo

Supervisors: Kevin Brienens, Lori Frigo, 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

**Present Virtually:** Supervisor Kari Vannieuwenhoven

**3. Pledge of Allegiance**

**4. Approve Agenda**

Supervisor Brienens 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 22, 2023, Town Board Meeting:**

Supervisor Bain made the motion to approve the May 22, 2023, Town Board meeting minutes as presented. Supervisor Brienens 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 Bain seconded the motion. The motion carried unanimously.

**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:**

Supervisor Brienens made the motion to open the public hearing at 6:38pm. Supervisor Frigo seconded the motion. The motion carried unanimously.

As part of the development of Derouin Estates Subdivision and change of zoning is needed to create the new single family residential lots.

John VerBoort, 2270 Mahogany Trail - spoke in favor of this project.

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

Supervisor Frigo made the motion to close the public hearing and return to regular session at 6:40pm. Supervisor Bain seconded the motion. The motion carried unanimously.

**9. Consideration of Rezoning Request of Derouin Estates parcels A-1 (Agricultural) to R-1 (Residential) for Parcel #L-161-1 by Town of Lawrence:**

Supervisor Brienens made the motion to approve the Rezoning Request of Derouin Estates parcels A-1 (Agricultural) to R-1 (Residential) for Parcel #L-161-1 by Town of Lawrence as presented. Supervisor Bain seconded the motion. The motion carried unanimously.

**10. Consideration of Liquor/Cigarette License Applications for the period of the July 1, 2023 – June 30, 2024, License Year:**

Supervisor Bain made the motion to approve the liquor/cigarette license applications for the period of July 1, 2023 – June 30, 2024 license year as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

- 11. Consideration of Resolution 2023-007 DNR Compliance Maintenance Annual Report (CMAR):**  
Supervisor Brienen made the motion to approve Resolution 2023-007 DNR Compliance Maintenance Annual Report (CMAR) as presented. Supervisor Frigo seconded the motion. Roll call vote: Supervisor Brienen, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.
- 12. Consideration of Resolution 2023-008 to Authorize Banking Financial Institution and Authorized Signers:**  
With the recent merger of banks, this Resolution confirms the designated financial institution for the Town of Lawrence. Discussion on the need to include the fire department signer designees as well in the resolution. Staff will review. No action taken.
- 13. Consideration of Change Order #1 to MCC Paving Contract-Storm Inlet Risers – Lawrence Parkway Estates:**  
Supervisor Bain made the motion to approve Change Order #1 to MCC Paving Contract-Storm Inlet Risers in Lawrence Parkway Estates as presented. Supervisor Brienen seconded the motion. The motion carried unanimously.
- 14. Consideration of Hobart-Lawrence Police Department Pulaski School District School Resource Officer:**  
Chief Renkas presented for consideration a proposal for a Hobart-Lawrence Police Officer to be designated as the Pulaski School District School Resource Officer. This School Resource Officer would work with the Pulaski School District, either at Hillcrest Elementary School or Lannoye Elementary School for an estimated 40 hours per week after January 1, 2024.  
Supervisor Brienen made the motion to approve the Hobart-Lawrence Police Department Pulaski School District School Resource Officer as presented. Supervisor Bain seconded the motion. The motion carried unanimously.
- 15. Consideration of Police Office Renovations at Town Hall (converting former Evidence Room):**  
Supervisor Frigo made the motion to approve the electrical/data quote from VOS Electric for Police Office renovations at the Town Hall by converting the former Evidence Room into office space as presented. Supervisor Brienen seconded the motion. Supervisor Bain abstained. The motion carried unanimously.
- 16. Consideration of Surplus Sale of 2000 Sterling Plow Truck - Public Works:**  
Supervisor Bain made the motion to approve the sale of the Public Works surplus 2000 Sterling Plow Truck by sending it to auction when it is no longer needed. Supervisor Bain seconded the motion. The motion carried unanimously.
- 17. Discussion of Proposed Utility Extension Projects, and Prelim Special Assessments, in coming year:**  
Discussion of proposed various utility extension projects and preliminary special assessments along with a potential timeline.
- 18. Consideration of Steps to Consider Creation of TIF District #3 – Mid Valley Dr/Freedom Rd and Potential Boundary Amendment to TIF District #1:**  
Updates given regarding the timeline to consider the creation of TIF District #3. With the recent 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. No action taken.
- 19. Discussion on Future Consideration to Implement Town Room Tax/Short Term Rental Ordinance(s):**  
Update given on things to consider implementing Town Room Tax/Short Term Rental Ordinance(s).
- 20. Administrator/Staff Reports**  
Staff reports were given.

- 21. Future Agenda Items:**
- a. Resolution 2023-008 Authorize Banking Financial Institutions & Account Signers
  - b. Utility Extension Projects and Preliminary Special Assessments.
  - c. Steps to Consider Creation of TIF District #3
  - d. Room Tax/Short Term Rental Ordinance
  - e. EMR Class for Fire & Police Dept Proposal
  - f. Auditor's Presentation of Financial Statements
- 22. Closed Session:** Supervisor Brienen made the motion to move into closed session at 8:41pm 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*). Supervisor Frigo seconded the motion. Roll call vote: Supervisor Brienen, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously. The motion carried unanimously.
- 23. 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 9:17pm. Supervisor Bain seconded the motion. Roll call vote: Supervisor Brienen, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.
- 24. Adjourn:**  
Supervisor Frigo made the motion at 9:18pm to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,  
Cindy Kocken, Clerk-Treasurer