



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

May 12, 2026

The Town Board meeting was called to order by Knipper at 6:02 PM at Town Hall.

ROLL CALL

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

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

DECLARATION OF QUORUM

Chair Knipper declared a Quorum for the meeting.

APPROVAL OF AGENDA

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

APPROVAL OF THE MINUTES

** Motion Charvat, Second Thummel to approve minutes for the Town Board Meeting of April 21, 2026, motion
carried 5-0 **

COMMUNICATIONS

Knipper – June 25 & 26 is the Walworth Co clean sweep. There will be a boating license and safety course at
Waters Edge June 6 and June 7. There will be a South East Wisconsin Lakes Conference May 30 at the YMCA
camp. The Special Board meeting moved from May 9 to June 13 from 9am-11am.

Charvat – Received a phone call from Mr. Beckman on Theater Rd to reduce the speed limit from 45mph to
35mph, Chief said it begins with the radar trailer. He received an email from Gwen looking for the Public Works
minutes.

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING ITEMS ON THE AGENDA

George Hubner, 4202 Central Blvd, Delavan – Made comments.

TREASURERS REPORT

Total General Funds \$4,336,419.29

Total Lake Project Funds \$436,072.79

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

**Motion Charvat, Second Flitcroft to approve the payments in the journal from April 17, 2026 to May 8, 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 Robert Hoekstra, 6436 Mound Rd., (FD900007A5) for a Conditional Use Permit to allow construction of a new building for Contractor Storage with outside storage and Wholesale Vehicle Sales

**Motion O'Connor, second Knipper to approve the application by Robert Hoekstra, 6436 Mound Rd., (FD900007A5) for a Conditional Use Permit to allow construction of a new building for Contractor Storage with outside storage and Wholesale Vehicle Sales with the same conditions spelled out by the Plan Commission, with the outdoor storage only allowed on the gravel or hard surfaces, motion 5-0. **

Motion by O'Connor and seconded by Nieuwenhuis to recommend approval of the Conditional Use permit subject to the following conditions:

1. Lighting & Noise Ordinance compliance.
2. All Hazardous Materials must be stored.
3. Contractor Storage operating hours to be 6:00am – 8:00pm.
4. No more than 8 vehicles displayed for sale on the parcel.
5. Outside storage of trailers and equipment used by tenants in their daily operations is allowed on gravel and/or hard surfaces only.

All ayes, motion carried 5-0.

Application by Jerry Shea, 1525 Jackson Park Dr., (FJS00028) for Variances to allow the tear down of the existing home & replaced with construction of a new home

**Motion O'Connor, second Charvat to approve the application by Jerry Shea, 1525 Jackson Park Dr., (FJS00028) for Variances to allow the tear down of the existing home & replaced with construction of a new home with a 6' West Side yard setback and 8.5' Rear yard setback motion 5-0. **

Application by ZAN Investments, LLC, 4220 Pleasant St., (FMH00009, FMH00012) for Variances to eliminate an existing nonconformity and create a new buildable lot

**Motion O'Connor, second Flitcroft to deny the application by ZAN Investments, LLC, 4220 Pleasant St., (FMH00009, FMH00012) for Variances to eliminate an existing nonconformity and create a new buildable lot, motion 4-0. * Knipper abstained*

Code Enforcement Property Clean-up Proposal – 5461 STH 50

**Motion Flitcroft, second Charvat to accept Code Enforcement Property Clean-up Proposal in the amount of \$1,582.50 to Bigelow Landscaping for 5461 STH 50, motion carried 5-0. **

Tourism Entity Agreement Extension

**Motion Flitcroft, second O'Connor to extend the Tourism Entity Agreement contract until the end of the year, motion carried 4-0. ** Thummel recused himself*

Marine Police Officer Employment Contract

**Motion Charvat, second Flitcroft to approve the Marine Police Officer Employment Contract with the term effective May 1, 2026 – December 31, 2026, motion carried 5-0.*

Private Road Maintenance Options

**Motion Knipper, second Charvat to table Town Board action this evening and proceed with calling a Committee of the Whole Town Board meeting to discuss private road maintenance options, motion carried 5-0. **

Committee Appointments

**Motion Knipper, second Thummel to approve standing committee Ver 2.3. dated May 12, 2026 and leave the Police and Water Safety vacant at this time, motion carried 5-0. **

COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT

None

DATE AND TIME OF THE NEXT REGULAR MEETING

June 09, 2026, at 6:00pm

Convene into Closed Session per WI Stat.19.85 (1)(g) when conferring with legal counsel about litigation.

TOPIC: 2024 Major Tax Assessment Claim

ROLL CALL

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

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

Board reconvened into Open Session at 7:15pm.

Discussion/possible action: 2024 Major Tax Assessment Claim

**Motion by Thummel and seconded by Charvat to not appeal the Court of Appeals decision on the 2024 Major Trust Tax Assessment to the State Supreme Court. All ayes, motion carried 5-0. **

**Motion Thummel, second by O'Connor to adjourn at 7:15pm, motion carried 5-0. **

Submitted by Clerk Starin

Recording on file at the Clerk's office