

MINUTES

***The Town of Delavan Police & Water committee held its monthly meeting on
December 2, 2025, at 3:30 pm at Town of Delavan Town Hall.***

1. Chair Charvat called the meeting to order at **3:31 pm**.
2. Roll Call – **Phillips and Herman are not present**
3. Declaration of quorum – **ok**
4. Approval of agenda – **motion to approve by Captain Bass, seconded by Chavat.**
5. Approval of minutes from November 4, 2025 **motion to approve by Chief Adams, seconded by Captain Bass.**
6. Communications – **Chief Adams presented two thank you cards acknowledging their service.**
7. No Citizen comments
8. Old Business:
 - a. 5/10 year capital improvement plan – **nothing**
 - b. Address issues – **none**
 - c. Ordinance review for buoys – **no update**
 - d. Ordinance review for swimming – **no update**
 - e. Boat Rental Requirements – **discussion on the need for boat education and more outreach.**
9. New Business
 - a. Report from Chief – **Department on full status. The new car is complete and has been delivered. Calls are busier than in the past. General equipment review took place, and everything is up to date. Re: personnel, there is one retirement coming in June 2026. This may increase overtime due to staffing.**
 - b. 2026 Budget – **CSO's not utilized so there is money left over in the budget which will be used to keep police supplies and equipment up to date. Chair Charvat made a motion to recommend to the Town Board that the Police Department transfer unused funds from the CSO budget to equipment budget in the amount of \$5969.50. Seconded by O'Connor. Motion carried.**
 - c. 2026 Squad Car Bidding – **Chief Adams discussed the request for two new squads at the cost of \$44,900. This is for the car, delivery and plates. Outfitting can be done by outside vendor, Gen Fire, who is highly recommended by other police departments. The cost for outfitting can**

range from \$25,000 (reusing any existing equipment from old car) to \$35,000 for new state of the art build out.

Chair Charvat made a motion to recommend that the Town Board authorize the Police Department to get 3 bids for 2 new squad cars not to exceed \$70,000 each (\$140,000 total) with the goal of securing the order by the end of December 2025, seconded by O'Connor, motion carried.

Chair Charvat made a motion to recommend to the Town Board that the budget for the Police Department for 2026 be increased by \$10,000 for the squad car purchase. Seconded by O'Connor.

10. Payment of Bills – Motion to pay all invoices made by Chief Adams, seconded by O'Connor.

11. Next meeting is January 6, at 3:30 pm

12. Motion to adjourn by Chief Adams, seconded by Charvat at 4:46 pm.

Minutes Prepared by Mary Pat O'Connor

Dated: December 4, 2025