

TOWN OF WALWORTH, WALWORTH COUNTY, WI BOARD MEETING  
**Tuesday, November 11, 2025, Board Meeting Minutes**

- 1) CALL MEETING TO ORDER at 5:09 PM
- 2) Temporary Chairperson – Kauer motion to nominate Alex Rasch as temporary chairperson/Retzke 2<sup>nd</sup>; carried 4-0
- 3) ROLL CALL David Rowbotham appeared via phone, Bill Pearce arrived @ 5:10, Alex Rasch, Brian Retzke, Dan Kauer – present
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA, IF NECESSARY; APPROVE AGENDA – Retzke motion to approve agenda as presented/Kauer 2<sup>nd</sup>; carried 4-0
- 6) APPROVE MINUTES: October 14, 2025 Board Meeting – Kauer motion to approve/Retzke 2<sup>nd</sup>; carried 4-0
- 7) PLAN COMMISSION REPORT – given during line items below
- 8) PUBLIC COMMENTS – None
- 9) SHERIFF LIAISON REPORT
- 10) FONTANA FIRE/EMS REPORT
- 11) NEW BUSINESS:
  - A. Phill Klamm Walworth Grade School Update Given
  - B. Keith E. and Marie A Rithamel Revocable Trust request for approval of Certified Survey Map separation of farm structures from farm land, Parcel # E W 3100002A, Physical address: W7215 Hwy 67, Walworth, WI – Pearce motion to approve this agenda item with separate entrance/Kauer 2<sup>nd</sup>; carried 5-0
  - C. Conditional Use Permit Request by Applicant: SCKS LLC/Christopher D Hibbard, Manager/Owner: SCKS LLC, Parcel # ER 00001-ER 00005 & EH 00074 Town of Walworth, Physical address: W6881 S. Shore Drive, Delavan - See PC Public Hearing Notice for more details.

Rasch motion/Retzke 2<sup>nd</sup>; carried 4-0 with 1 abstain

Limit number of outdoor boats for transient service to 15 from March 15-November 14

Hours of service M-F 8am to 5pm

Saturday hours 8am to Noon

Allow the proposed sales and display area as shown on map

Sales and service for boat related items is permitted indoors

On Saturdays all service shall be indoors

No outdoor storage on the west side of storage building

No outdoor boat storage other than in the display area transient, not transient if you need to do work November 15 – March 14 bring them over put them in the building

- D. Conditional Use Permit Request by Applicant: SCKS LLC/Christopher D Hibbard, Manager/Owner: SCKS LLC, Parcel # EA468800001 Town of Walworth, Physical address: N2477 Cty Trunk O, Delavan - See PC Public Hearing Notice for more details.

Rasch motion/Kauer 2<sup>nd</sup>; carried 4-0 with 1 abstain

Motion to allow outdoor marine related storage from March 15-November 14 only on the west side of buildings & between the 2<sup>nd</sup> & 3<sup>rd</sup> buildings from the North.

And no transient or any form of outdoor storage between the buildings and road on the east side of property.

Hours of operation M-F 8-5 and Saturday 8am to Noon.

No service or repairs.

No outdoor storage of any kind November 15 – March 14.

- E. Authorize Signing Johnson Block Audit Engagement Letter – Table to December meeting
- F. Ordinance No. 11112025-2 Six Corners Road No Parking – Kauer motion to approve/Retzke 2<sup>nd</sup>; carried 5-0
- G. 2025 Tax Brochure – Pearce motion to approve with couple minor changes/Kauer 2<sup>nd</sup>; carried 5-0
- H. Garbage/Recycling Pickup Calendar and Brochure(s) – Tabled
- I. Approve Proposed 2026 Budget – Kauer motion to approve less LRIP \$17,040./Pearce 2<sup>nd</sup>; carried 5-0
- J. Mobile Tower Ordinance and Fee – Kauer motion to start this process/Pearce 2<sup>nd</sup>; carried 4-1

12) UNFINISHED BUSINESS:

- a. Ordinance No. 11112025-1 Six Corners Road Speed Reduction – Pearce motion to approve/Kauer 2<sup>nd</sup>; carried 5-0
- b. Approval of Garbage/Recycle Contract Costs with Administrative Costs on 2025 Tax Bills – Retzke motion to authorize fair amount to include administrative costs as determined by Rowbotham and Baker and approve to being on tax bills/Pearce 2<sup>nd</sup>; carried 5-0
- c. Fee Schedule - Tabled

13) TOWN HALL FACILITY, EQUIPMENT AND VEHICLES – New mower was received, update given on flail mower, pickup was serviced

14) BOARD REPORTS

- A) CLERK-TREASURER’S FINANCIAL REPORT– DISCUSSION & APPROVAL – Pearce motion to approve/Retzke 2<sup>nd</sup>; carried 5-0
- B) SAFETY UPDATE – DISCUSSION, MONTHLY REPORT & MEETING ANNOUNCEMENT(S) –
- C) BRICK CHURCH CEMETERY and ROAD REPORTS – Cemetery: Exhuming burial and urn in headstone request discussed. Road Report: Six Corners is done/punch list work, stripe Kikkoman. Doing shoulder. mastic work, we need to bill Town of Troy. Ron Ellis update on culvert installation given

15) FUTURE AGENDA ITEMS: Six Corners Rd Ordinance, Fee Schedule

16) REVIEW AND APPROVE PREPAID BILLS AND BILLS FOR PAYMENT – Pearce motion to approve bills/ Retzke 2<sup>nd</sup>; carried 5-0

17) SCHEDULE NEXT REGULAR MEETING: Tuesday, December 9, 2025 @ 5:00 PM

**Closed Session:**

- 18) To consider a motion on whether or not to conduct a closed session in accordance with Wis. Stats. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Road Superintendent - Pearce motion to go into closed session/Kauer 2<sup>nd</sup>; carried

**Open Session:**

- 19) Return to open session pursuant to Wisconsin Statutes 19.85(2) – Retzke motion to return to open session/Kauer 2<sup>nd</sup>; carried 4-0
- 20) Possible discussion/action on any items discussed in closed session – No action taken
- 21) ADJOURNMENT – Kauer motion to adjourn @ 7:41 pm/Retzke 2<sup>nd</sup>; carried 4-0

MINUTES SUBMITTED BY: Marie Baker, Clerk-Treasurer

DATED: December 9, 2025

APPROVED: \_\_\_\_\_/s/\_\_\_\_\_