

**Town of Lawrence**  
**Proceedings of the Regular Town Board Meeting**  
**Town Hall, 2400 Shady Court, De Pere WI**  
**Monday, September 23, 2024**

**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, Bill Bain, 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; Michael Renkas, Police Chief

Excused: Luke Pasterski

**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:**

Town resident, Lucas Beck from Boy Scout Troop 1039 presented two flag retirement boxes as part of his Eagle Scout project. Lucas stated that these boxes are made in memory of his Dad, Daniel Beck who was a Town of Lawrence Fire Fighter.

**6. Consider minutes of the September 9, 2024, Town Board Meeting:**

Supervisor Frigo made the motion to approve the September 9, 2024, Town Board meeting minutes as amended. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

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

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

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

- a. Consideration of Site Plan Review for Storage Units at 3511 French Road, Parcel L-86 by JN Investment Properties LLC:

Supervisor Vannieuwenhoven made the motion to approve the site plan for storage units at 3511 French Road, Parcel L-86 by JN Investment Properties LLC as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

- b. Consideration of Site Plan Review for Building Addition at 3850 Mid Valley Drive, Parcel L-104 by Mid Vallee Golf Course:

Supervisor Bain made the motion to approve the site plan for building addition at 3850 Mid Valley Drive, Parcel L-104 by Mid Vallee Golf Course as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

- c. Consideration of Final Plat for Lawrence Parkway 2<sup>nd</sup> Addition on Parcel L-2279 by Town of Lawrence:

Supervisor Vannieuwenhoven made the motion to approve the final plat for Lawrence Parkway 2<sup>nd</sup> Addition on Parcel L-2279 by Town of Lawrence as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

- d. Consideration of Set a Public Hearing Date for Conditional Use Permit (CUP) for additional dog at 2788 Lost Dauphin Rd, Parcel L-516-5 by Jeremy & Nadya Jenkins:

Supervisor Brienens made the motion to set the public hearing for October 14, 2024, for a Conditional Use Permit (CUP) request for additional dog at 2788 Lost Dauphin Rd, Parcel L-

516-5 by Jeremy & Nadya Jenkins. Supervisor Bain seconded the motion. The motion carried unanimously.

**9. Discussion on Request from WDP Snow Owls Snowmobile Club to Move Designated Trail off of Little Rapids Road and on to French Road between Little Rapids Rd and Freedom Rd/CTH S – Ord 204-13:**

Discussion about a request from the WDP Snow Owls Snowmobile Club to move the existing snowmobile trail off of Little Rapids Road (east of French Road) to re-route the designated trail in this are to French Road, between Little Rapids Road and Freedom Rd/CTH S as presented. Ordinance amendment will be drafted and presented to the Town Board in October.

**10. Consideration of PTS Contractors invoice – re: Mid Valley Utility Relocation – Repair of New Sewer Main Damaged by New Interchange Construction Operations:**

Supervisor Bain made a motion to approve PTS Contractors invoice for the Mid Valley utility relocation – repair of new sewer main damaged by new interchange construction operations as presented. Supervisor Brienen seconded the motion. The motion carried unanimously.

**11. Consideration of MCC, Inc Estimate for Final Layer Asphalt – Nutmeg/Derouin Estates:**

Supervisor Bain made the motion to approve the MCC, Inc estimate for the final layer of asphalt for Nutmeg/Derouin Estates as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

**12. Consideration of New Proposed Special Events Ordinance:**

The Town’s Attorney has suggested some minor changes to the proposed Special Events Ordinance language. The Ordinance will be drafted and submitted for final review by the Tonw Board in October.

**13. Consideration to Set Date for November Meeting of Electors for 2025 Tax Levy and Budget:**

Supervisor Frigo made the motion to set date for November 11, 2024, for the meeting of Electors for 2025 Tax Levy and Budget. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**14. Discussion on Proposals Received for Garbage/Recycling Collection Services for 2025 and beyond:**

Discussion of the proposals received for garbage/recycling collection services for 2025 and beyond.

**15. Discussion for Establishing Park Committee:**

Review and discussion about the idea of implementing a new Park Committee to review parks, recreation and likely bike/pedestrian trails in the community.

**16. Discussion on Upcoming or Potential Personnel/Benefits Changes for 2025:**

Discussion of staff reviewing existing benefit programs and anticipated costs.

**17. Consideration of Revised Pay Request #10 - 2023 Sanitary Sewer & Water Main Const. – Superior Sewer & Water Inc. - \$48,085.59:**

Supervisor Bain made the motion to not pay the revised Pay Request #10 for 2023 Sanitary Sewer & Water Main Const. to Superior Sewer & Water Inc. until the Town consults with Town Engineer from McMahan to verify the pay request. Supervisor Brienen seconded the motion. The motion carried unanimously.

**18. Administrator/Staff Reports**

Staff reports were given.

**19. Future Agenda Items:**

- a. Amend Snowmobile Trail Ordinance.
- b. New Special Events Ordinance.
- c. Garbage/Recycling Collection Services for 2025 and beyond.
- d. Establishing Park Committee Ordinance.
- e. Personnel/Benefits Changes for 2025

- 20. Closed Session:** Supervisor Frigo made the motion to move into closed session at 7:48pm 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: emergency services agreement updates and Little Rapids Subdivision Lot Sales*) and **Closed Session** Pursuant to Ch. 19.85(1)(c) *Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction (Police Employee Agreement)*. Supervisor Vannieuwenhoven 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.
- 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 8:31pm. Supervisor Brienen 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.
- a. Supervisor Brienen made a motion to approve the amended agreement with the Police Captain as presented. Supervisor Bain seconded the motion. The motion carried unanimously.
- 22. Adjourn:**  
Supervisor Frigo made the motion at 8:32pm to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,  
Cindy Kocken, Clerk-Treasurer