



5621 Town Hall Road, Delavan, Wisconsin 53115
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Office Hours: M - F, 8:30 AM - 4:30 PM

MINUTES

Town of Delavan Town Board

March 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 Bill Thummel

Absent: Supervisor Hugh Charvat

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

DECLARATION OF QUORUM

Chair Knipper declared a Quorum for the meeting.

APPROVAL OF AGENDA

**Motion Flitcroft, Second O'Connor to approve the agenda, motion carried 4-0. **

APPROVAL OF THE MINUTES

** Motion Knipper, Second Flitcroft to approve minutes for the Town Board Meeting of February 10, 2026, motion carried 4-0 **

COMMUNICATIONS

Olson – The notices for the road improvement project, as well as the chip seal will be in the press over the next 2 weeks. In your packets you have communication that was sent back to the Walworth County Highway Department regarding the stop signs added to Mound Rd & F and Baily and F and communication from legal regarding Mary Pat O'Connor joining the clean boasts clean water program. You have communications from Lee Fickau regarding Lakeland Church.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING ITEMS ON THE AGENDA

Lee Fickau, N3214 State RD 67, Lake Geneva – Spoke out against the application by Lakeland Community Church.

Christine Paczkowski, N3176 Hwy 67, Lake Geneva - Spoke out against the application by Lakeland Community Church.

Shannon Winn, 1317 Getzen Pl, Elkhorn - Spoke out against the application by Assmann Trust

TREASURERS REPORT

Total General Funds \$5,286,640.34

Total Lake Project Funds \$331,538.42

**Motion Knipper, Second Thummel to place the Treasurers report on file at the town, motion carried 4-0. **

**Motion Thummel, Second Flitcroft to approve the payments in the journal from February 6, 2026 to March 6, 2026, motion carried 4-0. **

COMMITTEE REPORTS

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

OLD BUSINESS:

None

NEW BUSINESS

Application by Assmann Trust, N3851 STH 67, (FD1300006) for a partial Rezoning from A-1 to A-4 and Conditional Use Permit to allow storage and parking of contractor equipment

**Motion O'Connor, second Knipper to approve the application by Assmann Trust, N3851 STH 67, (FD1300006) for a partial Rezoning from A-1 to A-4 and Conditional Use Permit to allow storage and parking of contractor equipment, subject to the conditions set forth from the Planning Commission minutes, motion carried 4-0. **

Motion by O'Connor and seconded by Jedlicka to recommend approval of the partial rezoning from A-1 to A-4. All ayes, motion carried 7-0.

Motion by Knipper and seconded by Siperly to recommend granting the Conditional Use Permit subject to the following conditions:

1. Sawmill operation be limited to inside the barn
2. Sawmill operating hours be restricted to 9:00am – 5:00pm Weekdays only. No weekends or holiday operation.
3. All contractors' equipment be stored inside the barn whenever possible or West of the barn when outdoors.

All ayes, motion carried 7-0.

Application by Lakeland Community Church, N3181 STH 67, (FA395600002) for a Conditional Use Permit Amendment, Variance, and Affidavit of Correction to allow a building and parking expansion

**Motion Knipper, second O'Connor to approve the application by Lakeland Community Church, N3181 STH 67, (FA395600002) for a Conditional Use Permit Amendment, 50' x 20" Variance, and Affidavit of Correction to allow a building and parking expansion, the Conditional Use Permit will contain the revised wording as noted in # 18, motion tied 2-2. **

"Installation of a Holding Tank is agreeable to WALCOMET, Delavan Lake Sanitary District, and Town Engineering as an equal to extension of municipal sanitary sewer since the waste is treated at a municipal wastewater treatment facility; this reduces environmental concerns and well contamination risk caused by a Mound System failure."

Private Road Maintenance Options

We are looking to hold a public hearing; the town currently has 23 miles of private roads. The attorney asked that Admin Olson contact our town's insurance company on what our risk and/or liability is if there is an emergency and it is hindered because we cannot get access to that household.

Ford F-350 Pick-up with Plow - \$59,845

**Motion O'Connor, second Knipper to approve the purchase of a Ford F-350 Pick-up with Plow purchase from Kunes for \$59,468.50 from capital money in the budget, motion carried 4-0. **

Tilt-Deck Trailer - \$13,999

**Motion O'Connor, second Knipper to approve the purchase of a Tilt-Deck Trailer, from 51 Tailer Sales for \$13,999 from capital money in the budget, motion carried 4-0. **

Parking Lot Striper - \$5,699

**Motion O'Connor, second Knipper approve the purchase Sherwin Willimas Parking Lot Striper for \$5,699 from capital money in the budget, motion carried 4-0. **

Bailey Fire Station Storm Siren - \$23,111

**Motion Knipper, second Thummel approve Bailey Fire Station Storm Siren for \$23,111 from capital funds in Public Works, motion carried 4-0. **

Police & Fire Commission Appointment – Ann Wright

**Motion Knipper, second Flitcroft to approve Police & Fire Commission Appointment for Ann Wright effective 04/01/2026, motion carried 4-0. **

2025 Budget Amendment – Resolution #2-2026

**Supervisor Thummel made a motion to dispense with the first reading of Resolution #2-2026 a budget amendment resolution adjusting the 2025 budget to actual at year-end and move onto the second reading with a second by Supervisor Flitcroft, motion carried 4-0. Supervisor Thummel made a motion to dispense with the second reading and adopt Resolution #2-2026 2026 a budget amendment resolution adjusting the 2025 budget to actual at year-end with a second by Supervisor Flitcroft, motion carried 4-0. **

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT

John Strong from Lakeland Community Church asked that the 2 board members that voted against them to look again at the Town's zoning packet and reconsider. They have spent 5 months now trying to address all the concerns. Please look at the January 6 meeting notes and they have already asked for a second meeting. The church has hired a sound engineer to address the sound and have purposed landscaping.

Lee Fickau wants the church to be the good neighbor they would like to be, show it and then the board can approve their expansion.

Pete Schneider the new addition does not have a new sound system, it is classroom space. They have adjusted the landscape plan to help with the sound and they have hired a sound engineer.

Becky Oehmen wants no expansion until the issues are fixed.

Richard Holt over the past couple of years the church has addressed the issues with the sound and it has gotten better since 2019. 5 years ago, they replaced all the lights to help with that. The new expansion will help with the traffic and hazards of that. He asked the board to respectfully reconsider.

Peter Paczkowski why does it take so much to absorb the sound on the outside, it should be addressed from the inside.

DATE AND TIME OF THE NEXT REGULAR MEETING

April 21, 2026, at 6:00pm

**Motion Knipper, second by Thummel to adjourn at 7:21pm, motion carried 4-0. **

Submitted by Clerk Starin

Recording on file at the Clerk's office