



5621 Town Hall Road, Delavan, Wisconsin 53115
(262) 728-3471 - FAX (262) 728-3473
Email: clerk@townofdelavan.com
Office Hours: M - F, 8:30 AM - 4:30 PM

MINUTES

Town of Delavan Town Board

October 14, 2025

Public Hearing – Delavan Lake Sanitary District Boundary Annexation of 5291 STH 50, #FA517700001

**Motion Knipper, Second Charvat to open the public hearing at 6:00PM, motion carried 5-0. **

**Motion Knipper, Second Charvat to close the public hearing at 6:15PM, motion carried 5-0. **

The Town Board meeting was called to order by Knipper at 6:15 PM at Town Hall.

ROLL CALL

Present: Chair Mary Knipper, Supervisor Bill Thummel, Supervisor Leah Flitcroft, Supervisor Mary Pat O'Connor, Supervisor Hugh Charvat

Also present: Town Administrator John Olson, Attorney, Police Chief Stefanie Adams, Fire Chief Jamie Jarosz, Public Works Manager Tom Thiele, Clerk Michele Starin, Treasurer Darlene Stark; other interested persons.

DECLARATION OF QUORUM

Chair Knipper declared a Quorum for the meeting.

APPROVAL OF AGENDA

**Motion Thummel, Second O'Connor to approve the agenda, motion carried 5-0. **

APPROVAL OF THE MINUTES

** Motion Flitcroft, Second O'Connor to approve minutes for the Town Board Meeting of September 09, 2025, Special Board Meeting of September 16, 2025 motion carried 4-0 and 5-0 * Charvat abstained from the Town Board Meeting of September 09, 2025*

COMMUNICATIONS

None

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING ITEMS ON THE AGENDA

None

TREASURERS REPORT

Total General Funds \$3,158,444.41

Total Lake Project Funds \$619,809.68

**Motion Thummel, Second Flitcroft to place the Treasurers report on file at the town, motion carried 5-0. **

**Motion Flitcroft, Second Charvat to approve the payments in the journal from September 5, 2025 to October 10, 2025, motion carried 5-0. **

COMMITTEE REPORTS

All Committee and Town Reports are on file in the Clerk's Office

OLD BUSINESS:

None

NEW BUSINESS

DLSD Boundary Annexation of 5291 STH 50, Parcel #FA517700001, owned by Stanley & Debra Tomala

**Motion Charvat, second Flitcroft to DLSD Boundary Annexation of 5291 STH 50, Parcel #FA517700001, owned by Stanley & Debra Tomala, motion carried 5-0. **

Private Road Maintenance – Richard Deschner, 3457 North Shore Dr. Fee Waiver Request

**Motion Knipper, second Flitcroft to approve the Fee Waiver Request Private Road Maintenance– Richard Deschner, 3457 North Shore Dr. to dismiss the 2025 fee and remove this property from the list, motion carried 5-0. **

2026 Clean Boats/Waters Grant Application – Resolution #10-2025

**Chair Knipper made a motion to dispense with the first reading of Resolution #10-2025 a resolution authorizing application for a DNR surface water grant and move onto the second reading with a second by Supervisor Charvat, motion carried 5-0. Chair Knipper made a motion to dispense with the second reading and adopt Resolution #10-2025 a resolution authorizing application for a DNR surface water grant with a second by Supervisor Charvat, motion carried 5-0. **

Waters Edge Fire Suppression Tank Replacement Proposal by Automatic Fire Systems - \$72,129

**Motion Flitcroft, second Knipper to approve the Waters Edge Fire Suppression Tank Replacement Proposal by Automatic Fire Systems - \$72,129, the money is under capital funds, motion carried 5-0. **

Formal Complaint Policy Revision

**Motion Thummel, second Charvat to adopt the Formal Complaint Policy Revision, motion carried 5-0. **

New Website Proposal by TownWeb - \$5000

**Motion Flitcroft, second O'Connor to approve the New Website Proposal by TownWeb - \$5000 under Admin capital, motion carried 5-0. **

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT

None

DATE AND TIME OF THE BUDGET HEARING AND NEXT REGULAR MEETING

November 11, 2025, at 6:00pm

Convene into Closed Session per WI Stat.19.85 (1)(g) to confer with legal counsel who is giving written or oral advice about strategy to be adopted in litigation in which the governmental body is likely to be involved. TOPIC: Employee Compensation & Additional FT Public Safety Staffing

ROLL CALL

Present: Chair Mary Knipper, Supervisor Bill Thummel, Supervisor Leah Flitcroft, Supervisor Hugh Charvat, Supervisor Mary Pat O'Connor

**Motion Knipper, second by Charvat to go into closed session at 7:01pm, motion carried 5-0. **

Board reconvened into Open Session at 7:15pm. Board discussed possible April, 2026 referendum planning for new Police & Fire staff additions.

**Motion Knipper, second by Thummel to adjourn at 7:55pm, motion carried 5-0. **

Submitted by Clerk Starin

Recording on file at the Clerk's office