

**Town of Lawrence**  
**Proceedings of Town Board/Utility District Meeting**  
**Town Hall-2595 French Road, De Pere, WI 54115**  
**Monday, March 26, 2007 – 7:00PM**

**Closed Session at 6:30PM**

**Call to Order**

The meeting was called to order by Chairman Tom Perock at 6:30PM.

**Roll Call**

Present: Tom Perock, Town Chairman  
Randy Tremml, Town Supervisor  
Kenneth VanDeHei, Town Supervisor  
Randy Vandennack, Town Supervisor  
Dale Warpinski, Town Supervisor  
Judy Benz, Town Clerk-Treasurer  
Excused: Carrie Murphy-Auguston, Assistant Clerk

**Discussion and Action on the following:**

1. **Announce Closed Session**  
Chairman Tom Perock announced the closed session.
2. **Consider and enter into closed session pursuant to WI statutes 19.85 (1) (e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session**  
A motion was made by Supervisor Tremml to enter into closed session. Seconded by Supervisor Warpinski. Motion carried unanimously. Discussion was held on potential purchase of land adjacent to the town hall for future public use.
3. **Return to Open Session**  
A motion was made by Supervisor Warpinski to return to regular session. Motion seconded by Supervisor VanDeHei. Motion carried unanimously.
4. **Roll Call for Regular Session- Pledge of Allegiance**  
Roll call was taken in regular session. See above for those present. Pledge of Allegiance was made by those in attendance.
5. **Approve minutes from Town Board Meeting held on March 12, 2007**  
A motion was made by Supervisor Tremml to approve the minutes from the meeting held on March 12, 2007. Seconded by Supervisor VanDeHei. Motion carried unanimously.
6. **Review Public Facilities Needs Assessment for the Park & Recreation System/Amy Vaclavik**  
Amy Vaclavik from McMahan Associates was present to review the Needs Assessment for the Park and Recreation System for the purpose of a potential Impact Fee. Considerable discussion was held on the table demonstrating a revision in the household units versus what was listed in the town's Smart Growth Plan. It was determined that further verification is necessary. No action taken. (See attached draft copy of Public Facilities Needs Assessment for the Park and Recreation System.)
7. **Review Public Facilities Needs Assessment for the Water System/Amy Vaclavik**  
Amy Vaclavik from McMahan Associates was present to review the Needs Assessment for the Water System for

the purpose of a potential Impact Fee. No action taken. (See attached draft copy of Public Facilities Needs Assessment for the Water System.)

8. **Review Proposed Ordinance on Impact Fees/Amy Vaclavik**

It was determined the Board would review the proposed ordinance. No action. (See attached draft of proposed ordinance.)

9. **Authorize public hearing in reference to Impact Fees**

A motion was made by Supervisor VanDeHei to authorize the scheduling of a public hearing to be held on April 23, 2007 for the purpose of hearing testimony on an Impact Fee Ordinance in reference to the Park and Recreation System and the Water System. Seconded by Supervisor Vandenack. Motion carried.

10. **Approve Business Sign for HD Supply Waterworks located on Little Rapids Rd**

A motion was made by Supervisor Vandenack to approve the business sign for HD Supply Waterworks. Seconded by Supervisor VanDeHei. Discussion: Supervisor Warpinski stated the sign meets the zoning ordinance and approval was recommended by the Planning and Zoning Board. Motion carried. (See attached.)

11. **Approve Business Sign for Next Media Outdoor located on Scheuring Road**

A motion was made by Supervisor VanDeHei to approve the Business Sign for Next Media Outdoor. Seconded by Supervisor Vandenack. Discussion: Supervisor Warpinski stated the sign meets the zoning ordinance and approval was recommended by the Planning and Zoning Board. Motion carried unanimously. (See attached.)

12. **Approve Business Sign for New York Life and addition to the Orde Business Sign on the Orde Building**

Myron Mertens with Orde Advertising was present to propose two separate signs to be adhered to the Orde Building. The word "sign" is being added to ORDE and a sign for New York Life. The New York Life sign is internally lit. The signs meet the zoning requirements. A motion was made by Supervisor Vandenack to approve the signs. Seconded by Supervisor Warpinski. Motion carried unanimously. (See attached.)

13. **Proposed Conceptual Plan for Design Homes, Inc.**

Jeff Irvine with Design Homes was present to propose a conceptual plan for a Sales Center for model homes to be located on approximately 5 acres of parcel L-463 on French Road. Mr. Irvine provided a history of Design Homes Inc. and explained locations and where homes are manufactured. (See attached brochure). Mr. Irvine stated that the office building for the company is on a foundation and will be hooked up to utilities and all other model homes are placed on concrete blocks. The parking lot will be paved with sidewalks leading to each model home. All model homes will have landscaping in front of the homes and will be well maintained. The model homes are sold every few years and new models are brought in. The pine trees on the rear of the property would remain providing a buffer to the residential area on Oakstream Drive. Mr. Irvine stated the office building would be approximately \$100,000 in assessed value and the model homes would be considered personal property. Chairman Perock stated the office building would need to be submitted adhering to the town site review ordinance. Mr. Irvine stated his submittal was only a conceptual plan for the purpose of a rezoning request of the property. Property Owner, Nick Beno, stated the ANR gas line has an easement on the property limiting the types of use for the property.

14. **Request to rezone approximately 5.5 acres of parcel L-463 from Agricultural to B1 Business/Commercial to accommodate Design Homes Inc.**

A motion was made by Supervisor Warpinski to move the request for rezoning to a public hearing to be scheduled for April 23. Seconded by Supervisor VanDeHei. Supervisors Trembl, Warpinski, VanDeHei and Chairman Perock voted in favor of moving forward with the rezoning request. Supervisor Vandenack was against. Motion carried.

15. **Approval of Bartender Licenses**

A motion was made by Supervisor Trembl to approve the bartender licenses application presented. Seconded by

Supervisor Warpinski. Motion carried unanimously.

16. **Approval of modifications and updates to the Town website**  
Clerk, Judy Benz, proposed modifications and updates to the town website prepared by Town Resident, Linda Techmeier. The current product being used for the existing website will no longer be supported and the proposed new product is VisualStudio Express that has widespread and long term support goals. Ms. Techmeier is proposing to do a site design, help with setup, provide training and continue with site changes (fee based) as needed. The proposal consists of a rough estimate of 95-125 hours at \$40.00 per hour for a cost range of \$3800-\$5000. Because Ms. Techmeier is a Town Park Board Member, she offers to do all park pages on the website at no cost to the town. A motion was made by Supervisor Tremml to table this issue until the next meeting allowing the board to review all the information. Seconded by Supervisor Warpinski. Motion carried. (See proposal attached.)
17. **Discussion on Mixed Use Districts**  
John Klasen from the Town Planning and Zoning Board reviewed the Mixed Use Districts defined on the town's future land use map and provided some ideas as discussed at a previous Planning and Zoning Board Meeting. Mr. Klasen suggested the town consider adopting zoning ordinances that will define uses for the Mixed Use Districts and recommended some planning and considerations to a future downtown area. Discussion was held on perhaps the town should have two or three unique mixed used districts. Mr. Klasen also suggested that the town consider hiring a professional planner to assist with this planning. Chairman Perock suggested that we explore further as to who does this type of planning. It was suggested to contact Rettler Corp. It was the consensus of the Board for staff to explore some options and bring back to a future board meeting for further review and consideration.
18. **Discussion on the pursuance of an ordinance in reference to regulating the placement of sex offenders**  
Randy Tremml stated that a meeting was to be held on the following day at the County Executive's office for input from the various communities in Brown County in reference to this issue. Supervisor Vandennack and Supervisor VanDeHei volunteered to attend the meeting and will bring an update to the next meeting.
19. **Water/Sewer Utility Update/Greg Little**  
Mr. Little stated the Williams Grant/Clem Lane project was nearly completed. Water will be available at the school by the end of the week.
20. **Central Brown County Water Authority Update/Randy Tremml**  
Continuation of testing. Should be ready to go online in June.
21. **Fire Department Update/Fire Chief Kurt Minten**  
The department was called to two grass fires within the past few days. Chief Minten gave a reminder to be careful with the dry conditions.
22. **Payment of due invoices and wages**  
A motion was made by Supervisor Tremml to approve the invoices and wages. Seconded by Supervisor Vandennack. Motion carried unanimously.
23. **Future Agenda Items**  
Internet Modifications and Update  
Impact Fees  
Priority List for Streetlights
24. **Public Comments**  
None

25. **Adjourn**

A Motion to adjourn the meeting was made by Supervisor VanDeHei. Seconded by Supervisor Vandenack. Motion carried. The meeting adjourned at 9:00PM.

Respectfully Submitted,

Judy Benz