



5621 Town Hall Road, Delavan, Wisconsin 53115
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Email: clerk@townofdelavan.com
Office Hours: M - F, 8:30 AM - 4:30 PM

MINUTES

Town of Delavan Town Board

February 10, 2026,

The Town Board meeting was called to order by Knipper at 6:00 PM at Town Hall.

ROLL CALL

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

Also present: Town Administrator John Olson, Attorney Steven Koch, Police Chief Stefanie Adams, Fire Chief Jamie Jarosz, Clerk Michele Starin, Treasurer Darlene Stark; other interested persons.

DECLARATION OF QUORUM

Chair Knipper declared a Quorum for the meeting.

APPROVAL OF AGENDA

**Motion Flitcroft, Second Charvat to approve the agenda, motion carried 5-0. **

APPROVAL OF THE MINUTES

** Motion Flitcroft, Second Charvat to approve minutes for the Town Board Meeting of January 13, 2026, motion carried 5-0 **

COMMUNICATIONS

Knipper – The hearing on the bill to regulate wake-enhanced boating in Wisconsin is at the Capital tomorrow.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING ITEMS ON THE AGENDA

None

TREASURERS REPORT

Total General Funds \$12,848,908.01

Total Lake Project Funds \$331,247.27

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

**Motion Knipper, Second Flitcroft to approve the payments in the journal from January 9, 2026 to February 6, 2026, motion carried 5-0. **

COMMITTEE REPORTS

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

OLD BUSINESS:

None

NEW BUSINESS

Application by Mark Wetterling, 4107 Pleasant St., (FMH00024) for a Variance to allow construction of a 26' X 36' Detached Garage

**Motion Charvat, second Flitcroft to approve the application by Mark Wetterling, 4107 Pleasant St., (FMH00024) for a Variance to allow construction of a 26' X 36' Detached Garage, motion carried 5-0. **

Application by Tim Hults, 3205 CTH F South, (FA377200001) for a Variance to allow a Home Addition and Porch

**Motion Knipper, second Flitcroft to approve the application by Tim Hults, 3205 CTH F South, (FA377200001) for a Variance to allow a Home Addition and Porch, motion carried 5-0. **

2050 Comprehensive Plan Land Use Plan Text Amendment

**Motion Thummel, second Flitcroft to accept the 2050 Comprehensive Plan Land Use Plan Text Amendment, motion carried 5-0. **

2026 Fire Chief Contract

**Motion Thummel, second Charvat to approve the 2026 Fire Chief Contract, motion carried 5-0. **

Boat Launch Residency Definition

**Motion Flitcroft, second O'Connor to accept the DNR's definition of Resident, which means a natural person who permanently resides or owns real property within the unit of government maintaining or operating the access site, motion carried 5-0. **

City of Delavan Park & Recreation Services IGA Renegotiation Notice

**Motion Flitcroft, second Charvat that we move to offer a renegotiation to the city that allows us to pay the usage fee only for the residents that use the program, motion carried 5-0. **

Short-Term Rental License – Ordinance #445

**Supervisor Flitcroft made a motion to dispense with the first reading of Ordinance #445 an ordinance amending section 10.20 of the town of Delavan relating to residential rental licensing and move onto the second reading with a Second by Supervisor Charvat, motion carried 5-0. Supervisor Flitcroft made a motion to dispense with the second reading and adopt Ordinance #445 an ordinance amending section 10.20 of the town of Delavan relating to residential rental licensing with a Second by Supervisor Charvat, motion carried 5-0. **

Algae Buoy Proposal

**Motion Knipper, second O'Connor to request a Algae Buoy Proposal for the pilot program and have it reviewed by our attorney, motion carried 5-0. **

Delavan Active Seniors Corporation 2025 Municipal Service Fees Lien

**Motion Thummel, second O'Connor to impose a lien onto Westshire in the amount of \$47,002.66 if payment is not received by February 28, 2026, motion carried 5-0. **

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT

None

DATE AND TIME OF THE NEXT REGULAR MEETING

March 10, 2026, at 6:00pm

**Convene into Closed Session per WI Stat.19.85 (1)(c) when considering employment, promotion, compensation, or performance evaluation of an employee. Topic: Delavan Tap House
Administrator Performance Evaluation & Compensation**

ROLL CALL

Present: Chair Mary Knipper, Supervisor Bill Thummel, Supervisor Leah Flitcroft, Supervisor Hugh Charvat, Supervisor

Mary Pat O'Connor

**Motion Knipper, second by O'Connor to go into closed session at 7:05pm, motion carried 5-0. **

Board reconvened into Open Session at 8:02pm.

Discussion/possible action: Delavan Tap House

**Motion Knipper, second Flitcroft Delavan Tap House must be fully open for business to the public by April 30th or the Town of Delavan will proceed with revocation of their liquor license, motion carried 5-0. **

**Motion Knipper, second by O'Connor to go into closed session at 8:05pm, motion carried 5-0. **

Board reconvened into Open Session at 8:15pm.

Discussion/possible action: Administrator Performance Evaluation & Compensation

**Motion Charvat, second Flitcroft to increase compensation to \$120K effective 1-1-2026, motion carried 5-0. **

**Motion Knipper, second by Thummel to adjourn at 8:16pm, motion carried 5-0. **

Submitted by Clerk Starin

Recording on file at the Clerk's office