

**PUBLIC WORKS COMMITTEE
MEETING MINUTES
MARCH 4, 2026**

1. CALL TO ORDER, ROLL CALL, AND AGENDA APPROVAL:
Mary Knipper called the meeting to order at 1:15 pm. Other members present: Mary O'Connor, Jim Wolfgram, Mike Flitcroft, Tom Thiele, and John Olson. Motion by O'Connor and seconded by Thiele to approve the agenda. All ayes, motion carried 6-0.
2. APPROVAL OF THE FEBRUARY 4, 2026 MINUTES:
Motion by Knipper and seconded by Wolfgram to approve the minutes. All ayes, motion carried 4-0 with O'Connor and Flitcroft abstaining.
3. COMMUNICATIONS:
None
4. COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING ITEMS ON THE AGENDA:
None
5. OLD BUSINESS:
6. NEW BUSINESS:
 - A. **Slow No Wake Buoys Process & Ordinance:**
Knipper informed the committee the DNR does not support the current process of owner setting their own buoy on Delavan Lake. She is working with the Lake Committee and Chief Adams on a revised ordinance and procedure.
 - B. **Private Road Maintenance:**
Knipper is keeping this as an ongoing agenda item for future meetings for discussion and ideas for when the Town informs the property owners of the service options for future private road snow plowing and maintenance. Knipper has placed this as agenda item for the March Board Meeting for more information and discussion.
 - C. **Mechanic Job Description & Ad:**
Thiele explained that 7 applications have been received and we will begin phone interviews and screening in a few weeks with plans to interview finalists at the 4/8 Public Works Committee.
 - D. **Parking Lot Striper:**
Thiele has researched striper options and is recommending the Sherwin Williams Powerliner 3500 for \$5,699. This is budgeted as a 2026 Capital Budget expense for \$7,000. Flitcroft questioned if it was really a need as the Town has borrowed striping equipment from the City of Delavan in the past. Thiele responded that for better flexibility and scheduling it is preferred to own the equipment.

Motion by O'Connor and seconded by Knipper to recommend the purchase of the Sherwin Williams striper for \$5,699. Motion carried 4-2 with Flitcroft and Wolfgram opposed.
 - E. **Ford F-350 Pick-up with Plow:**
Thiele presented 2 quotes for a new Ford F-350 Pick-up with Plow. 1.) Ewald (State Bid) - \$59,845, and Kunes - \$62,769. This truck is planned to replace the 2004 F-250 with Plow which will be sold on surplus if the new truck is approved. He also had planned to replace the 2004 F-250 with a Police Squad Pick-Up, but the Police Department decided to keep that truck in the Police fleet. The proposed new pick-up is budgeted as a 2026 Capital Budget expense for \$75K.

Motion by O'Connor and seconded by Knipper to recommend the purchase of the 2026 Ford F-350 Pick-Up with Plow from Ewald for \$59,845. Motion carried 5-1 with Wolfgram opposed due to this expense coming from the Capital Budget. He prefers the operational budget without using debt (bond) proceeds.

F. Tilt Deck Skid Loader Trailer:

Thiele has researched trailer options and is recommending a Midsota 8.5' X 26' Tilt Deck Trailer from 51 Trailer Sales for \$13,999. The current trailer is smaller and lighter weight not suitable for the department's current heavier tracked skid loader. The smaller trailer serviced the department's previous smaller & lighter rubber-tired skid loader. This new trailer is budgeted as a 2026 Capital Budget expense for \$15K. The current trailer will be sold on surplus if the new one is approved.

Motion by Knipper and seconded by O'Connor to recommend the purchase of the new Tilt-Deck Trailer from 51 Trailer Sales for \$13,999. All ayes, motion carried 5-1 with Wolfgram opposed due to this expense charged to the Capital Budget.

G. 2026 Road Improvements:

Thiele proposed a Base Bid for Milling & Overlay of Country View Dr., Fox Lane, Delavan Highlands Roads – Beach, Mulberry, Cherry & Chestnut. And an Alternate Bid form Milling & Overlay of Ash St., Central Blvd., Poplar Dr., and Sweet Rd. And to Pulverize & Pave Country View Dr.

Motion by Knipper and seconded by O'Connor to advertise the 2026 Road Improvements as presented for bidding. All ayes, motion carried 6-0. Bids will be publicly opened and read aloud on Thursday, March 26 at 11:00am with an expected bid award on April 21, 2026.

H. 2026 Roads Chip Seal:

Thiele proposed a Base Bid to Chip Seal Linn Rd. from North Shore Dr. to Borg Rd. And Borg Rd. from the bridge to Linn Rd. And Theatre Rd. from Bailey Rd. to Woodlawn Dr. Theatre Rd. will be broken down into a complete road and section 4000' long X 17' wide that is in the Village of Williams Bay.

Motion by Knipper and seconded by O'Connor to advertise the 2026 Road Chip Sealing project as presented for bidding with the same deadlines as the Road Improvements. Motion carried 4-2 with Flitcroft and Wolfgram opposed.

I. 4-Way Stop Signs proposed at Bailey & CTH F South and Mound Rd. & CTH F North:

Walworth County is proposing new stop signs at these intersections. The committee reached consensus to approve subject to the following conditions:

- 1.) Double Stop Signs – both sides of the road in each direction
- 2.) "Stop ahead" signage installed before the intersections
- 3.) Flashing red lights installed above each new stop sign along with flags for new signage
- 4.) Rumble strips before reaching the intersections

The Police Committee also reached agreement on the same conditions.

J. Budget & Capital Budget Planning:

Nothing additional

K. Public Works Manager Report: Thiele updated the committee with his monthly report.

L. Mechanic's Report: Thiele updated the committee with the monthly report.

M. Approval of monthly bills for payment: Motion by Knipper and seconded by O'Connor to approve the submitted bills for payment. All ayes, motion carried 6-0.

7. COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT:

Wolfgram commented that now is best timing for Hardwood Oak Tree Trimming until mid-April.

8. ADJOURNMENT:

Motion by Knipper and seconded by O'Connor to adjourn at 2:30pm. All ayes, motion carried 6-0.