



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

### OFFICIAL NOTICE

The Town of Delavan Town Board will hold its monthly Committee of the Whole Meeting **Monday, June 13, 2022 immediately following the Special Board Meeting beginning at 6:00 p.m. at the Town of Delavan Town Hall, 5621 Town Hall Rd., Delavan WI 53115. Call-in option is available: 425-436-6389 Code: 437479**

- 1) Call to order
- 2) Roll Call
- 3) Declaration of quorum for doing business
- 4) Approval of the Agenda
- 5) Communications
- 6) Comments and Suggestions of Citizens present regarding Items on the Agenda - 3 minute/person limit
- 7) Committee Reports
- 8) New Business:
  - a) Discussion: Election training for Town Clerk
  - b) Discussion: Liquor license training for Town Clerk
  - c) Discussion: Deputy Treasurer training for Town Clerk
  - d) Discussion: Deputy Clerk training for Town Treasurer
  - e) Discussion: Town publication and notice process
  - f) Discussion: Town Clerk and Town Administrator state reporting and access to websites
  - g) Discussion: Town deposits and blue key fab storage and security
  - h) Discussion: Town deposits process
  - i) Discussion: Fire dues application process
  - j) Discussion: South Shore Dr. Contracts
  - k) Discussion: Short term rental process
  - l) Discussion: Impact fees
  - m) Discussion: Economic Growth and Development Committee
  - n) Discussion: Public Works Committee citizen members
  - o) Discussion: Independent Investigation Committee
  - p) Discussion: Town Administrator job description and role in Town checks and balances
  - q) Discussion: Town Administrator annual review and goal setting
  - r) Discussion: Town Administrator write-up
  - s) Discussion: 2021 Audit
  - t) Discussion: 2023 budget planning
  - u) Discussion: Town Attorney bid out
  - v) Discussion: Market analysis Town Administrator, Town Clerk, and Town Treasurer salaries
  - w) Discussion: Application by Patrick McGrath, 1301 Evergreen, (FDLA00190) for Variances to allow a tear down and reconstruction of a new single family home. (Plan Commission)
  - x) Discussion: Application by North by Northwest Storage, 4954 STH 50, (FA499900002, FA499900001) for approval of a Condominium Plat (Plan Commission)
  - y) Discussion: Liquor Licenses (Admin)
  - z) Discussion: EMS Staffing Update - November Referendum (Fire & Rescue)

- aa) Discussion: Delavan Lake Projects Update (Lake)
  - bb) Discussion: Town Engineer Appointment - Baxter & Woodman (Public Works)
  - cc) Discussion: ARPA Funding Budget - Emergency Management Computers
  - dd) Discussion: Budget & Capital Budget Planning - Police
  - ee) Discussion: Attorney attendance at the June Board Meeting
- 9) Comments and Suggestions of Citizens Present
- 10) Adjournment

Larry Malsch, Town Chair

Date: June 10, 2022

**A quorum of the Town Board may be present**

Legally posted at the following businesses: Town Hall, [www.townofdelavan.com](http://www.townofdelavan.com)

Courtesy postings at the following businesses: FNBT, Lakefront Mobil, Maxi One and Piggly Wiggly

Copies: Committee Members, Town Board, Delavan Enterprise, and Janesville Gazette.

Any person who has a qualifying disability as defined by the American with Disabilities act that requires the meeting or the materials at the meeting to be in an accessible location or format must contact the Town of Delavan, 5621 Town Hall Road, Delavan Wisconsin at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.

**The Town of Delavan is an Equal Opportunity Employer**