

**Town of Lawrence**  
**Proceedings of Town Board/Utility District Meeting**  
**Town Hall-2595 French Road, De Pere, WI 54115**  
**Tuesday, May 26, 2009 - 7:00PM**

**Called to Order**

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

**Roll Call**

Present: John Klasen, Town Chairman  
Randy Trembl, Town Supervisor  
Randy Vandenack, Town Supervisor  
Judy Benz, Town Clerk-Treasurer

Mary Jo Kussow, Town Supervisor  
Kenneth VanDeHei, Town Supervisor  
Carrie Murphy-Auguston, Deputy Clerk  
*(See attached Roll call Sign-in Sheet)*

**Pledge of Allegiance** said by those in attendance.

**1. Approve Minutes from Town Board Meeting held on May 11, 2009**

A motion was made by Supervisor Trembl to approve the minutes from the Town Board Meeting held on May 11, 2009. Motion seconded by Supervisor Vandenack. Motion carried unanimously.

**2. Business Signs for Jones Sign Co**

Chairman Klasen stated two additional signs were added to the Jones Sign building located on Scheuring Road. The installation of the signs was done without prior approval from the Planning and Zoning Board and the Town Board. The two additional signs proposed and adhered to the building are located on the east wall by the overhead door on the new addition and one is on the south wall of the addition. Dave Fisher from Jones Sign Co. stated all signs on the property are still within the maximum square footage allowed in the Town Ordinance based on the size of the property. A motion was made by Supervisor Kussow to approve the additional two signs for Jones Sign Co. Motion seconded by Supervisor VanDeHei. Motion carried unanimously.

**3. 2-Lot CSM on Sand Acres Dr**

Chairman Klasen provided an overview of the 2-lot CSM. Parcel L-268 consists of approximately ten acres and will be divided with Lot #1 being of 2.41 acres and Lot #2 being 8.45 acres. Clerk-Treasurer, Judy Benz, stated there is a special assessment against the property that will need to be satisfied prior to the CSM being recorded. A motion was made by Supervisor VanDeHei to approve the 2-lot CSM, contingent the special assessment is satisfied prior to the town authorizing the recording of the CSM. Motion seconded by Supervisor Kussow. Motion carried unanimously. (See CSM attached)

**4. Award Asphalt Paving Project on Lawrence Drive**

A motion was made by Supervisor VanDeHei to award the asphalt paving project on Lawrence Drive to Northeast Asphalt in the amount of \$114,918.85. Motion seconded by Supervisor Vandenack. Motion carried unanimously.

**5. Approve Job Descriptions for Employees**

A motion was made by Supervisor VanDeHei to approve employee job descriptions. Motion seconded by Supervisor Trembl. Motion carried unanimously. (See attached Employee Job Descriptions)

**6. Approve Purchasing Policy**

A motion was made by Supervisor Vandenack to approve a Town Purchasing Policy. Motion seconded by Supervisor Kussow. Motion carried unanimously. (See attached Purchasing Policy)

**7. Approval on Size of Recycling Containers**

A motion was made by Supervisor Trembl to open the floor for public comments. Motion seconded by Supervisor Vandenack. Motion carried unanimously.

Tom Hoslet, 1101 Spring Lake Drive – stated he would like the Town Board to consider the smaller containers (65 gallons) for the residents in the condominiums.

Lois Manders, 1108 Spring Lake Drive- agrees with Mr. Hoslet and would like the board to consider the smaller containers. She stated the large containers (95 gallons) are more than what she needs.

Chairman Klasen stated he has concerns with selecting a container that will not provide enough room for recycle material versus selecting one that provides too much room. He stated if people run out of room they are more likely to throw recycling material into the trash versus hold it for the next recycle pick up.

Bob Meulemans, 1194 Spring Lake Drive – stated he is in favor of the smaller containers.

A motion was made by Supervisor Trembl to return to regular session. Motion seconded by Supervisor Vandennack. Motion carried unanimously.

Supervisor Vandennack said not having enough space poses more of a problem than having too much space.

Supervisor Kussow stated she agrees with Supervisor Vandennack and would like to have adequate space for recycle materials versus too little space.

Supervisor VanDeHei stated he is favor of the smaller container.

A motion was made by Supervisor VanDeHei to proceed with the 65 gallon container for recycle materials. Motion seconded by Supervisor Trembl. Motion carried. Supervisor Kussow and Chairman Klasen voted nay.

**8. Approve Water Rate Study with PSC**

Supervisor Trembl stated as the water tower project nears completion a water rate study must be completed in order to adjust the rates to include the bonding for the tower project. A motion was made by Supervisor Vandennack to approve the water rate study with the PSC. Motion seconded by Supervisor Trembl. Motion carried unanimously.

**9. 2009-2010 Snowplowing**

Maintenance Operator, Adam Gildernick reviewed snowplowing options for the 2009-2010 season. The board reviewed cost comparisons between the two contractors used in 2008-2009 season. A motion was made by Supervisor Trembl to move forward with discussions with Atlas Excavating and come back with a proposal for the board to review. Motion seconded by Supervisor Vandennack. Motion carried unanimously.

**10. Water/sewer volume report and update on Water and Sewer Utility /Greg Little**

Reports were for review only. Utility Manager, Greg Little stated the water tower will be painted in June; the painting will take about 5 weeks to complete. The Town will participate in a well water testing program with Clean Water Testing. The program tests the water quality of private wells through out the town. More information will be forthcoming.

**11. Update on Fire Department/Kurt Minten**

Chief Minten stated they responded to two (2) motor cycle accidents and two (2) car fires over the weekend. He also stated the fire department took part in Firefighter, Adam Van Rite's funeral last week. Chairman Klasen commended the department for their participation in the funeral stating the board was very proud of the way the department handled everything.

**12. Payment of due invoices and wages**

A motion was made by Supervisor Trembl to approve payment of due invoices and wages including the Schenck Associates invoice that was held at the last board meeting for further clarification. The motion also included holding the invoice from Northeast Asphalt until verification is received relating to the stone on Birchwood. Motion seconded by Supervisor Kussow. Motion carried unanimously.

- 13. Future Agenda Items**  
Snow Plowing Proposal                      Wind Turbines  
Commercial Farm Ordinance              Future Road Projects

**14. Public Comments**

A motion was made by Supervisor Trembl to suspend the rules and open the floor for public comments. Motion seconded by Supervisor Vandenack. Motion carried unanimously.

Dick Page, 1782 Sandy Springs Road – stated there is a sink hole in the road in front of his house.

Supervisor VanDeHei stated he is aware of the situation and is working to correct the problem.

Dick Page – asked if a streetlight will be installed at the intersection of Misty Moon and Sandy Springs Road.

Bob Meulemans provided an overview of the Town’s plans to phase in street lights, based on priority. He will add the location of Misty Moon and Sandy Springs Road to the list for future consideration.

Bob Meuleman, 1194 Spring Lake Drive – asked if the striping of Sand Acres Drive would be completed this year?

Supervisor VanDeHei stated he plans to have the striping on Sand Acres completed this year, he’s trying to coordinate it with another project for cost effectiveness.

A motion was made by Supervisor Trembl to return to regular session. Motion seconded by Supervisor Vandenack. Motion carried unanimously.

**15. Adjourn**

A motion was made by Supervisor VanDeHei to adjourn the meeting. Motion seconded by Supervisor Vandenack. Motion carried unanimously. The meeting adjourned at 8:05 p.m.

Respectfully submitted,  
Carrie Murphy-Auguston