

NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI REGULAR BOARD MEETING  
Wednesday, January 13, 2021 @ 5:00 PM

- 1) MEETING CALLED TO ORDER at 5:00 PM
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce appeared via phone, Clerk-Treasurer Marie Baker, Road Superintendent Eric Sterken - present; 3 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; APPROVE AGENDA – Santeler motion to approve/Rowbotham 2<sup>nd</sup>; carried 3-0
- 6) APPROVE MINUTES December 17, 2020 Board Meeting – Santeler motion to approve/Rowbotham 2<sup>nd</sup>; carried 3-0
- 7) PLAN COMMISSION REPORT – No January meeting
- 8) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) None
- 9) SHERIFF LIAISON REPORT
- 10) NEW BUSINESS:
  - A. Semper Running LLC (Carlie Blackman) request for approval for a one-way use of School Road and Cobblestone Road for a Half Marathon on Saturday, July 10, 2021 approximate time 7:00-8:00 AM – Santeler motion to approve/Rowbotham 2<sup>nd</sup>; carried 3-0
  - B. Resolution No. 01132021-1 a Resolution to Borrow \$1,000,000 from FNBT – Santeler motion to approve Resolution No. 01132021-1 a Resolution to Borrow \$1,000,000 from FNBT/Pearce 2<sup>nd</sup>; carried 3-0
  - C. Resolution No. 01132021-2 a Resolution Amending 2020 Budget – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 11) UNFINISHED BUSINESS:
  - A) John Bria - Fontana ETZ disapproval of 2 Lot Certified Survey Map (CSM), property located at N2058 Hwy 67, Walworth, WI, Tax Key No. EW 1100005 – Discussion, no action taken
  - B) Blighted Property located @ N2439 Doris Street, Delavan, WI – Report given
  - C) Intergovernmental Agreement for Joint Contracted Fire and Emergency Medical Service Provision with the Villages and Towns of Darien, Sharon and Walworth – Keep on Agenda
  - D. Town Roads & Willow Bend Road TRID Grant Project – Santeler motion to approve Chair Rowbotham to sign storm & Erosion permit forms/Pearce 2<sup>nd</sup>; carried 3-0
- 12) TOWN HALL FACILITY, EQUIPMENT & VEHICLES –Sterken gave update on truck
- 13) ETZ REPORT-
- 14) BOARD REPORTS
  - A) CLERK-TREASURER'S REPORT– Discussion & Approval – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - B) SAFETY UPDATE (SANTELER) – Discussion & Monthly Report –
  - C) BRICK CHURCH CEMETERY and ROAD REPORTS (PEARCE & STERKEN)
- 15) FUTURE AGENDA ITEMS:
- 16) SCHEDULE NEXT REGULAR MEETING: Wednesday, February 10, 2021 @ 5:00 PM
- 17) REVIEW AND APPROVE PREPAID BILLS AND BILLS FOR PAYMENT – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 19) ADJOURNMENT – Santeler motion to adjourn @ 6:12 PM/Pearce 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: February 10, 2021

APPROVED:

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David J. Rowbotham, Chairperson

NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI SPECIAL MEETING  
**Thursday, January 28, 2021 @ 4:00 pm**

- 1) MEETING CALLED TO ORDER at 4:12 PM
- 2) Pledge of Allegiance
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce appeared via phone, Clerk-Treasurer Marie Baker; all present, 1 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; No Amendments
- 6) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) - None

**DISCUSSION & POSSIBLE ACTION/DECISION ON ALL OR SOME OF THE FOLLOWING ITEMS:**

- 7) Intergovernmental Agreement for Joint Contracted Fire and Emergency Medical Service Provision with the Villages and Towns of Darien, Sharon and Walworth – Santeler motion to approve the IGA and Contract for Paramedic/Firefighter service subject to our attorney's 2<sup>nd</sup> review and after attorney approval authorize Chair Rowbotham to sign and if not done by the February 10, 2021 it will be put on the February 10, 2021 board meeting agenda/Pearce 2<sup>nd</sup>; roll call vote – Santeler aye, Pearce aye, Rowbotham aye; carried 3 ayes 0 nays
- 8) ADJOURNMENT – Pearce motion to adjourn @ 4:20 PM/Santeler 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: February 10, 2021

APPROVED:

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David J. Rowbotham, Chairperson



NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI REGULAR BOARD MEETING  
Wednesday, February 10, 2021 @ 5:00 PM

- 1) MEETING CALLED TO ORDER at 5:00 PM
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce appeared via phone, Clerk-Treasurer Marie Baker, Road Superintendent Eric Sterken – all present; 2 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; APPROVE AGENDA – Santeler motion to approve/Rowbotham 2<sup>nd</sup>; carried 3-0
- 6) APPROVE MINUTES JANUARY 10, 2021 Board Meeting and JANUARY 28, 2021 SPECIAL MEETING – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 7) PLAN COMMISSION REPORT – No February meeting
- 8) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) None
- 9) SHERIFF LIAISON REPORT
- 10) NEW BUSINESS:
  - A. Joycelyn Gay Parish request for Separation of Farm Structures from Farmland and Certified Survey Map (CSM), property located at N967 Prairie View Road, Walworth, WI, Tax Key No. E W 190008B – Santeler motion to recommend to the County to approve the request for the Separation of Farm Structures from Farmland and Certified Survey Map (CSM) for property located at N967 Prairie View Road, Walworth, WI, Tax Key No. E W 190008B Rowbotham 2<sup>nd</sup>; carried 3-0
- 11) UNFINISHED BUSINESS:
  - A) Review recommendation(s) and possible approval of award(s) for 2021 Road Work per bids opened on Monday, February 8, 2021 for Willow Bend Road TRID Grant Project – Pearce motion to approve Asphalt Contractors for \$638,911.84/Santeler 2<sup>nd</sup>; carried 3-0
  - B. Contract for Paramedic/Firefighter Service and Intergovernmental Agreement for Joint Contracted Fire and Emergency Medical Service Provision with the Villages and Towns of Darien, Sharon and Walworth – Santeler motion to approve /Pearce 2<sup>nd</sup>; carried 3-0
- 12) TOWN HALL FACILITY, EQUIPMENT & VEHICLES –Baker and Sterken gave update
- 13) ETZ REPORT-
- 14) BOARD REPORTS
  - A) CLERK-TREASURER'S REPORT– Discussion & Approval – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - B) SAFETY UPDATE (SANTELER) – Discussion & Monthly Report –
  - C) BRICK CHURCH CEMETERY and ROAD REPORTS (PEARCE & STERKEN)
- 15) FUTURE AGENDA ITEMS:
- 16) SCHEDULE NEXT REGULAR MEETING: Wednesday, March 10, 2021 @ 5:00 PM
- 17) REVIEW AND APPROVE PREPAID BILLS AND BILLS FOR PAYMENT – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 19) ADJOURNMENT – Santeler motion to adjourn @ 6:04 PM/Pearce 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: March 22, 2021

APPROVED:

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David J. Rowbotham, Chairperson

NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WAL WORTH, WAL WORTH COUNTY, WI SPECIAL MEETING  
Thursday, February 25, 2021 @ 4:00 pm

- 1) MEETING CALLED TO ORDER at 4:02 PM
- 2) Pledge of Allegiance
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Clerk-Treasurer Marie Baker, Road Superintendent Eric Sterken; all present, Supervisor #2 Bill Pearce; absent; 0  
Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; No Amendments
- 6) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) - None  
**DISCUSSION & POSSIBLE ACTION/DECISION ON ALL OR SOME OF THE FOLLOWING ITEMS:**
- 7) Authorize Road Superintendent Eric Sterken to Publish/Post Notice for Bids for Lake Road 2021 Road Work – Santeler motion to approve to open bids on Friday, March 19, 2021 @ 2:01 PM and possibly award March 22, 2021 @ 5:00 PM/Rowbotham 2<sup>nd</sup>; carried 2-0
- 8) ADJOURNMENT – Rowbotham motion to adjourn @ 4:21 PM/Santeler 2<sup>nd</sup>; carried 2-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: March 22, 2021

APPROVED:

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David J. Rowbotham, Chairperson



NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI REGULAR BOARD MEETING  
**Monday, March 22, 2021 @ 5:00 PM**

- 1) MEETING CALLED TO ORDER at 5:01 PM
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce, Clerk-Treasurer Marie Baker, Road Superintendent Eric Sterken – all present; 4 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; APPROVE AGENDA – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 6) APPROVE MINUTES FEBRUARY 10 2021 Board Meeting and FEBRUARY 25, 2021 SPECIAL MEETING – Santeler motion to approve/Rowbotham 2<sup>nd</sup>; carried 3-0
- 7) PLAN COMMISSION REPORT – No March PC meeting
- 8) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) None
- 9) SHERIFF LIAISON REPORT
- 10) NEW BUSINESS:
  - A. Chief David Austin – Fire/EMS update and Q & A session – Chief Austin gave report and answered questions
  - B. Lake Road 2021 Road Work Bids – review bids, recommendation and possible approval of award for Lake Road 2021 roadwork and to authorize Chair Rowbotham to sign any and all documents needed regarding the Board approved Lake Road 2021 roadwork – Santeler motion to approve award for Lake Road 2021 roadwork to Payne & Dolan for \$61,999.50 and to authorize Chair Rowbotham to sign any and all documents needed regarding the Board approved Lake Road 2021 roadwork/Pearce 2<sup>nd</sup>; carried 3-0
  - C. Board approval to delegate to the Road Superintendent the authority to publish, receive bids and/or obtain estimates for possible Town road projects with the prior written approval from one supervisor and the chairperson – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
  - D. Review & Possible Approval of Operator License Application for South Shore Bar and Grill: Tarha Soukup – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - E. Emergency/Fire Call Recovery Cost options – Discussed options
- 11) UNFINISHED BUSINESS:
  - A) Approve 2021 Willow Bend Road TRID project contract and to Authorize Chair Rowbotham to sign any and all further documents needed regarding the Board approved 2021 Willow Bend Road TRID project – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 12) TOWN HALL FACILITY, EQUIPMENT & VEHICLES –Baker and Sterken gave update
- 13) ETZ REPORT-
- 14) BOARD REPORTS
  - A) CLERK-TREASURER'S REPORT– Discussion & Approval – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - B) SAFETY UPDATE (SANTELER) – Discussion & Monthly Report –
  - C) BRICK CHURCH CEMETERY and ROAD REPORTS (PEARCE & STERKEN)
- 15) FUTURE AGENDA ITEMS: Ordinance Fire Call Recovery
- 16) SCHEDULE NEXT REGULAR MEETING: Tuesday, April 20, 2021 immediately following the Annual Meeting @ 6:00 PM
- 17) REVIEW AND APPROVE PREPAID BILLS AND BILLS FOR PAYMENT – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0  
Board allowed Jeremy Segal to speak regarding noise complaints and dangerous activities that are taking place during events or stays at a Cobblestone Road short-term rental property.
- 19) ADJOURNMENT – Santeler motion to adjourn @ 7:16 PM/Pearce 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: April 20, 2021

APPROVED:

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David J. Rowbotham, Chairperson



NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI REGULAR BOARD MEETING  
Tuesday, April 20, 2021 immediately following the Annual Meeting @ 6:00 PM

- 1) MEETING CALLED TO ORDER at 6:05 PM
- 2) PLEDGE OF ALLEGIANCE – done at Annual Meeting
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce, Clerk-Treasurer Marie Baker, Road Superintendent Eric Sterken – all present; 12 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; APPROVE AGENDA – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 6) APPROVE MINUTES MARCH 22, 2021 BOARD MEETING – Santeler motion to approve/Rowbotham 2<sup>nd</sup>; carried 3-0
- 7) PLAN COMMISSION REPORT – given during line item below
- 8) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) None
- 9) SHERIFF LIAISON REPORT
- 10) NEW BUSINESS:
  - A. Big Foot Airfield LLC request to Amend and Existing Conditional Use Permit to move the existing driveway and to move hanger locations to allow for better taxiing and parking – Santeler motion to approve as presented/Pearce 2<sup>nd</sup>; carried 3-0
  - B. Shea Real Estate, LLC and Steven Anderson request to Rezone Part of W5551 Lakeville Road, Walworth, WI from R-1 to C-2 Tax Parcel No. EW3500001G including lot size averaging – After hearing Paula Sass's concerns about where the water goes after the development happens, Santeler made a motion to approve recommending to the County to approve the rezone request including lot size averaging/Pearce 2<sup>nd</sup>; carried 3-0
  - C. Shea Real Estate, LLC and Steven Anderson request for approval of 4 Lot CSM – W5551 Lakeville Road Tax Parcel No. EW3500001G and W5493 Lakeville Road, Walworth, WI Tax Parcel No. EA19300001 including lot size averaging – Santeler motion to approve per recommendation of PC, the CSM, as presented with lot size averaging, contingent that no trees be planted within 20' of the West and Southern borderlines of the Lot 1, the Southern borderlines of Lots 2 and 3, and the South and Eastern borderlines of Lot 4 (Rowbotham fence line)/Pearce 2<sup>nd</sup>; carried 3-0
  - D. Rescind Ordinance No. 11-12-2013-05 to Establish A Fee To Recover Costs For Fire/Rescue Calls – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - E. Approve Ordinance No. 04202021-1 Establishing A Fee To Recover Costs For Emergency Calls – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - F. Approve Resolution 04202021-1 Emergency Services Fee Schedule – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - G. Town of Walworth Fire on 4-7-2021 report
  - H. Review and possible award road work bids – Pearce motion to approve Payne & Dolan 3 road work bids - Brick School Rd \$112,212.75; Ridge Rd \$152,975; Prairie View Rd \$119,289.25/Santeler 2<sup>nd</sup>; carried 3-0, Pearce motion to approve Fahrner \$7640 Crack Sealing bid/Santeler 2<sup>nd</sup>; carried 3-0
  - I. Appoint Plan Commission Members – Jeff Austin, Joe Abell, Rick Schoenbeck – Santeler motion to approve Jeff Austin, Joe Abell and Rick Schoenbeck to 3 yr terms/Pearce 2<sup>nd</sup>; carried 3-0
  - J. Appoint Community Chest Member – Janice Peterson – Santeler motion to approve Janice Peterson as Community Chest Member/Pearce 2<sup>nd</sup>; carried 3-0
  - K. Appoint Weed Commissioner – Pearce motion to appoint Eric Sterken as Weed Commissioner/Santeler 2<sup>nd</sup>; carried 3-0
  - L. Tree/bush removal on private roads for emergency vehicle access – Chief Austin, Supervisor Santeler and Sheriff Liaison Hall should meet to check out access
  - M. Set May – Sept 2021 board meeting schedule - Board Meeting days and times: May 12, 2021 @ 5:00 pm, June 9, 2021 @ 5:00 pm, July 13, 2021 @ 2:00 pm, August 9, 2021 @ 5:00 pm, September 15, 2021 @ 5:00 pm.
  - N. Board Meeting dates and times – check with clerk-treasurer
- 11) UNFINISHED BUSINESS:
  - A) None
- 12) TOWN HALL FACILITY, EQUIPMENT AND VEHICLES REPORT
- 13) ETZ REPORT – None

14) BOARD REPORTS

- A) CLERK-TREASURER'S REPORT- DISCUSSION & APPROVAL – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- B) SAFETY UPDATE (SANTELER) – DISCUSSION & MONTHLY REPORT
- C) BRICK CHURCH CEMETERY and ROAD REPORTS (PEARCE & STERKEN)

**Closed Session**

- 15) To consider a motion on whether or not to conduct a closed session in accordance with Wis. Stats. 19.85(1)(e); Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session related to Village of Walworth/Town of Walworth Fire/Rescue Contracts.  
Santeler motion to go into closed session/Pearce 2<sup>nd</sup>; carried 3-0

**Open Session**

- 16) Return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session – Santeler motion to return to open session/Pearce 2<sup>nd</sup>; carried 3-0
- 17) FUTURE AGENDA ITEMS: Cobblestone Cemetery Rezone/CUP/ARPA /Fire-EMS/First BOR
- 18) SCHEDULE NEXT REGULAR MEETING: Wednesday, May 12, 2021 @ 5:00 PM
- 19) REVIEW AND APPROVE PREPAID BILLS AND BILLS FOR PAYMENT – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
- 20) ADJOURNMENT – Pearce motion to adjourn @ 8:25 pm/Santeler 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: May 12, 2021

APPROVED:

  
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David J. Rowbotham, Chairperson



NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI REGULAR BOARD MEETING  
Wednesday, May 12, 2021 @ 5:00 PM

- 1) MEETING CALLED TO ORDER at 5:02 PM
- 2) PLEDGE OF ALLEGIANCE –
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce, Clerk-Treasurer Marie Baker, Road Superintendent Eric Sterken – all present; 1 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; APPROVE AGENDA – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 6) APPROVE MINUTES April 20, 2021 BOARD MEETING – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
- 7) PLAN COMMISSION REPORT – given during line item below
- 8) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) None
- 9) SHERIFF LIAISON REPORT
- 10) NEW BUSINESS:
  - A) Cobblestone Cemetery Association, Inc., request to Rezone 0.673 acres from A-1 to P-2 Institutional Park District (2)s – W5283 Cobblestone Rd, Tax Key No. EW 2500005A -Santeler motion to approve rezone/Pearce 2<sup>nd</sup>; carried 3-0
  - B) Cobblestone Cemetery Association, Inc., request for Conditional Use Permit to allow 9 A. property above to be used as a cemetery – W5283 Cobblestone Rd, Tax Key No. EW 2500005A – Santeler motion to approve CUP with county platting/Pearce 2<sup>nd</sup>; carried 3-0
  - C) Bill Wendenberg request to discuss land zoned A-1 and A-4 – No one appeared, remove from Agenda
  - D) Approve Glatfelter Disposal Form for 2015 Massey Tractor – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
  - E) Approve Purchase of 2020 Massey Tractor and Conveyor - Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
  - F) Approve Glatfelter Real Property/Tools/Equipment Settlement – Pearce motion to approve subject to 2<sup>nd</sup> draw and if conveyor is separate ok to upgrade/Santeler 2<sup>nd</sup>; carried 3-0
  - G) Approve Glatfelter Truck Settlement – Santeler motion to approve if truck only/Pearce 2<sup>nd</sup>; carried 3-0
  - H) Approve assignment of Superior Air – Ground Ambulance Service Contract Paramedic Service, Inc. (Shared Services) – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
  - I) Review & Possible Approval of Operator License Application for The Barnacle Club: Tricia L. Van De Bogert and Kim E. Schuerg – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
  - J) Adopt 2020 Auditor's Report – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 11) UNFINISHED BUSINESS:
  - A) American Rescue Plan Act ARPA Discussion
  - B) Tree/bush removal on private roads for emergency vehicle access report – Sterken directed to look into what needs to be done
- 12) TOWN HALL FACILITY, EQUIPMENT AND VEHICLES REPORT
- 13) ETZ REPORT - None
- 14) BOARD REPORTS
  - A) CLERK-TREASURER'S REPORT– DISCUSSION & APPROVAL – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
  - B) SAFETY UPDATE (SANTELER) – DISCUSSION & MONTHLY REPORT
  - C) BRICK CHURCH CEMETERY and ROAD REPORTS (PEARCE & STERKEN) Willow Bend starting 5/17/21 and crack filling starting next week
- 15) FUTURE AGENDA ITEMS:
- 16) SCHEDULE NEXT REGULAR MEETING: Wednesday, 9, 2021 @ 5:00 PM
- 17) REVIEW AND APPROVE PREPAID BILLS AND BILLS FOR PAYMENT – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0

Closed Session



- 18) To consider a motion on whether or not to conduct a closed session in accordance with Wis. Stats. 19.85(1)(e); Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session related to Village of Walworth/Town of Walworth Fire/Rescue Contracts.  
Santeler motion to go into closed session/Pearce 2<sup>nd</sup>; carried 3-0

**Open Session**

- 19) Return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session – Pearce motion to return to open session and direct Baker to contact attorney regarding contract as discussed in closed session/Santeler 2<sup>nd</sup>; carried 3-0
- 20) ADJOURNMENT – Pearce motion to adjourn @ 7:09 pm/Santeler 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: June 9, 2021

APPROVED:



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David J. Rowbotham, Chairman

NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI REGULAR BOARD MEETING  
Wednesday, June 9, 2021 @ 5:00 PM

- 1) MEETING CALLED TO ORDER at 5:01 PM
- 2) PLEDGE OF ALLEGIANCE –
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce, Clerk-Treasurer Marie Baker, Road Superintendent Eric Sterken – all present; 1 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; APPROVE AGENDA – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
- 6) APPROVE MINUTES MAY 12, 2021 BOARD MEETING – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
- 7) PLAN COMMISSION REPORT – No June Meeting
- 8) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) None
- 9) SHERIFF LIAISON REPORT
- 10) NEW BUSINESS:
  - A) Approve Horton (Glatfelter) 2021-22 Workers' Compensation & Property/Casualty Insurance Policy Premiums/Authorize Clerk-Treasurer Marie Baker to sign as Town agent – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - B) Review & Possible Approval of Liquor License Applications for South Shore Bar & Grill, Inc., W6763 South Shore Drive, Delavan, WI 53115, Richard Beaulieu, Agent; Rosewood Entertainment, LLC, 2484 County Road O South, Delavan, WI 53115, Mark R. Hladish, Sr., Agent; Fire2Fork, LLC, 2484 County Road O South, Delavan, WI 53115, John R. Schnupp, Agent; The Barnacle Club, W5749 Hwy B, Walworth, WI, Carl E. Bergersen, Agent – Santeler motion to approve South Shore Bar & Grill, Rosewood and Barnacle Club liquor licenses and approve Fire2Fork's liquor license and extend CUP for one month for outside seating and serving of food and beverage sales and consumption/Pearce 2<sup>nd</sup>; carried 3-0
  - C) Review & Possible Approval of Operator License Applications for South Shore Bar and Grill: Tina B. Blackman, Susan L. Komel, Sarah L. Hanna, Brittani K. Soltys, Tiffany A. Huerta, Lauren A. Nelson, Caitlin A. Cataldo, Tarha L. Soukup and Sean J. Forbeck; Rosewood: Jeffery P. Iverson, Zeven S. Oldenburg, Colton J. Oldenburg, Gretchen K. Hladish and Dustin L. Grindle; The Barnacle Club: Judith A. Claussen, Karin A. Slayton, Erin M. Burns and Tricia L. Van de Bogert; for Fire2Fork: Ethan Z. Payton, Courtney G. Behm, Jared J. Schnupp, Travis B. Morales and Victoria M. Marse – Santeler motion to approve operator licenses/Pearce 2<sup>nd</sup>; carried 3-0
- 11) UNFINISHED BUSINESS:
  - A) American Rescue Plan Act ARPA Discussion and Appointment of Town's Authorized Representative – Pearce motion to approve appointment of Marie Baker as Town's Authorized Representative/Santeler 2<sup>nd</sup>; carried 3-0
  - B) Tree/bush removal on private roads for emergency vehicle access report – Pearce motion for Baker to assist Sterken in drafting letter to mail by certified mail with the estimated cost and an additional 20% for administrative costs to remove trees/bushes as needed/Santeler 2<sup>nd</sup>; carried 3-0
- 12) TOWN HALL FACILITY, EQUIPMENT AND VEHICLES REPORT
- 13) ETZ REPORT - None
- 14) BOARD REPORTS
  - A) CLERK-TREASURER'S REPORT- DISCUSSION & APPROVAL – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
  - B) SAFETY UPDATE (SANTELER) – DISCUSSION & MONTHLY REPORT
  - C) BRICK CHURCH CEMETERY and ROAD REPORTS (PEARCE & STERKEN) Willow Bend Roadwork has started, culverts are done on Cobblestone, Lakeville and State Line
- 15) FUTURE AGENDA ITEMS: Schedule Special Meeting June 11, 2021 @ 8:30 am to purchase truck and approve Fuel Tank replacement, July Board Meeting Fire2Fork CUP
- 16) SCHEDULE NEXT REGULAR MEETING: Tuesday, July 13, 2021 @ 2:00 PM or immediately following adjournment of BOR



- 17) REVIEW AND APPROVE PREPAID BILLS AND BILLS FOR PAYMENT – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0

**Closed Session**

- 18) To consider a motion on whether or not to conduct a closed session in accordance with Wis. Stats. 19.85(1)(e); Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session related to Village of Walworth/Town of Walworth Fire/Rescue Contracts. No need to go into closed session continue item in open session.

**Open Session**

- 19) Return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session – Santeler motion to direct Baker to revise contract as discussed with 3 year flat fee and fire grant, send to Board to review, Atty Koch to review and Village/Pearce 2<sup>nd</sup>; carried 3-0

- 20) ADJOURNMENT – Pearce motion to adjourn @ 6:32 pm/Santeler 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: July 13, 2021

APPROVED:

  
\_\_\_\_\_  
David J. Rowbotham, Chairman

NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WAL WORTH, WAL WORTH COUNTY, WI SPECIAL MEETING  
Friday, June 11, 2021 @ 8:30 am

- 1) MEETING CALLED TO ORDER at 8:47 AM
- 2) Pledge of Allegiance
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Road Superintendent Eric Sterken; present, Supervisor #2 Bill Pearce and Clerk-Treasurer Marie Baker; absent; 0 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; No Amendments
- 6) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) - None

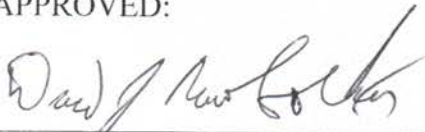
**DISCUSSION & POSSIBLE ACTION/DECISION ON ALL OR SOME OF THE FOLLOWING ITEMS:**

- 7) Authorize Road Superintendent Eric Sterken to purchase 2001 Freightliner FL80 Single Axle Patrol/Dump Truck W/ Plow, Wing and Spreader – Santeler motion to approve/Rowbotham 2<sup>nd</sup>; carried 2-0
- 8) Authorize Fuel Tank replacements - Santeler motion to approve/Rowbotham 2<sup>nd</sup>; carried 2-0
- 9) ADJOURNMENT – Santeler motion to adjourn/Rowbotham 2<sup>nd</sup>; carried 2-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer on behalf of Eric Sterken

DATED: July 9, 2021

APPROVED:



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David J. Rowbotham, Chairperson



NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI REGULAR BOARD MEETING  
**TUESDAY, JULY 13, 2021 @ 2:00 PM**

- 1) MEETING CALLED TO ORDER at 2:02 PM
- 2) PLEDGE OF ALLEGIANCE –
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce, Clerk-Treasurer Marie Baker, Road Superintendent Eric Sterken – all present; 1 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; APPROVE AGENDA – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
- 6) APPROVE MINUTES JUNE 9, 2021 BOARD MEETING and JUNE 11, 2021 Special Meeting – Santeler motion to approve June 9, 2021 minutes/Pearce 2<sup>nd</sup>; carried 3-0, Santeler motion to approve June 11, 2021 minutes/Rowbotham 2<sup>nd</sup>; carried 2-0
- 7) PLAN COMMISSION REPORT – given during line item below
- 8) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) None
- 9) SHERIFF LIAISON REPORT
- 10) NEW BUSINESS:
  - A) Fire2Fork – Milstead, LLC Lessee, John Schnupp request for Conditional Use Permit for permanent outdoor food and beverage consumption and service on the north side next to the porch of the restaurant (Due to Covid, CU was temporarily approved in 2020) 2484 County Rd O South, Delavan, WI 53115, Tax Key No. E W 600001B – Santeler motion to approve the CUP Amendment as presented, per the PC recommendation with no further conditions, and recommend this to the County for approval; carried 3-0
  - B) Jim Neighbors – Liquor License – no action taken
  - C) Resolution 07132021-1 Establishing an American Rescue Plan Act Grant Fund and Opening Bank Account – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - D) September – December 2021 Board Meeting dates and times set as follows:  
2021 August – December Board Meetings:  
AUG: Monday, August 9, 2021 @ 5:00 PM  
SEPT: Monday, September 20, 2021 @ 5:00 PM  
OCT: Tuesday, October 12, 2021 @ 5:00 PM and Budget Workshop following Board Meeting  
NOV: Tuesday, November 16, 2021 @ 5:00 PM Budget Public Hearing, Electors Meeting, Board Meeting  
DEC: Tuesday, December 14, 2021 @ 5:00 PM
  - E) Review & Possible Approval of Operator License Applications for Barnacle Club: Kim Emily Schuerg – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 11) UNFINISHED BUSINESS:
  - A) American Rescue Plan Act ARPA
  - B) Glatfelter Insurance Claim Update – The fire claim has been completed
  - C) Tree/bush removal on private roads for emergency vehicle access report – Baker/Sterken to work on drafting letter and getting estimates for removal
- 12) TOWN HALL FACILITY, EQUIPMENT AND VEHICLES REPORT
- 13) ETZ REPORT – None, take off agenda
- 14) BOARD REPORTS
  - A) CLERK-TREASURER'S REPORT– DISCUSSION & APPROVAL – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
  - B) SAFETY UPDATE (SANTELER) – DISCUSSION & MONTHLY REPORT
  - C) BRICK CHURCH CEMETERY and ROAD REPORTS (PEARCE & STERKEN)
- 15) FUTURE AGENDA ITEMS:
- 16) SCHEDULE NEXT REGULAR MEETING: Monday, August 9, 2021 @ 5:00 PM

- 17) REVIEW AND APPROVE PREPAID BILLS AND BILLS FOR PAYMENT – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0

**Closed Session**

- 18) To consider a motion on whether or not to conduct a closed session in accordance with Wis. Stats. 19.85(1)(e); Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session related to Village of Walworth/Town of Walworth Fire/Rescue Contracts. No need to go into closed session continue item in open session.

**Open Session**

- 19) Return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session – no action taken
- 20) ADJOURNMENT – Santeler motion to adjourn @ 2:52 pm/Pearce 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: August 9, 2021

APPROVED:

  
\_\_\_\_\_  
David J. Rowbotham, Chairman



NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI SPECIAL MEETING  
**Monday, August 30, 2021 @ 5:00 PM**

- 1) MEETING CALLED TO ORDER at 5:00 PM
- 2) Pledge of Allegiance
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce and Clerk-Treasurer Marie Baker; present; 0 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; No Amendments
- 6) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) - None

**DISCUSSION & POSSIBLE ACTION/DECISION ON ALL OR SOME OF THE FOLLOWING ITEMS:**

- 7) NEW BUSINESS:
  - A. Wendy Hanisch dba Get Fit Foundation, Inc., request to use a small portion of N. Lake Shore Drive for Fontana Triathlon on September 18, 2021 7:30 AM to 12:30 PM – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - B. Review & Possible Approval of Operator License Applications for Fire2Fork – Megan Darnick, Kendra Jenski, Samantha Hollister and Dakota Hedrick – Santeler motion to approve Megan Darnick/Pearce 2<sup>nd</sup>; carried 3-0. Santeler motion to approve Dakota Hedrick, Kendra Jenski and Samantha Hollister contingent upon submitting a completed application, fees and an acceptable background check is received/Pearce 2<sup>nd</sup>; carried 3-0
  - C. 2020 Audit letters -Pearce motion to authorize signing/Santeler 2<sup>nd</sup>; carried 3-0
- 8) UNFINISHED BUSINESS:
  - A. None

**Closed Session**

- 9) To consider a motion on whether or not to conduct a closed session in accordance with Wis. Stats. 19.85(1)(e); Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session related to Village of Walworth/Town of Walworth Fire/Rescue Contracts. –  
No motion

**Open Session**

- 10) Return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session - NA
- 11) Village of Walworth/Town of Walworth Fire/Rescue Contracts - Pearce motion to approve Baker to request any and all information she needs that she feels is pertinent from the Village of Walworth Fire and Rescue for reporting back to the Board/Santeler 2<sup>nd</sup>; carried 3-0
- 12) ADJOURNMENT – Santeler motion to adjourn @ 5:58 PM/Rowbotham 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: September 2<sup>nd</sup>, 2021

APPROVED:

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David J. Rowbotham, Chairperson

NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board  
TOWN OF WALWORTH, WALWORTH COUNTY, WI REGULAR BOARD MEETING  
**Monday, August 9, 2021 @ 5:00 PM**

- 1) MEETING CALLED TO ORDER at 5:00 PM
- 2) PLEDGE OF ALLEGIANCE –
- 3) ROLL CALL Chairman David Rowbotham, Supervisor #1 Steve Santeler, Supervisor #2 Bill Pearce, Clerk-Treasurer Marie Baker, Road Superintendent Eric Sterken – all present; 11 Audience Member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; APPROVE AGENDA – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 6) APPROVE MINUTES JULY 13, 2021 BOARD of REVIEW and JULY 12, 2021 BOARD Meeting – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
- 7) PLAN COMMISSION REPORT – given during line item below
- 8) PUBLIC COMMENTS - (citizens may address the chair at this point of the meeting – please limit your comments to once for 3 minutes maximum) Melissa Jordon spoke against Cobblestone VRBO rental property and the gun fire; Betty Schacht said there were fires at night when it was very dry, loud noise @ Cobblestone rental; Mary Jordon said there should be rules for Cobblestone rental. Pat Fritz talked about the culverts being too small that Sterken put in on Prairie View Rd.
- 9) SHERIFF LIAISON REPORT
- 10) NEW BUSINESS:
  - A) Mary Beth Gibbons-Adams request for Variance to allow 8.5' W x 30' L Emergency Exit Platform on Wedding Barn located at N318 Alden Road, Walworth, WI Tax Key No. E W 3600002 Mary Beth Gibbons-Adams request for Variance to allow 8.5' W x 30' L Emergency Exit Platform on Wedding Barn located at N318 Alden Road, Walworth, WI Tax Key No. E W 3600002 – Santeler motion to approve the variance request as an area of refuge and recommend sending it to the County for approval. And upon approval by the County, the owner shall obtain a building permit with double fees/Pearce 2<sup>nd</sup>; carried 3-0
  - B) Robert Pearce Farms request for Conditional Use Permit to modify the March 23, 2017 County Approved Conditional Use Permit – removal of helicopter landing pad, fund raising, define grilling area, open months, days and hours of operation for all areas, number of displays and number of cars/tractors, location of sales, number of employees, additional items for sale, removal of review requirement @ W5740 N. Walworth Road, Walworth, WI Tax Key #E W 300001 – Santeler motion to approve Pearce Farms Conditional Use request per the Plan Commission recommendation (PC minutes attached), carried 2-0. No additional conditions were set forth/Rowbotham 2<sup>nd</sup>; carried 2-0. Bill Pearce stepped down and did not vote.
  - C) Jeremy Segal request for Short-Term Rental Ordinance – Jeremy spoke about not being able to enjoy/use his property because of the loud noise, loud music, unsafe fires, trespassing, fireworks at the rental property located at W5069 Cobblestone Road in the Town. Discussed the need for an Ordinance to help control number of days the property can be rented and having an on-site manager – Town needs time to look into this
  - D) Walworth County Hazard Mitigation Plan Update and Acknowledgement Letter – Pearce motion to approve letter/Santeler 2<sup>nd</sup>; carried 3-0
  - E) Appoint and Approve ETZ Town Members – Santeler motion to approve Jim Van Dreser and Tom Rohleder if they are still willing to serve/Pearce 2<sup>nd</sup>; carried 3-0
  - F) 2022 Metro Contract and Delavan, Sharon, Walworth Fire/EMS Agreement Budget – Meeting has not been scheduled
- 11) UNFINISHED BUSINESS:
  - A) Willow Bend Road Project – Report given by Engineer Ryan Rudzinski
  - B) American Rescue Plan Act ARPA – Nothing new to report
  - C) Tree/bush removal on private roads for emergency vehicle access report – Santeler motion to authorize Chair Rowbotham to sign letter when completed/Pearce 2<sup>nd</sup>; carried 3-0



- 12) TOWN HALL FACILITY, EQUIPMENT AND VEHICLES REPORT
- 13) BOARD REPORTS
  - A) CLERK-TREASURER'S REPORT- DISCUSSION & APPROVAL – Pearce motion to approve/Santeler 2<sup>nd</sup>; carried 3-0
  - B) SAFETY UPDATE (SANTELER) – DISCUSSION & MONTHLY REPORT
  - C) BRICK CHURCH CEMETERY and ROAD REPORTS (PEARCE & STERKEN)
- 14) FUTURE AGENDA ITEMS:
- 15) SCHEDULE NEXT REGULAR MEETING: Monday, September 20, 2021 @ 5:00 PM  
Special Meeting scheduled for Monday, August 30, 2021 @ 5:00 PM
- 16) REVIEW AND APPROVE PREPAID BILLS AND BILLS FOR PAYMENT – Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0

#### **Closed Session**

- 17) To consider a motion on whether or not to conduct a closed session in accordance with Wis. Stats. 19.85(1)(e); Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session related to Village of Walworth/Town of Walworth Fire/Rescue Contracts. No need to go into closed session continue item in open session.

#### **Open Session**

- 18) Return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session – no action taken
- 19) ADJOURNMENT – Santeler motion to adjourn @ 6:20 pm/Pearce 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: September <sup>2</sup>~~20~~, 2021

APPROVED:

  
\_\_\_\_\_  
David J. Rowbotham, Chairman

**DRAFT Plan Commission Meeting Minutes: Monday, August 2, 2021 @ 6:30 p.m.**

W6741 BRICK CHURCH ROAD, WALWORTH, WI 53184

1. Jeff Austin called the meeting to order @ 6:33 PM
2. ROLL CALL: Jeff Austin, Steve Santeler, Joe Abell, Marie Baker - present; Rick Schoenbeck - absent & 4 audience members
3. Pledge of Allegiance
4. Meeting was properly posted
5. AMEND AGENDA, IF NECESSARY – No Amendments; Baker motion to approve/Santeler 2<sup>nd</sup>; carried 4-0
6. APPROVE MINUTES FROM July 12, 2021 MEETING – Abell motion to approve minutes as presented/Santeler 2<sup>nd</sup>; carried 4-0
7. PUBLIC COMMENTS: Citizens may address the Chair at this point of the meeting – please limit your comments to once for 3 minutes maximum - None
8. UNFINISHED BUSINESS:
  - A. None
9. NEW BUSINESS:
  - A. Mary Beth Gibbons-Adams request for Variance to allow 8.5'W x 30'L Emergency Exit Platform on Wedding Barn located at N318 Alden Road, Walworth, WI Tax Key No. E W 3600002 – Santeler motion to recommend approval of the variance request as an emergency area, rescue and egress components for safety and the 3 variance requirements have been met/Abell 2<sup>nd</sup>; carried 4-0
  - B. Robert Pearce Farms request to Amend an Existing Conditional Use Permit to amend removal of helicopter landing pad, fund raising, define grilling area, hours of operation, number of cars/tractors for show, location of sales, number of employees, additional items for sale @ W5740 N. Walworth Road, Walworth, WI Tax Key #E W 300001 –

Santeler motion to recommend approval of Conditional Use Request per the discussion and as presented by Pearce Farms as follows:

Application for Conditional Use Permit to modify the March 23, 2017 County APPROVED Conditional Use Permit with the following:

- 1) Grilling area for Concessions, refer to attached map
- 2) Two (2) Car/Tractor displays per year with maximum of 250 cars Reference #1 and #4
- 3) Number of Employees in addition to owners, shall be approximately 8 full time and 40 part time seasonally. Reference #9
- 4) Open Months April 1 to November 15<sup>th</sup> with Farm Market/Stand hours of operation 7:00 AM to 8:00 PM. And the hours of operation for concessions during special and other approved events 7:00 AM to 11:00 PM. Reference #19, #20 & # 4 and #2
- 5) Add additional products cold drinks (non alcoholic), grains, soup mixes, ice cream, fruit cups, painted rocks, dog treats, bagged ice, concessions to include, brats, burgers, hot dogs, nachos, caramel apple in a dish, pulled pork and cooked sweet corn sold to customers to eat on site, and not sold in bulk. Reference #18
- 6) Baked and canned goods shall be produced seasonally April 1 to Nov. 15 daily. All baked and canned goods on site may be sold at check outs or concessions 7 days a week. Reference #19
- 7) The property owner shall notify the County LURM office one week prior to the use of the property by non-profit groups for the four approved events, said events with concessions open may occur during or after normal business hours up until 11:00 PM. Remove "fund raising" verbiage. Reference #20
- 8) Licensed Wisconsin Commercial Kitchen for baked and canned good preparation open when farm stand is open. Reference #19
- 9) Remove helicopter landing pad. Reference #12



10) Remove further Town review requirement. Reference #22

Some of our baked goods contain items grown on our farm, such as zucchini. We try to keep them "farm" related such as rhubarb and apple bread. Much of what we offer here supports local businesses such buying local apple cider, cheeses, honey and syrup. We hold the car and tractor show here free of charge as a learning experience for families to see real farm tractors and vintage cars, this also helps with marketing to draw people into our farm stand. We may employee up to 40 employees part time and seasonally, such as teachers or parents, or high school kids between sports and classes. That may only work 1 or 2 shifts per week  
Abell 2<sup>nd</sup>; carried 4-0

- A. NEXT MEETING: Monday, September 13, 2021 @ 6:30 PM, pending any business.  
B. ADJOURNMENT - Abell motion to adjourn @ 8:12 PM/Santeler 2<sup>nd</sup>; carried 4-0

Respectfully submitted by Marie Baker, Secretary

Approved: \_\_\_\_\_, 2021

\_\_\_\_\_ Motion to approve Minutes, \_\_\_\_\_ 2<sup>nd</sup>; carried \_\_\_\_\_

10) Remove further Town review requirement. Reference #22

Some of our baked goods contain items grown on our farm, such as zucchini. We try to keep them "farm" related such as rhubarb and apple bread. Much of what we offer here supports local businesses such buying local apple cider, cheeses, honey and syrup. We hold the car and tractor show here free of charge as a learning experience for families to see real farm tractors and vintage cars, this also helps with marketing to draw people into our farm stand. We may employee up to 40 employees part time and seasonally, such as teachers or parents, or high school kids between sports and classes. That may only work 1 or 2 shifts per week

Abell 2<sup>nd</sup>; carried 4-0

A. NEXT MEETING: Monday, September 13, 2021 @ 6:30 PM, pending any business.

B. ADJOURNMENT - Abell motion to adjourn @ 8:12 PM/Santeler 2<sup>nd</sup>; carried 4-0

Respectfully submitted by Marie Baker, Secretary

Approved: \_\_\_\_\_, 2021

\_\_\_\_\_ Motion to approve Minutes, \_\_\_\_\_ 2<sup>nd</sup>; carried \_\_\_\_\_



**DRAFT Plan Commission Meeting Minutes: Monday, August 2, 2021 @ 6:30 p.m.**

W6741 BRICK CHURCH ROAD, WALWORTH, WI 53184

1. Jeff Austin called the meeting to order @ 6:33 PM
2. ROLL CALL: Jeff Austin, Steve Santeler, Joe Abell, Marie Baker - present; Rick Schoenbeck - absent & 4 audience members
3. Pledge of Allegiance
4. Meeting was properly posted
5. AMEND AGENDA, IF NECESSARY – No Amendments; Baker motion to approve/Santeler 2<sup>nd</sup>; carried 4-0
6. APPROVE MINUTES FROM July 12, 2021 MEETING – Abell motion to approve minutes as presented/Santeler 2<sup>nd</sup>; carried 4-0
7. PUBLIC COMMENTS: Citizens may address the Chair at this point of the meeting – please limit your comments to once for 3 minutes maximum - None
8. UNFINISHED BUSINESS:
  - A. None
9. NEW BUSINESS:
  - A. Mary Beth Gibbons-Adams request for Variance to allow 8.5'W x 30'L Emergency Exit Platform on Wedding Barn located at N318 Alden Road, Walworth, WI Tax Key No. E W 3600002 – Santeler motion to recommend approval of the variance request as an emergency area, rescue and egress components for safety and the 3 variance requirements have been met/Abell 2<sup>nd</sup>; carried 4-0
  - B. Robert Pearce Farms request to Amend an Existing Conditional Use Permit to amend removal of helicopter landing pad, fund raising, define grilling area, hours of operation, number of cars/tractors for show, location of sales, number of employees, additional items for sale @ W5740 N. Walworth Road, Walworth, WI Tax Key #E W 300001 –

Santeler motion to recommend approval of Conditional Use Request per the discussion and as presented by Pearce Farms as follows:

Application for Conditional Use Permit to modify the March 23, 2017 County APPROVED Conditional Use Permit with the following:

- 1) Grilling area for Concessions, refer to attached map
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- 3) Number of Employees in addition to owners, shall be approximately 8 full time and 40 part time seasonally. Reference #9
- 4) Open Months April 1 to November 15<sup>th</sup> with Farm Market/Stand hours of operation 7:00 AM to 8:00 PM. And the hours of operation for concessions during special and other approved events 7:00 AM to 11:00 PM. Reference #19, #20 & #4 and #2
- 5) Add additional products cold drinks (non alcoholic), grains, soup mixes, ice cream, fruit cups, painted rocks, dog treats, bagged ice, concessions to include, brats, burgers, hot dogs, nachos, caramel apple in a dish, pulled pork and cooked sweet corn sold to customers to eat on site, and not sold in bulk. Reference #18
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- 8) Licensed Wisconsin Commercial Kitchen for baked and canned good preparation open when farm stand is open. Reference #19
- 9) Remove helicopter landing pad. Reference #12