

Town of Lawrence
Proceedings of Town Board/Utility District Meeting
Town Hall-2595 French Road, De Pere, WI 54115
Tuesday, May 27 - 7:00PM

Call to Order

The meeting was called to order by Chairman Perock at 7:00 p.m.

Roll Call

Present: Tom Perock, Town Chairman
Randy Trembl, Town Supervisor
Randy Vandennack, Town Supervisor
Kenneth VanDeHei, Town Supervisor
Judy Benz, Town Clerk-Treasurer
Carrie Murphy-Auguston, Deputy Clerk
(See attached Roll Call Sign-In Sheet)

Excused: John Klasen, Town Supervisor

Pledge of Allegiance said by those in attendance

Discussion and Action on the following:

1. Approve minutes from the Town Board Meeting held on May 12, 2008

A motion was made by Supervisor VanDeHei to approve the minutes from Town Board Meeting held on May 12, 2008. Motion seconded by Supervisor Vandennack. Motion carried unanimously.

2. Open Public Hearing in reference to rezoning Parcel L-1106 (Lot 206 in Shadow Ridge 2nd addition) from Planned Development (PD) to R1 Residential to accommodate a single family home

A motion was made by Supervisor VanDeHei to open the public hearing in reference to rezoning Parcel L-1106 (Lot 206 in Shadow Ridge 2nd addition) from Planned Development (PD) to R1 Residential to accommodate a single family home. Motion seconded by Supervisor Vandennack. Motion carried unanimously.

Chairman Perock gave an overview of the request.

3. Close above mentioned public hearing

Chairman Perock asked on two occasions for any public testimony. With no comments a motion was made by Supervisor VanDeHei to close the above mentioned public hearing. Motion seconded by Supervisor Trembl. Motion carried unanimously.

4. Rezone parcel L-1106 (Lot 206 in Shadow Ridge 2nd addition) from Planned Development (PD) to R1 Residential to accommodate a single family home

A motion was made by Supervisor Vandennack to rezone parcel L-1106 (Lot 206 in Shadow Ridge 2nd addition) from Planned Development (PD) to R1 Residential. Motion seconded by Supervisor VanDeHei. Motion carried unanimously.

5. Agreement with Green Bay Metropolitan Sewerage District Regarding Allocation Payment for Extension of American Boulevard Interceptor

A motion was made by Supervisor Trembl to approve the agreement with Green Bay Metropolitan Sewerage District regarding allocation payment for extension of American Boulevard interceptor. Motion seconded by Supervisor Vandennack. Motion carried unanimously.

6. Condition Report on Storm Water Ponds/Adam Gildnernick

Adam Gildnernick suggested the Town develop a plan for maintaining the storm water ponds throughout the town. He stated some of the ponds will require more work than others. Supervisor Trembl questioned the level of involvement by the Town for the pond maintenance. Mr. Gildnernick stated there is some invasive species present which will need to be sprayed with a special spray and the grass area will require mowing on a regular basis. Supervisor Trembl asked if special certification is required. Mr. Gildnernick stated the particular spray to be used requires no certification. Information purposes only no action taken.

7. Proposal on maintenance for Storm Water Ponds/McMahon Associates

A motion was made by Supervisor Trembl to approve the storm water pond maintenance proposal from McMahon Associates with revisions to the scope of services as discussed and the costs not to exceed \$2,500. Motion seconded by Supervisor Vandenaek. Motion carried unanimously.

8. Adopt Municipal Credit Card Policy

Supervisor Trembl provided an overview of a proposed credit card policy stating the information included was based on the Town Auditor's recommendation as well as examples from other municipalities. A motion was made by Supervisor VanDeHei to adopt a Municipal Credit Card Policy. Motion seconded by Supervisor Trembl. Discussion: Supervisor Trembl stated the credit card selected shall have a maximum credit of \$1,000.00 and no annual fees with a rebate or point program. Motion carried unanimously. (See attached.)

9. Approve Election Contingency Plan

Supervisor VanDeHei suggested including the verbiage "Town Clerk or its designee" wherever the Town Clerk is listed. He also suggested the inclusion of "radio stations" wherever it is made mention of television stations. A motion was made by Supervisor Trembl to approve the election contingency plan with the changes discussed. Motion seconded by Supervisor VanDeHei. Motion carried unanimously. (See attached.)

10. 2008 Road Projects/Ken VanDeHei

Supervisor VanDeHei suggested the following projects be considered for 2008.

- Daisy Mae Drive
- Lawrence Drive
- Little Rapids Road (from the railroad tracks to Lost Dauphin Road)
- Noah Road (from Williams Grant Drive to Whitegate Trail)
- Apple Creek

He stated the price quotes he has are outdated and do not reflect the current costs for materials and labor. He mentioned receiving permission from the state to revise the \$13,000 grant received for Apple Creek and apply it towards another road or change the proposed improvements for Apple Creek not to include 2' shoulders and have the grant money remain. A motion was made by Supervisor Trembl to suspend the rules and open the floor for public comments. Motion seconded by Supervisor Vandenaek. Motion carried.

Travis Coonen, 2897 Apple Creek Road – petitioned the Board to repair Apple Creek road. He stated in some areas there is barely 10-12 ft of surface area for vehicles to travel on because the edges of the road are broken off. He said he can't walk with his family on the road because the limited surface area and no shoulders have created a safety hazard. He stated three (3) alignments have been done on his car as a result of traveling on a road which has large pot holes. He asked how the Board could make revisions to the grant money received for Apple Creek when the road was selected over other projects that were submitted. Mr. Coonen urged the Board to travel Apple Creek and determine the condition of the road for themselves.

Tom Erdmann, 2646 Apple Creek Road – agreed with the statements made by Mr. Coonen.

Supervisor Trembl made a motion to solicit bids for Daisy Mae and Little Rapids Road. The motion included Supervisor VanDeHei to proceed with the revision of proposed improvements portion of the grant for Apple Creek in order for that project to be put out for bid. The Board will await the information pertaining to the

culverts on Lawrence Drive before soliciting bids. Motion seconded by Supervisor Vandenack. Motion carried unanimously.

11. Discussion in reference to an Ordinance requiring continuation of business to obtain or keep a liquor license

Discussions were held in reference to requiring continuation of business to obtain or keep a liquor license. Clerk-Treasurer Judy Benz cited examples from other communities. The Board recommended an ordinance be drafted limiting the length of time a business can be non operational before the license reverts back to the town. Discussion purposes only no action taken.

12. Highway 41-6-Lane Update

Supervisor VanDeHei provided an update on the Highway 41 conversion to 6 lanes. Update only no action.

13. Southern Bypass Update

Supervisor VanDeHei provided an update on the proposed Southern Bypass. Update only no action.

14. Installation of Streetlights

Kurt Minten stated he worked with Town resident, Bob Meulemans, to compile a list for future street light installations. He stated Mr. Meulemans is recommending installation of street lights one (1) through eighteen (18) or as allowed by budget. A motion was made by Supervisor VanDeHei to approve the installation of streetlights 1-18 to remain within the budgeted amount. Motion seconded by Supervisor Tremml. Motion carried unanimously. (See attached)

15. Authorize Chairman to negotiate sale of town owned property

A motion was made by Supervisor VanDeHei to authorize the Town Chairman to negotiate the sale of town property, with the results of these negotiations being presented to the Board for final approval. Motion seconded by Supervisor Vandenack. Motion carried unanimously.

16. Graffiti on public and private property

Utility Manager, Greg Little recommended the Town try a product designed to remove graffiti. Information purposes only no action.

17. Snowplowing

Adam Gildernick gave an overview of the snowplowing costs incurred in the 2007-2008 season. He stated the town benefited from having 3 trucks on the south end of the town. He recommends the Town revise the contract with Joe Glime trucking to include two (2) trucks on the south end of the town in addition to the Town's truck and continue with the County plowing the north end of the town. A motion was made by Supervisor VanDeHei to approve the contract with Joe Glime Trucking to include (2) trucks for the south end of town and renew the contract with the County for the north end. Motion seconded by Supervisor Vandenack. Motion carried unanimously.

18. Water Rate Study Results

Supervisor Tremml provided an overview of the water rate study. He stated the 3rd quarter billing cycle will show a small decrease in the water rate which will remain in effect until the water tower costs are considered. Information purposes only no action taken.

19. Placement of Sexual Predator Update

Supervisor VanDeHei stated he has reading material for anyone who is interested. Update only no action taken.

20. Water/Sewer Utility Update/Greg Little

Utility Manager, Greg Little stated the bids for the water tower will be received and opened on May 28th. Update only no action taken.

21. Fire Department Update/Fire Chief Kurt Minten

No update.

22. Park Update

Carrie Murphy-Auguston stated the Park Board has decided to meet on an as needed basis. There will be monthly park updates included on the Town Board agenda. A \$1,000 limit has been set for spending without Park Board approval. Currently the park improvement fund is over budget by approximately \$1,800. All projects have been put on hold until more money is received in the improvement fund. Update only no action taken.

23. Payment of due invoices and wages

A motion was made by Supervisor Trembl to approve payment of due invoices and wages. Motion seconded by Supervisor VanDeHei. Motion carried unanimously.

24. Future Agenda Items

Employee Health Insurance Program
Emergency Declaration Plan

25. Public Comments

None

26. Adjourn

A motion was made by Supervisor VanDeHei to adjourn the meeting. Motion seconded by Supervisor Vandenack. Motion carried unanimously. The meeting adjourned at 9:30 p.m.

Respectfully submitted,
Carrie Murphy-Auguston