



TOWN OF EAST TROY, WALWORTH COUNTY WI
REGULAR TOWN BOARD MEETING
July 14, 2025 at 6:30 P.M.
N9330 Stewart School Rd., East Troy WI 53120

AGENDA

ALL ITEMS LISTED ARE UP FOR DISCUSSION, CONSIDERATION, DELIBERATION AND POSSIBLE FORMAL ACTION

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Approval of Meeting Agenda
4. Certification of Compliance of Open Meeting Law
5. Consent Agenda
 - A. Minutes of Previous Session, Special Meetings, Planning Commission and Park Committee
 - B. Chairperson and Supervisor Activity Reports
 - C. Media/IT Report
 - D. Park Committee Report
 - E. Booth Lake Memorial Park Report
 - F. Lake Beulah Management District Report
 - G. Recycling Committee Report
 - H. Library Report
 - I. Licenses and Special Events
 1. Special Events permit for Todd Scheel for the JBMP on 8/16/25
 2. Peddlers permit for Jacob Comstock of Advocate Construction
 3. Special Events permit for Dave Welsch for JBMP for August 4 – 7 for a Soccer Camp

6. Clerk/Treasurer's Report – Clerk/Treasurer Buchanan

7. Public Comments

*Please be advised that per State Statute § 19.84(2), information may be received from the public. Comments are limited to a four-minute period per person. Be further advised that there will be **NO** discussion on the information received; and no action will be taken regarding public comments.*

Upon conclusion of this Citizen participation segment, members of the audience are not allowed further comment unless they are participating in a public hearing or if specifically allowed by a majority vote of the Town Board due to involvement in a specific agenda item.

NOTE: No Public Comments will be taken tonight on the topic of Wake Enhanced Boating as we have heard from the public at several 2025 board meetings. The purpose for this limitation is to ensure all wake boat comments are heard at an upcoming Public Hearing dedicated to this topic which will be scheduled at some time in the future per the Board's discretion.

8. Reports of Departments

- A. Department of Public Works – DPW Superintendent Scheel
 1. Update on proposals to replace five (5) windows in Town Hall Building – included in 2025 Budget
- B. Police Report – Chief Gorecki
 1. Pier Permit – Brian & Barbara Kufalk at N9573 Horseshoe Lane
 2. Pier Permit – Rick Witt at W862 Shorewood Drive
- C. ETAESD Report – Supervisor Leonard
- D. Planning Commission Report – Supervisor Reyes
 1. Motion to approve or deny the Planning Commission's recommendation to approve a Conditional use amendment for PET300001D at W1032 County Road J, Mukwonago, Jansen Real Estate Holdings LLC - Owner, Bob and Debbie Jansen and Inconceivable Ventures LLC – Applicant, per the reasons referenced in the Planning Commission's Resolution

9. Unfinished Business

- A. Update on “2025 Lake Protection Mitigation” 6/23/25 letter sent to both Pat Bergin - LBMD and Cathy Schulz – PLPRD – Chairman Jones
- B. Update on 6/23/25 meeting at Town Hall with LBMD Chairman Bergin, LBMD County Representative Stacey, Police Chief Gorecki, Deputy Chief Runge, DNR Warden Roberts – Chairman Jones
- C. Organizational Assessment Proposals – Discussion and possible action:
 - 1. Identify and approve possible 2025 Funding sources to pay for the Organizational Assessment contract
 - 2. Approve the successful bid from the two bids received in response to the three Organizational Assessment RFP’s sent out to prospective bidders in May 2025
 - 3. Authorize Chairman Jones to sign contract with selected Organizational Assessment Consulting firm

10. New Business

- A. Authorize Chairman Jones to work with Court Clerk/Web Administrator Olson regarding IT nomenclature industrializing video/sound equipment, improving sound system and additional screen in town’s meeting room
- B. Discussion and possible action on Booth Lake Memorial Park Intergovernmental Agreement
- C. Motion to authorize Supervisor Church to investigate the positives/negatives around a “public” pier for fishing

11. Attorney’s Report – Attorney Mills

- A. Sign Settlement Release for former Chief of Police’s Notice of Claim
- B. Resolution 2025-7 Authorizing Borrowing
- C. Ordinance 2025-5 Lake Restrictions to allow Beulah Heights Road culvert repair

13. Special and Pending Meetings – Clerk/Treasurer Buchanan

- A. Contract negotiations (August) and Budget Workshop (September and October) dates

14. Review Bills for Payment

15. Adjourn

Persons with Disabilities who need accommodation to attend the meeting should contact the Town Clerk at this address as soon as possible: N9330 Stewart School Rd., East Troy WI 53120 or call 262-642-5386.

Dated this 10th day of July, 2025.

Kim M. Buchanan, WCMC

Clerk/Treasurer

TOWN OF EAST TROY PLANNING COMMISSION MINUTES

June 4, 2025 at 6:30 P.M.

Chairman Cook called the meeting to order at 6:30 P.M. Commissioners, Jahner, DeGrave, Gordon, Smith, and Denhart and were in attendance along with alternate Russell. Secretary Olson was also in attendance.

Chairman Cook explained the procedure of the meeting and explained that this Commission operates on a split meeting format and this is the Public Hearing portion of the Planning Commission Meetings. The commissioner's viewing and decision-making meeting will be on June 18, 2025 at 6:30 P.M. if a decision is not made in this meeting. The petitioner or agent will present their request today, then we will ask for people in favor or opposed to the petition to speak and the petitioner will then have a chance for rebuttal. All comments need to be addressed to the commission and not the applicant.

1. Review & Approval of Planning Commission Minutes – 5/7/2025

Motion made by Commissioner Russell to APPROVE the minutes as stated.

Seconded by Commissioner Gordon

Motion passed unanimously.

Mike Greeson, applicant, appeared speaking about the Land Division/Certified Survey Map looking to divide the existing 30.36-acre lot that is Zoned C-2 into three, 5-acre lots and one out lot of the remaining 15.18-acres. They are giving the 5-acre lots to each of their three children with the out lot to be used by all of them. Currently there is only a plan to build on the proposed Lot 1. The fifty foot minimum frontage has been met after feedback from County Zoning and a few clerical changes were made on the survey map since the initial submission to the Planning Commission. Commissioners were provided with the letter from the Board of Adjustment, as well as the revised Survey Map. The applicant discussed that the perk test was completed and the lots meet the 5-acre minimum for a C-2 property. Commissioners noted that this land division was consistent with the 2050 plan. The extraterritorial meeting for the Village of East Troy is scheduled for July 14, 2025.

The following discussion was had amongst commissioners: Commissioner Smith advised the applicant that they may run into issues in the future if lots two and three are built upon and the driveway configuration remains the way it is in the survey, though after discussion it was stated that it was not enough of a concern at this time to prevent the request from going forward. There was an existing driveway on the property and they chose to configure the plans based upon that. Commissioner Smith suggested the possibility of using an easement to create access using a frontage road for safety. The builder of the home on lot 1 was in attendance and stated that the intention was for the brothers in practical application to share the driveway for access at this time. There was also discussion about the placement of the billboard and that the lots were configured to keep the income from that on the out lot; and

Motion made by Commissioner Smith to APPROVE the applicants' LAND DIVISION - CERTIFIED SURVEY MAP as stated.

Seconded by Commissioner Jahner

Motion passed unanimously.

Lot on Townline Road (across the street from W7683 Townline Road)

East Troy, WI 53120

Parcel No: PA 132000001

Carl and Becky Wolf, Owner/Mike Greeson Applicant

2. Other Business & Public Comments
None

3. Adjourn
Motion made by Commissioner Jahner to adjourn.
Seconded by Commissioner Gordon.
Motion passed unanimously.

Respectfully Submitted,
Jennifer Olson
Planning Commission Secretary
May 19, 2025

*Please note for complete understanding of what occurred please view the LIVE video footage at <https://www.youtube.com/@TownofEastTroy/streams> *

OFFICIAL TOWN OF EAST TROY BOARD MINUTES
Special Meeting
Monday, June 9, 2025

The special meeting was called to order at 5:00 pm by Chairman Jones. Supervisors Church, Reyes, Leonard, and Jahner were in attendance. Clerk/Treasurer Buchanan, DPW Superintendent Scheel, Police Chief Gorecki, and Attorney Mills were also in attendance.

Clerk/Treasurer Buchanan affirmed that the meeting was posted in compliance with Open Meeting law.

Chairman Jones stated the purpose of the closed session was pursuant to 19.85(1)(g) for the purpose of conferring with legal counsel regarding strategy to be taken in the Lake Beulah Management District v. Town Board lawsuit and 19.85(1)(c) for performance evaluations of DPW Superintendent Scheel, Clerk/Treasurer Buchanan and Police Chief Gorecki.

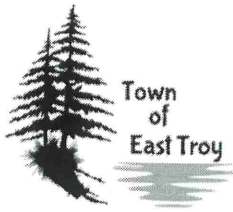
Motion by Supervisor Leonard, seconded by Supervisor Jahner, to adjourn open session and move to closed session at 5:01 pm. Roll call vote: Jones - aye; Church - aye; Reyes - aye; Leonard - aye, and Jahner - aye. Motion passed 5/0.

Motion by Supervisor Leonard, seconded by Supervisor Church, to adjourn the closed session at 6:21 pm and reconvene open session. Roll call vote: Jones - aye; Church - aye; Reyes - aye; Leonard - aye, and Jahner - aye. Motion passed 5/0.

Motion by Supervisor Reyes, seconded by Supervisor Leonard, to authorize Attorney Mills to research and identify potential successor law firms with appellate experience for the Lake Beulah Management District lawsuit. Motion passed unanimously.

Motion by Supervisor Leonard, seconded by Supervisor Reyes, to adjourn the meeting at 6:22 pm. Motion passed unanimously.

Respectfully Submitted by
Kim Buchanan, WCMC
Clerk/Treasurer



Town of East Troy Town Board Minutes Regular Town Board Meeting

N9330 Stewart School Road • East Troy, WI 53120
Monday, June 9, 2025 • 6:30 pm

The meeting was called to order at 6:30 pm by Chairman Jones, Supervisors Church, Reyes, Leonard, and Jahner were in attendance. Clerk/Treasurer Buchanan, Deputy Clerk/Treasurer Loth, Attorney Mills, DPW Superintendent Scheel, Police Chief Gorecki and approximately 26 residents/guests were present.

The Pledge of Allegiance was recited.

Motion by Supervisor Church, seconded by Supervisor Jahner, to approve the agenda as presented. Motion passed unanimously.

Clerk/Treasurer Buchanan affirmed that the meeting was posted in compliance with Open Meeting Law.

Meeting Minute Approval

- Motion by Supervisor Jahner, seconded by Supervisor Church, to approve the minutes.
- Motion by Supervisor Jahner, seconded by Supervisor Church to rescind the motion. Motion passed unanimously.
- Motion by Supervisor Church, seconded by Supervisor Leonard, to approve the following minutes:
 - March 3, 2025 Parks Committee meeting.
 - May 7, 2025 Planning Commission Meeting minutes as amended.
 - May 12, 2025 Board of Review meeting.
 - May 12, 2025 Regular Town Board Meeting as amended.

Motion passed unanimously.

Committee/Department Reports – all submitted reports are part of the online meeting packet. Any additional highlights/comments made at the meeting that are not included in the report have been noted in these minutes.

Clerk/Treasurer's Report – Clerk/Treasurer Buchanan – report submitted

- Motion by Supervisor Church, seconded by Supervisor Reyes, to approve the Treasurer's Report. Motion passed unanimously.
- Loan Quotes for 2025 Proposed Borrowing for pre-approved budget expenditures for 2025 Road Work and Capital Purchases – total borrowing - \$1,673,829.00 for 14 years. Four quotes received.
 - Motion by Supervisor Leonard, seconded by Supervisor Church, to approve borrowing \$1,673,829 from Citizens Bank at 5.5% for 14 years. Motion passed unanimously
- Motion by Supervisor Leonard, seconded by Supervisor Reyes, to authorize Attorney Mills to draft the borrowing resolution for 2025. Motion passed unanimously.

Public Comments – any letters that have been submitted and requested to be part of the record are in the online packet for this meeting. If documents were received after that posting and before this meeting, they will be provided in additional documents online for this meeting.

- Eric Jones, W4775 Overlook Dr, Elkhorn. He would still like to land his seaplane on Lake Beulah.
- Jess Dynek, W1969 Itsa Little Road. He is not in favor of a seaplane landing on Lake Beulah.
- Richard Faust, N9349 Woodfield Court. He stated that he has concerns about the Town Board's position on the wake boat issue, especially the Town Chairman's.

Public Comments – continued

- Tom VanDenBogart, W2035 Beulah Heights Road. Thanked the board member that attended their meeting and expressed disappointment that they all were not present. He highlighted sensitive areas of the lake need to be kept in mind and further noted that Protect Lake Beulah is keeping a scorecard on board member positions on topics in the town, specifically the lake issues.
- Lou Ferruzza, W1016 Shorewood Drive. Wondered why there were wake boat comments being made when the agenda states that there will be no public comments on the issue.
- Brian Fons, N8680 Wilmers Grove Road. He stated concern that the board was not acting on the Wake enhanced boat issue and wondering why it is felt that there is a need to form a committee to review the topic since the resident's overwhelmingly voted to ban them.
- John Stoss, N8831 Stringers Bridge Road. He stated that the paramount issue in his belief is to protect the lake. He noted his concern about the number of establishments on the lake that people can go to (patronize) when enjoying the lake; it is a public lake. He also finds it ironic that the Lake Beulah Management District is suing the Town Board because they no longer "control" the board to bend to their will.
- Bob Rice, W884 Shorewood Drive. He expressed frustration in the overreach of the Lake Beulah Management District and Protect Lake Beulah in wanting to ban wake enhanced boating on all Town lakes without even talking with representatives for Potter Lake.
- John Becker, W1958 Pastime Lane. He stated that all the lakes are important and all groups should work together on the wake enhancement boating issue building on the information and resources all have gathered and provided.

Committee/Department Reports

Chairperson's Report – Chairman Jones – report submitted

- Provided additional comments regarding the wake enhancement boating issue that had a resident advisory vote at the annual meeting and the process used; more specifically that residents voted and left before the public comment portion of the meeting and that he was told that some non-residents cast ballots on the issue. Finally noting that the vote was simply advisory and there are many issues that the board needs to consider when acting on this topic.

Activity Report for Supervisor Church – report submitted

- She stated that her Parks report was in the packet but would like to thank DPW Superintendent Scheel along with his staff and the East Troy High School Landscaping class under the direction of teacher Ryan Holle. Mr. Holle and about twenty students came to the Jim Byrnes Memorial Park to help spread compost and mulch throughout as needed and directed by the department of public works staff.
- Supervisor Church noted that the Jim Byrnes Memorial Park equipment has passed inspection with flying colors and ready to be enjoyed by all!

Media/IT (Public Relations Report) – Web Administrator Olson – report submitted

Department of Public Works – Superintendent Scheel

- The trade-in price on the truck is not acceptable so it will be listed on WI Surplus Auction site for sale.
- Motion by Supervisor Leonard, seconded by Supervisor Jahner, to table a decision on the proposals to replace five (5) windows in Town Hall Building which were included in 2025 Budget. Motion passed unanimously.

Police Report – Chief Gorecki

- Chief Gorecki reported there have 3951 Calls for Service and 610 citations issued by May 31, 2025
- The new squad car is being delivered June 10, 2025.

ETAESD Report – Supervisor Leonard – report submitted

Park Committee Report – Supervisor Church

- See Supervisor Church's report.
- Next meeting will be Wednesday, June 18, 2025 at 10 am.

Booth Lake Memorial Park – Supervisor Reyes – report submitted

- Budget Amendment Resolution for park was presented and no action was needed because the budget amount was not changed.
- The triathlon event in May was a success.

Lake Beulah Management District (LBMD) – Todd Jones

- The district rented a wake enhancement boat to do some testing on the lake and they are still waiting for those results.
- They are preparing to place approximately fifty more buoys on the lake designating the 200-foot mark from shore. Chairman Jones noted that the DNR will likely have some input on the number and placement of the buoys.
- There will be a presentation by Terra Vigilis on June 16, 2025 at their meeting.

Recycling Committee Report – Clerk/Treasurer Kim Buchanan

- The grant award is \$14,820.40 for 2025.
- Thank you to Clerk/Treasurer Buchanan for her diligence in keeping the records and submitting the annual report and grant application.

Library Report – John Murphy for Kristina Murphy

- The Library Board is addressing the shortcomings of their current facility.
 - They have selected Hammel, Green, and Abrahamson, Inc. to assist in a path forward to address these concerns.
 - The Library Board requested, and was approved for, the release of impact fees (\$45,000) by the Village of East Troy Board to facilitate moving forward with these efforts to address the facility concerns.

Planning Commission Report – Supervisor Jahner

- Motion by Supervisor Jahner, seconded by Supervisor Church, to approve the Planning Commission's recommendation to approve a Certified Survey Map for PA13200001, across from W7683 Townline Road, Carl and Becky Wolf – owners and Mike Greeson - applicant per the reasons referenced in the Planning Commission's Resolution. Motion passed unanimously.

Unfinished Business

- Motion by Supervisor Reyes, seconded by Supervisor Leonard, to adopt the policy, presented by Supervisor Leonard and available in the online packet, regarding addressing or communicating with the press/social media or any media outlet using town letterhead/Town material without the consent of a majority Town Board approval. Motion passed unanimously.
- Motion by Supervisor Leonard, seconded by Supervisor Church, to deny the request from Eric Jones of W4774 Overlook Drive, Elkhorn to land/take-off a seaplane on Lake Beulah. Motion passed unanimously.
- Motion by Supervisor Reyes, seconded by Supervisor Jahner, to authorize Chairman Jones to draft a letter to both the Potters Lake P/R District and Lake Beulah Management District outlining reasonable mitigation suggestions to be implemented in 2025 while long term recommendations are sought. Motion passed unanimously.

Unfinished Business - continued

- Motion by Chairman Jones, seconded by Supervisor Jahner, to table the authorization for Chairman Jones to send out Committee Moderator request for proposals to prospective bidders for the creation of a Shoreline Conservations Advisory Committee until future notice is made as a Town Board Meeting agenda item. Motion passed unanimously.
- Update from Chairman Jones on Organizational Assessment request for proposals sent out to perspective bidders in May 2025
 - He received three replies with only two proposals; one declined the opportunity to submit.
- Motion by Supervisor Leonard, seconded by Supervisor Reyes, to approve Resolution 2025-6 Approving Town Board Appointments for the 2025 – 2026 term (including Planning Commission appointees) with the following amendments, Supervisor Reyes will be appointed to the Planning Commission, second year position replacing Supervisor Jahner and Supervisor Jahner will be appointed as the Booth Lake Memorial Park representative replacing Supervisor Reyes along with the deletion of the sentence reading *“Planning Commission appointments are being delayed until the June 2025 Town Board meeting due to a newly implemented application and interview process.”* Motion passed unanimously.
- Discussion regarding the Former Town Chairman’s use of his government email account after his resignation on 2/4/25.
 - Deputy Clerk/Treasurer Loth will draft an office procedure checklist for the handling of a separation of an employee or board member from the Town to be used going forward.
- Discussion of Walworth County’s recommendations for improving the intersection of County Road L, East Miramar Drive and Stone School Road resolved in the recommendation that there be a five way stop with stop signs having flashing red lights and each stop incorporating rumble strips in addition to the speed limit reduction from 55 mph to 45 mph.

New Business

- Motion by Supervisor Leonard, seconded by Supervisor Jahner, to authorize Chairman Jones to sign the Intergovernmental Agreement between the Village of East Troy and the Town of East Troy related to the St. Peter’s Road project. Motion passed unanimously.

Attorney’s Report – Attorney Mills

- Motion by Supervisor Church, seconded by Supervisor Leonard, to approve Resolution 2025-5 Establishing Residential Snow Plowing Charge on Private Roads Plowed with the Approval of the Town Board. Motion passed unanimously.
- Motion by Chairman Jones, seconded by Supervisor Church, to waive the second reading of Ordinance 2025-4 Amending Section 2.20.050(1) and (2) regarding Agenda and Agenda Attachments. Motion passed unanimously.
 - Motion by Supervisor Leonard, seconded by Supervisor Jahner, to approve Ordinance 2025-4 Amending Section 2.20.050(1) and (2) regarding Agenda and Agenda Attachments. Motion passed unanimously.
- Motion by Supervisor Reyes, seconded by Supervisor Church to waive the second reading of Ordinance 2025-3 Amending Section 2.20.040(1) Regarding the Order of Business and Adding Consent Agenda Items. Motion passed unanimously.
 - Motion by Supervisor Church, seconded by Supervisor Jahner to approve Ordinance 2025-3 Amending Section 2.20.040(1) Regarding the Order of Business and Adding Consent Agenda Items as amended striking items 5 and 6. Motion passed unanimously.

Licenses and Special Event Permits – Clerk/Treasurer Buchanan

- Motion by Supervisor Leonard, seconded by Supervisor Jahner, to approve Special Event Permit for JBMP for Todd Scheel – on August 9, 2025. Motion passed unanimously.
- Motion by Supervisor Church, seconded by Supervisor Jahner, to approve the following 2025 – 2026 Liquor and Operator Licenses. Motion passed unanimously.

2025 Liquor and Operators Licenses				New / Renewal	Taxes Paid	Publication Fee Paid	Liquor License Paid	Building Inspections	Fire Inspections
The Hive Taproom				2025-LL01	current	Paid		Good	Good
	Operators:			R	NOTES:				
		Laura Beckel	2025-B01	R					
		Katie Jeske	2025-B02	R					
		Anne Church	2025-B03	R					
		Josephine Johnson	2025-B04	New					
		Lynn Rudolph	2025-B05	New					
		Jennifer Ledin	2025-B06	New					
Lake Beulah Golf Course				2025-LL02	Paid	Paid	Paid	Good	Good
	Operators:	Ken Collett	2025-B07	R	NOTES:				
		Kevin Helm	2025-B08	R					
		Deborah Collett	2025-B09	New					
		Cory Shier	2025-B10	New					
		Shelby Savin	2025-B11	New					
		Tracy Kaczik	2025-B12	New					
		Krystle Stillwagon	2025-B13	New		*Need certificate			
		Kathleen Rantala	2025-B14	New		*Need certificate			
Beulah Bait & Boat LLC				2025-LL03	Paid	Paid		Good	Good
Soda	Operators:	Carla Giorgi	2025-B15	R	NOTES:				
		John Stoss	2025-B16	R					
Honey Creek Collective - East Troy Farmers Market				2025-LL04	Paid	Paid		Good	Good
	Operators:	Jason Neu	2025-B17	R	NOTES:				
		Amanda Neu	2025-B18	R					
Lake Beulah Grill - LulaBell's Dockside				2025-LL05	Paid	Paid	Paid	Good	Good
	Operators:	Robert Kopatich	2025-B19	R	NOTES:				
		Stephanie Furrer	2025-B20	R					
		Ryang Bub	2025-B21	R					
		John Tamuzian	2025-B22	R					
		Melissa Janicki	2025-B23	New					
		Millicent Hynes	2025-B24	New					
		Christopher Wojciechowski	2025-B25	New					
Lake Beulah Yacht Club				2025-LL06	Yes	Paid	Paid	Good	Good
Soda	Operators:				NOTES:				
		Christina Kubicek	2025-B26	R					
		Jennifer Piacenza	2025-B27	R					
		Jim Farquharson	2025-B28	R					
		Joe Skotarzak	2025-B29	R					
		Linda Fox	2025-B30	R					
		Melissa Pruessing	2025-B31	R					
		Randy Inman	2025-B32	R					
		Ted Kennedy	2025-B33	R					
		Vicki Clayton	2025-B34	R					
		Will Haeger	2025-B35	R					
		Laura Tess	2025-B36	New					

Special and Pending Meetings

- | | | |
|---------------------|------------------|---|
| • June 10, 2025 | 6:00 pm -8:00 pm | Board of Review |
| • June 16, 2025 | 5:00 pm | Special Town Board Meeting |
| • June 16, 2025 | 5:00 pm | Town Board workshop to follow special meeting |
| • June 18, 2025 | 6:30 pm | Planning Commission Meeting |
| • July 4, 2025 | All Day | Town Hall Closed |
| • July 9 & 23, 2025 | 6:30 pm | Planning Commission Meeting |
| • July 14, 2025 | 6:30 pm | Regular Town Board Meeting |

Motion by Supervisor Leonard, seconded by Supervisor Jahner, to adjourn at 9:26 pm. Motion passed unanimously.

Review Bills for Payment

Respectfully Submitted by
Jean Loth
Deputy Clerk/Treasurer

Town of East Troy 2025 Board of Review Minutes

The Board of Review was convened into session at 6:00 p.m. by Chairman Jones on Tuesday, June 10, 2025. In attendance were Chairman Jones, Supervisors Church, Reyes, Jahner, and BOR Alternate Robert Mueller. Assessor Tyler Tannock of Associated Appraisal Consultants was also present as well as Clerk/Treasurer Buchanan as Clerk of the Board of Review.

Clerk Buchanan confirmed that the Board of Review was noticed appropriately according to WI Statutes.

Chairman Jones moved to nominate Supervisor Church as the Chair of the Board of Review and Mr. Mueller seconded. Motion passed unanimously. Supervisor Jahner moved to appoint Supervisor Reyes as Vice-Chair. Chairman Jones seconded. Motion passed unanimously.

Clerk Buchanan stated that the Affidavit of Training had been filed with the WI DOR and that training has been completed by Chairman Jones and Supervisor Church.

Clerk Buchanan received the Assessment Roll and the assessors, Associated Appraisal Consultants, have filed the Assessor's Affidavit with Clerk Buchanan.

All Open Book changes that were made were incorporated into the Assessment Roll. The assessment ratio for 2024 was 93%. For this assessment year, the Town will at approximately 87% of full value.

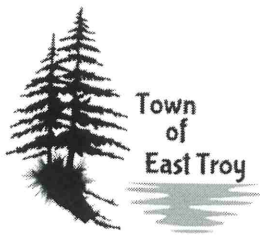
There were no "Notices of Intent to File an Objection" forms filed with Clerk Buchanan.

Discussion took place with the assessor and the Board of Review members regarding property classifications, Ag Use Conversions and Use Valuation.

The Statement of Assessment will be filed tomorrow with the Walworth County Property Lister's Office, which will then file it with the Department of Revenue.

Supervisor Jahner moved to adjourn the 2025 Board of Review at 8:00 P.M. Supervisor Church seconded, and the motion passed unanimously.

Respectfully submitted,
Kim M. Buchanan, WCMC
Clerk/Treasurer



TOWN OF EAST TROY BOARD MINUTES

Special Meeting

N9330 Steward School Road • East Troy, WI 53120

Monday, June 16, 2025 • 5:00 pm

The special meeting was called to order at 5:00 pm by Chairman Jones. Supervisors Church, Reyes, Leonard and Jahner were in attendance. Clerk/Treasurer Buchanan, Deputy Clerk/Treasurer Loth, Police Chief Gorecki were also in attendance.

Certification of Compliance of Open Meeting Law

Motion by Supervisor Leonard, seconded by Supervisor Jahner, to approve the letter drafted by Chairman Jones outlining reasonable mitigation suggestions to be implemented in 2025 while long-term recommendations are sought regarding wake enhanced boating on Town lakes and to be sent to both the Potters Lake Protection and Rehabilitation and Lake Beulah Management Districts as amended. This letter will be sent on behalf of the Town of East Troy Town Board. Motion passed unanimously.

Motion by Supervisor Leonard, seconded by Supervisor Church, to approve the thank you note to be published in the East Troy Times for Mr. Holle and his students' landscaping efforts in the Jim Byrnes Memorial Park. Motion passed unanimously.

Motion by Supervisor Jahner, seconded by Supervisor Leonard, to authorize Attorney Mills to review a sample ordinance for Beulah Heights culvert repair and draft an ordinance for the July Regular Town Board meeting. Motion passed unanimously.

Motion by Supervisor Leonard, seconded by Supervisor Church, to adjourn the meeting at 5:53 pm. Motion passed unanimously.

Respectfully Submitted by
Jean Loth
Deputy Clerk/Treasurer

DRAFT



Recent Meetings & Events

- 06/16/2025 Special Town Board & Workshop Meeting; Closed session to discuss Department Heads performance evaluations and LBMD Lawsuit.
- 06/16/2025 LBMD Board Meeting. Missed the Terra Vigilis presentation but participated in buoy and enforcement discussions during public comments.
- 06/17/2025 Tri-Troy Alliance Executive Meeting. Topics: Booth Lake activities, Booth Lake Memorial Park (BLMP) Intergovernmental Agreement, EMS, informed of public involvement meeting regarding Honey Creek Road multi-use trail.
- 06/19/2025 Wisconsin Towns Association – Tri-County Meeting. Topics: Ron Johnson update, Senator Van Wanggaard overview of senate activities, new officers elected, and next meeting scheduled for 9/18/2025.
- 06/21/2025 Walworth County Lakes Association (WCLA) Meeting. Topics: Erin Cox, Water Management Specialist Southeast Region and Andrea Stern, Dam Safety Engineering both from the DNR gave exceptional presentations on dams, waterways, wetlands, navigation lanes, buoys, rip rap, and wetlands permitting at the East Troy Community Center.
- 06/23/2025 Lake Enforcement Meeting. Participants; Chief Al Gorecki, Deputy Chief Scott Runge, Recreation DNR Warden Jason Roberts, LBMD Chairman Pat Bergin, and LBMD Walworth County Representative Rick Stacey at the East Troy Town Hall.
- 06/24/2025 Public Involvement Meeting – Multi-Use Trail Extension along STH120/CTH G from the existing trail at Mill Pond Park, and extending south on STH 120, and east on Honey Creek Rd. Met with two of three Town of East Troy (TOET) citizens being impacted by the proposed multi-use trail.
- 06/25/2025 Boat tour of Lake Beulah, main mission of this trip was to ride the entire shoreline of all three sections of Lake Beulah to gain a first-hand visual understanding of all aspects of the lake.
- 06/26/2025 Walworth County Economic Development Alliance (WCEDA) 2025 State of the County. Topics: 2025 County Budget and debt free, expanded to a 10 year capital improvement plan, expanding the Walworth County ride-share transit program, WCEDA partnership to promote housing at \$300,000 single family per unit range. Ehlers Inc. discussed TIF (Tax Increment Financing) and DIF (District Improvement Financing) for cities and villages to promote development.



Priorities & Progress

- Signed contract on 6/20/2025 & 07/02/2025 for DPW's St. Peters Road project, Intergovernmental agreement between the Village of East Troy and the Town of East Troy and contractor contracts, respectively.
- Town letter sent to Lake Beulah Management District and Potters Lake Protection and Rehabilitation District on 06/23/2025 with suggested 2025 mitigation steps for protecting their Lakes which covered; Aquatic Invasive Species, Buoys, Education and incorporating suggested wake-enhanced zones.
- Signed loan documents on 06/26/2025 at Citizen Bank, \$1,673,829, 14-year loan, 5.5% rate.



Citizen Concerns

- Follow up by Neighbor on property concern. Building Inspector & Town Attorney engaged.
- Snow plowing on private roads.

Joseph Jones, Town Chairman
jjones@townofeasttroywi.gov

To: Town of East Troy Board

From: Barbara Church, Town Supervisor

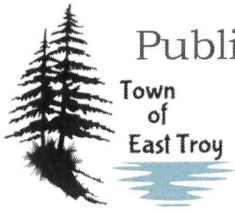
Date: June 27, 2025

Re: June Activity Report for Town Board July 14, 2025 meeting



- Responded to Town emails and phone calls
- June 7 Attended ETF&R Open House
- June 8 prepped for June Town Board meeting
- June 9 Attended Town Board Special and monthly meeting
- June 10 Chaired Board of Review
- June 14 Wrote Park thank you Letter to Editor ET Times and Created Park Committee agenda
- June 16 Attended Town Board Special meeting and Workshop
- June 16 Attended Lake Beulah Management District Meeting

Respectfully submitted by Supervisor Church



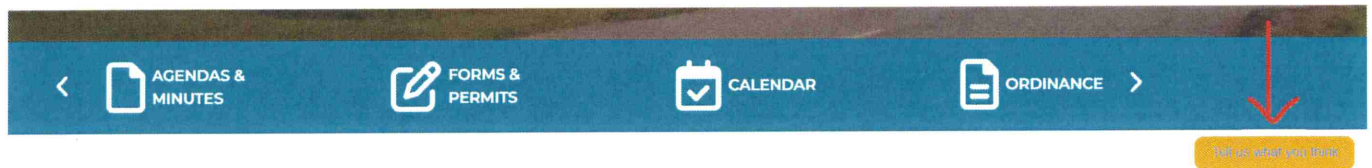
Public Relations Report

Town
of
East Troy

JULY 2025

1. Website Overview:

We currently have **384** Subscribers. All of these residents are receiving text messages and/or email notifications of agendas, packets, news and notices including the newsletters on the day of publication. The new “Contact Us Form” has really taken off! There is also a “Tell us what you think” button at the bottom of the page that allows residents to communicate with us easily through “Hey Gov”. * Please note that this feature is only monitored during business hours*



2. YouTube:

Our page gained 5 new subscribers, going from 121 to 126 subscribers and has **98** Videos.

There was a meeting in June where parties attempted to “fix” an HDMI cable to the television and also pulled out the audio cabinet where adjustments appear to have been made. Many cords were removed from their homes under filing cabinets and had to be readjusted. Todd and I worked together to test the system and do our best to tamper proof our equipment. We appear to be back up and running for the July meetings.

*If using Town electronic equipment, please respect the fact that even small adjustments to the audio-visual equipment can mess up the whole stream. **This impacts the entire Town.** There may have to be a future discussion about if Town equipment can be used without a trained Town staff member present.

3. Facebook Overview:

😊 We gained 29 new followers in the last month, bringing us from 1,446 to a grand total of 1,475 followers.



Town of East Troy Park Committee Minutes

May 21, 2025

1. Meeting called to order 10:00 A.M. by Supervisor Church
2. Roll Call: Supervisor Church and Committee Member Ken Zess
3. Pledge of Allegiance cited
4. Review and approval of March 3, 2025 Park Committee minutes. Zess moved to approve minutes. Zess aye, no nay, Church abstained as she was not present for the meeting. Motion approved.
5. Public Comments: None
6. Current Budget: no more than \$4,591.33; Zess reported that money had been dedicated to Army Lake Park. Further investigations with Supervisor Reyes and Clerk Buchanan will need to define Army Lake Park funding.
7. Recording or Live Streaming of Park Committee meetings.
 - a. Church and Zess both shared reasons why meetings should be recorded and Zess was okay with whatever Town Board decides.
8. Army Lake Land Use agreement:
 - a. Church provided email from the DNR's Brian Jacquette.

Zess provided a copy of the Town's Army Lake map: the green was the outline of the Town's Army Lake property. The Orange identifies the Trail that Ken and his brother Rick Zess cleared from an old horse trail. The trail loops from DNR easement. Zess's map was taken off Walworth County's GIS map. Church will forward Zess's map to the DNR.
 - b. SEWR Pack vegetation's study was not forwarded to the DNR. Church will forward study to DNR.
 - c. The DNR's starting price was \$1500 for the Town to use DNR parking spaces. Church will also forward the police department's documentation of regular visits to Army Lake Park since January, 2023. DPW language to their commitment to the Army Lake property to the DNR. Next park committee meeting need to authorize a proposal to the Town Board to authorize Attorney Mills to draft language regarding the Town's Police Department and DPW collaboration effort at Army Lake Park. Zess to reach out to Joe Klarkowski regarding finishing the Army Lake Park markings.
 - DNR also suggested signage not to allow: dogs, horses or mountain biking
 - DNR suggested permissible uses to be: walking, hiking and snow shoeing
 - DNR also requires water bars to curb erosion on the portion of the path that declines.
 - The Park Committee and DNR is not ready to complete the Land Use Agreement

9. Collaboration with East Troy High School's Mr. Holle and the Landscaping class:
 - Date: June 5, 2025
 - Zess motioned to authorize the expenditure not to exceed \$500 for the purchase of mulch from Witte for the use at the Jim Byrnes Memorial Park. Church seconded the motion. Motion passes unanimously.
10. Cost of dog waste bags: 300 bags were last purchased in May, 2025 for \$8.19 from Amazon...this will be an on-going expense.
 - Deputy Clerk Loth has received public comments that a second station would be handy especially installed near the garbage can located by the port-a-potty by the soccer fields. And if not a station a few more garbage cans.
11. Authorize DPW Superintendent Scheel to have park equipment inspected. Zess motioned to authorize DPW Superintendent Scheel to have the Town's JBMP equipment inspected. Church seconded the motion. 2 ayes, 0 nays. Motion carried unanimously.
12. Set next meeting date and time. Church moved to set next park committee meeting for Wednesday, June 18th at 10:00 A.M. at the Town Hall. Zess seconded the motion. 2 aye, 0 may, motion carried unanimously.
13. Zess motioned to adjourn the Park Committee Meeting at 10:29 am. Church seconded the motion. 2 ayes, 0 nays, motion carried unanimously.

Lake Beulah Management District

Newsletter

Meeting Highlights

Terra Vigilis Wake Boat Impact Study

A presentation from Terra Vigilis shared findings on the effects of different boat types on lakebed disturbance.

- Tested a 22-ft Moomba and 18-ft SeaRay
- Testing done at 15 and 21 feet depth
- Results and videos available on the LBMD website
- Q&A included questions on wave energy, water clarity, boat type, lakebed damage and tests performed at two different locations

Commissioner Reports

Chairman – Patrick Bergin

- Thanked East Troy Town Board and Protect Lake Beulah (PLB)
- Highlighted DNR presentation on aquatic vegetation
- Quagga Mussels now confirmed in Lake Geneva
- Promoted Clean Boats practices

Walworth County – Rick Stacey

- Reported excavation on Hwy J Dam without authorization
- Meeting with homeowner scheduled June 17
- Drone survey planned; Walworth County Public Works to address long-term response

Treasurer – Chris Kubicek

- Budget pacing at 78% (excluding truck purchase)
- Including truck, budget over by 3%

- Financial report available on LBMD website

Harvesting – Jess Dynek (report via Stu Alger)

- Harvester began June 2
- Cut includes Dunn Farm, Goat Island, Beulah Heights
- Strong biodiversity noted, minimal maintenance issues

Lake Monitoring – John Becker

- Sampling in progress
- New lake-bottom collection equipment in use
- Watch for blue-green algae alerts via DNR link

Town of East Troy – Todd Jones

- Wake boat ordinance discussion ongoing
- Seaplane request denied
- Shoreline Advisory Committee tabled

Secretary – Valerie Johnson

- Paper files shredded; originals secured digitally
- Cabinets in good condition, may be sold
- All files now digitized

Board Actions & Discussions

Buoy Map & Handout for Boaters

- Map Option 3 approved with modifications (Bow up/wake surfing 200 ft from shore in 20 ft of water with some modifications)
- Barefoot Bay and West Bay finger removed from buoy plan (buoy plan attached)
- Educational materials to be distributed (flyer attached)

200-Foot Buoy Installation

- Begin DNR permit process
- 100 buoys to meet shoreline ordinance
- Discussed visual clarity, private buoy removal, and enforcement

Additional Motions Passed

- Goose mitigation permit approved
- Proposal to increase the number board members required to establish a quorum increase to 4 from 3 (needs annual meeting vote).
- Water quality benchmarks to be added to website
- Follow-up Terra Vigilis study to include larger boats approved

West Rod Cottage Industries – Zoning Appeal

- LBMD to pursue legal counsel and appeal Walworth County zoning decision

Upcoming Meetings

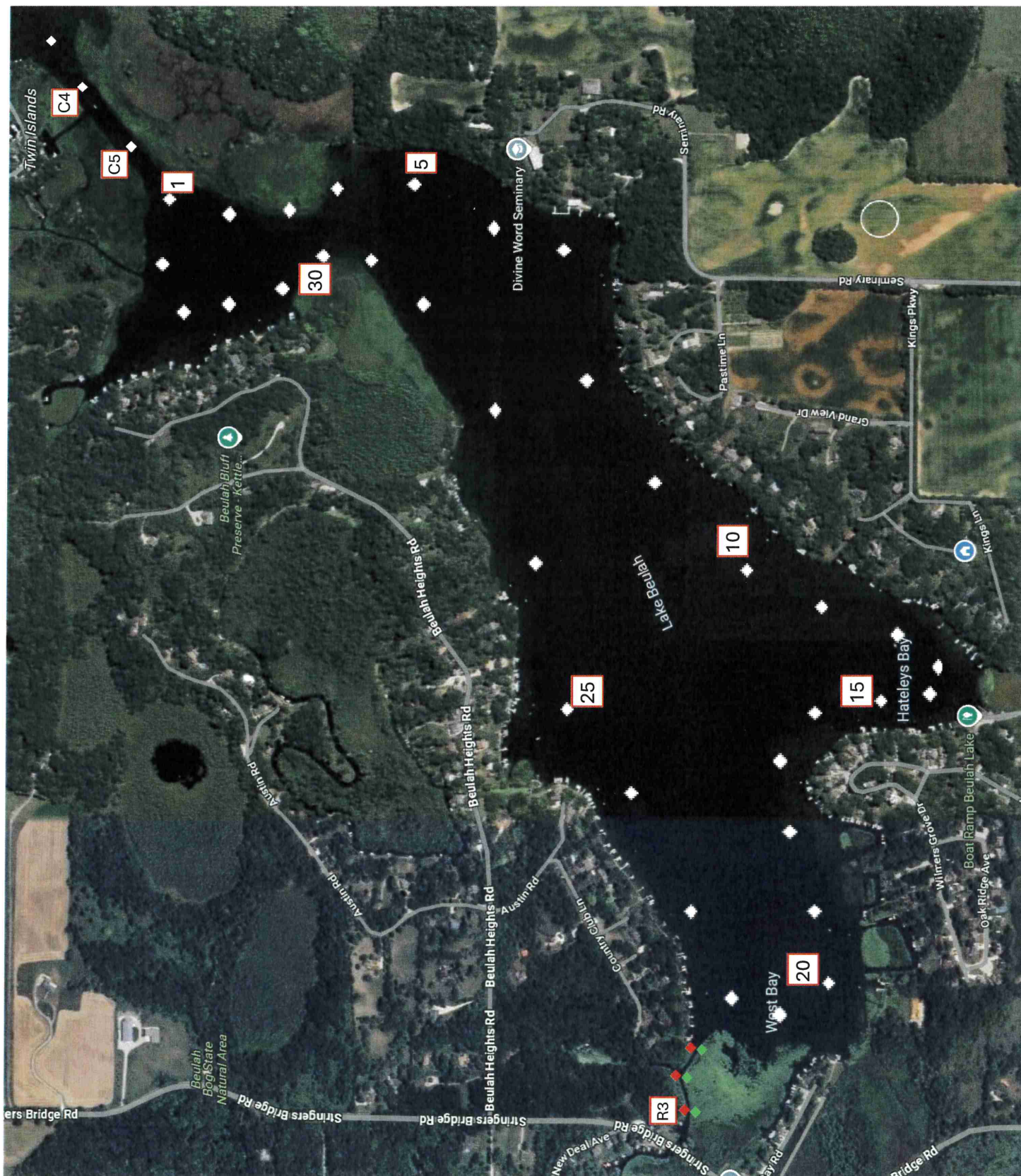
July 22, 2025 – 6:00 p.m.

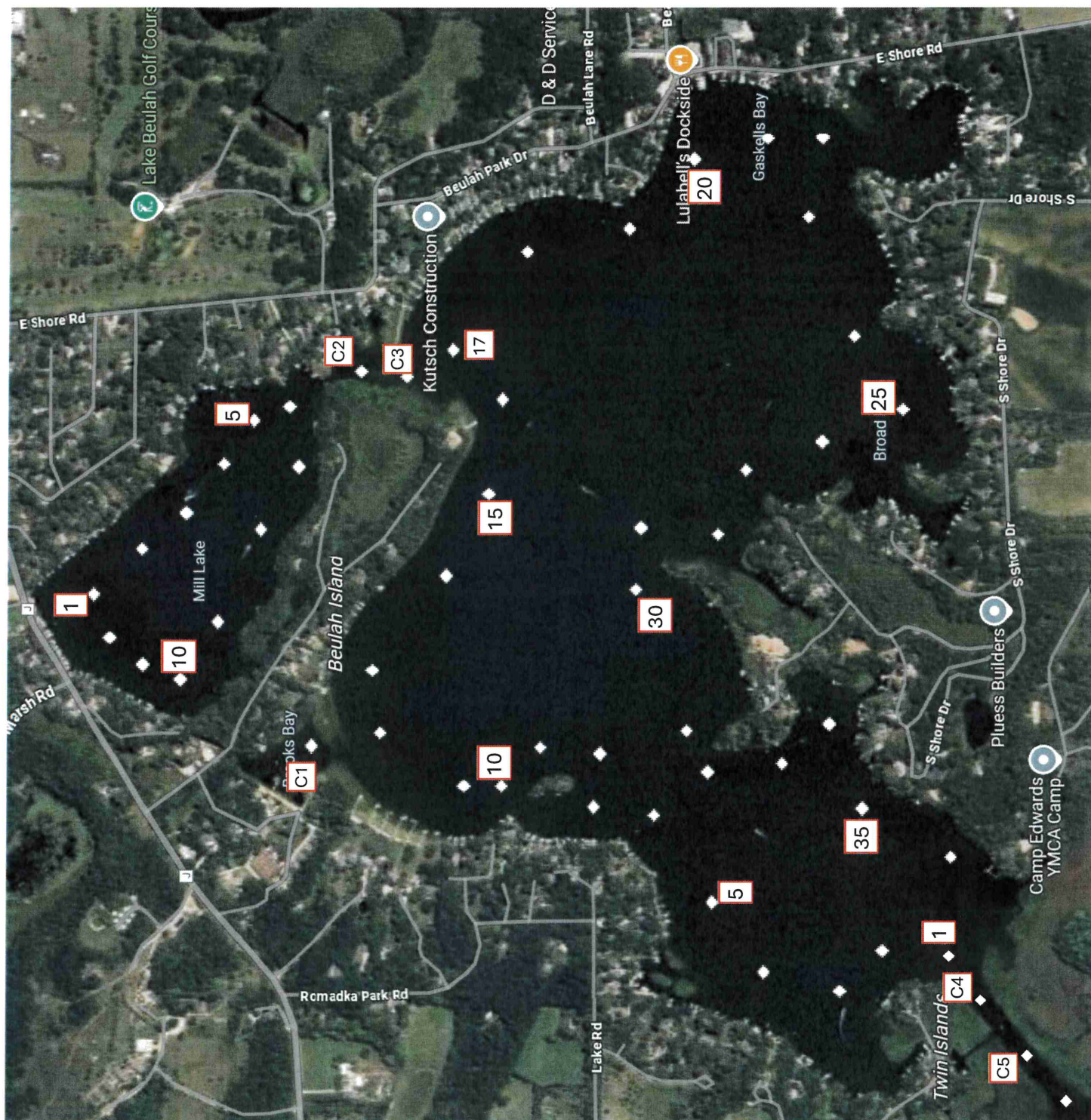
August 25, 2025 – 6:30 p.m. – Annual Meeting

All meetings held at East Troy Town Hall.

Submitted by:

Todd Jones





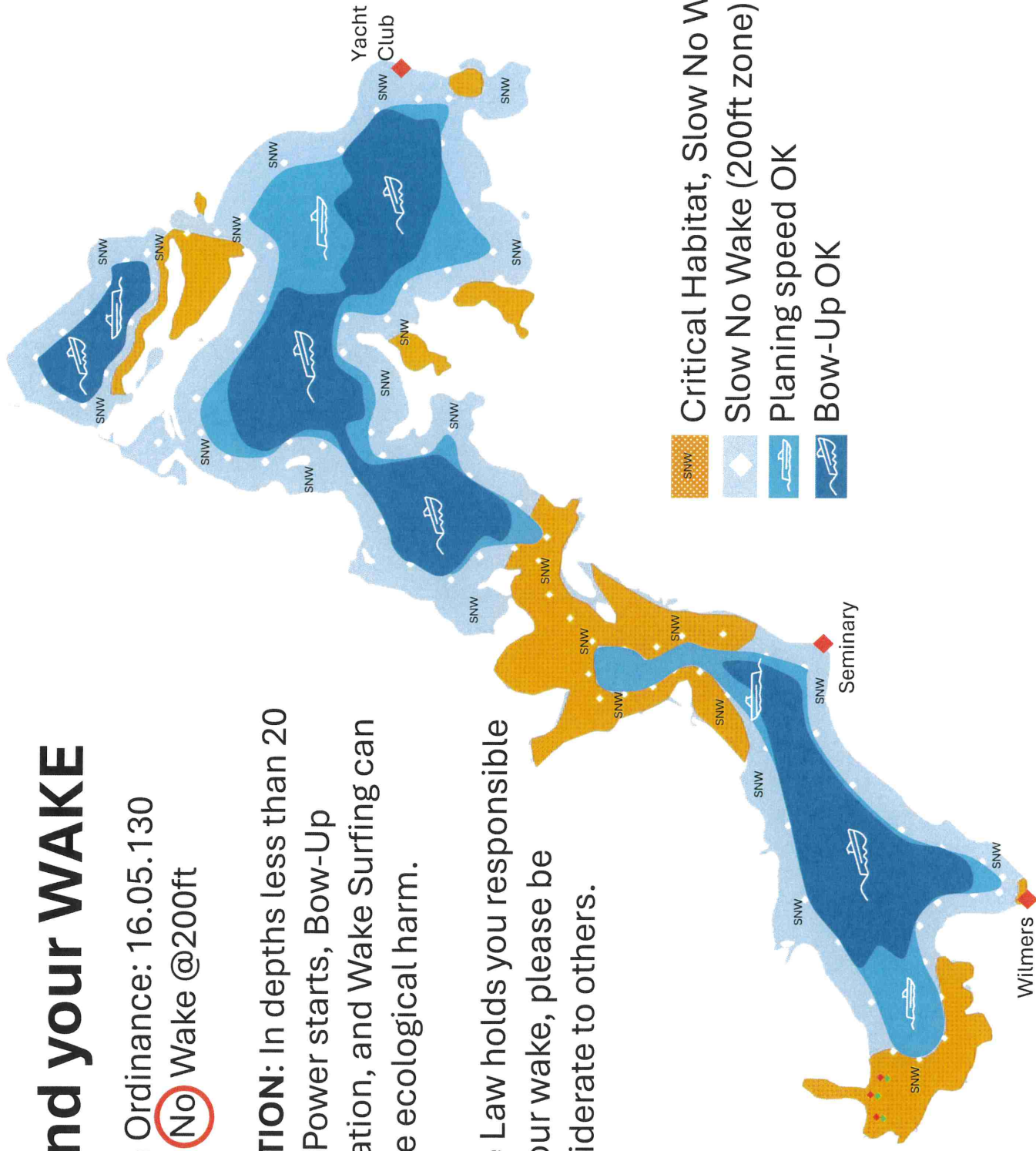
Mind your WAKE

Town Ordinance: 16.05.130

Slow **No** Wake @200ft

CAUTION: In depths less than 20 feet: Power starts, Bow-Up operation, and Wake Surfing can cause ecological harm.

State Law holds you responsible for your wake, please be considerate to others.





AFCOON, GEOLOGICAL AND NATURAL HISTORY SURVEY

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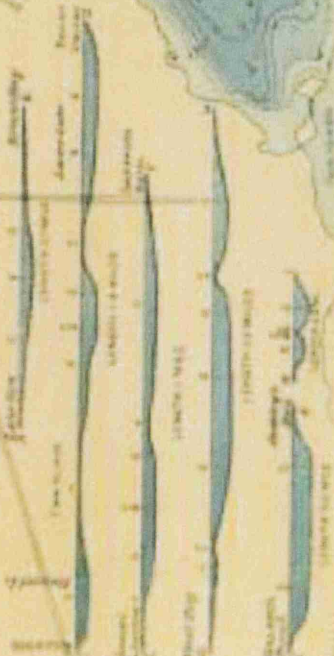
THE UNIVERSITY OF CHICAGO

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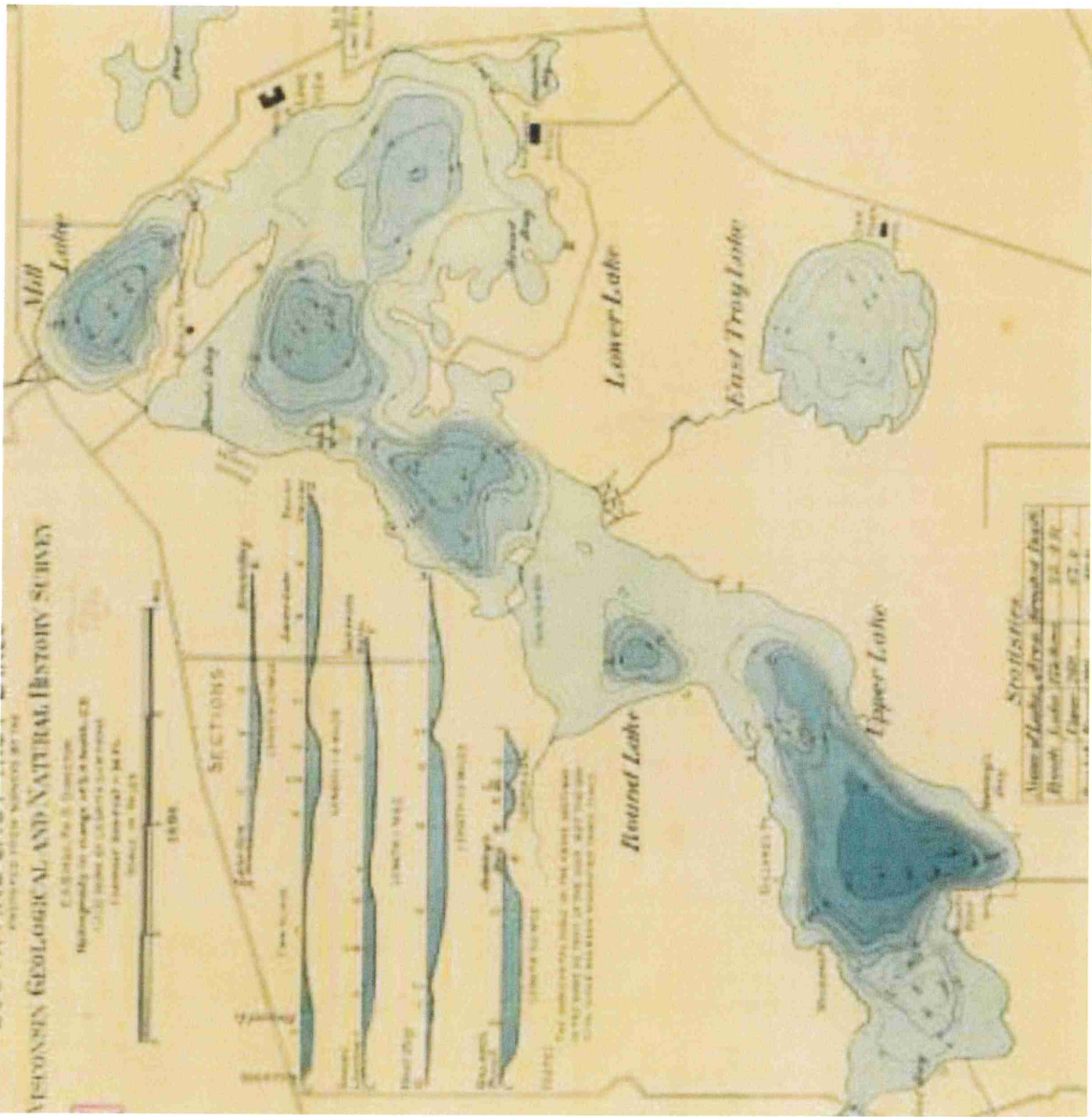
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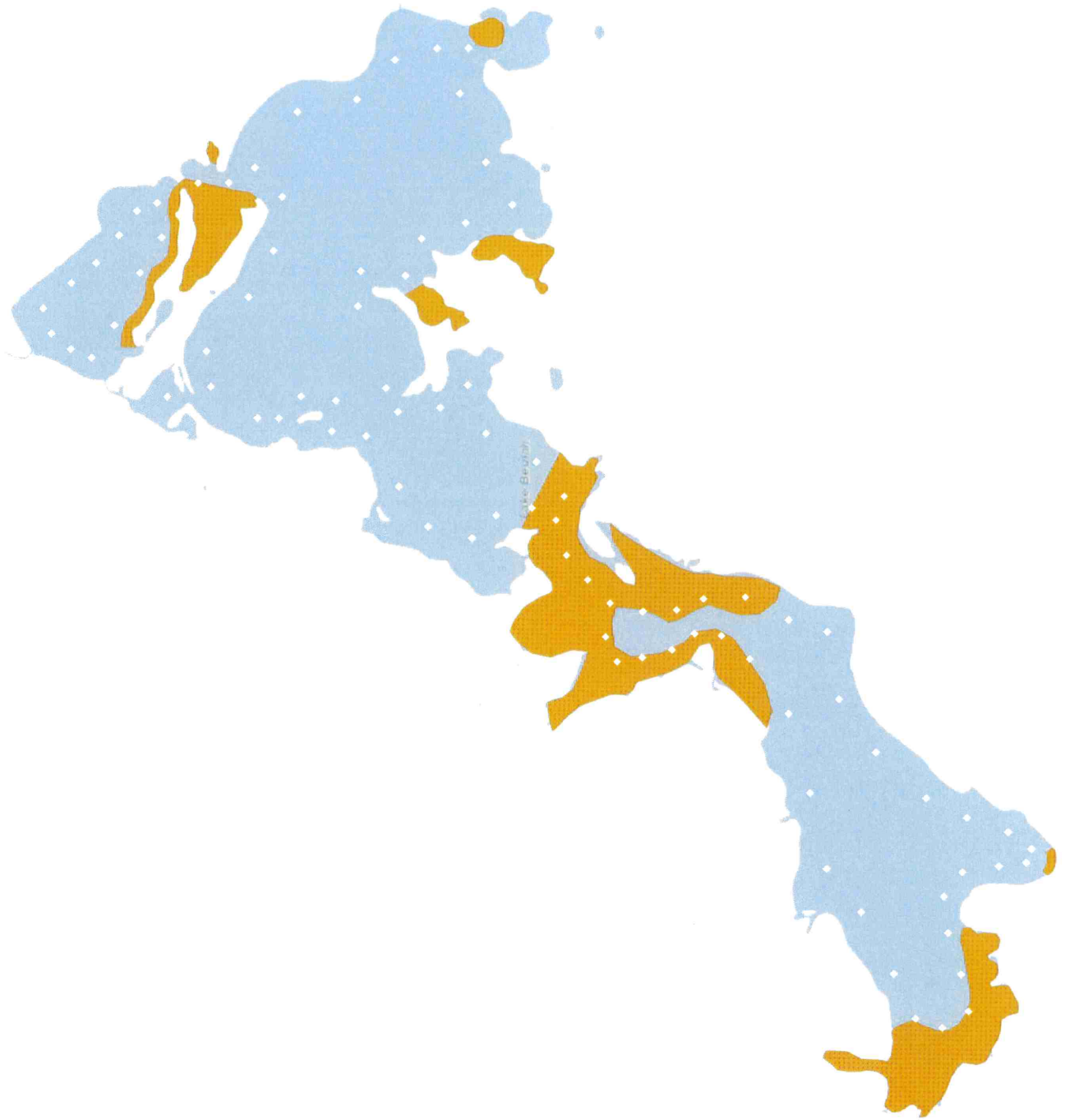
SECTIONS



It is the author's hope that this book will be a useful addition to the literature on the history of the United States.



Species	
Name of locality where recorded	
Month, Indian year	1911, 10
Number	17, 6



Clerk/Treasurer Report
Kim Buchanan, WCMC
June 2025

- 1) Meetings in June – Agendas, postings, prep, and Board info received and provided
 - A. Regular Town Board Meeting
 - B. Special Town Board Meeting
 - C. Board of Review
 - D. Special Town Board Meeting
 - E. Town Board Member Workshop
- 2) May month end accounting and Treasurer's report
- 3) Prepare Municipal Court Checks to distribute May 2025 court payments
- 4) Contacted Banks for Loan quotes for 2025 Budget projects – research and drafted memo regarding borrowing for 2025
- 5) Follow up with the Building Inspector and Fire Chief regarding Liquor License Inspections
- 6) Prepare and post Board of Review Notices – sent to ET Times
- 7) Received Statements of Economic Interest from Chairman Jones and Supervisors Church and Reyes, still need from Supervisors Leonard and Jahner
- 8) Received signed copies of TET Board Social Media policy from Chairman Jones and Supervisor Church, still need from Supervisors Reyes, Leonard, and Jahner
- 9) Filed Board of Review Affidavit of Training with DOR for Chairman Jones and Supervisor Church
- 10) Contact Liquor License applicants that have not turned in all required documents and applications
- 11) Reviewed Occupancy Deposit report and pulled forms for Building Inspector to sign off and release bonds to contractors/owners
- 12) Revamp Agenda template per Ordinance change passed at June meeting
- 13) Minutes from June 9, 2025 Special Town Board meeting
- 14) Update and audit Occupancy Deposit Spreadsheet
- 15) 2025 Four-Year Voter Record Maintenance project
- 16) Review and respond to Village of ET regarding Park & Rec invoice for Town attendees
- 17) Complete Liquor and Operators Licenses – final invoices for amounts due
- 18) Contact individual Liquor License holders for final payments and pick-up information
- 19) Complete Board of Review minutes
- 20) Complete payroll spreadsheets with new life insurance deductions
- 21) Planning Commission Payroll
- 22) 2026 Health Insurance Spreadsheet – prep for 2026 Budget
- 23) Provide Town's insurance company with information on new tractor and squad car for insurance purposes
- 24) Sign Loan docs and Deposit Loan proceeds for 2025 Budget Expenses
- 25) Regular Stuff 😊

TOWN OF EAST TROY

SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET FOR THE 5 MONTHS ENDING MAY 31, 2025

FUND 100 - GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
GENERAL TAXES	.00	1,054,666.72	1,338,436.00	(283,769.28)	78.80
INTERGOVERNMENTAL REVENUES	24,661.12	157,494.36	429,451.98	(271,957.62)	36.67
LICENSES & PERMITS	8,870.18	60,522.43	120,409.00	(59,886.57)	50.26
FINES, FORFEITURES & PENALTIES	10,746.52	39,029.03	100,000.00	(60,970.97)	39.03
PUBLIC CHARGES FOR SERVICES	9,492.37	495,527.78	530,768.00	(35,240.22)	93.36
INTERGOVERNMENTAL CHARGES	2,946.33	5,913.91	7,000.00	(1,086.09)	84.48
MISC REVENUE/RESERVE FUNDS	8,265.38	76,753.10	170,865.28	(94,112.18)	44.92
OTHER FINANCING SOURCES	.24	1,829.10	2,068,071.07	(2,066,241.97)	.09
 TOTAL FUND REVENUE	 64,982.14	 1,891,736.43	 4,765,001.33	 (2,873,264.90)	 39.70

EXPENDITURES

DEPARTMENT 5110	.00	.00	.00	.00	.00
TOWN BOARD	5,300.71	22,066.17	51,003.79	28,937.62	43.26
JUDICIAL	107.52	9,291.93	17,023.75	7,731.82	54.58
LEGAL	7,584.50	26,419.58	65,000.00	38,580.42	40.65
GENERAL ADMINISTRATION	4,958.92	24,497.78	60,277.95	35,780.17	40.64
AUDITOR	2,746.80	23,448.10	19,500.00	(3,948.10)	120.25
CLERK	12,216.13	55,389.50	125,209.31	69,819.81	44.24
ELECTIONS	610.07	4,260.85	11,912.00	7,651.15	35.77
COMPUTER	476.75	5,701.48	15,100.00	9,398.52	37.76
DEPUTY CLERK	8,049.63	43,161.98	97,150.08	53,988.10	44.43
TREASURY	.00	1,154.31	4,340.00	3,185.69	26.60
ASSESSMENT OF PROPERTY	.00	10,833.31	26,000.00	15,166.69	41.67
TOWN HALL BUILDING	1,437.05	15,963.66	76,248.61	60,284.95	20.94
NONDEPT INSURANCE/BOND	3,967.00	75,357.57	65,000.00	(10,357.57)	115.93
GENERAL GOVERNMENT	2,000.00	2,000.00	8,100.00	6,100.00	24.69
UNDESIGNATED GENL GOVERNMENT	.00	.00	.00	.00	.00
LAW ENFORCEMENT	87,431.76	447,510.17	1,013,347.63	565,837.46	44.16
WATER PATROL	428.19	1,367.18	21,721.20	20,354.02	6.29
FIRE PROTECTION	.00	22,038.00	903,772.00	881,734.00	2.44
RESCUE	.00	110,416.00	351,022.00	240,606.00	31.46
BUILDING INSPECTION	.00	33,991.97	56,700.00	22,708.03	59.95
EMERGENCY COMMUNICATION	.00	112.38	1,000.00	887.62	11.24
CORRECTION & DETENTION	.00	165.00	300.00	135.00	55.00
DEPARTMENT 5280	.00	.00	.00	.00	.00
ADMINISTRATION	.00	.00	.00	.00	.00
HWY & STREET MAINTENANCE	148,223.62	325,239.68	449,090.67	123,850.99	72.42
ROAD CONSTRUCTION-NEW	.00	.00	610,000.00	610,000.00	.00
ROAD MAINTENANCE-OLD	12,385.34	15,542.48	95,000.00	79,457.52	16.36
SNOW PLOWING/ICE CONTROL	.00	29,872.75	91,112.50	61,239.75	32.79
STREET LIGHTING	147.90	750.00	1,800.00	1,050.00	41.67
REFUSE/GARBAGE COLLECTION	37,758.60	165,425.40	466,259.00	300,833.60	35.48
RECYCLING	200.00	200.00	2,200.00	2,000.00	9.09
LIBRARY	.00	.00	.00	.00	.00
PARKS	7,491.58	26,152.24	36,748.84	10,596.60	71.16

TOWN OF EAST TROY
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2025

FUND 100 - GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
BOAT LAUNCH FACILITY	3,436.62	8,897.43	18,112.00	9,214.57	49.12
PLANNING COMMISSION	30.00	788.22	4,950.00	4,161.78	15.92
CAPITAL OUTLAY	.00	.00	.00	.00	.00
DEBT SERVICE	.00	.00	.00	.00	.00
TOTAL FUND EXPENDITURES	346,988.69	1,508,015.12	4,765,001.33	3,256,986.21	31.65
NET REVENUE OVER EXPENDITURES	(282,006.55)	383,721.31	.00	383,721.31	.00

TOWN OF EAST TROY
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2025

FUND 200 - LANDFILL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
FINES, FORFEITURES & PENALTIES	.00	.00	.00	.00	.00
MISC REVENUE/RESERVE FUNDS	4,334.47	21,601.66	62,255.00	(40,653.34)	34.70
SOURCE 49	.00	.00	.00	.00	.00
 TOTAL FUND REVENUE	 4,334.47	 21,601.66	 62,255.00	 (40,653.34)	 34.70
<u>EXPENDITURES</u>					
LEGAL	.00	.00	.00	.00	.00
AUDITOR	.00	.00	.00	.00	.00
OPERATING EXPENSES	.00	.00	.00	.00	.00
DEPARTMENT 5160	.00	.00	.00	.00	.00
DEPARTMENT 5363	2,999.00	7,828.41	17,380.00	9,551.59	45.04
CAPITOL OUTLAY	.00	.00	.00	.00	.00
DEBT SERVICE	.00	.00	.00	.00	.00
PARK DEVELOPMENT LOAN TO TOWN	.00	.00	.00	.00	.00
INTEREST TRANSFER TO TOWN	2,998.06	15,027.85	42,948.00	27,920.15	34.99
 TOTAL FUND EXPENDITURES	 5,997.06	 22,856.26	 60,328.00	 37,471.74	 37.89
 NET REVENUE OVER EXPENDITURES	 (1,662.59)	 (1,254.60)	 1,927.00	 (3,181.60)	 (65.11)

TOWN OF EAST TROY
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2025

FUND 300 - DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
SOURCE 41	.00	509,549.55	792,000.94	(282,451.39)	64.34
SOURCE 48	4,724.84	33,864.06	29,276.17	4,587.89	115.67
	<u>4,724.84</u>	<u>543,413.61</u>	<u>821,277.11</u>	<u>(277,863.50)</u>	<u>66.17</u>
TOTAL FUND REVENUE	<u>4,724.84</u>	<u>543,413.61</u>	<u>821,277.11</u>	<u>(277,863.50)</u>	<u>66.17</u>
<u>EXPENDITURES</u>					
DEPARTMENT 5810	.00	368,041.22	821,277.11	453,235.89	44.81
	<u>.00</u>	<u>368,041.22</u>	<u>821,277.11</u>	<u>453,235.89</u>	<u>44.81</u>
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>368,041.22</u>	<u>821,277.11</u>	<u>453,235.89</u>	<u>44.81</u>
NET REVENUE OVER EXPENDITURES	<u>4,724.84</u>	<u>175,372.39</u>	<u>.00</u>	<u>175,372.39</u>	<u>.00</u>



Town of East Troy Department of Public Works June 2025 Activity Report

- 1) Finished first time roadside mowing
- 2) Have been doing some shoulder work
- 3) Finished Honey Creek Road paving
- 4) Started on St Peters Road project
- 5) Marked out center line and passing zones on Honey Creek Road for Walworth County to come and stripe it
- 6) Have been doing roadside brush chopping
- 7) Sold old backup generator for Sanitary District #2 - Sewer
- 8) Replaced A/C unit in boat launch hut
- 9) Replaced culvert on Miller Road with the Town of Waterford before repaving
- 10) Had Sherwin Industries do a demo on torch down white Stop bars in Leasure subdivision

For office use only	Notes:	Date Rec'd	
Chairman Signature	Date Approved	Paid Amt	Initials
		6/12/25	50.- KB

COPY

TOWN OF EAST TROY

PIER REGISTRATION FORM

This Document will be scanned. You must use **PEN** with **Dark** ink (no pencils).

Fee: \$50.00 processing fee check or cash only. Drop off or mail.

Town of East Troy, PO Box 872, East Troy, WI 53120

Please check all that apply ☒ Pier ☐ Wharf ☐ Marina ☐ Mooring Buoy ☒ Other Lift

Do you currently have a pier registration on file: ☐ YES ☐ NO ☒ I don't know

Please indicate if this registration request needs **conditional use status**. ☐ YES ☐ NO ☒ I don't know
(conditional use status is required if you have not previously registered your pier prior to 1994 and your lakefront layout does not conform to the current pier and mooring ordinance)

Full Name of Applicant: Brian & Barbara Kufalik

Address: N9573 Horseshoe Lane

City: Mukwonago State: WI Zip: 53149

Ph #: 262-363-8838 Email: BKufalik1@wi.rr.com

Property Owner Name if different from above: _____

Address: _____

City: _____ State: _____ Zip: _____

Ph #: _____ Email: _____

Address where pier is located if different from above: _____

Tax Parcel Key #: PWP 00009 No additional historical pier files.

On a separate sheet

Please provide a drawing (does not need to be to scale) of the aforementioned lake front shoreline including the following.

1. Indicate the amount of lake front in feet. Locate and mark all piers on the drawing and **indicate distance from pier(s) to property lines.**
2. Mark length and width dimensions on all piers.
3. Indicate location and dimension of shore station(s).
4. Mark the location of any watercraft to be located on pier(s) or shoreline.
5. Indicate where any mooring buoys are located.
6. Indicate where any rafts, tramps, etc. are located. Include size of these items.

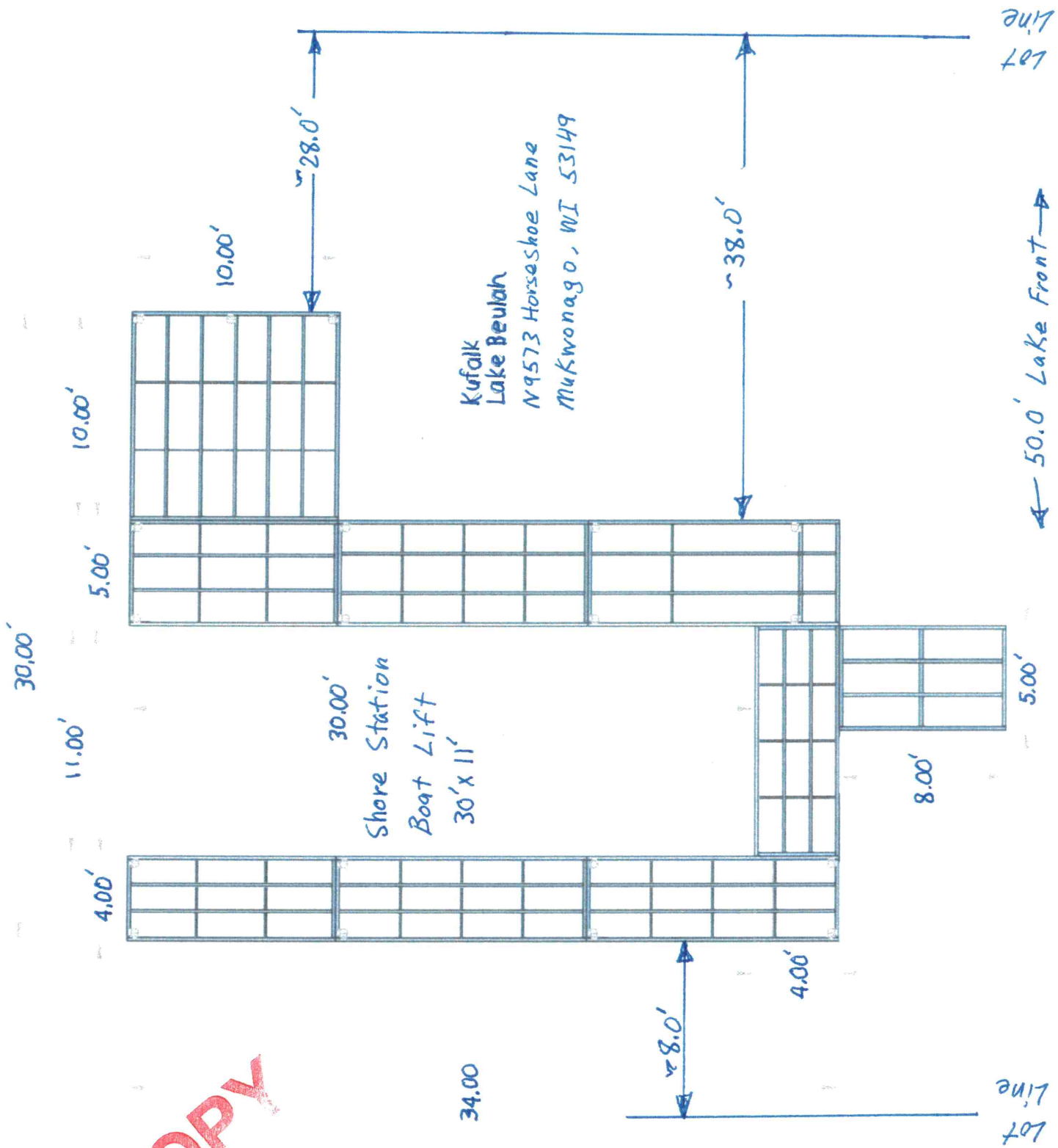
PLEASE NOTE: Certain areas of the lake are considered "sensitive" and may be subject to DNR approval first. You will be notified if that is the situation for your request.

COPY

Brian & Barbara Kufalk
N9573 Horseshoe Lane
Mukwonago WI, 53149
Phone: 262-363-8838

We are purchasing a larger boat to accommodate our growing family. Due to this we need a larger boat lift and pier. We are looking to remove our existing boat lift and pier and install a new permanent pier and boat lift per the attached drawing provided by Complete Piers & Lifts LLC.

COPY



For office use only Notes:		Date Rec'd 6/27/25	
Chairman Signature	Date Approved	Paid Amt \$25+25 gme	Initials

TOWN OF EAST TROY

PIER REGISTRATION FORM

This Document will be scanned. You must use **PEN** with **Dark** ink (no pencils).

Fee: \$25.00 processing fee

Please check all that apply ☒ Pier ☐ Warf ☐ Marina ☐ Mooring Buoy ☐ Other

Do you currently have a pier registration on file: ☐ YES ☒ NO ☐ I don't know

Please indicate if this registration request needs **conditional use status**. ☐ YES ☒ NO ☐ I don't know
(conditional use status is required if you have not previously registered your pier prior to 1994 and your lakefront layout does not conform to the current pier and mooring ordinance)

Full Name of Applicant: Rick Witt

Address: W862 Shorewood Drive

City: East Troy State: WI Zip: 53120

Ph #: (847)207-9151 Email: rickwitt819@gmail.com

Property Owner Name if different from above: _____

Address: _____

City: _____ State: _____ Zip: _____

Ph #: _____ Email: _____

Address where pier is located if different from above: _____

Tax Parcel Key #: PS 00018

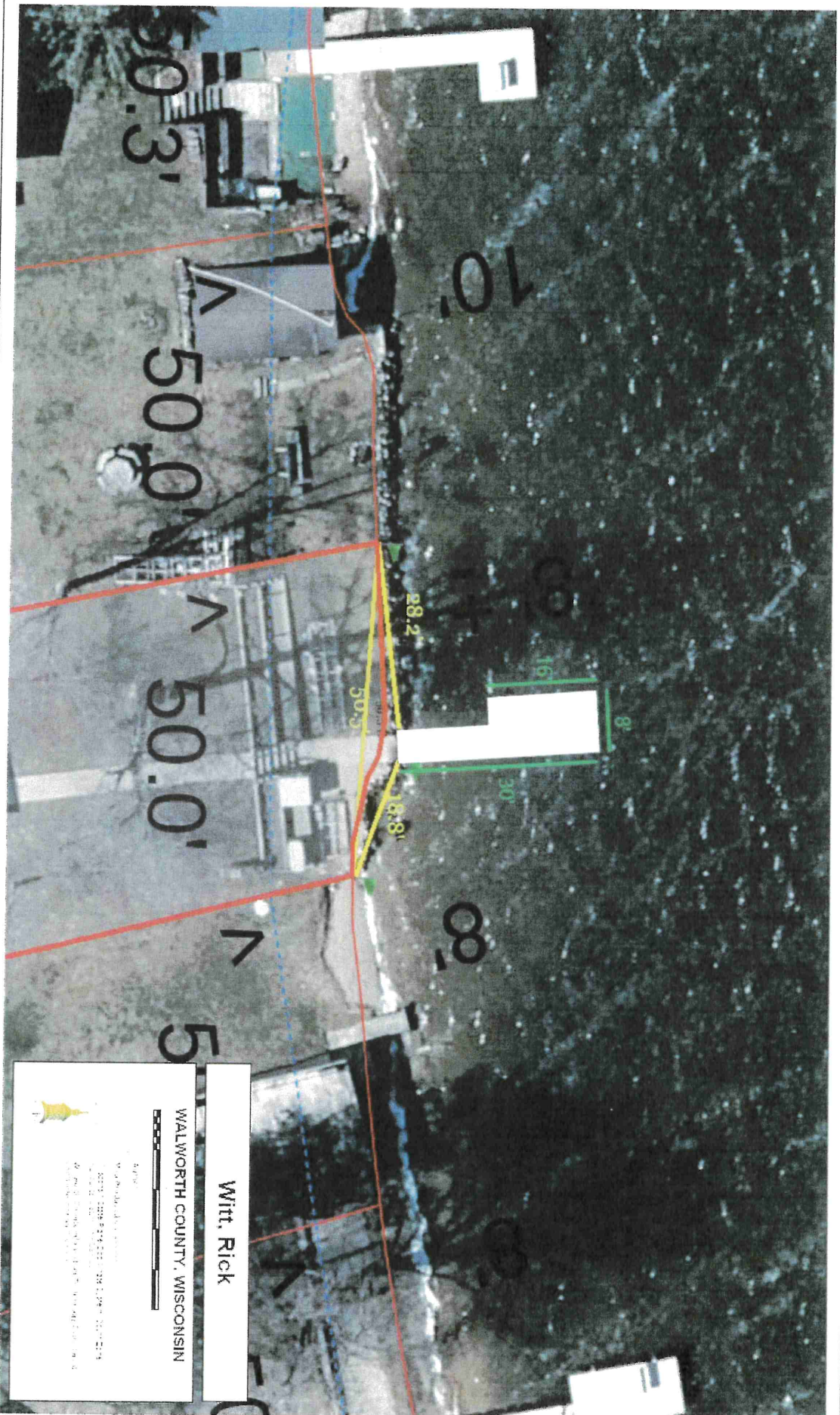
On a separate sheet

Please provide a drawing (does not need to be to scale) of the aforementioned lake front shoreline including the following.

1. Indicate the amount of lake front in feet. Locate and mark all piers on the drawing and **indicate distance from pier(s) to property lines**.
2. Mark length and width dimensions on all piers.
3. Indicate location and dimension of shore station(s).
4. Mark the location of any watercraft to be located on pier(s) or shoreline.
5. Indicate where any mooring buoys are located.
6. Indicate where any rafts, tramps, etc. are located. Include size of these items.

PLEASE NOTE: Certain areas of the lake are considered "sensitive" and may be subject to DNR approval first. You will be notified if that is the situation for your request.

COPY

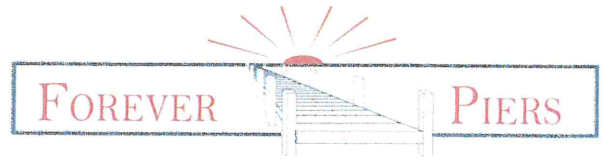
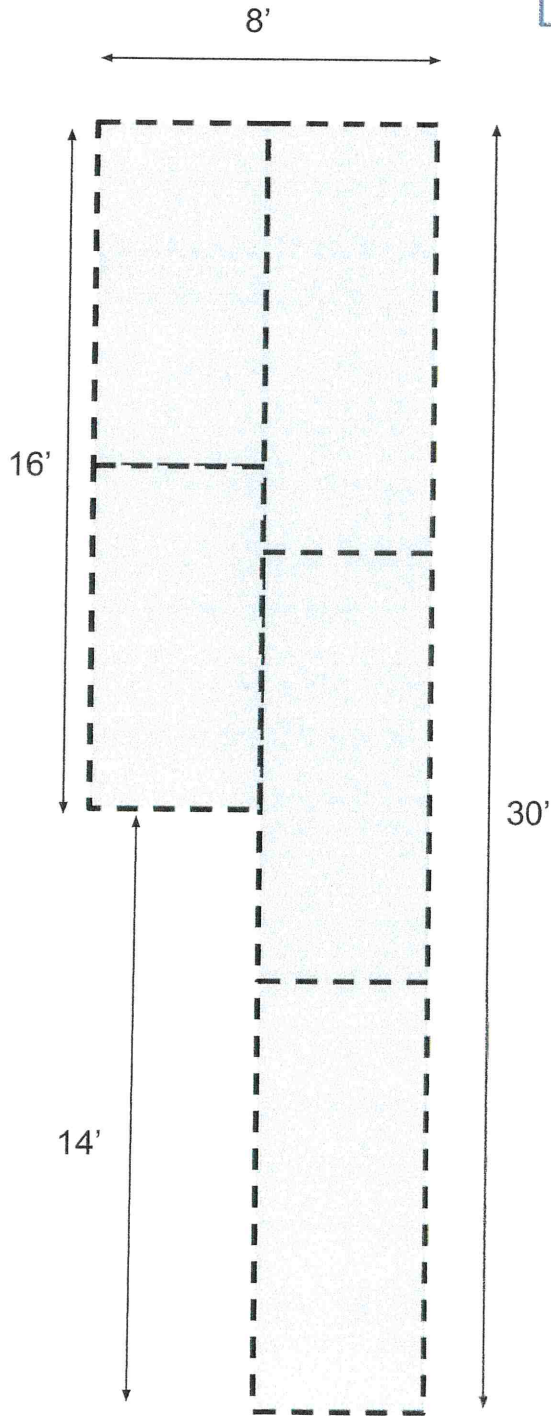


Witt, Rick

WALWORTH COUNTY, WISCONSIN

Survey Data:

Surveyed by: Rick Witt
Surveyed on: 10/10/2019
Surveyed for: 10/10/2019
Surveyed by: Rick Witt
Surveyed on: 10/10/2019
Surveyed for: 10/10/2019



(262) 379-9175
foreverpiers@gmail.com

Witt, Rick
W862 Shorewood Drive
East Troy, WI 53120
Potters Lake

COPY

To: Town of East Troy Board

From: Tyson Leonard, Town Supervisor

Date: June 3, 2025

Re: June Town Board report for July 14, 2025

- June, 2025 Chief's report is attached.

The ETAESD's Fire & Rescue (ETFR) Department responded to:

There were 16 Fire-related calls in the month of May. 6 of the 16 calls were in the Town.

There have been 86 Fire calls through May, 2025.

There were 92 EMS calls in the month of May. 20 of the 92 calls were in the Town.

There have been 471 EMS calls through May, 2025.

The next ETAESD Monthly Board meeting is scheduled for July 24, 2025 at 5:30 P.M. at the Fire House.

Submitted by Supervisor Leonard



EAST TROY FIRE DEPARTMENT

Fire Chiefs Monthly Report



TO: ETAESD Board
From: Chief Joe DeGaro
RE: Chief's Memo to the Board
DATE: June 19th, 2025

Fire Call Report:

- (See attached report)

Rescue Call Report:

- (See attached report)

Department Report:

- Ladder Truck – completion date to March of 2026. (No further updates)
- Ambulance – Foster Coach updated that due to back log that our ambulance is not due to be completed until July of 2026 with a delivery date of August of 2026. (No further updates)
- I would like to thank all the municipalities for their participation in the Board Education Workshops and hope all that participated were able to take something from them.

Training Report:

- We currently have one member enrolled into EMT-B.
- Looking towards the fall semester, we are sending two people to paramedic with awarded FAP Grant money.

Upcoming Events, Meetings, and Trainings:

- June 5th / EMS training with Aurora
- June 9th / Department meeting
- June 16th / Fire training
- June 23rd / Officers meeting
- July / 4th of July parade
- July 6th / St. Florian Sunday Service
- July 10th / EMS training with Aurora
- July 12th / ETFD family picnic
- July 14th / Department meeting
- July 18th / Alpine Valley Concert
- July 19th / Blood Drive
- July 19th / Alpine Valley Concert
- July 21st / Fire training
- July 26th / Alpine Valley Concert
- July 28th / Officers meeting
- August 3rd / St. Florian Sunday Service
- August 7th / EMS training with Aurora
- August 9th / Alpine Valley Concert
- August 11th / Department meeting
- August 18th / Fire training
- August 25th / Officers meeting
- August / Burn Camp Parade
- September 4th / EMS training with Aurora
- September 7th / St. Florian Sunday Service
- September 8th / Department meeting
- September 15th / Fire training
- September 19th / Alpine Valley Concert
- September 20th / Blood Drive
- September 22nd / Officers meeting
- October 2nd / EMS training with Aurora
- October 5th / St. Florian Sunday Service
- October 6th – 10th / Fire Prevention Week
- October 13th / Department meeting
- October 20th / Fire training

- October 27th / Officers meeting
- October 31st / Trick-or-treat Village of East Troy
- October / Trick-or-treat Town of East Troy
- November 2nd / St. Florian Sunday Service
- November 6th / EMS training with Aurora
- November 10th / Department meeting
- November 17th / Fire training
- November 22nd / Blood Drive
- November 24th / Officers meeting
- December 4th / EMS training with Aurora
- December 7th / St. Florian Sunday Service
- December 15th / Department meeting
- December 22nd / Fire training
- December 29th / Officers meeting
- December / Santa Train

*****End of Report*****

TOWN OF EAST TROY

N9330 Stewart School Road • P.O. Box 872
East Troy, Wisconsin 53120
Telephone (262) 642-5386
Fax (262) 642-9701

RESOLUTION **APPROVAL** PETITION CONDITIONAL USE AMENDMENT

Whereas, the Planning Commission for the Town of East Troy convened on July 9, 2025; and

Whereas, The Jansen family is requesting an AMENDMENT to their current CONDITIONAL USE to rephrase the acreage requirement to read as current acreage. The requirement of their Conditional Use from 2008 was that the property not be reduced below 35.88 acres without additional Town and County approval. A 1991 CSM shows the property at 41.03 acres. A parcel of 4.99 was conveyed to Joel Martin in 1992 and a parcel of .92 was conveyed to the Village of Mukwonago in 2013 and another .02 Acres in 2018; and

Whereas, the remaining acreage is 35.10 (0.78 acres less than the listed requirement). This contains an easement of .60 that is a part of the property total. The applicant contacted the County Zoning office to communicate concerns about being out of compliance in terms of acreage after it was pointed out during a potential sale of the property, Nick Sigmond, felt that the nutrient management plan was the larger focus of the Conditional Use than the acreage. The applicant wants to be in full compliance before accepting an offer on the property to be fair to the future owner. Due to health issues in the family, the importance of this sale has become greater. The potential buyers were present and spoke in favor of this request; and

Whereas, the following discussion was had amongst commissioners: The most recent survey of the property was received by the commission today for the record. Commissioners felt that this is a correcting of a wrong, and correcting a CSM. Commissioners commended the owner for being conscientious and getting this changed prior to the sale; and

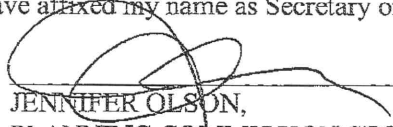
Whereas, the Planning Commission voted unanimously to APPROVE the applicants' CONDITIONAL USE AMENDMENT as stated on July 9, 2025; and

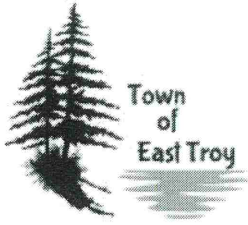
NOW, THEREFORE, BE IT RESOLVED that the Planning Commission requests a motion by the Town of East Troy, Town Board to APPROVE the CONDITIONAL USE AMENDMENT as stated at W1032 County Road J Mukwonago, WI 53120 Parcel No: P ET 300001D

STATE OF WISCONSIN
SS
COUNTY OF WALWORTH

I, JENNIFER OLSON, do hereby certify that I am the duly qualified and acting Secretary of the Town of East Troy, Planning Commission and that the foregoing is a true and correct copy of a resolution duly adopted at a meeting of the Planning Commission, of the Town of East Troy held in said Town on the 9th day of July, 2025 at which meeting a quorum was present and that said resolution is duly recorded in the minutes of said meeting.

IN WITNESS WHEREOF, I have affixed my name as Secretary on this 9th day of July 2025.


JENNIFER OLSON,
PLANNING COMMISSION SECRETARY
Town of East Troy



Town of East Troy
N9330 Stewart School Road • P.O. Box 872
East Troy, Wisconsin 53120
Telephone (262) 642-5386
Fax (262) 642-9701
Website: TownofEastTroywi.gov

June 23, 2025

Lake Beulah Management District
P.O. Box 71
East Troy, Wisconsin 53120

Potters Lake Protection & Rehabilitation District
P.O. Box 808
East Troy, Wisconsin 53120

Subject: 2025 Lake Protection Mitigation Suggestions

Dear Chairperson Bergin:

Dear Chairperson Schulz:

The Town has recently heard from multiple independent groups regarding Wake Enhanced boating—one calling for a full ban, and the others advocating for common-sense restrictions. If the damage caused is truly significant, it raises the question of why proactive mitigation steps haven't already been implemented. I'd like to recognize Potter Lake Protection and Rehabilitation District (PLPRD) for their progress in many of these areas and Lake Beulah Management District (LBMD) for their focus on many of these issues in recent meetings.

The purpose of this letter is to recommend immediate, practical actions by the Lake Districts on each lake, including enhanced safety measures, public education, clear communication of any restrictions, and improved enforcement.

As entities formed under Chapter 33, both LBMD and PLPRD levy taxes on riparian owners, collected by the Town, to fulfill their mission of protecting lake quality. I encourage the Lake Districts to also engage individuals and organizations already active in these discussions to help carry out meaningful solutions.

By bringing all voices together under the leadership of the Lake Districts, we have an opportunity to reduce division and focus on shared responsibility for our lakes.

Please find my suggestions below:

- Please study the Chapter 33 State Statute, Chapter 30 State Statute and Town of East Troy (TOET) ordinances pertaining to water and inland lakes. I have summarized chapter 30 and the TOET Ordinances in Exhibit A and B respectively attached to this letter.
- **Buoys.** Mark slow-no-wake areas and mark obstructions/shallow sections of the lake with navigation buoys.
 - Slow-no-wake zones based on 200' from shore, per Town Ordinance Title 16. Rule of thumb provided by DNR is locate slow-no-wake buoys using line-of-sight methods to avoid too many buoys on the lake.
 - These buoys also provide police an objective line of sight method for ticketing boaters who disobey boating rules.

- Danger buoys can be used to warn boaters of rocks, cables, stumps, dams, excessively shallow zones, critical habitat/sensitive areas, etc.
- It is worthwhile to secure a DNR Permit for the buoys placed on the lake to both; a) establish the Lake Districts as the definitive authority on the lake and b) establish acceptable standards with the DNR from which all other private permit requests will be evaluated or measured against. Here is a link to a 26 page DNR document. You can also go to the TOET website for the summary I provided at the 6/9/2025 board meeting.
[https://storage.googleapis.com/juniper-media-library/269/2025/06/\(9C1\)%20DNR%20Creating%20Local%20Boating%20Ordinances,%20Placing%20Waterway%20Markers%20&%20Estimated%20Timeline.pdf](https://storage.googleapis.com/juniper-media-library/269/2025/06/(9C1)%20DNR%20Creating%20Local%20Boating%20Ordinances,%20Placing%20Waterway%20Markers%20&%20Estimated%20Timeline.pdf)
- **Clean Boats Clean Waters Program**– This is a great program whereby the DNR provides a Grant opportunity to offset some of the costs associated with managing people at the launch.
 - This effectively gives the Lake District some DNR authority to inspect boats but, can also be used to educate, hand out brochures/lake maps, communicate the rules, tally boat color/registration information, inspect boats going on/coming off the lake for Aquatic Invasive Species (AIS), inform people of designated areas for skiing/sailing/wake boats, etc.
 - Potter Lake has an active Clean Boats Clean Waters program which has been in effect for a few decades. I believe they apply for and receive a DNR Grant every year in the amount of \$4,000 which I believe is the maximum amount. Potter Lake's program is generally active on weekends and holidays.
 - This could be expanded to include every day of the week during the summer if deemed necessary. The only impact would be potential added costs to the respective Lake District to employ people or find volunteers to be at the boat launch.
- **Aquatic Invasive Species (AIS) Weeds** – This is probably my biggest concern among all the issues being presented over the past months. I think this threat is much bigger than wake boats and probably has the largest potential for damaging our lakes going forward because we have absolutely no control over boats coming on and off the lake. There are two things I would like you to consider:
 - **Clean Boats Clean Waters** (mentioned above) is an excellent program which provides the Lake District eyes and ears at the boat launch. Of course their primary responsibility is to inspect boats coming on and off the lakes, however having that physical body at the launch provides so much more opportunity to gather data, educate boats and stress the rules. With the threat of AIS, it is fair to be a little more firm with visitors and stress the rules are a serious obligation.
 - **Anglers & Fishing Tournaments** – If there is one area that screams AIS to me, it is the sheer number of fishing boats coming on and off the lakes. There are a significant number of fishing boats coming on/off Potter Lake and they aren't running fishing tournaments. I'm not sure how many fishing

tournaments are sponsored on Lake Beulah in one season, but anglers and tournaments in general have the potential to far surpass the number of other boat types coming onto the lakes. All boats have small amounts of water stored in engines, as well as bilge water, bait bucket water, bait itself, boat hull and trailers. I also noticed a Beulah fishing tournament advertisement that read, stay below 50 MPH and it is suggested to wait until you get to 15' of water before powering up. If there is a way to limit the number of tournaments, or provide more significant incoming/outgoing inspection of boats at the launch, that might have a huge impact on AIS and quagga mussel infiltration to the lakes.

- **Education** - Create a brochure communicating all boating rules, suggested boating areas, i.e. skiing/sailing/surfing zones, maybe surf direction, kayaking/paddle boarding zones, swimming zones, etc. There are many lake districts launching communication programs to inform boaters of specific lake guidance, to communicate acceptable locations on the lake for specific boating types and to communicate proper boating etiquette and behaviors;
 - <https://districtofpowerslake.com/> – Lake District of Powers Lake has an extensive educational program and wake surf zones. Under LAKE LIFE tab on the website is included; boater safety, rules, surf patterns & common sense.
 - Beulah Responsible Boaters (BRB) reached out to me letting me know they are pursuing two avenues of positive action on this issue:
 - They have reached out to the US Coast Guard for boater safety training classes.
 - They are working on an information pamphlet, brochure or mailer which will provide recommendations and possible designated wake zones on a map of the lake.

Maybe LBMD could collaborate with them to save both organizations time, effort and money. Might be a good source of ideas for PLPRD. I have contacts who could help.

- **Riprap on Shoreline** – the DNR does allow riprap on the shoreline to protect against shoreline erosion which is heavily caused by the high winds creating waves which hit the shorelines hard. I have no idea what level of erosion is happening from wake boat usage, but I know one of the major causes of shoreline erosion is high winds and this mitigation approach will reduce wear and tear on the shoreline. Ice damming is another cause of shoreline erosion. Chapter 30 discusses the use of riprap for shoreline erosion protection. The waves created by the aggressive winds coming out of the west sometimes cause white caps on Potter Lake which I can easily see as a major contributor to shoreline erosion. I'm sure it is even worse on Beulah!

The DNR provides a permit exemption on riprap if you meet certain requirements. Requirements include but are not limited to; you may not exceed 200 linear feet of shoreline on an inland lake, riprap must be clean field stone or quarry stone with a diameter of no less than 6 inches and no greater than 48 inches, the toe of the riprap cannot extend more than eight feet waterward of the ordinary high-water mark, the

riprap must follow the natural contour of the shoreline and you must use filter fabric or clean-washed gravel as a filter layer under the riprap. Most pier companies are educated on these requirements for an exemption but here is a DNR document.

<https://dnr.wisconsin.gov/sites/default/files/topic/Waterways/checklist/ExemptionChecklist-Riprap.pdf>

- **Policing and Enforcement** – If more policing and enforcement is desired, PLPRD or LBMD could offset the police hours on the lake by funding the overtime component of the hourly wage. However, Lake Beulah almost exclusively benefits from this police patrol as there are no patrols on Potter Lake! I’m not sure if PLPRD desires police patrols at this time, but that is up to them.
 - The DNR will reimburse up to 70% of the hours spent by the police’s Water Patrol but will not reimburse any overtime pay components. Most police officers work Water Patrol after their regular 40 hours, so overtime comes into play as they are unionized and the rules are strict. The current DNR reimbursement rate to the town, considering state budget cuts, is about 58%, but it’s still a viable program from my perspective because over 50% of town costs to patrol waters are being paid by the DNR.
 - Under Chapter 33, PLPRD and LBMD is authorized to create a Water Safety Patrol which acts as effectively lifeguards on the water, alerting people to bad behavior and helping people in trouble. Chief Gorecki would gladly train them and support them. Chief Gorecki grew up on Lake Geneva, so he is very familiar with this type of program. NOTE: This would strictly be a privately funded or volunteer service and is not qualified for DNR reimbursement since the town already has an established Water Patrol through the town’s Police department.
- **Non-riparian boats/watercrafts stored and launched on the lake** – I have heard from many individuals that there are practices on Lake Beulah that will tend to promote more traffic which are very different from practices on Potter Lake who seems to have a manageable situation today.
 - There are many on Lake Beulah who do not live on the lake who are mooring a boat/watercraft at a friend’s pier.
 - I hear property owners are renting out space at their homes for boat trailers to get around the launch limitations dictated by spaces at the boat launch parking lot.
 - I’m told there are yet others with up to 10 boat slips on their property who are **renting out slips**. Town ordinance 16.10.050(4) does permit, based on shoreline requirements, no more than 10 boat slips without requiring a marina permit. I’m not saying this is a problem today, but I think you need to look at all potential causes of increased traffic before drawing conclusions to ban specific activities.
- **Other watercraft access not controlled through the boat launch** contributing to the increased traffic on the lake.
 - The Yacht Club launches and moors (overnight at times) sail boats regularly from their property on East Shore Drive. Again, I’m not saying this is a

problem today, but I think you need to look at all potential causes of increase congestion before conclusions can be drawn to promote banning specific activities. How many boat launches on average are conducted through the Yacht Club each week?

- Town Camps under Town ordinance 16.10.150(2) are exempt from obtaining a marina permit for; B'nai B'rith Beber Camp, Camp Edwards YMCA, Divine Word Seminary Camp, Camp Charles Allis Association and Alice Chester Center on Lake Beulah. And Salvation Army on Army lake. They also are obligated to protect the lake. This is additional boat traffic not controlled through the boat launch. How many boats does each camp have?

I don't have all the facts so I have no idea how pervasive these practices are, but it seems that there is potential to create much greater traffic on the lake than might be apparent simply by looking at the parking lot spaces at the boat launch. The number of boat launch parking spaces are limited by the DNR with the intent of limiting the numbers of added boats coming onto the lake. These other practices will increase boat traffic, will create more activity on the lake, and will add to unsafe conditions, shoreline erosion and lake churn. I strongly believe a significant part of the challenge on all lakes today are larger boats, larger and larger motors and too much traffic.

I am sending this letter on behalf of the entire board. These suggestions are shared in the spirit of collaboration, aiming to identify potential sources of the lake challenges voiced by many in our community—challenges that are common to lakes everywhere. The first step for each Lake District is to thoroughly assess all possible causes of disruption, prioritize them, and then develop targeted solutions.

This letter reflects concerns raised in recent months regarding lake degradation. I have dedicated significant time to understanding these complex issues, and the suggestions provided here represent high-probability opportunities for meaningful, short-term impact. They are offered as ideas for consideration—meant to support your Lake District boards as you continue to lead the protection and improvement of our lakes.

Many other districts have adopted creative and respectful approaches to managing lake use, and I encourage exploring similar paths. On behalf of the entire board, I hope these thoughts help focus your near-term mitigation efforts on the most commonly observed lake disturbances. As the town considers broader actions, it's crucial for the Lake Districts to honestly evaluate and address these apparent sources of disruption.

Please inform the Town Board what actions you are planning to take so we can support your efforts where appropriate.

Sincerely,



Joseph G. Jones, Chairman
Town of East Troy

Cc: Town of East Troy Board & Town Clerk

EXHIBIT A: State Statute Chapter 30 Inland Lakes.

SUBCHAPTER I - GENERAL PROVISIONS

- 30.03 Enforcement of forfeitures; abatement of nuisances; infringement of public rights.
- 30.07 Transportation of aquatic plants and animals; placement of objects in navigable waters.
- 30.105 Determining footage of shoreline.

SUBCHAPTER II - NAVIGABLE WATERS AND NAVIGATION IN GENERAL

- 30.121 Regulation of boathouses and houseboats.
- 30.123 Bridges and culverts.
- 30.125 Shoreline maintenance in outlying waters.
- 30.126 Regulation of fishing rafts.
- 30.13 Regulation of wharves, piers and swimming rafts; establishment of pierhead lines.
- 30.131 Wharves and piers placed and maintained by persons other than riparian owners.
- 30.132 Riparian rights.
- 30.133 Prohibition against conveyance of riparian rights.
- 30.135 Regulation of water ski platforms and jumps.
- 30.18 Withdrawal of water from lakes and streams.
- 30.29 Operation of motor vehicles in waters prohibited.
- 30.291 Inspections for certain exemptions and permitted activities.
- 30.292 Parties to a violation.
- 30.294 Nuisances, abatement.
- 30.298 Penalties.

SUBCHAPTER III - DEVELOPMENT AND OPERATION OF HARBORS

SUBCHAPTER IV - LOWER WISCONSIN STATE RIVERWAY

- 30.40 Definitions.
- 30.41 Creation.
- 30.42 Departmental duties, powers, prohibitions.
- 30.44 Permits and waivers; board procedures.
- 30.443 Erosion prevention and control.
- 30.445 Piers.
- 30.45 Prohibited and restricted activities in the riverway.
- 30.452 Prohibited activities in the river.
- 30.455 Department of transportation activities.
- 30.47 Restrictions on recreational use.
- 30.49 Enforcement.

SUBCHAPTER V - REGULATION OF BOATING

- 30.50 Definitions.
- 30.501 Capacity plates on boats.
- 30.505 Certificate of number system to conform to federal system.
- 30.60 Classification of motorboats.
- 30.61 Lighting equipment.
- 30.62 Other equipment.
- 30.625 Rental of motorboats.
- 30.63 Sale and use of certain outboard motors restricted.
- 30.635 Motorboat prohibition.
- 30.64 Patrol boats.
- 30.65 Traffic rules.
- 30.66 Speed restrictions.
- 30.68 Prohibited operation.
- 30.681 Intoxicated boating.
- 30.682 Preliminary breath screening test.
- 30.683 Implied consent.
- 30.684 Chemical tests.

EXHIBIT A: State Statute Chapter 30 Inland Lakes.

SUBCHAPTER V - REGULATION OF BOATING (Continued)

- 30.686 Report arrest to department.
- 30.687 Officer's action after arrest for violating intoxicated boating law.
- 30.69 Water skiing.
- 30.71 Disposal of waste from boats equipped with toilets.
- 30.74 Additional functions of department. (1) Boat Safety Programs; (2) Uniform Navigation Aids (Buoys)
- 30.742 Water exhibitions and races; rules.
- 30.745 Limited jurisdiction for administration and enforcement of navigation aids by municipalities.
- 30.75 Service of process on nonresident.
- 30.77 Local regulation of boating.
- 30.772 Placement and use of moorings; restrictions; permits.
- 30.773 Designated mooring areas.
- 30.78 Local regulation of seaplanes.
- 30.79 Local water safety patrols; state aids.
- 30.80 Penalties.
- 30.81 Local regulations on icebound inland waters.

One useful resource for you is the UW Stevens Point Extension Guide <https://www3.uwsp.edu/cnr-ap/UWEXLakes/Pages/organizations/guide.aspx>. Specifically in Chapter 5,

EXHIBIT B: Town of East Troy (TOET) Ordinances pertaining to Inland Lakes.

Chapter 16.05 PUBLIC WATERS

<https://www.codepublishing.com/WI/EastTroy/#!/EastTroy16/EastTroy1605.html#16.05>

16.05.010 Purpose.

16.05.020 Applicability.

16.05.030 Enforcement. (Reference to Wis. Stat. § 30.79)

16.05.040 Interpretation. (The Town of East Troy adopts Wis. Stat. Ch. 30)

16.05.050 Definitions. (Wis. Stat. § 30.50 is incorporated herein by reference.)

16.05.060 Traffic lane and anchorages. (All Lakes-200' from shore; 100' from projecting extremities.)

16.05.070 Classification of motorboats. (Wis. Stat. § 30.60 is incorporated herein by reference.)

16.05.080 Lighting equipment. (Wis. Stat. § 30.61 is incorporated herein by reference.) Mooring Lights.

16.05.090 Other equipment. (Wis. Stat. § 30.62 is incorporated herein by reference.)

16.05.100 Patrol boat exemption. (Wis. Stat. § 30.64 is incorporated herein by reference.)

16.05.110 Traffic rules. (Wis. Stat. § 30.65 is incorporated herein by reference.)

16.05.120 Speed restrictions. (Slow No Wake-6 p.m. to 10 a.m.) (Heavy Restrictions outline here!)

16.05.130 Prohibited operation. (Wis. Stat. §§ 30.68 and 30.71 are incorporated herein by reference.)

NOTE: Slow No Wake within 200' of a moored boat, swimmer or skin diver's marker!

Intoxicated Boating: Wis. Stat. § 30.681, Intoxicated boating; Wis. Stat. § 30.682, Preliminary breath screening test; Wis. Stat. § 30.683, Implied consent; Wis. Stat. § 30.684, Chemical tests; Wis. Stat. § 30.686, Report arrest to department; Wis. Stat. § 30.687, Officer's action after arrest

16.05.140 Additional restrictions. (Wis. Stat. § 30.69 is incorporated herein by reference.)

(1) When towing; (Minimum two people) One observer and one operator of the boat.

(2) No motorboat operator shall tow more than one water skier, etc.

(3) Boat & Skier must be 200' from shore at all times.

(4) No person shall, without special TOET permit, engage in slalom skiing.

(5) No Towing: Monday through Friday – Sunset to 10:00 a.m.; Saturdays, Sundays and legal holidays – 6:00 p.m. to 10:00 a.m.

(7) No person shall water ski or aquaplane in a marked weed bed area.

(8) Operators of boats towing water skiers in Mill Lake shall operate their boats in a counterclockwise direction.

(9) Water skiing in Potter's Lake; operate counterclockwise direction on Saturdays, Sundays and legal holidays between May 1st and September 15th.

(10) Skiing Hours and Speed Limit Regulations for Potter's Lake. Water skiing on Potter's Lake shall be permitted from 8:00 a.m. until sunset Monday through Friday, except legal holidays; 10:00 a.m. to 6:00 p.m. on Saturdays, Sundays and legal holidays. Slow-no-wake before and after skiing hours.

(10) Slow-No-Wake on Potter's Lake when elevation in excess of 8.8 feet (dam meter).

16.05.150 Skin diving, swimming and swimming beaches. (Wis. Stat. § 30.70 is incorporated herein.)

(2a) No person shall swim in a traffic lane without accompanied by boat.

(2b) No person shall swim in the traffic lane from sunset to sunrise.

(2c) No skin diving or water skiing in marked fish spawning area.

(2d) No swimming within a radius of 50 feet of any public boat launching area

16.05.160 Boats equipped with toilets. (Wis. Stat. § 30.71 is incorporated herein by reference.)

16.05.170 Commercial passenger boats.

16.05.180 Aircraft and parasailing.

EXHIBIT B: Town of East Troy (TOET) Ordinances pertaining to Inland Lakes.

Chapter 16.05 PUBLIC WATERS (Continued)

16.05.190 Rafts, buoys, markers, moorings and piers. (

(2) No owner of any lot or lots, including registered or permitted marinas, except "Camp" B'Nai Brith Beber Camp, Salvation Army Camp, Camp Edwards, Divine Word Seminary, Camp Charles Allis Association, and Alice Chester Center in TOET, shall permit or allow mooring or docking of more than 10 boats on its lake frontage. (Wis. Stat. § 30.12.)

(3) No person shall enter upon, remain upon or cause any object to be placed upon the raft, platform, mooring, or pier of another upon notification by lawful occupant.

16.05.200 All terrain vehicles and aquatic snowmobiles. (

16.05.210 Operation of motor vehicles (Wis. Stat. § 340.01) on ice prohibited. No motor vehicles on icebound lakes except UTV/ATV's or other recreational vehicle under 1,000 pounds.

16.05.220 Underwater craft. Craft capable of operating below the surface of the water allowed outside of traffic lane or within traffic lanes within a radius of 50 feet from a flag marker.

16.05.230 Littering waters prohibited. (

(3) Fines no less than \$50 and no more than \$200 per violation.

16.05.240 Markers and navigation aids—Posting ordinance. <https://widnr.widen.net/s/lldpzrbl2s/le0317>

(2) Standard Markers. All markers placed upon the waters of the lake shall comply with the regulations of the Wisconsin Department of Natural Resources.

(4) Fines no less than \$500 per violation.

16.05.250 Removal of ice – Permit required. No removal from Lake Beulah or Potter's Lake without first obtaining a yearly permit. (\$25.00 fine per occurrence).

16.05.260 Deposits. (Wis. Stat. §§ 30.52, 30.80 and 30.298 are incorporated herein by reference.)

PIER REGISTRATION FORM is provided under this section.

16.05.270 Exceptions.

Chapter 16.10 REGULATION OF MOORINGS AND PIERS

<https://www.codepublishing.com/WI/EastTroy/#!/EastTroy16/EastTroy1610.html#16.10>

16.10.040 Permit. A permit shall be required for each property having a pier, wharf, or marina that is placed wholly or in part in navigable waters unless otherwise exempt herein.

16.10.080 Swimming rafts. A riparian owner may place a properly anchored swimming raft, or any other recreational device or structure within 200 feet of shore.

16.10.090 Permit procedure. (9) All piers placed before April 17, 2012, are grandfathered unless.... If pier grandfathered, pier can be relocated or reconfigured as long as it is not enlarged.

16.10.110 Limitations of permit. Permit holders may not rent, lease or give mooring rights to non-riparian individuals unless approved by the Town Board. Guest mooring is allowed but cannot exceed five consecutive days or 10 days per season.

16.10.150 Rafts, buoys, markers, moorings and piers.

(2) No owner of any lot or lots, including registered or permitted marinas, except "Camp" B'Nai Brith Beber Camp, Salvation Army Camp, Camp Edwards, Divine Word Seminary, Camp Charles Allis Association, and Alice Chester Center in TOET, shall permit or allow mooring or docking of more than 10 boats on its lake frontage. (Wis. Stat. § 30.12.)

16.10.170 Violation. Fines no less \$50.00 and no more than \$500.00 for each violation.

EXHIBIT B: Town of East Troy (TOET) Ordinances pertaining to Inland Lakes.

Chapter 16.15 POWER LAUNCHING PROHIBITED

<https://www.codepublishing.com/WI/EastTroy/#!/EastTroy16/EastTroy1615.html#16.15>

Chapter 16.20 REGULATIONS AND ENFORCEMENT

<https://www.codepublishing.com/WI/EastTroy/#!/EastTroy16/EastTroy1620.html#16.20>

Chapter 16.25 WILMER'S POINT LANDING BOAT LAUNCH

<https://www.codepublishing.com/WI/EastTroy/#!/EastTroy16/EastTroy1625.html#16.25>

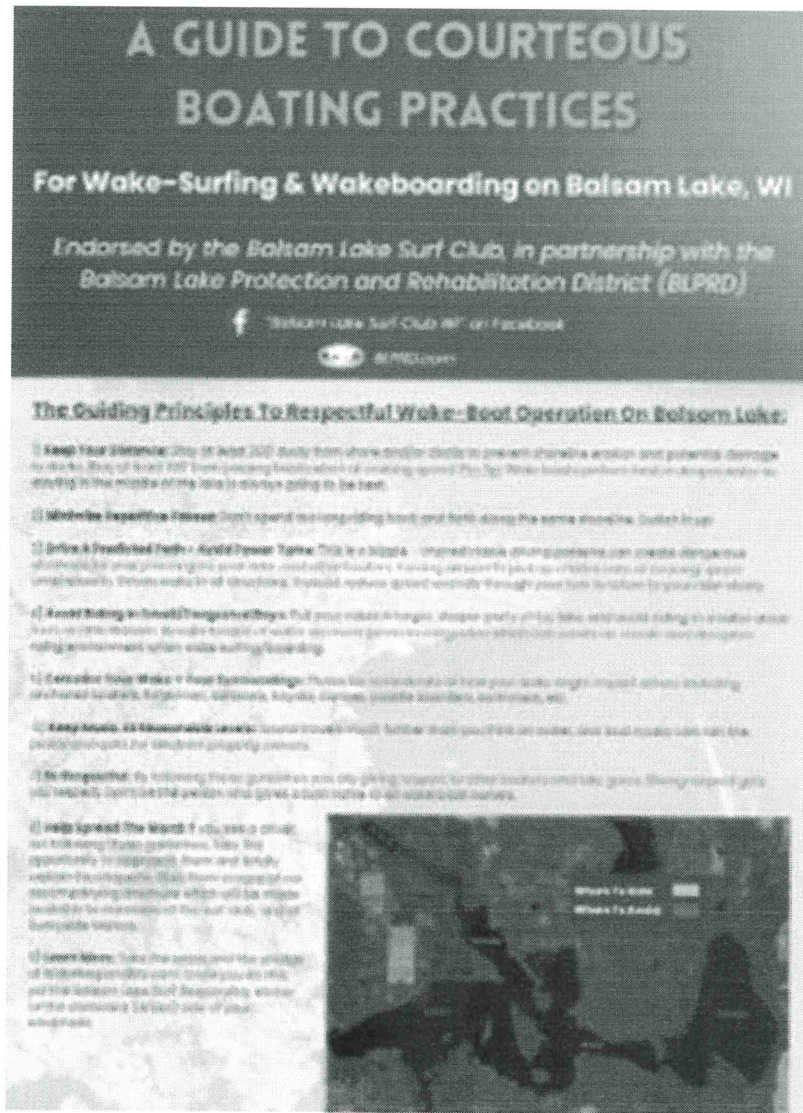
16.25.120 Fishing tournaments. Any fishing tournament or other organized activity involving a business promotion, tournament involving awards or trophies, or any other organized activity calling for the usage of five or more parking spaces at the Wilmer's Grove parking lot shall be prohibited except by a special event permit. Any application for which a DNR permit is required shall be accompanied by the permit issued by the Department of Natural Resources and be attached to the form which shall be available at the Town Hall or through the Town's Police Department upon prior request.

16.25.140 Administration and regulations. Town Police Chief administers boat launch fee program.

EXHIBIT C: Sample Brochures by other Lake Districts.

Manitowish Waters

<https://wakesafemw.com/> - Website Link with pictures of Lakes, Wake Zones, etc.



THE WHY BEHIND THE GUIDE:

Balsam Lake is enjoyed by boaters and lake-goers of all kinds, and it's essential for everyone's enjoyment that courteous boating practices are widely adopted. As the wake-boat community continues to grow, we play an important role in stewarding proper etiquette for our community of tow-boat owners. Conducting responsible boat operation will help us preserve the enjoyment of the lake for everyone, as well as our love for watersports.

Get In Touch:

"Balsam Lake Surf Club WI"
on Facebook

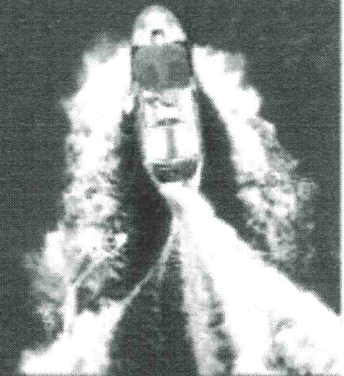


Facebook.com/BalsamLakeSurfClubWI



A GUIDE TO COURTEOUS BOATING PRACTICES

For Wake-Surfing & Wakeboarding
on Balsam Lake, WI



Endorsed by the Balsam Lake
Surf Club, in partnership with the
Balsam Lake Protection and
Rehabilitation District (BLPRD)

Respectful Wake-Boat Operation On Balsam Lake:

1) **Keep Your Distance:** Stay at least 200' away from shore and/or docks, and at least 100' from passing boats when at cruising speed. Pro Tip: Wake boats perform best in deeper water so staying in the middle of the lake is always going to be best.

2) **Minimize Repetitive Passes:** Don't spend too long riding back and forth along the same shoreline. Switch it up!

3) **Drive A Predicted Path • Avoid Power Turns:** This is a biggie - Unpredictable driving patterns can create dangerous situations for your passengers, your rider, and other boaters. Turning around to pick up a fallen rider at cruising speed unnecessarily throws wake in all directions. Instead, reduce speed and take through your turn to return to your rider slowly.

4) **Avoid Riding In Small/Congested Bays:** Pull your riders in larger, deeper parts of the lake, and avoid riding in smaller areas such as Little Balsam. Smaller bodies of water are more prone to congestion which can create an unsafe and disruptive riding environment when wake

how your wake might impact others including anchored boaters, fisherman, sailboats, kayaks, canoes, paddle boarders, swimmers, etc.

5) **Keep Music At Reasonable Levels:** Sound travels much farther than you think on water, and loud music can ruin the peace and quiet for lakefront property owners.

7) **Be Respectful:** By following these guidelines you are giving respect to other boaters and lake goers. Giving respect gets you respect. Don't be the person who gives a bad name to all wake boat owners.

take the opportunity to approach them and kindly explain the etiquette. Give them a copy of this brochure. Additional copies of this brochure are available at Sunnyside Marina.

9) **Learn More:** Take the exam and the pledge at WakeResponsibly.com. Once you do this, put the Balsam Lake Surf Responsibly sticker on the starboard (driver) side of your windshield.

Where To Ride:



Where To Avoid:



Increasing Enforcement Hours on Town of East Troy Lakes

On 6/23/2025 Chairman Jones, Chairman Pat Bergin (LBMD), Representative Rick Stacey (LBMD Walworth County), Police Chief Gorecki (TOET), Deputy Chief Runge (TOET) and Jason Roberts (DNR Warden SE Region) all met at the Town Hall for a two hour discussion covering the most efficient way to staff and enforce boating activities on Lake Beulah. Discussions also covered current TOET (Town of East Troy) boating ordinances, a Clean Boats-Clean Waters (CBCW) program for AIS (Aquatic Invasive Species) control and Buoy placement/permitting.

Chief Gorecki left the meeting with the assignment to pull together some options for improving patrol hours and develop estimated costs for each option providing additional police water patrol coverage. LBMD was provided guidance for how to approach buoy placement, how buoy permitting works and will go through a three step process; 1) LBMD draft buoy placement map, 2) TOET Police to review for maximum enforcement opportunity while minimizing buoy quantities and 3) DNR will review for enforcement, buoy permit. Also discussed was benefits of a Clean-Boats-Clean-Waters (CBCW) program as well as DNR grant availability for the Lake District.

The objective of the meeting was to explore possible police staffing options to improve the patrol hours on Lake Beulah. With the additional staffing hours, periodic patrol of Potter Lake and/or availability to support Army Lake was also discussed. Once options are summarized with estimated cost affixed to each option, additional brainstorming for outside funding options (LBMD) was discussed to offset Town expense on patrol hours.

- Enticing officers to work weekends and holidays – it was noted that boat patrol is most needed on weekends and during holidays which is exactly the times most all of us are hoping to spend time with our families. Some options were discussed and Chief Gorecki was to provide some options for consideration.
- What costs are reimbursed by DNR - The DNR is reimbursing approximately 58% of the Town's expenses which go directly to boat patrol hours. This reimbursement has diminished from a maximum of 70% due to state budget constraints. Capital purchases are reimbursed on a 5-year payback with a 10-year lifecycle expectation minimum.
- TOET Police Department logged a total of 330 hours on Lake Beulah in 2024 (from the week prior to Memorial Day through two weeks following Labor Day). The discussion was heavily focused on improving this number of hours.
- Water Safety Patrol – the concept of trained water safety patrol established by LBMD was discussed but there are pros and cons to this approach. These individuals would not be sworn officers, they would patrol separate from the Police Boat Patrol, and act mainly as senior life guards. Therefore, their enforcement powers would be limited to safety concerns and could impose some liability concerns to LBMD.
- Community Service Officer (CSO) – the water safety patrol discussion led to the concept of a CSO who are trained employees of the police department but not a full-fledged officer. These individuals could ride along with a fully authorized officer to facilitate more efficient enforcement activities.

Chief Gorecki responded to Chairman Jones with some suggestions, proposals and associated costs on 6/24/2025. Discussions are ongoing between Chairman Jones and Chief Gorecki to fully understand the cost implications to the Town for all options and weighing them against the increased level of enforcement achieved. Chairman Jones hopes to have some information in July-2025 in front of LBMD, PLPRD and board members to support an August-2025 Board Meeting discussion.

Identifying Funding Sources for Organizational Assessment

We will be discussing organizational assessment (OA) proposals received from three different organizations tonight. The primary objective for this assessment is to have an independent authority compare and analyze our current town practices with current best practices by other municipalities. This assessment will include financial, procedural, department and organizational analysis to support suggestions for improving efficiency, effectiveness and succession planning.

It is important to execute this OA prior to the upcoming 2026 budget cycle occurring this fall-2025 because any accepted OA suggestions might have specific budget implications on the 2026 budget. If we cannot support implementation of any approved OA suggestions in this 2026 budget cycle, then we would effectively delay any implementation opportunities until 2027 budget year. The cost to the town for this assessment is very minor compared to the benefits one suggestion could provide. In addition, there are expectations that "low hanging fruit" opportunities could potentially pay for the cost of the assessment itself while allowing further board discussion and possible action on bigger picture opportunities providing further benefit going forward.

This OA was not budgeted in 2025, so we either need to identify unused funds in the 2025 budget which can be reallocated or designated to this project or we could use the landfill funds for this project. This will be the point of discussion by the board at the July Regular Board Meeting and the board will need a motion to approve the use of the agreed upon funding source.

The objective is to launch this contract in July-2025 with targeted conclusion by September-2025 to support the 2026 Budget Cycle occurring this fall-2025.

Bid Date:	Sunday, June 08, 2025	Monday, June 9, 2025
Company	Public Administration Associates, LLC 1155 W. South Street, Whitewater, Wisconsin 53190	Innovative Public Advisors PO Box 122, West Bend, Wisconsin 53095
Website:	https://public-administration.com/	https://www.public-advisors.com/
Contact(s)	<ul style="list-style-type: none"> • David Bretl, Partner/CEO dbretl@public-administration.com; 414-350-3328 • Chris Swartz (Contact info not provided) • Resumes included in the Proposal and on Website. 	<ul style="list-style-type: none"> • Jay Shambeau, ICMA-CM, MPA Partner/Founder, jay@public-advisors.com; 262-355-6102 • Jess Wildes, MPA, MS Partner/Founder, jess@public-advisors.com; 262-339-5658 • Resumes included in the Proposal and on Website.
Years in Business:	27 Years in Business (1998 to Present)	February 2025 ??
Cost Breakdown:	\$4,375.00 (1 trip interviews; 2nd Trip Presentation) <ul style="list-style-type: none"> • Consultant time: 30 hours @ \$130/hour = \$3,900 • Travel expenses and travel time: \$475 	\$12,750.00 (1 trip interviews; 2nd Trip Presentation) <ul style="list-style-type: none"> • No breakdown provided.
Services Breakdown:	<ul style="list-style-type: none"> • 12 hours of on-site interviews (6 hours x 2 consultants) • 8 hours of document review • 8 hours to draft the report • 2 hours to present the report 	Not Available
Timeline:	Approximately 6 weeks.	Approximately 12 weeks
Experience:	Its current owners, Kevin Bunner, Dave Bretl, Shawn Murphy and Sue McDade are former county and municipal administrators and understand the challenges of local government.	Founded by experienced municipal professionals Jay Shambeau, ICMA-CM, MPA, and Jess Wildes, MPA, IPA offers a wide range of services including executive recruitment, professional coaching, grant writing, governance training, communications strategy, and strategic plan development.
Other Services:	Executive Recruitment Public Safety Studies (Fire/EMS and Police Operations) Interim Mgmt. Svcs (skilled/experienced administrators) Strategic Planning & Implementation Services Classification & Compensation Studies	Executive Recruitment Economic Development & Grant Writing Communications & Marketing Strategies Strategic & Specialty Planning Governance Training & Leadership Workshops Professional Coaching & Mentorship
References:	City of Waupun, Wisconsin (City Administrator) Village of Jackson, Wisconsin (Village Administrator) City of Platteville, Wisconsin (City Council President) City of Sturgeon Bay, Wisconsin (Fire Chief) Town of Doty, Wisconsin (Supervisor) Village of Cottage Grove, WI (Village Administrator) City of Lake Geneva, Wisconsin (Fire Chief) City of Sturgeon Bay, Wisconsin (City Administrator) Town of Sevastapol, Wisconsin (Town Chair)	Trempealeau County, Wisconsin (County Administrator) City of Neillsville, Wisconsin (City Council Member)

Innovative Public Advisors

Monday, June 9, 2025

Proposal for Town of East Troy Organizational Assessment

To: Chairman Joseph G. Jones
Town of East Troy
PO Box 872
East Troy, WI 53120-0872

Dear Chairman Jones:

Innovative Public Advisors (IPA) is pleased to submit a proposal to conduct an organizational assessment of the Town of East Troy's municipal operations and departments.

The IPA team offers a modern and efficient approach to organizational assessments, emphasizing a thorough analysis to deliver actionable insights. Our process includes evaluating operational efficiencies, engaging with key stakeholders, identifying opportunities for improvement, and recommending tailored strategies to enhance municipal effectiveness. With a deep understanding of public sector operations, IPA ensures a comprehensive and collaborative approach that aligns with your community's needs and goals.

IPA is a premier public sector strategy and consulting firm dedicated to empowering municipalities with tailored solutions that enhance leadership, optimize operations, and drive positive community impact. Founded by experienced municipal professionals, our team combines decades of experience with innovative methodologies to help municipalities navigate complex challenges and strengthen their capacity to serve effectively.

We appreciate your consideration and look forward to the opportunity to bring our expertise to the Town of East Troy. Please don't hesitate to reach out with any questions. Thank you!

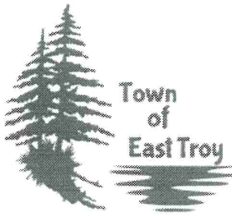
Sincerely,



Jay Shambeau, ICMA-CM, MPA
Partner, Innovative Public Advisors
jay@public-advisors.com | 262-355-6102



Jess Wildes, MPA, MS
Partner, Innovative Public Advisors
jess@public-advisors.com | 262-339-5658



Scope of Work

- **Operational Assessment and Service Delivery Analysis**
 - Evaluate the current structure and capabilities of municipal operations and departments, identifying strengths and areas for improvement.
 - Examine service levels across departments.
 - Review existing Town ordinances, budgeting process, procedures, policies, and other key documents.
- **Stakeholder Engagement**
 - Interview elected officials, department heads, staff and other stakeholders to gather operational insights.
- **Report Development**
 - The final report will articulate identified needs, operational efficiencies, financial assumptions, actionable recommendations, implementation timelines, and measurable performance metrics.

Professional References

Innovative Public Advisors works with municipalities across the state to facilitate collaborative planning processes, conduct needs assessments, and develop clear, actionable plans that address community challenges and opportunities.

Trempealeau County, Wisconsin

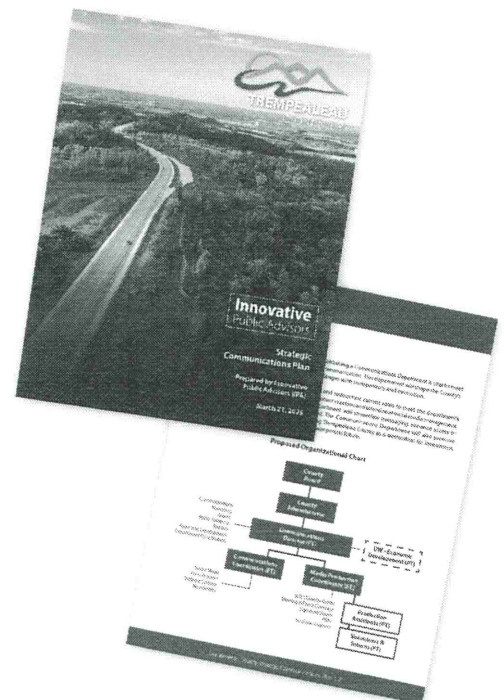
Projects: Communications Staffing Assessment, Strategic Communications Plan, and County Strategic Plan

Reference: County Administrator Rebecca Glewen,
920-763-4094, rebecca.glewen@co.trempealeau.wi.us

City of Neillsville, Wisconsin

Project: Study of Police, Public Works, and Municipal Staffing

Reference: City Council Member Barb Petkovsek,
715-429-0486, barb.petkovsek@gmail.com



Project Timeline

The Town of East Troy Organizational Assessment will take approximately three (3) months to complete. Upon successful grant award, the approximate project schedule will take place:

- Project Commencement: Summer 2025
- Weeks 1-2: Finalize Scope of Work and Contract, Kick-off Meeting
- Weeks 3-5: Discovery Meetings, Stakeholder Interviews
- Weeks 6-8: Research and Data Analysis
- Weeks 9-11: Plan Development
- Week 12: Final Presentation and Report Delivery to Town Board

Timeline is subject to change based on Town of East Troy preferences.

Fee Schedule (Budget)

IPA's planning services are collaborative and comprehensive. The total project cost below includes all components of the services outlined in this proposal, including meetings, stakeholder engagement, research, report development, and a final presentation. IPA will be onsite two times to facilitate engaging discussions, acquire information and data, and present to the Town Board.

Total Project Cost: \$12,750.00

Includes travel and expenses for two (2) trips to the Town of East Troy. Additional expenses for increased visits or scope changes to be discussed and agreed upon in advance. Contract and payment schedule to follow upon approval.

- **Initial Payment:** Upon grant award and execution of the contract, the Town of East Troy will pay 50% (\$6,375.00) of the total project cost.
- **Final Payment:** Upon delivery of completed plan, IPA will invoice for the final payment of \$6,375.00.

Thank you for your consideration!



Jay Shambeau, ICMA-CM, MPA
Partner, Innovative Public Advisors
jay@public-advisors.com | 262-355-6102



Jess Wildes, MPA, MS
Partner, Innovative Public Advisors
jess@public-advisors.com | 262-339-5658

Innovative Public Advisors

Advancing local government a different way—the IPA way.

Innovative Public Advisors (IPA) is a premier public sector executive recruitment and strategy firm dedicated to empowering municipalities with tailored solutions that enhance leadership, optimize operations, and drive positive community impact.

Founded by experienced municipal professionals Jay Shambeau, ICMA-CM, MPA, and Jess Wildes, MPA, IPA offers a wide range of services. With a focus on delivering innovative, sustainable solutions, IPA is committed to helping local governments navigate complex challenges and strengthen their capacity to serve their communities effectively.

Services



Executive Recruitment



**Economic Development
& Grant Writing**



**Strategic & Specialty
Plan Development**



**Professional Coaching
& Mentorship**



**Communications &
Marketing Strategies**

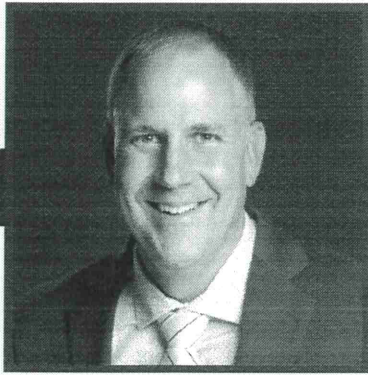


**Governance Training
& Facilitated Retreats**

IPA Team

Innovative Public Advisors is led by partners Jess Wildes and Jay Shambeau, two seasoned professionals with extensive experience in public sector management and strategic consulting.

Together, they bring a wealth of expertise in government administration, operations, communications, and leadership development—offering innovative solutions to help local governments thrive.



JAY SHAMBEAU

ICMA-CM, MPA

jay@public-advisors.com | 262-355-6102

EDUCATION

MASTER OF PUBLIC ADMINISTRATION

UW - Oshkosh

BACHELOR OF SCIENCE

Regional Analysis and Geography, UW - Green Bay

LEADERSHIP WISCONSIN

UW-Madison, 2014

ACCOLADES

Credentialed Manager
International City/County
Management Association, 2024

Recipient of ICMA's prestigious
30 Years of Service Award

SERVICE

Rotary International
West Bend Sunrise Rotary Club

Boys and Girls Club of
Washington County
Board Member

United Way of Washington
County, Campaign Co-Chair

West Bend Area Chamber of
Commerce, Board Member

West Bend Tourism
Commission, Chairman

Kettle Moraine Lutheran High
School, Board Member and
President

INNOVATIVE PUBLIC ADVISORS, PARTNER

Jay is a highly experienced public sector professional with 32 years of expertise in city and county government management, strategic planning, and public policy. Jay has worked with municipalities of all sizes to drive organizational efficiency, enhance governance, and secure critical funding. His background includes leading complex projects, facilitating collaborative planning efforts, and providing executive coaching to local government leaders. Jay is known for his relationship skills and practical approach, blending deep knowledge of governmental processes with a commitment to delivering impactful results. His leadership and insight have helped numerous local governments achieve their goals and navigate the challenges of an ever-evolving public sector landscape.

CITY ADMINISTRATOR

City of West Bend, West Bend, Wisconsin, 2016–2025

- Responsible for the administration of daily city operations and implementing policies established by the City Council.
- Oversee \$30M budget, lead economic development activities, manage department head team, foster community engagement, ensure efficient delivery of services, and promote the city's growth and development.

ASSOCIATE

Public Administration Associates, LLC, Wisconsin, 2024

PLANNING AND PARKS ADMINISTRATOR

Washington County, Wisconsin, 2014-2016

COUNTY ADMINISTRATOR

Calumet County, Wisconsin, 2008-2014

- Responsible for the daily operations of county government, ensuring efficient delivery of services and adherence to budgetary guidelines.
- Collaborated with elected officials, managed staff, and facilitated communication between departments to promote effective governance and community engagement.

VILLAGE ADMINISTRATOR

Village of Kewaskum, Wisconsin, 2006-2008

- Responsible for the management of municipal operations, including implementing policies set by the Village Board and managing all departments.
- This position involved budgeting, community planning, economic development, and fostering relationships to ensure effective service delivery and enhance community development.

PLANNING DIRECTOR

Clark County, Wisconsin, 1993-2006



JESS WILDES MPA, MS

jess@public-advisors.com | 262-339-5658

EDUCATION

MASTER OF PUBLIC ADMINISTRATION

University of Wisconsin
Oshkosh

MASTER OF SCIENCE

Integrated Marketing
Communications
Eastern Michigan University

BACHELOR OF ARTS

College of Saint Benedict &
Saint John's University

SERVICE

Rotary International
West Bend Sunrise Rotary Club

International City/County
Management Association
(ICMA) Assistant Chief
Administrative Officer (ACAO)
Committee Member

Wisconsin Economic
Development Association
(WEDA) Board Member

Mid-Moraine Municipal
Court Board Member

Downtown West Bend Business
Improvement District (BID)
Board Executive Director

Visit Washington County Board
Member and Vice President

Honored as one of ELGL's
"Top 100 Influencers in
Local Government"

INNOVATIVE PUBLIC ADVISORS, PARTNER

Jess is a seasoned strategist specializing in local government communications, public relations, and grant acquisition. With a proven track record of securing significant local, state, and federal funding, Jess has helped municipalities access critical resources to support community development, infrastructure, and essential services. Her work also includes crafting effective communication strategies, enhancing public engagement, and building transparent, trust-based relationships between local governments and their communities. With her expertise in both strategic messaging and grant writing, Jess is committed to helping local governments secure the resources they need while fostering strong, effective communication.

ASSISTANT CITY ADMINISTRATOR

City of West Bend, West Bend, Wisconsin, 2020–2025

Also served as Communications and Economic Development Director

- Performed economic development activities to promote business development, retention, and job creation.
- Coordinated with all departments to increase the quality and consistency of the city organization's messaging and content
- Acquired alternative revenue sources through grants (\$6.5+ million), fundraising and partnerships.
- Set strategy and manage a talented team of professionals responsible for community television programming, social media, public relations, internal and external communications, brand management, and tourism promotion.
- Built meaningful relationships with constituents, community leaders, business owners, state-level officials, and economic developers.
- Managed five city departments: Assessors, Communications, City Clerk, Human Resources, and Information Technology.

DIRECTOR OF COMMUNICATIONS & MARKETING

Museum of Wisconsin Art, West Bend, Wisconsin, 2017–2020

SENIOR ACCOUNT EXECUTIVE

Trefoil Group, Milwaukee, Wisconsin, 2016–2017

DIRECTOR OF RECRUITMENT MARKETING

Mount Mary University, Milwaukee, Wisconsin, 2013–2016

Northland College, Ashland, WI, 2009–2013

Innovative
Public Advisors



220 E Buffalo Street
Suite 201
Milwaukee, WI 53202

P (414) 296-4333

www.msa-ps.com

May 28, 2025

Joseph Jones, Chairman
Town of East Troy
N9330 Stewart School Road
East Troy, WI 53120

Re: RFP for Conducting an Organizational Assessment of the Town of East Troy's Municipal
Operation and Departments

Dear Mr. Jones:

Thank you for inviting MSA Professional Services, Inc. (MSA) to submit a proposal to Conduct an Organizational Assessment of the Town of East Troy's Municipal Operation and Departments. After reviewing the RFP and discussing the project with our team, we must regretfully decline to submit. At MSA, we believe that each opportunity is not just a project, but a commitment. With this in mind, our best-suited professionals are not available to complete the project in accordance with your requested timeline.

We look forward to the opportunity to serve you and grow our partnership in the future.

Sincerely,
MSA Professional Services, Inc.

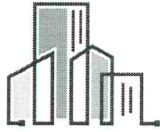
A handwritten signature in cursive script that reads "Diane Rowe".

Diane Rowe, AICP, ICMA-CM
Senior Community Development Administrator
drowe@msa-ps.com | (920) 306-5285



PROPOSAL FOR
ORGANIZATIONAL
ASSESSMENT OF THE TOWN OF
EAST TROY'S MUNICIPAL
OPERATION & DEPARTMENTS

SUBMITTED BY: PUBLIC ADMINISTRATION ASSOCIATES, LLC
JUNE 8, 2025



Public Administration Associates

June 7, 2025

Joe Jones
Chair, Town of East Troy
N9330 Stewart School Road
East Troy, WI 53120

Dear Chair Jones,

On behalf of Public Administration Associates, LLC ("PAA"), we are pleased to submit the following response to your request for proposals regarding consulting assistance for the Town of East Troy.

Proposed methodology.

We understand that the Town is looking for an organizational assessment of its operations and departments. After giving your situation considerable thought, we propose a fairly limited study that balances the Town's desire to obtain basic information to improve operations without incurring an excessive amount of money.

Specifically, we propose having two consultants, Dave Bretl and Chris Swartz, spend a day in the town hall conducting interviews with key staff and those Board and Committee members who wish to participate. We would also review key documents as well as relevant ordinances, policies, and resolutions. We would analyze the information obtained and advise the Town Board on the status of Town operations and departments, based on compliance with applicable laws and best practices adopted by comparable communities. We would prioritize areas that merit further attention by the Board and convey our findings to the Town Board in a short written report (10 to 15 pages), as well as a verbal presentation.

We want the Town to be clear on what our report would and would not do. We do not propose conducting a comprehensive organizational study. That effort would be considerably more expensive. While it would generate useful information, we think that it might be "overkill" at this point. We think a better approach for the Town is for us to look at your organization as a whole, suggest simple fixes for "low-hanging fruit" (areas that can be improved with relatively simple solutions), and lay out a roadmap for the Town to follow to implement more significant changes in the future.

We will illustrate our approach with several purely hypothetical examples. We might find, for example, that Town wages are creating recruiting and retention issues. Our study would not tell you what those new pay ranges should be, but we would suggest possible courses of action to you, such as conducting a classification and compensation study, how to go about doing that, and how much it might cost. We might recommend that the Town consider hiring an Administrator. We would not develop the position description, but we would tell you the steps

David Bretl
414-350-3328
bretld paa@gmail.com

1155 W. South Street
Whitewater, WI 53190

involved in creating the position, our rationale for suggesting it, as well as probable costs associated with it. To use another analogy, our effort could be compared to taking your car to a mechanic to find out what needs to be fixed. When the mechanics are done, you leave with a prioritized list of items that need correction and the cost of making those repairs. You might choose to defer some of the repairs or even ignore them altogether. On the other hand, if your brakes are bad and your transmission is about to fail, our report would tell you the next steps to take to fix these critical items, along with a projected budget.

Deliverable.

Our deliverable would be a concise report, approximately ten to fifteen pages in length, that would address the following:

Immediate actionable items and solutions.	This is the “low-hanging” fruit. Here we will identify issues that can be corrected quickly and with minimal effort by the Town.
Immediate needs	We will identify issues that we feel merit the Town’s immediate attention. These issues may require further study in order to be implemented.
Intermediate/long-term needs	We will identify intermediate (1 to 5-year challenges) as well as long-term needs and opportunities.

This approach has several advantages:

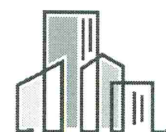
1. **Immediate Insights:** We anticipate identifying some “low-hanging fruit,” issues that are apparent through a short site visit and can be addressed quickly and independently by the Town.
2. **Targeted Recommendations:** For more complex issues, we would provide our observations and recommendations for next steps, which may include more in-depth study, policy development, or simple board action. While this doesn’t provide you with an immediate “fix” we believe it is the most efficient use of your money. It permits your Board to decide the specific areas it wishes to focus on. Money saved on this first study can be used to implement those recommended courses of action.

PAA consultants Dave Bretl and Chris Swartz would work on this project. Information about your consultants is contained on page 9 of this Proposal.

Project Cost and Scope

Total cost for the proposed services is \$4,375, which includes:

- 12 hours of on-site interviews (6 hours x 2 consultants)
- 8 hours of document review



- 8 hours to draft the report
- 2 hours to present the report
- Consultant time: 30 hours @ \$130/hour = \$3,900
- Travel expenses and travel time: \$475

Information about our firm follows on page 4. Comparable studies that we have conducted are set forth on page 7. We have included references on page 8. We would be available to start upon contract approval. We anticipate providing the Town with a draft report within six weeks of our kick-off meeting. In terms of support from the Town, it will be important to maximize our time on site, as we have included only one visit (in addition to our presentation) in our cost proposal. The availability and cooperation of key staff and elected officials will be critical.

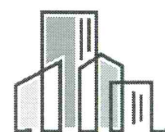
Thank you again for considering Public Administration Associates. Please feel free to contact Dave Bretl, (414) 350-3328 with any questions.

Sincerely,



David Bretl

Public Administration Associates, LLC



1. About Public Administration Associates

Firm Contact

David Bretl

T: 414-350-3328

E: dbretl@public-administration.com

Name

Public Administration Associates, LLC
1155 W. South Street Whitewater, WI
53190

<http://public-administration.com/>

Year Established

1998

We are a consulting firm specializing in local government. Founded in 1998, its current owners, Kevin Bunner, Dave Bretl, Shawn Murphy and Sue McDade are former county and municipal administrators and understand the challenges of local government. We are based in Whitewater, Wisconsin. PAA is recognized among the most trusted, skilled, and effective local government consultants in Wisconsin. Our consultants are highly skilled professionals who get the job done through diligence, unparalleled commitment to the highest standards of client service, and efficient use of client's time and resources. It is a reputation earned from decades of public sector management.

PAA SERVICES

Executive Recruitment

Assisting municipalities in the recruitment and selection of management personnel including managers, administrators and department/division heads.

Public Safety Studies

Studying fire/EMS and police operations to help communities achieve sustainable and effective public safety operations. Assist communities in negotiating the merger of public safety operations and transfer of services.

Organization & Management Studies

Analyzing municipal, operations, and management structure and procedures using best practice standards. Specializing in organizational assessments, public works, and public safety.

Interim Management Services

Providing skilled and experienced administrators on a full-time or part-time basis for a limited period of time.

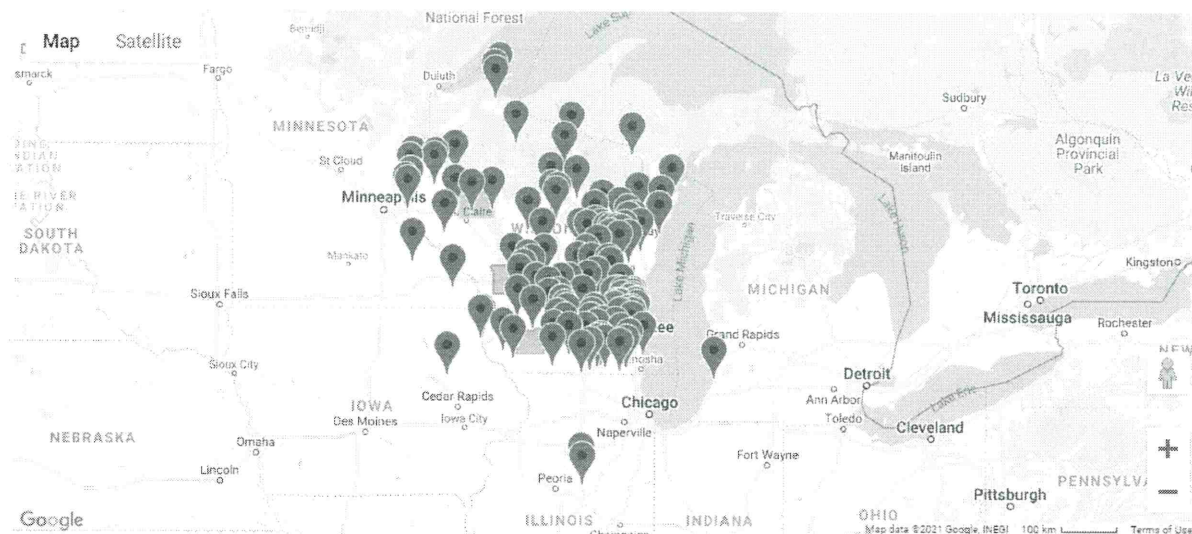
Strategic Planning & Implementation Services

Performing community needs assessments, preparation of plans, strategies for implementation of community plans, site planning/development review assistance, and assisting communities in development of boundary agreements and cooperative plans.

Classification & Compensation Studies

Analyzing and developing of classification and compensation plans using internal and external equity standards.

PAA Municipal Clients



The number beside the municipality name is the number of times PAA has assisted the municipality. State of Wisconsin unless otherwise noted. View the [interactive map](#) on our website for the work that we have performed for these communities.

Cities

Abbotsford (2)
Adams (2)
Algoma
Antigo (3)
Ashland (2)
Baraboo (2)
Berlin (2)
Brillion
Chilton (2)
Chippewa Falls (2)
Clintonville (2)
Columbus (4)
Crystal River, FL
Cudahy (2)
Delavan (2)
DePere (3)
Durand (3)
Eagle River
East Dubuque, IL
Elkhorn
El Paso, IL
Elroy (3)
Evansville (3)

Fond du Lac
Fort Atkinson (2)
Fox Lake (3)
Geneseo, IL
Glendale
Hartford
Hillsboro (3)
Horicon (2)
Hudson
Independence, IA
Jefferson (5)
Kewaunee (3)
Lake Elmo, MN
Lake Geneva (2)
Lancaster (4)
Marinette (2)
Marquette, IA
Marshfield (2)
Mauston (3)
Menominee, MI
Menomonie (2)
Mequon
Menasha
Merrill

Middleton (2)
Milton
Mineral Point
Minonk, IL (3)
Monona (3)
Monroe (2)
New Holstein
New Lisbon
New London (3)
Niagara
Oak Park Heights, MN
Oconto (2)
Omro
Park Falls (2)
Pine Island, MN
Platteville (5)
Prairie du Chien (2)
Princeton (2)
Port Washington
Racine
Reedsburg (2)
Rhineland
Rice Lake
Richland Center

Ripon
Shawano (4)
South Haven, MI
St. Croix Falls
St. Francis
Sturgeon Bay (5)
Thorp
Tomah (2)
Verona (3)
Washburn (2)
Waukesha
Waupaca
Waupun
Wautoma
Wauwatosa (2)
Weyauwega (3)
Whitewater (3)

Villages

Ashwaubenon
Bayside (3)
Bellevue (2)
Belleville (4)
Bonduel

Caledonia
 Clinton (2)
 Colfax
 Cross Plains (2)
 Darien
 Deerfield
 DeForest (2)
 Denmark (2)
 East Troy
 Edgar
 Egg Harbor (2)
 Elkhart Lake
 Elm Grove
 Ephraim
 Fox Point (2)
 Germantown
 Grafton (2)
 Greendale (2)
 Greenville
 Hales Corners
 Hammond
 Hartland (3)
 Howard (3)
 Johnson Creek (3)
 Kewaskum
 Little Chute (4)
 Lodi (3)
 Marshall (2)

Maple Bluff
 McFarland (2)
 Merton
 New Glarus (5)
 North Fond du Lac (3)
 Oregon (2)
 Osceola (3)
 Paddock Lake (2)
 Palmyra
 Pardeeville
 Pewaukee
 Port Edwards
 Prairie du Sac
 Pulaski
 Rothschild
 Salem Lakes
 Sherwood
 Shorewood Hills
 Slinger (2)
 Somerset
 Spring Green
 Suamico (3)
 Stanley
 Sussex
 Thiensville (2)
 Turtle Lake
 Twin Lakes (2)
 Union Grove (2)

Waterford
 Waunakee
 W. Milwaukee (3)
 Williams Bay (4)
 Wind Point (2)
 Winneconne (4)
 Whitefish Bay (3)
 Wrightstown (3)

Towns

Algoma (3)
 Beloit
 Buchanan (5)
 Cedarburg (2)
 Clayton
 Empire
 Fox Crossing (Menasha)
 (4)
 Gibraltar (2)
 Grand Chute (3)
 Greenville (2)
 La Pointe (3)
 Lawrence (2)
 Ledgeview
 Linn (2)
 Lisbon
 Oconto
 Osceola

Rib Mountain
 Richfield (2)
 Sevastopol
 Weston
 Washington Island

Counties

Ashland
 Chippewa (3)
 Dodge (2)
 Door
 Grant (2)
 Green Lake
 Iowa
 Monroe
 Oconto (2)
 Polk (3)
 Price
 Sauk
 Sawyer
 Shawano
 Trempealeau
 Wabasha, MN (2)
 Washburn (2)
 Waushara

2. Recent Studies Conducted by PAA

City of Menomonie Fire Department (2025).

We just completed a comprehensive study of the Menomonie Fire Department.

Town of Linn/Lake Geneva (2024-2025).

We conducted complete studies of the Fire/EMS departments of both communities and assisted both communities in negotiating a long-term service agreement.

Village of Fontana/Village of Williams Bay/Town of Walworth (2024).

We conducted complete studies of the Fire/EMS departments of both Fontana and Williams Bay. We assisted the Town of Walworth negotiate a Fire/EMS service agreement with the Village of Fontana.

City of Waupun (2023 and 2025).

We conducted a comprehensive analysis of the Waupun municipal fire department and the Waupun Community Fire Department. We are currently assisting the parties in negotiating an intergovernmental agreement.

Village of Cottage Grove/Deer Grove EMS District (2022).

We conducted a study of the Fire Department and EMS District and have assisted both in executing new intergovernmental agreements for these services, which include two villages and two towns.

Village of East Troy/Town of Troy/Town of East Troy. (2025).

We are beginning a study of the East Troy Fire/EMS District and Troy Center Fire Department on the consolidation of services. This study will be funded through a State of Wisconsin Innovation Planning grant.

Town of Rome (2024)

PAA completed an organizational study for the Town of Rome, WI (Pop. 3,025), located in Adams County.

3.

REFERENCES FROM PAA STUDIES

B. J. DeMaa, Fire Chief, City of Waupun, WI (Waupun Fire/EMS Study); Phone 920-324-7910 (O)

** Cedar Corporation is Architect and Engineer for project*

Kathy Schlieve, City Administrator, City of Waupun, WI (City of Waupun Fire/EMS Study);
Phone 920-324-7912 (O)

** Cedar Corporation is Architect and Engineer for City planning assistance*

Jen Keller, Village Administrator, Village of Jackson, WI (Village of Jackson Fire Staffing Study);
Phone 262-677-9001 Ext. 215 (O)

** Cedar Corporation is Architect and Engineer for project*

Aaron Swaney, Fire Chief, Village of Jackson, WI (Village of Jackson Fire Staffing Study), Phone
262-677-3811 (Ext. 411)

** Cedar Corporation is Architect and Engineer for project*

Barbara Daus, City Council President, City of Platteville, WI (Platteville Fire Department Study);
Phone 608-348-3365(C)

Tim Dietman; Fire Chief, City of Sturgeon Bay, WI (Sturgeon Bay Fire Department Study); 920-
746-2405 (O)

Robert Gaie, Town of Doty Supervisor (Oconto County Fire/EMS Consolidation Study); Phone
715-276-2320 (C)

Matt Giese, Village Administrator, Village of Cottage Grove, WI (Cottage Grove Fire Department
and Deer Grove EMS Studies); Phone 920-254-5966 (O)

John Peters, Fire Chief, City of Lake Geneva, WI (City of Lake Geneva Fire Study); Phone 262-
248-7228

Josh VanLleshout, City Administrator, City of Sturgeon Bay, WI (Sturgeon Bay Fire Department
Study); Phone 920-746-2900 (O)

Dan Woelfel, Sevastapol Town Chair, Town of Sevastapol, WI (Sevastapol Fire Study); Phone
262-853-1300 (C)

4. YOUR PAA TEAM

Your consultants for this project are David Bretl and Chris Swartz. Here, our lengthy experience as practitioners and familiarity with your community yields superior results. Biographical information follows.

DAVID BRETL

CEO/Owner

David Bretl has as served local governments in Wisconsin for twenty-nine years. He retired in early 2020 from his position as County Administrator and Corporation Counsel for Walworth County, Wisconsin, a combined position that he held since 2003. He began working as consultant for PAA in 2018 and joined as a shareholder in in 2020. During his eighteen years at Walworth County, Dave was involved in the two board downsizings, the replacement of most of the County's facilities and the consolidation of six departments. Dave helped organize and moderated the county's Intergovernmental Cooperation Council (a collaborative effort among municipal, county and town governments). In 2005 he helped organize a county-wide private-public economic development initiative, WCEDA (Walworth County Economic Development Alliance, Inc.). In 2015 that organization honored him by establishing the Dave Bretl Community Betterment Award. In addition to conducting studies and recruitments at PAA, Dave served as the Interim Administrative Coordinator for Sauk County, Wisconsin, the Interim Village Administrator in Williams Bay, Wisconsin (twice) and the Interim Village Administrator in Salem Lakes, Wisconsin.

Dave earned a Master's Degree in Public Administration and a Law Degree from the University of Wisconsin-Madison.



CHRIS SWARTZ

Associate

Chris Swartz has served as a municipal manager in Wisconsin for over thirty years, most recently as the Village Manager for the



Village of Shorewood, (2004-2017), Administrator for the Village of Sussex (1990-2004) and Clerk-Treasurer Administrative Coordinator Village of East Troy (1986-1990). He started his career as a researcher for the Citizens Governmental Research Bureau/Public Policy Forum (1983-1985). He retired from Shorewood in 2017 as a credentialed manager as designated by the International City Management Association ICMA). Swartz has a Master of Science degree in Urban Affairs from the University of Wisconsin- Milwaukee and an undergraduate degree from University of Wisconsin-Stevens Point. Swartz has been recognized for his innovative approach to economic development, strategic and financial planning, organizational development and intergovernmental cooperation. He is known as a mentor to emerging public administration leaders through his tenure as an adjunct professor within the Masters of Public Administration (MPA) graduate program at the University of Wisconsin- Milwaukee. Swartz has been formally recognized for his lifetime achievements, including Wisconsin City/County Management Association "Meritorious Service Award" (2015), James R. Ryan Lifetime Achievement Award from the Public Policy Forum (2017) and Wisconsin Economic Development Association Fredrick C. Pearce Lifetime Achievement award (2017).

Authorizing Chairman Jones to Work with Court Clerk/Web Administrator Olson on Town IT Analysis

It is my understanding that we have multiple Information Technology (IT) companies that provides workstation email, software programs, server maintenance, web hosting, disaster recovery backups, etc. I have seen company names including KACO, Town Web, and I'm uncertain if there are others.

The servers are important for storing employee, board communications and information generally, but they are even more important for the Police Department. I'm unsure how the servers are used today and believe there is an opportunity to more fully utilize the servers to support long term storage and utility. Board members should be storing their emails, files and documents on the town server to more effectively preserve these records for open records requests. I would like to explore the use of FTP sites, multi-authentication access, or other means to facilitate a more effective storage of board member records.

The Town is continuing to have audio/visual issues recording planning commission and regular town board meetings. After speaking with Court Clerk/Web Administrator Olson, it appears the town hall system hardware is being altered by outside users of the system which is causing continued problems. We need to evaluate our audio/visual implementation to provide good audio/visual quality while industrializing the hardware installation to avoid future user manipulation. The seamless connectivity with YouTube seems already in place but any implementation improvements to harden this interface should be evaluated.

There also has been some discussion about issuing tablets or laptops to board members to solidify control by the town of all communications and documentation associated with town business by board members. In addition, upgraded microphones and/or additional monitor(s) would be helpful and should be considered. This should be part of any longer term IT planning for the Town of East Troy.

However not solely an IT function, digitizing our town records must become a priority even if we adopt a minimal expense each year to start digitizing most recent records progressing backwards in time year-over-year. This impacts IT services and hardware because it will have a profound impact on server space, long-term storage and backups for disaster recovery and long-term preservation purposes.

The objective is to explore this topic in July with some preliminary big picture, multi-year planning completed by September-2025 timeframe to support the 2026 Budget Cycle occurring this fall-2025. There is no way to have a fully-vetted, finalized and detailed plan by September 2025 but it is possible to have a top-level framework developed with rough budget numbers associated with a multi-year implementation plan. By more effectively streamlining, consolidating and structuring our IT services, we should be able to provide improved services while maintaining or minimizing our IT costs.

We need a motion tonight authorizing Chairman Jones (and Supervisor Jahner as needed) to meet with Court Clerk/Web Administrator Olson and outside IT third parties to have technical discussions, start formulating a multi-year framework and begin the process of identifying costs associated with each step.

**INTER-GOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF EAST TROY,
THE TOWN OF TROY, AND THE VILLAGE OF EAST TROY REGARDING BOOTH
LAKE MEMORIAL PARK EXPENSES**

WHEREAS, on or about August 14, 1922, the Town of East Troy, the Town of Troy, and the Village of East Troy (each individually, “Municipality,” and jointly, “Municipalities”), jointly acquired the Booth Lake Memorial Park property (Park); and

WHEREAS, this parcel serves as a memorial in honor of the Soldiers, Sailors, and Marines, who were residents of the Municipalities and served in World War 1; and

WHEREAS, in order to preserve the memorial, the Municipalities each wished to respectively limit access to Booth Lake Memorial Park to the residents of the Municipalities who acquired the property, and guests accompanying such residents, by their respective ordinances; and

WHEREAS, the Park’s operation is governed by the Booth Lake Memorial Park Board, which consists of two representatives from each of the Municipalities with joint ownership; and

WHEREAS, operation expenses for the Park have been shared among the three Municipalities, with the Town of East Troy and the Village of East Troy contributing forty percent (40%) each toward the operating expenses, and the Town of Troy contributing twenty percent (20 %); and

WHEREAS, the Park budget is supported by taxpayer dollars; and

WHEREAS, Park expenses are determined annually and presented to the Booth Lake Memorial Park Board and the funding Municipalities.

NOW, THEREFORE, the Municipalities agree to reaffirm the Booth Lake Memorial Park Board and to pay for all Booth Lake Memorial Park expenses as approved in the forthcoming annual budgets as follows:

1 The Town of East Troy, the Town of Troy, and the Village of East Troy, pursuant to Wisconsin Statute Section 66.0301(1), hereby create the Booth Lake Memorial Park Board, which shall be organized and empowered to control the Booth Lake Memorial Park in the manner described in the Bylaws of the Booth Lake Memorial Park Board dated on or about January 15, 2025, which are attached hereto and incorporated herein by reference as Exhibit A. This creation shall have a retroactive effect to the date of adoption of such Bylaws, and further shall be retroactive in intent to August 14, 1922, when the Municipalities first acquired the Booth Lake Memorial Park, Such Bylaws, attached hereto as Exhibit A, shall hereafter control the Booth Lake Memorial Park Board, and the provisions of chapter 98 of the 1923 laws of the State of Wisconsin, which have since been repealed, shall no longer apply,

2. The Booth Lake Memorial Park Board shall submit a budget request to all three funding Municipalities no later than September 15 of each calendar year, which shall be subject to the approval of all three funding Municipalities. The submitted budget shall exclude insurance costs, as separately discussed below, and have sufficient detail of scheduled incomes and expenses and a comparison with the prior years projected amounts. The budget request will be separated into two sections:

Section one will consist of all general operating income, expenses, reserves, and the net draw required from the Municipalities to make the budget to a net zero balance. Section two will list any capital expenses, defined as those costs to replace, repair, upgrade, or maintain the buildings, grounds, and any pier(s) and/or boat slips located within the Park (or advancing out into the lake from the Park property shoreline), with the expected cost to be greater than \$1,000. Each listed item will include an estimate of the total cost and the expected timing of payments required to complete. For the letting of

projects under this agreement, the following processes will be required: For projects ranging from \$1,000 to \$15,000, three competitive bids will be solicited. If it is neither possible nor practical to obtain multiple quotes, the reason should be documented. Projects ranging over \$15,000, which are significant in relation to Park's annual budget, will require a more stringent approval process by the Municipalities where they may need to solicit borrowing or to reserve funds over multiple years to accommodate such funding. For these projects, the Park will prepare a package of information regarding the scope, need, timing costs, long term savings, if any, and any preliminary proposals to the Municipalities for their review and approval. These packages could be submitted with the annual budget proposal or separately to allow the Municipalities more latitude in planning said funding. Projects that range from \$15,000 to \$25,000 should comply with the bidding process stated above, and for projects over \$25,000 the requirements of Sec. 60.47 will apply.

If the three funding Municipalities do not adopt identical budgets for the Booth Lake Memorial Park Board for the upcoming year by December 1 of each calendar year, the general operating income, expenses, reserves and the net draw required from the Municipalities to take the budget to a net zero balance, as defined as section one of the last identical annual budget that was approved by all three of the Municipalities, less any amounts budgeted specifically for capital expenditures in section two, as approved by all three funding Municipalities shall be deemed to be adopted by all three funding Municipalities for the next calendar year.

3 If section one of the proposed budget shows a deficit in revenues over operating expenses, that budget shortfall shall be paid by the Town of East Troy and the Village of East Troy each contributing forty percent (40%) each toward the

annual Park budget shortfall, and the Town of Troy contributing twenty percent (20%) toward the annual Park budget shortfall.

4. That the Town of Troy shall purchase property insurance for the Park property, naming each Municipality as an insured, to insure all buildings, piers, and/or boat slips located within the Park (or advancing out into the lake from the Park property shoreline). The cost of such property insurance shall be shared equally among the Town of East Troy, the Town of Troy, and the Village of East Troy with each Municipality contributing thirty-three and one-third percent (33 1/3 %) toward insurance expenses at the Park. The Town of Troy will pay for such insurance and separately invoice the other two municipalities for their respective shares.

5. That for any budgeted costs to replace, repair, upgrade or maintain the buildings, grounds, and any pier(s) and/or boat slips located within the Park (or advancing out into the lake from the Park property shoreline), as presented in section two of the budget, shall be shared equally among the Town of East Troy, the Town of Troy, and the Village of East Troy with each community contributing thirty-three and one-third percent (33 1/3%) toward the replacement, repair, upgrade and maintenance costs for all buildings, grounds, and any pier(s) and/or boat slips located at the Park (or advancing out into the lake from the Park property shoreline). Upon receipt of the bids, The Park Board shall accept the bid of the lowest responsive responsible bidder. Bids will be reviewed for quality, complete submission, competitive pricing, references, and other attributes for award. If the lowest bidder is not awarded, then the Park will justify and document its decision and further ratify that decision by Board approval.

6. If, within the year, post-budget approval, an event causes the need for a capital type expenditure, the Park Board will request from the Municipalities a

budget amendment that will include a description of the need, the timing, and the expected costs, and using the same bid process as described in Sec. 2 hereof. The proposed amendment to the current budget will be in the form of a Park Board approved resolution. The Park Board's approved resolution will be sent to each Municipality for their approval and acceptance. The proposed budget amendment will not become effective until each Municipality has approved identical resolutions. If the budget amendment request is in an amount that is too high for any funding community to borrow to effectuate the replacement, repair, upgrade, or maintenance work, all three funding Municipalities reserve the right to renegotiate the timing of their respective community's required contribution payment. The right to renegotiate the timing of a required contribution payment applies only to payments required toward the replacement, repair, upgrade and maintenance of any Park building, grounds, and any pier(s) and/or boat slip and does not include the annual contribution each funding community is to make toward the Park's annual operating expenses.

7. The Park Board has no authority to engage the Park into debt, to sign into any short- or long-term loan agreement, nor to have the Park's assets attached as collateral, without the specific written authorization by all of the Municipalities.

8 This Agreement may be executed in one or more counterparts, each of which, for all purposes shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

Town of East Troy, Walworth County, WI
Dated this ____ day of _____ 2025.

Joe Jones, Chairman

Attest:

Kim Buchanan, Clerk/Treasurer

Town of Troy, Walworth County, WI
Dated this ____ day of _____ 2025.

Jerry Arntson, Chairman

Attest:

Michael Ramps, Clerk/Treasurer

Village of East Troy, Walworth, WI
Dated this ____ day of _____ 2025.

Robert "Matt" Johnson, Village President

Attest:

Dannett Smith, Clerk

To: Town of East Troy Board

From: Supervisor Church

Date: June 25, 2025 for TET Board meeting July 14, 2025

Re: Motion to Authorize Supervisor Church to investigate the positives/negatives around a “public” pier for fishing.

1. Purpose for Proposal:

To investigate the possibility of creating a “public” pier on Lake Beulah for fishing. Investigations to include: Liability – insurance; Cost; DNR regulations; and Modification of rule – perhaps if NO BOATS ARE PRESENT, people are permitted to fish from the STAGING PIER at the Boat Launch.

2. Why:

Supervisor Church received an email about a young person who was fishing on a pier at the Boat Launch. A resident notified the police who “kindly” came to discuss the NO FISHING rule with the young person. Parent totally understands reason why NO FISHING is permitted. However, the Public Trust Doctrine states that the Lake belongs to “everyone”, but that’s only true if you own property along the lake, own a boat, have friends who own a boat or can rent a boat.

3. Goals and Objectives:

Goal: to provide access, especially to young people, to find an appropriate space for them to enjoy “fishing” on Lake Beulah without a boat. Fishing is a great way to engage young people in a positive activity. Enjoying this activity allows their love of nature to grow, allows them to consider conservation and civic engagement as well.

Objective: to find a collaborative way to possibly create a “public” pier for fishing.

4. Budget impact:

The cost of creating a pier is currently undetermined. I also think this might be something that could involve Fund Raising, partnerships with the fishing clubs, the Yacht Club, the Lake Beulah Management District and Protect Lake Beulah.

5. Motion:

I move to authorize Supervisor Church to continue to investigate the creation of a “Public” pier which would permit fishing.

RESOLUTION 2025-7

TOWN OF EAST TROY 2025 AMENDED PROPOSED BORROWING REQUEST AND AUTHORIZATION PURSUANT TO WIS. STAT. §67.12(12)

Whereas, the Town Board of the Town of East Troy hereby finds and determines that it is necessary, desirable and in the best interest of the Town of East Troy, Walworth County, Wisconsin (the “Town”) to raise funds for public purposes, including:

- borrow Thirty-Five Thousand Dollars (\$35,000.00) for Police Department Equipment;
- borrow Fifty-Six Thousand Eight Hundred Seventeen Dollars (\$56,817.00) for a 2025 squad car purchase;
- borrow Two Hundred Thirty-One Thousand One Hundred Eighty-Five Dollars (\$231,185.00) for Fire/Rescue Expenditures as determined by the East Troy Area Emergency Services District;
- borrow Sixty Thousand Dollars (\$60,000.00) for DPW Equipment (including a brush mower, and for 3-point broom and prewet salting equipment);
- borrow Two Hundred Ninety-Nine Thousand Seven Hundred Forty-Three Dollars (\$299,743.00) for a 2025 snow plow;
- borrow Eighty-Five Thousand Dollars (\$85,000.00) for a tractor;
- borrow Five Hundred Thousand Dollars (\$500,000.00) for New Roads (St. Peters Road from County Road ES to Townline Road, and Honey Creek Road from Hamms Road to Miller Road);
- borrow Fifty-Six Thousand Eighty-Four Dollars (\$56,084.00) for Old Roads (Seal Coating from Deerpath to Ravine, Ravine to Beach Road, Horseshoe Lane to County Road J, Fairway Road to East Shore Road, and Brassie Road);

-borrow Three Hundred Fifty Thousand Dollars (\$350,000.00) for Beulah Heights Road Culvert Repair (including tree work, potholes and signs); and

Whereas, the Town Board hereby finds and determines that funding the costs of the above listed items is within the Town's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes,

NOW, THEREFORE, BE IT RESOLVED:

I. That the Town, shall borrow the sum of One Million Six Hundred Seventy-Three Thousand Eight Hundred Twenty-Nine Dollars (\$1,673,829.00) on the terms set in a fourteen (14) year loan instrument due no later than fourteen (14) years from the date the Note is executed for the financing of the above referenced items with said principal and interest to be levied as a direct annual, irreplaceable tax upon all property in the Town, and establish a debt service fund as required by Section 67.11, Wisconsin Statutes. Said Note shall be with Citizens Bank. Said terms of the Note shall include an interest rate of 5.5% and the date(s) of installment payments. The Note and Amortization Schedule shall be attached hereto as Exhibit A and incorporated herein by reference. Prepayment of this loan is allowed.

II. For the purpose of paying the principal of and interest on the Note as the same becomes due, the full faith, credit and resources of the Town are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property in the Town a direct annual irrepealable tax in the years the loan is in existence.

III. So long as any principal of or interest on the Note remains unpaid, the Town shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Note, said tax shall be, from

year to year, carried onto the tax roll of the Town and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Town for said years are collected.

IV. There be and there hereby is established in the treasury of the Town, if one had not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles and pursuant to Wisconsin Statute Section 67.11. Within the debt service fund, there is hereby established a separate and distinct account designated for the borrowed funds herein and such account shall be maintained until the indebtedness evidenced by the Note is fully paid or otherwise extinguished.

V. All prior resolutions, rules or other actions of the Town Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions of this resolution shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provision hereof.

VI. This resolution shall take effect immediately upon adoption and approval in the manner provided by law.

Dated this 14th day of July, 2025.

TOWN OF EAST TROY

BY:

JOSEPH G. JONES, Chairman

ATTEST:

KIM BUCHANAN, Clerk

ORDINANCE NO. 2025-5

AN ORDINANCE TO TEMPORARILY REGULATE BOATING UPON LAKE BEULAH TO ALLOW FOR BEULAH HEIGHTS ROAD CULVERT REPAIR WORK AND PRESCRIBING PENALTIES FOR VIOLATIONS THEREOF

WHEREAS, the Town of East Troy is preparing to reconstruct the culvert at Beulah Heights Road in the Town of East Troy, Walworth County, Wisconsin, and

WHEREAS, this ordinance is adopted pursuant to Wisconsin Statutes Chapter 30; and

WHEREAS, the Town Board finds that the regulations contained herein are in the interest of public health, safety, or welfare, including the public's interest in preserving the State's natural resources, during the reconstruction of the Beulah Heights Road culvert and are consistent with the provisions of Wisconsin Statutes Chapter 30; and

WHEREAS, the Town Clerk has submitted this ordinance to the Department of Natural Resources for review at least 60 days prior to the Town taking final action on the ordinance, pursuant to the requirements of section 30.77(3)(d) of the Wisconsin Statutes

NOW, THEREFORE, Town Board of the Town of East Troy, Walworth County, Wisconsin **DO HEREBY**

ORDAIN AS FOLLOWS:

Section 1: Applicability, Restrictions and Enforcement

(a) Applicability

An Ordinance to temporarily regulate boating upon the waters of Lake Beulah in the vicinity of the Beulah Heights Road culvert in the Town of East Troy, Walworth County, Wisconsin, and prescribing penalties for violations thereof.

(b) Restrictions

No person shall operate any type of boat within the water area which has been clearly marked by signs as a restricted use area pursuant to s. 30.74 (2).

- This area is defined as the entrances and exits of the passage way underneath Beulah Heights Road and the waters in the immediate vicinity of the reconstruction work, within the construction footprint as identified, for the purposes of the Town's bridge reconstruction project that is scheduled to commence after Labor Day 2025. Said restriction is temporary and all travel in the restricted area referenced above will resume once the temporary restriction signs are removed.
- Signs will be placed according to plans approved by the Wisconsin Department of Transportation and on file with the Town of East Troy or the project engineer, Lynch & Associates.

(c) Enforcement

This ordinance shall be enforced by any law enforcement officer authorized to enforce the laws of the State of Wisconsin.

Section 2: Intent

The intent of this ordinance is to provide safe and healthful conditions for the enjoyment of aquatic recreation consistent with public rights and interests and the capability of the water resources during replacement of the Beulah Heights Road culvert in the waters of Lake Beulah.

Section 3: State Boating and Safety Laws Adopted

State boating laws as found in ss. 30.50 to 30.71, Wis. Stats., are adopted by reference here.

Section 4: Waterway sign Placement, Maintenance, Buoy Standards, and Contracted Services

(a) Placement of Waterway Markers

An approved Waterway Marker Permit from the Wisconsin Department of Natural Resources (WDNR) is required prior to any waterway marker placement per Wisconsin Administrative Code NR 5.09(3).

(b) Maintenance of Waterway Markers

The Waterway Marker Permit applicant is responsible for the placement, maintenance, and upkeep of said waterway markers pursuant to NR 5.09(4).

(c) Waterway Marker Standards

Anyone placing any Waterway Marker signs or buoys shall conform to rules and regulations of the Wisconsin Department of Natural Resources and to those found in the permit requirements itself.

(d) Contracted Services

Any and all waterway markers, buoys, and or signs identified in this Ordinance, after an approved Waterway Marker Permit from the WDNR has been issued, may be placed and maintained by contracted services managed through the Waterway Marker Permit applicant. In addition, the permit applicant may, at any time, change, amend or terminate such agreement for any cause.

Section 4: Penalties

Wisconsin state boating penalties as found ins. 30.80, Wis. Stats., and deposits established in the Uniform Deposit and Bail Schedule established by the Wisconsin Judicial Conferences, are hereby adopted by reference and all references to fines amended to forfeitures and all references to imprisonment are deleted.

Section 5: Severability

The provisions of this ordinance shall be deemed severable, and it is expressly declared that the Town of East Troy Town Board would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid. If any provision of this ordinance or the application to any person or circumstances is held invalid, the remainder of the ordinance and the application of such provisions to other persons or circumstances shall not be affected.

Section 6: Duration of Boating Regulations

The restrictions will be in place during the entire construction duration of the Beulah Heights Road culvert repair anticipated to last up to eight (8) weeks and commencing after Labor Day 2025.

Section 7: Posting Requirements

The Town of East Troy shall place and maintain a synopsis of this ordinance at all public access points within the jurisdiction of the Town of East Troy pursuant to the requirements of NR 5.15, Wis. Adm. Code.

Section 8: Sunset Clause

This ordinance shall expire once completion of the project is done and all signage regarding the travel restriction in the vicinity of and under Beulah Heights Road in the waters of Lake Beulah have been removed.

Section 9: Effective Date

This ordinance will become effective upon its passage and publication as may be required by law after approval of the language of this temporary ordinance by review of the Wisconsin Department of Natural Resources.

Passed this ____ day of _____, 2025

TOWN OF EAST TROY, WALWORTH COUNTY

BY: _____

JOSEPH G. JONES, Town Chairman

ATTEST: _____

KIM BUCHANAN, Town Clerk/Treasurer

Approval date of the Wisconsin Department of Natural Resources after review (Insert Date: __/__/2025)

Published and/or posted this ____th day of _____, 2025

Town of East Troy
EVENT/MEETING SCHEDULE

DATE	TIME	MEETING
July 9 & 23, 2025	6:30 PM	Planning Commission
July 14, 2025	6:30 PM	Town Board Meeting
July 16, 2025	6:30 PM	Booth Lake Park Board Meeting
July 31, 2025		Second half of 2024 Property Taxes Due and payable to Walworth County Treasurer's Office
August 6 & 10, 2025	6:30 PM	Planning Commission
August 11, 2025	6:30 PM	Town Board Meeting
September 1, 2025	All Day	Town Hall Closed - Labor Day