



5621 Town Hall Rd
Delavan WI 53115
(262) 728-3471 -
FAX (262) 728-3473

Email: hcharvat@townofdelavan.com
Office Hours: M - F, 8:30 AM - 4:30 PM

Minutes of Police & Water Safety Committee Meeting

The Town of Delavan Police & Water Safety Committee held its monthly Meeting on **March 3rd, 2026 3:30pm** at the Town of Delavan Town Hall, 5621 Town Hall Rd., Delavan WI 53115.

- 1) Call to order - **3:27 pm**
- 2) Roll Call - **all present**
- 3) Declaration of quorum for doing business - **OK**
- 4) Approval of the agenda - **Motion to approve made by Hermann, 2nd by O'Connor. Motion carried**
- 5) Approval of minutes of the regular Police & Water Safety meeting of February 3rd 2026 - **Motion to approve minutes made by Charvat, seconded by Chief Adams motion carried, O'Connor abstained.**
- 6) Communications - **Chief Adams received a thank you letter from the City of Delavan for assisting with a burglary at the Smoke Shop in the Piggly Wiggly on Saturday.**
- 7) Comments and Suggestions of Citizens present regarding Items on the Agenda - **None**
- 8) Old Business:
 - (a) Discussion/possible recommendation: 5/10-year capital improvement plan - **No updates**
 - (b) Discussion/possible recommendation: Addressing Issues / Town Ordinance 8.12 - **No updates**
- 9) New Business:
 - (a) Report from Chief - Department Status, Case Updates, Equipment Status, and Personnel Status - **Staffing study data was compiled and presented. Meeting held 3/2/26 with Administrator Olson to review. Two new squads are ready and picked up. Currently waiting for General Fire to schedule outfitting.**
 - (b) Discussion/possible recommendation/Status: Full-time & CSO Application Status - **Open hiring process is ongoing and open until 3/1/26. Eleven applications so far. CSO posting is also open. Currently two applications. Captain Bass suggested that local colleges are also a resource.**
 - (c) Discussion/possible recommendation: County Hwy opinion Cty F & Mound Rd/County F & Bailey Rd for 4-way stops - **Chief Adams will prepare email to Walworth County to suggest flashing lights, flags and/or rumble strips to warn drivers of the new stop signs. This will be discussed at the Town Board and Public Works.**
 - (d) Discussion/Possible recommendation 2025 Budget Review - **no update**
- 10) Payment of monthly bills - **Motion to pay all invoices made by Charvat, seconded by O'Connor, motion carried.**
- 11) Comments and Suggestions of Citizens Present - **None**
- 12) Date of Next Meeting April 7th 2026 3:30p -
- 13) Adjournment - **motion to adjourn at 3:52, by Charvat, seconded by Hermann.**

Committee Members:

Hugh Charvat - Chair
Mary Pat O'Connor - Co-Chair
Stefanie Adams - Police Chief

Taylor Bass - Police Dept Representative
Kevin Hermann - Citizen Member
Lynnette Phillips - Citizen Member

Minutes prepared by Mary Pat O'Connor on March 15, 2026