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Village Of Lawrence
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**Administrative Committee
Meeting Minutes**

March 15, 2011

Open Meeting at 7:00 PM.

Present: Schaut, Nower, Webster, Alburtus, Ludwig

Absent: Utter

Approve / disapprove minutes from the January meeting.

Webster motioned to approve minutes from February meeting, Alburtus supported.

Old Business

Review/recommend approval of AEP Indiana/Mi power franchise agreement

**Committee recommends Council approve franchise agreement.*

LCC License revocation requirements – update

Difficult to locate examples in use in other communities. Ken will check Municode and report back if anything is found.

New Business

1. Bank Reconciliations update – January

In progress.

2. Treasurer report – update

Janet to report numbers at a later date.

3. Village Manager Ordinance review/discuss

Recommended by MML to have an ordinance in place. Committee to discuss at a later date after reviewing sample ordinances.

Discuss topics/concerns/ suggestions from each of the committee members.

None.

Field Questions and/or concerns from the public.

None.

Meeting adjournment at 7:45 p.m.