



**TOWN OF EAST TROY, WALWORTH COUNTY WI**  
**REGULAR TOWN BOARD MEETING**  
**June 12, 2023 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. Certification of Compliance of Open Meeting Law
4. Approval of Meeting Agenda
5. Minutes of Previous Session, Special Meetings, Planning Commission and Communication Committee
6. Clerk/Treasurer's Report – Clerk/Treasurer Buchanan
  - A. Loan Quotes for Shorewood Drive Repaving project
  - B. Loan Quotes for 2024 Town Capital Projects
7. Reports of Committees
  - A. Chairperson and/or Supervisor Reports
    1. Chairman's Meeting Report – Chairman Klarkowski
  - B. Media/IT Report – Web Administrator Olson
  - C. Department of Public Works – DPW Superintendent Scheel
    1. Town Hall and Shop parking bids
    2. Town DPW putting ATV signs on County Roads – starts July 1, 2023
    3. Discussion and Possible Action on Compost Site – brush issue & burning
    4. Resurfacing Front Steps of Town Hall
  - D. Police Report – Chief Gorecki
    1. Code Enforcement
  - E. ETAESD Report – Supervisor Church
  - F. Park Committee Report – Supervisor Reyes
  - G. Booth Lake Memorial Park Report – Supervisor Wales
  - H. Lake Beulah Management District Report – Rep. Greg Thomas
  - I. Recycling Committee Report – Rep. John Murphy
  - J. Library Report – Rep. John Murphy for Kristina Murphy
  - K. Planning Commission Report – Supervisor Wucherer
    1. CSM/Land Separation, N9033 & N9025 Army Lake Rd, PA260400002, PA260400003 and PA322500003, Estate of Audrey Noffz - owner, Linda & Scott Kosteretz –applicants
    2. Conditional Use Amendment/Rezone Request, W1741 County Rd J, PET400007, PET400008, PET500003, PET500006, - 6C, - 10 and – 11, Beber Camp – owner, Harrell Wittenstein- applicant
    3. Conditional Use, W1184 County Rd L, PET1500005B, John Hudoc & Maria Bisabarrios – owners – Applicants
    4. Variance Request – W962 Shorewood Dr, PS00042, Eric & Brenda Regenfelder – owners, Jim Lewein, KJN Builders - applicant
8. Public Comments
9. Unfinished Business
  - A. Update on ETRR Museum Bridge on Beach Road
  - B. Review and approve snowplowing contract and draft cover letter for private road residents and schedule
  - C. Discussion and Action on balance of transition items from Supervisor Reyes
    1. YouTube testing

2. Update Video and audio equipment
  3. Storage options
  4. Future newsletters
  5. Electronic version of newsletter
  6. Video Requirements for all held at the Town Hall
  7. Develop an "About" overview of the Town for the website
10. New Business
    - A. Petition from Residents on Fairway Road to install Speed bumps
    - B. Authorize Attorney to draft letter to property owner for the repair of 65' by 11' section on Bell School Road
  11. Attorney's Report – Attorney Mills
    - A. Ordinance 2023 -1 Amending Section 2.105.070(4) of the Town Code regarding video retention
    - B. Ordinance 2023 – 2 Amending Section 16.25.030 regarding Parking without Launching
    - C. Resolution 2023 – 3 Adopting the Walworth County Natural Hazards Mitigation Plan: 2022-2026
  12. Public Comments
  13. Licenses and Special Event Permits – Clerk/Treasurer Buchanan
    - A. 2023 – 2024 Liquor and Operator Licenses – See Attached Spreadsheet
  14. Special and Pending Meetings – Clerk/Treasurer Buchanan
  15. Review Bills for Payment
  16. Adjourn

**Persons with Disabilities who need accommodations 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.**

**2023 Liquor and Operators Licenses**

License Holder	License #	New / Renewal	Taxes Paid	Publication Fee Paid	Liquor License Paid	Building Inspections	Fire Inspections
<b>The Hive Taproom</b>			Current	Paid	Paid	Good	
Operators: Reilly Lagerhausen		New	NOTES:				
Laura Beckel		R					
Robyn Blahnik		New	Pending Background Check				
Katie Jeske		New	Pending Background Check				
Cathianne Kurtz		New	Pending Background Check				
Anne Church		New	Pending Background Check				
Noelle Gartzke		New	Pending Background Check				
Sophia Heimos		New	Pending Background Check				
<b>Lake Beulah Golf Course</b>			Paid	Paid	Paid	Good	
Operators: Ken Collett		New	NOTES:				
Danielle Otto		R					
<b>Beulah Bait &amp; Boat LLC</b>			Paid	Paid		Good	
Soda	Operators: Carla Giorgi	R	NOTES:				
	John Stoss						
<b>Honey Creek Collective - East Troy Farmers Market</b>			Paid	Paid		Good	
	Jason Neu	New	NOTES:				

**Lake Beulah Grill - LulaBell's Dockside**

Paid	Paid	Paid	Good	
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Maia Wilson	New	NOTES:
Stephane Furrer	New	Approved at March TB Meeting - paid \$30 separate
Ainsley Budzinski	R	
Melissa Janicki	R	
Robert Kopatich	R	
Farrah Carrao	R	
Ryan Bub	New	Need Beverage Serving Class & Clean background check
Mark McGaughey	New	Need Beverage Serving Class & Clean background check

License #	New / Renewal	Taxes Paid	Publication Fee Paid	Liquor License Paid	Building Inspections	Fire Inspections
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**Lake Beulah Yacht Club**

Paid	Paid	Paid	Good	
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Soda	Operators:	Candace Porter	R	NOTES: 13 Operators Paid for
		Ben Porter	R	
		Lance Rosenmayer	R	Approved at March TB Meeting - paid \$30 separate
		Timothy LeRoy	R	
		Tommy Hiller	R	
		Donald Franzene	R	
		Keith Knopf	R	
		Vicki Clayton	R	
		Will Haeger	R	
		Jennifer Piacenza	R	
		Randy Inman	R	
		Christina Kubicek	R	
		Michael Lillwitz	R	
		Kate Haeger	New	
		Maura Kennedy	New	
		Rita McDade	New	
		Joe Skotarzak	R	
		Mark McKinnon	New	
		David Sullivan	New	

## TOWN OF EAST TROY PLANNING COMMISSION MINUTES

May 3, 2023 at 6:30 P.M.

Chairman Cook called the meeting to order at 6:30 P.M. Commissioners Gordon, Wucherer, DeGrave, Denhart, and Dynek were in attendance. Secretary Olson was also in attendance. Commissioners Celley and Smith were excused.

Chairman Cook explained the procedure of the proposal and explained that this Commission operates on a split meeting format and this is the Decision-Making portion of the Planning Commission Meetings. The commissioner's will receive any new documentation from the petitioner or their agent, and then have a discussion to reach a decision by the Commission at large. All comments need to be addressed to the commission and not the applicant.

1. Motion by Commissioner Gordon, to approve the April 5, 2023 minutes as presented.  
Seconded by Commissioner Denhart  
Motion passed unanimously.
2. Motion by Commissioner Wucherer to approve Resolution Format to communicate with the Town Board.  
Seconded by Commissioner Gordon  
Motion passed unanimously.
3. **CONDITIONAL USE Request**  
W1184 County Road L.  
East Troy, WI 53120  
Parcel No: P ET 1500005B  
John Hudoc & Maria Bisabarros, Owners/Applicants

The Applicants are requesting a Conditional Use Permit for a caretaker's residence on an A-4 property, to build a new home while allowing them to live in the existing home on the property listed above, during construction. P.E.A Builders, speaking on behalf of the applicant, outlined their building plan stating that the applicants will be demolishing the current home as they are transferring utilities to the new home. Commissioner Wucherer noted that the building request is within the envelope for the new structure. A letter of support was included with their application. Chairman Cook noted the applicants, as long standing positive civic partners in the community. The deteriorating and unsafe condition of the applicants' current home was noted as a hardship; and

Motion made by Commissioner Gordon to approve the request as stated.  
Seconded by Commissioner Dynek.  
Motion passed unanimously.

4. **Variance Request**  
W1759 South Shore Drive  
East Troy, WI 53120  
Parcel No: PA 322300001  
Beulah QPRT Family Trust, Owner  
Matt Haeger, Applicant

Matt Haeger, Applicant, spoke on behalf of the request for a Variance Request, to move a many-decades old, and described as "grandfathered" second staircase 12-15 feet to the north on the property. The applicant described that it was discovered that due to the land division within the trust, the staircase resides partially on the property of his neighbor/uncle William Hudson, and any vessel parked on the south end of the above-mentioned pier encroaches on his waterway. Commissioner noted the applicants, as

longstanding citizens in the community and having a letter of support from said neighbor, Bill Hudson. Commissioner Wucherer asked if a permit and erosion control plan were considered, Matt Haeger stated that he did have that prepared prior to finding the need to move the stairs. Commissioner Wucherer noted that the width of the proposed new staircase is now conforming to the shoreline zoning requirements. Commissioner Gordon asked why it was needed to have more than the allowed one stairway to service both piers, Matt Haeger said that the distance between the piers would not work for them, and he would like two based on the principal of the fact that they have had two for decades. Commissioner Dynek referenced the shoreline ordinance updated in 1975, which allows one stairway per property. If the applicant were to stay within the footprint and envelope of the existing stairwell, it would maintain the grandfathered status. Once the staircase leaves that footprint it is no longer allowed, defaulting to today's standard of one staircase. Commissioner Dynek referenced an article written by a Walworth County Zoning Adjustor on the topic in a recent newsletter. Commissioners made recommendations of changing the land separation within the trust to maintain the pier's current approval status as well as constructing a more centrally located singular stairway to service both piers.

Motion made by Commissioner Wucherer to Deny the request.

Seconded by Commissioner Dynek.

Motion passed unanimously.

5. Land Separation/CSM Request  
N9033 Army Lake Road, N9025 Army Lake Road  
East Troy, WI 53120  
Parcel No: PA 260400002, PA 2604 00003, PA 322500003 Section: #2604  
Estate of Audrey Noffz, Owner  
Linda & Scott Kosteretz, Applicant

Scott and Linda Kosteretz, spoke in request of a Land Separation/CSM request dividing property in their late mother's trust. The division of the property was specifically stated in the Last Will and Testament of Audrey Noffz. The division of property was to be given to Linda Kosteretz and her late brother Thomas Milbrath. The property that was left to Thomas, is proposed to be given to his wife Linda Milbrath. Mrs. Milbrath, has written a letter in support of this land division as well as the survey as written. Chairman Cook pointed out that they survey provided by John Stigler, Jahnke and Jahnke LLC was zoned using Village of East Troy zoning codes. Chairman Cook tabled this until the decision-making meeting on May 17, 2023, in an effort to give the applicants enough time to speak to the surveyor and request that they redraft the survey with the proper coding.

6. Other Business & Public Comments  
None at this time

7. Adjourn  
Motion made by Commissioner Smith to adjourn.  
Seconded by Commissioner Dynek.  
Motion passed unanimously.

Respectfully Submitted,  
Jennifer Olson  
Planning Commission Secretary  
May 18, 2023

TOWN OF EAST TROY PLANNING COMMISSION MINUTES  
May 17, 2023 at 6:30 P.M.

Chairman Cook called the meeting to order at 6:30 P.M. Commissioners Gordon, Wucherer, DeGrave, Celley, Smith and Dynek were in attendance. Secretary Olson was also in attendance. Commissioners Denhart was excused.

Chairman Cook explained the procedure of the proposal and explained that this Commission operates on a split meeting format and this is the Decision-Making portion of the Planning Commission Meetings. The commissioner's will receive any new documentation from the petitioner or their agent, and then have a discussion to reach a decision by the Commission at large. All comments need to be addressed to the commission and not the applicant.

**1. Land Separation/CSM Request**

N9033 Army Lake Road, N9025 Army Lake Road

East Troy, WI 53120

Parcel No: PA 260400002, PA 2604 00003, PA 322500003 Section: #2604

Estate of Audrey Noffz, Owner

Linda & Scott Kosteretz, Applicant

Scott and Linda Kosteretz, provided an updated Certified Survey Map displaying the proper zoning for the Town of East Troy. Chairman Cook was in correspondence with the surveyor, John Stigler, from Jahnke and Janke LLC, there was some confusion with them about the parcels being in the Village of East Troy prior to the May 3, 2023 meeting. Commissioners noted that all lots were conforming and that the existing homes would not have any setback issues due to the proposed separation. Chairman Cook made a special note of the applicant's effort to delineate the wetlands as a part of this survey.

Motion made by Commissioner Wucherer

Seconded by Commissioner Dynek

Motion passed unanimously.

**2. Other Business & Public Comments**

None at this time

**3. Adjourn**

Motion made by Commissioner Smith to adjourn.

Seconded by Commissioner Dynek.

Motion passed unanimously.

Respectfully Submitted,  
Jennifer Olson  
Planning Commission Secretary  
May 18, 2023

Minutes of the Town of East Troy Board of Review

May 8, 2023

The Town of East Troy Board of Review was called to order by Chairman Klarkowski at 6:15 P.M. In attendance were Chairman Klarkowski, Supervisors Church, Reyes, and Wales. Clerk/Treasurer Buchanan was also in attendance.

The meeting was called for the sole purpose of calling the Board of Review into session during the forty five day period beginning on the fourth Monday of April, pursuant to Wis. Statutes § 70.47(1).

The Town of East Troy's Board of Review will be adjourned to a date to be determined and held upon completion of the 2023 Market Revaluation process by the Town's Assessor, Associated Appraisal Consultants.

Supervisor Church made the motion to adjourn the Board of Review to until the revaluation is completed. Supervisor Reyes seconded and motion passed.

Respectfully submitted,  
Kim Buchanan, WCMC  
Clerk/Treasurer



**Official Town of East Troy Town Board Minutes**  
**Regular Meeting**  
**Monday, May 8, 2023**

The meeting was called to order at 6:30 pm by Chairman Klarkowski. Supervisors Church, Reyes, Wales and Wucherer were in attendance. Clerk/Treasurer Buchanan, Deputy Clerk/Treasurer Loth, Attorney Mills, Police Chief Gorecki and DPW Superintendent Scheel were present and approximately 23 residents/guests were present.

The Pledge of Allegiance was recited.

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

Motion by Supervisor Wales, seconded by Supervisor Church, to amend the agenda so that move item 9D regarding the Walworth County Mitigation Plan to before the committee reports. Motion passed unanimously.

Motion by Supervisor Wucherer, seconded by Supervisor Church, to amend the agenda to remove item 7B1, putting up ATV signs on county roads. Roll call vote: Chairman Klarkowski, aye; Supervisor Church, aye; Supervisor Reyes, nay; Supervisor Wales, nay; Supervisor Wucherer, aye. Motion passed 3:2

Motion by Supervisor Church, seconded by Supervisor Wucherer, to amend the agenda to move item 11A, attorney's input regarding video retention to be discussed immediately following 7J1, Communication Committee input on video retention. Motion passed unanimously.

Motion by Supervisor Reyes, seconded by Supervisor Wales, to amend the agenda to table item 10B, termination of the Communications Committee, to get public feedback and prepare for an orderly transition. Roll call vote: Chairman Klarkowski, nay; Supervisor Church, nay; Supervisor Reyes, aye; Supervisor Wales, aye; Supervisor Wucherer, nay. Motion failed 3:2

Motion by Supervisor Reyes, seconded by Supervisor Wales, to amend the agenda to table item 10C, Approval of the 2023 Town Board Appointments, due to lack of discussion with board members regarding the appointments. Roll call vote: Chairman Klarkowski, nay; Supervisor Church, nay; Supervisor Reyes, aye; Supervisor Wales, aye; Supervisor Wucherer, nay. Motion failed 3:2

Motion by Supervisor Church, seconded by Supervisor Wucherer, to approve the agenda with the noted and approved changes. Roll call vote: Chairman Klarkowski, aye; Supervisor Church, aye; Supervisor Reyes, nay; Supervisor Wales, nay; Supervisor Wucherer, aye. Motion passed 3:2

**Meeting Minute Approval**

- Motion by Supervisor Reyes, seconded by Chairman Klarkowski, to approve the minutes of the April 3 & 24, 2023 Communication Committee meeting as written. Motion passed unanimously.
- Motion by Supervisor Wucherer, seconded by Supervisor Church, to approve the minutes of the March April 5, 2023 Planning commission meeting as amended. Motion passed unanimously.
- Motion by Supervisor Church, seconded by Supervisor Reyes, to approve the minutes of the April 10, 2023 Regular Board meeting as amended. Motion passed unanimously.

- Motion by Supervisor Church, seconded by Supervisor Reyes, to approve the minutes of the April 26, 2023 Special Board meeting as amended. Motion passed unanimously.

**Treasurer's Report – Clerk/Treasurer Buchanan**

- Motion by Supervisor Wucherer, seconded by Supervisor Wales, to approve the April report. Motion passed unanimously.

**Walworth County Mitigation Plan – Lt. Jason Rowland**

- Lt Rowland explained that this is essentially a hazard mitigation plan which he encouraged the Town to adopt by resolution. That action would then inform the state and county that we accept the plan and it essentially acts as insurance should we be affected by an event. An event may be a flood, tornado, fire, etc... He noted that the plan is a well written plan and should be readily accepted by FEMA when they present it.

**Committee/Department Reports**

**Chairperson's Report - Chairman Klarkowski**

- He noted that there were four meetings scheduled for the last month and they were all canceled.
- He further noted that there was correspondence with John Theisen regarding the hotel which was provided to board members.

**Department of Public Works – Superintendent Scheel – monthly report provided**

- Winter plowing results -- plowed 24 times, but plowed and salted the routes 39 times. Pretreated the roads 12 times.
- We should have used 1170 tons of salt but only used 818 due to using 20,000 gallons of brine and lowering the amount of salt applied per mile.
- We currently have received all of the salt we ordered for the 2022-2023 season. Was 900 ton and the salt shed is almost full.
- Road paving bids came in with Wolf Paving getting the work at a cost of \$493,615.00.
- Seal coating bids came in with Fahrner Asphalt Contractors getting the work at a cost of \$54,519.00.
- Garage bids came in with Tanis Construction getting the bid at a cost of \$467,000.00.
- The parking lot bids came in but are going back out with more exact wording on what the job requires.
- Worked with LW Allen on replacing the antenna at our main lift station to send daily totals to the Village of East Troy sewer plant.
- Had to set up at the Firehouse for the April Annual meeting having to rent chairs and a sound system.
- Picked up the Police boat from DNR storage in Muskego. Had to change oil and filter, charge the battery, to put in the water before fishing season opens.
- Fahrner Asphalt Contractors crack filled the boat launch parking lot on April 26, 2023 and A-Line striping repainted the lot above and down at the launch. They also added the 14 new parking spots for vehicles without trailers.
- Dug out tractors to get ready for the summer season.
- Did lots of pot hole patching throughout the month.
- The compost site opened for the year on April 22, 2023 and will be open every other weekend until November 11, 2023.
- Two of us attended a crack filling seminar at Sherwin Industries in Waterford on April 26, 2023.

- Marked Carver School Road out for culvert replacements before the road work starts on May 22, 2023.

**Police Report – Chief Gorecki**

- The year-to-date total for calls for service 2997.
- May 9 begins National Police Week. Officer Jagielski and Officer Medina were awarded the Meritorious Service Award from the Department for their ongoing commitment to the Town, its residents and the Department. *“They have given their heart and souls to all as demonstrated by their actions and achievements.”*
- He further recognized Lt. Scott Runge as an enormous asset to the Department and to the himself as Chief. His service has been exemplary, recognized and appreciated.
- Motion by Supervisor Wales, seconded by Supervisor Church, to amend the previously approved Pier Permit for Scott Gnas because it increases the safety on the channel with the new design and allows for more efficient and safe navigation. Motion passed unanimously.

**ETAESD Report – Supervisor Church**

- Monthly report provided –
  - The ETAESD’s Fire & Rescue (ETFR) Department responded to 9 fire calls and 12 EMS calls in the Town of East Troy in the month of March.
  - The ETAESD’s Fire House has installed new garage door openers. The new doors have photo eyes to detect movement under the door. Additionally, there are timers on the doors so that the doors will close automatically. This will reduce wasted energy when a door is inadvertently left open. The photo eyes will help prevent any injuries or damage to the rigs and doors.
  - East Troy Fire & Rescue Department’s upcoming special events include:
    - May 9: National Weather Service severe weather spotter training at the Fire House.
    - June 4: Training burn with multiple neighboring departments
    - June 24: Blood Drive at the Fire House from 8 A.M. until 1 P.M.
    - June 24: Contract Services at Alpine Valley for the Willie Nelson concert
    - July 2: 4<sup>th</sup> of July parade
  - The next ETAESD meeting has been scheduled for May 16, 2023 at 5 P.M. at the Fire House. The District’s Annual meeting will be preceded by the regular monthly meeting.

**Park Committee Report – Supervisor Reyes**

- Supervisor Reyes is coordinating with Ryan Holle, East Troy Community School District teacher, and DPW Superintendent Scheel to have students from East Troy Community School District help do the spring mulching at Jim Byrnes Memorial Park as they have done for the past several years.

**Booth Lake Memorial Park – Supervisor Wales**

- The remodel of the house and concession stand are almost complete.
- The parking lot at the upper portion of the park is being expanded.
- The “season” is being extended to September/October, weather dependent, for the ability of the community to utilize the Pavilions for a longer time.

### **Lake Beulah Management District – Greg Thomas**

- The aquatic plant harvest is getting underway with the equipment being set up and they are finalizing their staffing.
- The water monitoring sensors are being placed and water samples are being collected.
- Other sensors are in place to monitor the lake bottom.
- The slow/no wake buoys are almost all in place.
- The Hwy J dam is due for DNR approval and the management district will be coordinating the inspection.
- They are working on a spring newsletter and will be out soon.
- A request to dredge approximately 2000 square feet at W1905 Itsa Little Road has been submitted to the DNR and is in the approval process. Per the DNR initial assessment, it will likely be approved and a public hearing is set for May 9, 2023 via zoom. The district is opposed to this dredging as it is in an area of special interest and infringes on the land, changing the shoreline. They are requesting a denial of the request.

### **Recycling Committee Report – John Murphy**

- The committee is meeting May 9, 2023 to complete the annual report. The e-cycle event had a good turnout.

### **Library Report – John Murphy for Krystina Murphy**

- The Board of Trustees for the library is trying to meet with the county representative to figure out how to remove the barriers to the creation of the joint library. There will be a meeting regarding this and clarification of the funding formula at the East Troy Public Library on June 20, 2023 at 6 pm.

### **Communications Committee Report – Supervisor Reyes**

- The committee still has work in progress or an interest in the YouTube testing, storage options for video/audio retention, and streaming all meetings as well as developing an “about” statement for the Town. Meanwhile, the Town’s second newsletter is scheduled to be mailed this week.
- The committee recommends that the Town follow the current ordinance that states that official records be maintained for seven years.
- **Attorney Mills** requested a motion be made to allow him to read aloud an email he received. Motion by Supervisor Reyes, seconded by Supervisor Wales, to allow Attorney Mills to read aloud the email he received from the WI Historical Society. Motion passed unanimously.  
*Summary of email – The Historical Society also consulted with the Department of Justice regarding this issue. Reference was made to the interpretation of Section 19.21(7) is that it applies to any recording of a meeting that is then used to create official minutes. So, the video recording can be destroyed 90 days after the minutes have been approved.*
- Web administrator, Jennifer Olson, noted that she would like to have a way to store the recordings such as an external hard drive. Clerk/Treasurer Buchanan stated that we currently have cloud-based storage and should not need any additional storage platforms.
- Motion by Supervisor Church, seconded by Supervisor Wucherer, to authorize Attorney Mills to modify the retention ordinance based on his best legal advice. Roll call vote: Chairman Klarkowski, aye; Supervisor Church, aye; Supervisor Reyes, nay; Supervisor Wales, nay; Supervisor Wucherer, aye. Motion passed 3:2.

### **Planning Commission Report – Supervisor Wucherer**

- Motion by Supervisor Wucherer, seconded by Supervisor Church, to adopt the findings as presented in the resolution, approved by the Planning Commission, for W1184 County Rd L, PET1500005B, John Hudoc & Maria Bisabarro – Owners/applicants. Motion passed unanimously.
- Motion by Supervisor Wucherer, seconded by Supervisor Church, to adopt the findings as presented in the resolution denying the Conditional Use request, approved by the Planning Commission, for W1759 South Shore Dr., PA322300001, Beulah QPRT Family Trust – Owner, Matt Haeger – applicant, as amended. Motion passed unanimously.

### **Public Comments**

- Jess Dynek, W1969 Itsa Little Road. He was wondering if we have a battery recycling program.
- Mary Jo Jones, N9033 East Miramar Road. She is asking the Board not to terminate the Communication Committee and to then provide assistance in breaking down the barriers they have faced so they may be more effective. She also wondered how Resolution 2023-02 could be on the agenda unless there was knowledge of how the vote would go to terminate the Communication Committee. She further stated that the video recordings were never intended for the use by the clerks to perform their jobs.
- Bob Rice, W884 Shorewood Drive. He thanked the board for the new road - Shorewood Drive roadwork is scheduled to begin May 9, 2023. He wondered about the snow plowing agreement and is concerned that they just worked to get the road replaced because there was the possibility that the road would not get plowed if it was not brought up to certain standards and now this “agreement” issue comes up. Has some concerns about the wording of a potential agreement.
- Leah Bitar, N9260 Deer Path Road. She stated that her interpretation for dissolving the Communication Committee would mean that a unanimous vote by the Board would be needed to rescind an appointed member from a committee, thus, the dissolving of the Communication Committee is in essence, rescinding an appointed board member. She further stated that the purpose and intent of the live streaming of the meetings was to make it available to residents that cannot be in attendance, it is not to create minutes.
- Jess Dynek, W1969 Itsa Little Road. He stated that he was on the ad hoc Communications Committee and that all recommendations to the board have been fulfilled and with regard to the live streaming, he agreed that a goal was to make it available should one not be able to attend a meeting but they didn’t go any further than that.
- John Stoss, N8831 Stringers Bridge Road. He is wondering what the heck is going on in this Town. There have been votes at the Annual Meetings regarding video recordings. Why are we splitting hairs on this retention issue. Why aren’t we just keeping them forever? He also noted his concerns that all groups using the Town Hall for meetings should be required to record and make available their meetings to the public.
- Joe Jones, N9033 East Miramar Road. He stated that that at one time he had commented that the Town needs to find more ways to get citizen participation in Town government; the Communication Committee was doing that. He is wondering how the Town office administration will be able to absorb the tasks that the Communication Committee is doing.
- Katharine Sawyer, N8844 County Road ES. She stated that she is against abolishing the Communication Committee is not in the best interest of the town. She also stated that she would like to have the video retention for longer than 90 days. Finally, she noted that they are addressing the lighting on the Sawyer storage units on County Road ES, trying to dim/shield

them from being so bright for the drivers on County Road ES at night while still preserving a high-level deterrent for any shenanigans.

- Karl Sawyer, N8844 County Road ES. He advocated for the Communication Committee to be kept and further verified the adjustments being made for the lighting at his storage units as noted above by Katharine.

### **Unfinished Business**

- Chairman Klarkowski provided an update on ETRR Bridge on Beach Road. He stated that an agreement between the Town and the ETRR has been provided to the Board members with Attorney Mill's edits. The only way to get state and federal aid is to own the bridge and therefore, the most effective solution is for the Town to take ownership of the bridge. The agreement with the ETRR protects the Town during the reconstruction process. Motion by Supervisor Wales, seconded by Supervisor Wucherer, to put the agreement in final form and forward it to the ETRR attorney. Motion passed unanimously.
- Motion by Supervisor Wucherer, seconded by Supervisor Church, to approve the Service Agreement with Gray Horse Strategies for the development of a vision/mission/strategic plan. Roll call vote: Chairman Klarkowski, aye; Supervisor Church, nay; Supervisor Reyes, nay; Supervisor Wales, nay; Supervisor Wucherer, aye. Motion failed 3:2.
- Motion by Supervisor Reyes, seconded by Supervisor Wales, to authorize Attorney Mills to draft the final agreement and cover letter for the Private Road Snowplowing Service. Roll call vote: Chairman Klarkowski, aye; Supervisor Church, aye; Supervisor Reyes, aye; Supervisor Wales, aye; Supervisor Wucherer, nay. Motion passed 4:1.

### **New Business**

- Motion by Chairman Klarkowski, seconded by Supervisor Wucherer, to elect Supervisor Church as Vice-Chairperson for Town Board (per Town Code 2.20.030(5)). Motion passed unanimously.
- Motion by Chairman Klarkowski, seconded by Supervisor Wucherer, to terminate the Communications Committee. Roll call vote: Chairman Klarkowski, aye; Supervisor Church, aye; Supervisor Reyes, nay; Supervisor Wales, nay; Supervisor Wucherer, aye. Motion passed 3:2.
- Motion by Supervisor Wales, seconded by Supervisor Wucherer, to approve Resolution 2023-02 Approving Town Board Appointments. Roll call vote: Chairman Klarkowski, aye; Supervisor Church, aye; Supervisor Reyes, abstain; Supervisor Wales, aye; Supervisor Wucherer, aye. Motion passed 4:0.

### **Attorney's Report – Attorney Mills**

- Motion by Supervisor Church, seconded by Supervisor Wucherer, to authorize Attorney Mills to update Boat Launch Fee Ordinance. Motion passed unanimously.

### **Public Comments**

- Bob Rice, W884 Shorewood Drive. He expressed his concerns regarding the snowplowing agreement and the 100% buy in. He also wonders why the police are not able to cite people for trespassing on Shorewood Drive.
- Joe Jones, N9033 East Miramar Road. He stated his agreement with Supervisor Wucherer's comments that we need to be more open and provide more information for the people regarding the issue for plowing private roads.
- Sheri Riehle, N9481 Island Road. She has concerns about the snowplowing issue on private roads and the 100% buy in; she does not believe it is possible. She also stated that she noticed

a divisiveness in the board and apparent lack of respect for each other. Finally, she complimented Clerk/Treasurer Buchanan and Deputy Clerk/Treasurer Loth on their abilities with regard to the election training she received and confidence in their ability to take over the duties of the Communication Committee.

- Lisa Deppe, N9516 Island Drive. She seconded everything that Sheri Riehle stated.
- John Stoss, N8831 Stringers Bridge Road. He wondered who requested that the Communication Committee be terminated. He wants all meetings at the Town Hall streamed and questioned if the board members are actually serving the community because three board members voted to terminate the Communication Committee when several people spoke at the meeting in support of the committee.
- Jess Dynek, W1969 Itsa Little Road. He stated that he was the co-chair of the ad hoc Communication Committee and that all of the recommendations they presented to the board have been fulfilled.
- Leah Bitar, N9260 Deer Path Road. She questioned the interviewing process for committee members and the equity among people interested in volunteering and why some were interviewed and others were not.
- Katharine Sawyer, N8844 County Road ES. She wanted to note that the whole discussion surrounding the Communication Committee indicates that there is a lack of communication. She thought that with the Communication Committee they would be more informed and they are not in her eyes.
- Karl Sawyer, N8844 County Road ES. He acknowledged that the storage facility will be available for police patrol at any time as they are working hard to facilitate a safe facility, they have purchased shields for the lights on the County Highway ES side so they are not as bright for drivers on the road and thanked the Police Chief for working with him in a professional and respectful manner.

**Licenses and Special Event Permits –**

- Motion by Supervisor Wales, seconded by Supervisor Wucherer, to approve the following Special Event Permit Requests:
  - Andy Breaker - Breaker- Guerrero Wedding – Jim Byrnes Memorial Park – August 12, 2023
  - Vicki Szymanskyj – Mother’s Day Get Together - W8611 Wilmer’s Landing Rd – May 14, 2023
  - Jason Neu – Farmer’s Market at N8030 Townline Rd., - Fridays 6/2 thru 10/27

**Special and Pending Meetings**

- |                     |          |  |
|---------------------|----------|--|
| • May 9, 2023       | 11:00 am | Recycling Committee Meeting                |
| • May 17, 2023      | 6:30 pm  | Planning Commission Meeting                |
| • May 29, 2023      | All Day  | Town Hall Closed - Memorial Day            |
| • June 7 & 21, 2023 | 6:30 pm  | Planning Commission Meeting                |
| • June 12, 2023     | 6:30 pm  | Town Board Meeting                         |
| • July 4, 2023      | All Day  | Town Hall Closed – 4 <sup>th</sup> of July |

**Review Bills for Payment**

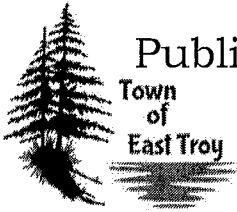
Motion by Supervisor Wales, seconded by Supervisor Reyes, to adjourn at 10:19 pm. Motion passed unanimously.

Respectfully Submitted by Jean Loth -- Deputy Clerk/Treasurer

**Clerk/Treasurer Report**  
**Kim Buchanan, WCMC**  
**May 2023**

- 1) Meetings in May – Agendas, postings, prep and Board info received and provided
- 2) Complete Election Reconciliation tasks
- 3) April month end accounting and Treasurer’s report
- 4) Prepare Municipal Court Checks to distribute April 2023 court payments
- 5) Prepare and Mail Liquor License packets to Town establishments
- 6) Prepare Inspection forms – contact Building Inspector and Fire Chief
- 7) Review Liquor License applications and prepare Spreadsheet – research entities taxes
- 8) Draft Legal Notice for Liquor Licenses
- 9) Delinquent Personal Property Tax Collection
- 10) Update and submit to paper for Class 2 Publication – Noxious Weed notice
- 11) Wisvote Webinar on 4-year maintenance project
- 12) Attend in-person WTA Town Officials Workshop on May 11, 2023
- 13) Review Current Vendor list – delete vendors and update as needed
- 14) Ordered 2024 Health Benefits Decision Guides for Employees
- 15) Recycling Grant Audit – filed with DNR
- 16) Added two new Police Officers to payroll
- 17) Dealt with Fortinet, Carbonite and anti-virus issues
- 18) Regular Stuff ☺

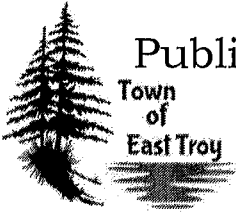




# Public Relations Report

May 2023

- a) The May 2023 Newsletter was received by our residents, Thank you to the Communications Committee for your efforts with the Spring Edition. I look forward to the final invoices coming in to be able to see where our budget will be and get started on the Fall and Winter editions.
- b) We were able to utilize the website and Facebook to better communicate road work, road closures and timelines related to the sealing and striping projects in the boat launch parking lot. This method of communication appeared to be well received and were cross posted by several other platforms on Facebook. The website provided text messages to all subscribers as well as the posting on the site. Thank you, Todd Scheel, for your team's willingness to communicate so well and make it all possible.
- c) I am currently fine tuning the "Frequently Asked Questions" portion of the website as well as adding a tab in the top ribbon for Sanitary Districts 2 & 3. Thank you, Jean Loth, for the suggestion.
- d) I have developed a best practice of offering residents who call in with questions if they would like us to subscribe (on their behalf) to the website. (a name and cell phone number are all that they need) This will provide text message notifications when there is a notice on the website, without having to navigate the website itself. I am looking forward to seeing if this is a successful way to keep our less tech savvy residents informed in a more "real time" manor than the quarterly newsletter is able to. My goal is to find ways bridge that gap in communication and keep all demographics of residents well informed of Town news.
- e) YouTube testing has continued, there is some fine tuning that will need to be done before we can get to the next phase.
- f) Bloom 360 came out to thank our TETPD for their service. They brought some treats and got to tour the court room and feel what it was like to sit in the Judge's chair. There is potential for some more interactive coordination with them in the future.
- g) Students from Mr. Holle's Agriculture Class came out and helped to spread mulch and joy in Jim Byrnes Memorial Park. Thank you to the DPW Team for getting all of the mulch out there and giving the students the tools, they needed for the project. Thank you to Supervisor Reyes for reaching out to Mr. Holle this year, and thank you to Supervisor Church for thinking ahead and bringing water and snacks to the students that day.



## Public Relations Report

May 2023

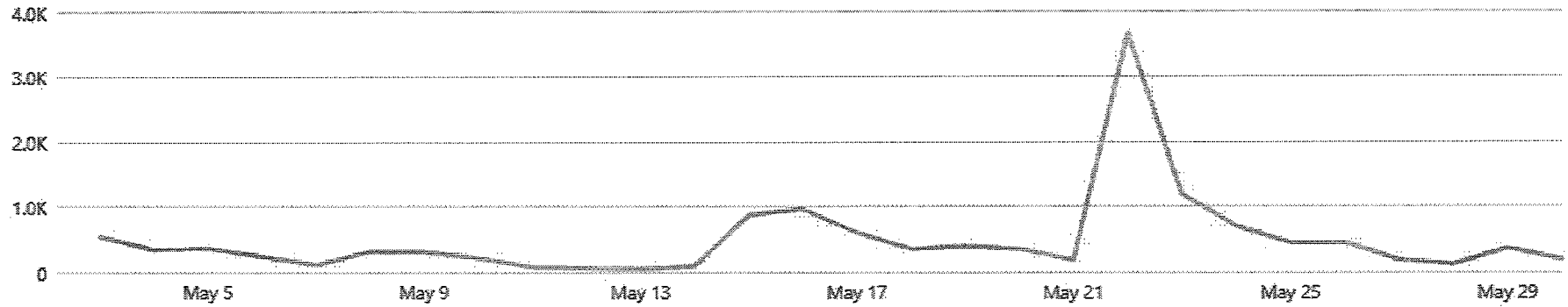
- h) Facebook: we had 37 new Facebook followers this month and 491 content interactions. We currently have 478 likes and 710 followers. I was able to go LIVE for the Memorial Day Parade and Service. This seemed to be popular, I will hopefully become more skilled at having a steady hand and finding the perfect spot to capture all of the action in the future. Many of the new followers were associated with the Memorial Day content. (Please see attached insight chart).

*Jeff K Olson* 6-6-2023

# Results May 2023

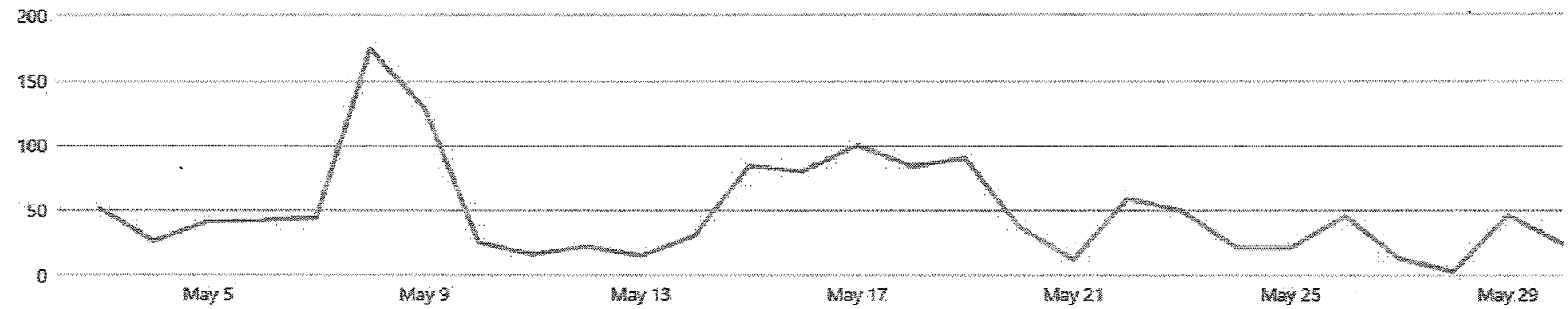
## Facebook Page reach ⓘ

7,069 ↑ 51%



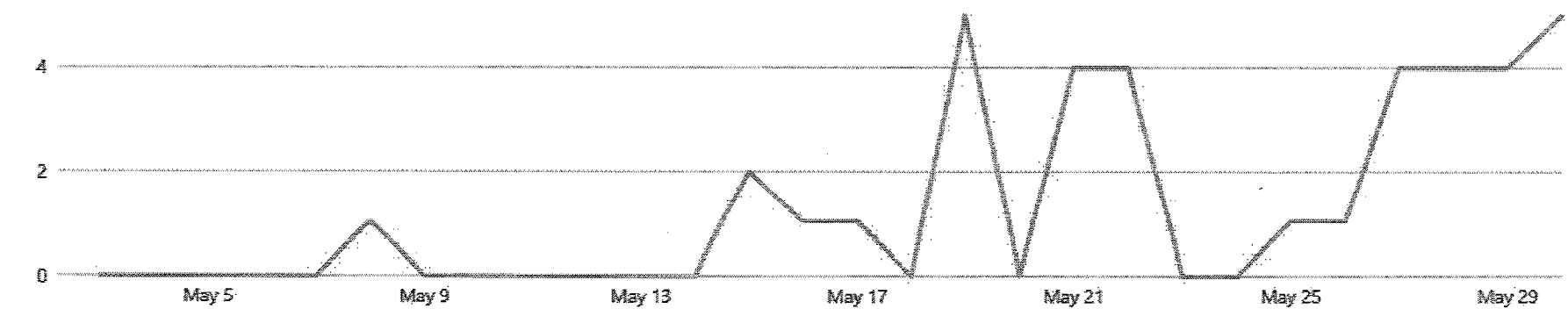
## Facebook Page visits ⓘ

1,384 ↓ 11.2%



## Facebook Page new likes ⓘ

37 ↑ 1.1K%



## May 2023 DPW Report

- 1 Shorewood Drive paving project is done
- 2 New deal Ave paving is done, We touched up the driveways and shoulders
- 3 Lake Rd paving is done, We touched up the driveways and shoulders
- 4 Carver School Rd paving is done, We replaced 3 culverts before the paving was done and relocated 1 more, They will redo the shoulders as well
- 5 Waiting to pave Stewart School Rd till the parking lot is done
- 6 Bids Due for the parking lot on 6/9/2023 to be opened at June meeting
- 7 Roadside mowing is being done
- 8 Had to shutdown the compost site for brush receiving due to a complaint for burning it with out a DNR permit
- 9 Looked into getting burning permit from the DNR but anybody within a quarter mile wood have to agree to it knowing that there is a few that won't it will not happen.
- 10 Did a major water sampling in Beulah Station at the well house and 5 residents houses this has to be done every 3 years
- 11 Hauled 3 loads of compost to people and the ETHS came and got 3 loads
- 12 Mr Holleys Ag class came out and spread new playground chips

### Costs at the Compost Site

- 1 Labor to have it manned on open days \$348.00
- 2 Labor to chip up the brush 3 men for 3 hours \$412.95
- 3 Chipper fuel and usage \$116.61
- 4 Truck to haul chips and chipper \$189.03
- 5 Truck for personal \$43.98

Total cost \$1110.57

June 6, 2023

Dear Town Board Members:

This is to request that the East Troy Town Board either restore the past operating practices of the Town Landfill so that it may reopen for brush, or adopt new practices that allow the landfill to reopen for brush as a service to taxpayers, who fund its operation.

Apparently, the issue is the burning of material brought to the landfill. According to Ordinance No.2021-4, Section 8.25.120, open burning in the East Troy Landfill is exempt from prohibitions in the ordinance. Accordingly, burning in the landfill appears to be legal and permissible.

No announcement has been made as of this date as to the legal basis for closing the landfill to brush; the basis for closure needs to be explained in detail at the next Board meeting, so that a suitable alternative can be implemented.

The Town is blessed with many beautiful trees, bushes, and other vegetation. This vegetation is essential for the disposition of carbon dioxide in our environment and the production of oxygen, processes that are essential to human and animal life. Residents have the responsibility to maintain this vegetation in a healthy state, including pruning and the disposition of dead material. Nature provides some of this by the clearing of dead limbs and branches during storms. Our residents dispose of this material in the landfill.

If residents are prohibited from bringing this material to the landfill, their simplest alternative is to burn it on their properties. This will produce as much, if not more, smoke and pollution than the controlled burning in the landfill, and create fire hazards that currently do not exist. Waste material can also be shredded, but this would require a substantial investment in equipment and personnel.

The Board, in its deliberations, should first and foremost acknowledge that the Town has the responsibility to provide for the safe and effective for the disposition of yard waste, including brush. It should then seek to find the most effective and efficient way to do this.

Sincerely,



David L. Nahrwold  
N9291 East Shore Road  
East Troy, WI 53120

<b>Representative: Erin Ledlie</b>		<b>Referred By:</b>		<b>Date: May 24,2023</b>			
Name Todd Scheel			Company Town of East Troy				
Address N9330 Stewart School Road			City East Troy	ST WI	Zip 53120		
Primary Phone 262-206-1996			Secondary Phone				
Email <a href="mailto:toddscheel@townofeasttroy.com">toddscheel@townofeasttroy.com</a>							
Area 1: Walkway & Steps		X Cost	= Total	Area 2:		X Cost	= Total
Sq. Ft.	384	\$ 7.00	\$ 2,688.00	Sq. Ft.		\$	\$
Steps	3, 12'-4"	\$ 225	\$ 675.00	Vertical		\$	\$
2nd top coat	474, SharkGrip	\$ 1.25	\$ 592.50	Steps		\$	\$
Repairs	heavy on steps & around handrails	\$ 720	\$ 720	Cracks		\$	\$
Removal	None	\$	\$	Removal		\$	\$
Moisture Block - No		\$	\$	Moisture-Block		\$	\$
Color: TBD Texture: Sharkgrip 2 Top Coats							
<b>Subtotal for Area 1</b>		<b>\$ 4,680.00</b>		<b>Subtotal for Area 2</b>		<b>\$</b>	
<b>Additional Installation Notes</b>				<b>Subtotal for Project</b>		<b>\$ 4,680.00</b>	
<i>*** All credit card payments are subject to a 3% processing fee  *For combined pricing, areas must be able to be completed at the same time.  **Cracks or substrate damage is not covered under warranty.</i>				Code			
				Credit Card Fee +3%			
				Marketing POSTCARD		-\$100	
				<b>Subtotal</b>		<b>\$ 4,580.00</b>	
				<b>Tax</b>		<b>\$ none</b>	
<b>Payment Information</b>				<b>Total</b>		<b>\$ 4,580.00</b>	
Date	Payment Type		<b>Initial Payment (50%)</b>		<b>\$ 2,290.00</b>		
Date	Payment Type		<b>Due Upon Completion</b>		<b>\$ 2,290.00</b>		
<b>Client Signature</b>			<b>Date</b>		<b>Representative Signature Erin Ledlie 5/24/2023</b>		
CC#							
Name							
Exp		CVR					
For credit card payments, balance due will automatically be charged upon job completion. For checks or cash, balance will be collected by crew foreman. Finance charges will be assessed on all balances over 30 days in accordance with applicable law.							

**To:** Town of East Troy Board

**From:** Barbara Church, Town Supervisor

**Date:** June 12, 2023

**Re:** ETAESD May Town Board report

- The ETAESD's Fire & Rescue (ETFR) Department responded to 3 fire calls and 21 EMS calls in the Town of East Troy in the month of April.
- The ETAESD held it's 2023 Annual Meeting, all of the officers were re-elected.  
Barbara Church, Town of East Troy, ETAESD President  
Chad Kreft, Town of Spring Prairie, ETAESD Vice-President  
Jason Smalley, Village of East Troy, ETAESD Secretary/Treasurer
- Work on the ETAESD's 2024 Budget will begin in June.
- East Troy Fire & Rescue Department 's upcoming special events include:  
June 24: a Blood Drive at the Fire House from 8 A.M. until 1 P.M.  
June 24: Contract Services at Alpine Valley for the Willie Nelson concert  
July 2: 4<sup>th</sup> of July parade
- The next ETAESD meeting has been scheduled for June 21, 2023 at 5 P.M. at the Fire House.

Respectfully submitted Supervisor Church



# 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 APPROVING PETITION LAND SEPARATION/CSM

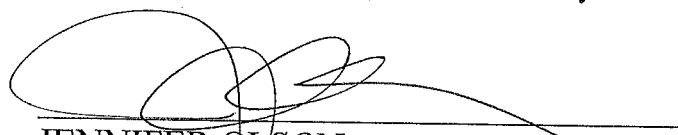
Whereas, the Planning Commission for the Town of East Troy convened on May 17, 2023; and  
Whereas the applicant, Linda and Scott Kosteretz, Parcel No. P ET 1500005B applied for a Land Separation/CSM to separate and redistribute land according to the estate and final wishes of Audrey Noffz; and  
Whereas the Planning Commission noted that all parcels are conforming and the wetlands are delineated in the presented CSM; and  
Whereas the Planning Commission took into consideration the statement from the other concerned party in support of the request; and the language included in the Last Will and Testament of Audrey Noffz; and  
Whereas, the Planning Commission voted unanimously to approve the applicants' Land Separation and CSM on May 17, 2023;

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission requests a motion by the Town of East Troy, Town Board to APPROVE the Land Separation/CSM at N9033 and N9025 Army Lake Road East Troy, WI 53120, PA 260400002, PA 260400003, PA 322500003 #2604

STATE OF WISCONSIN  
SS  
COUNTY OF WALWORTH

I, JENNIFER OLSON do hereby certify that I am the duly elected, 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 17th day of May, 2023, 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 18th day of May, 2023.

  
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

## RESOLUTION APPROVING PETITION LAND SEPARATION/CSM

Whereas, the Planning Commission for the Town of East Troy convened on June 07, 2023; and

Whereas the applicant, Beber Camp Property Inc, Owner, Harrell Wittenstein, Applicant, Parcel No. P ET 400007, P ET 400008, P ET 500003, P ET 500006 (6C, 10, 11) applied for a Conditional Use Amendment request/rezone request in order to remove and replace certain buildings on the site as well as rezoning two small parcels, which are currently zoned R-1 to make them C-2; and

Whereas the Planning Commission noted that the rest of the camp is currently zoned as C-2, the commission agrees that it would make sense to have a more uniform zoning for the property; and

Whereas the Planning Commission took into consideration that Beber Camp has been a good community partner and the amendment is almost word for word the same as the last conditional use; and

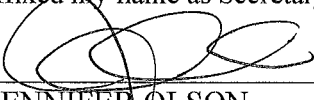
Whereas, the Planning Commission voted unanimously to approve the applicants' Conditional Use Amendment and Re-zoning Request as written on June 7, 2023;

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 and Rezoning as presented at W1741 County Road J. Mukwonago, WI 53120 Parcel No. P ET 400007, P ET 400008, P ET 500003, P ET 500006 (6C, 10, 11)

STATE OF WISCONSIN  
SS  
COUNTY OF WALWORTH

I, JENNIFER OLSON do hereby certify that I am the duly elected, 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 7th day of June, 2023, 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 7th day of May, 2023.

  
\_\_\_\_\_  
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

## RESOLUTION APPROVING PETITION CONDITIONAL USE

Whereas, the Planning Commission for the Town of East Troy convened on May 3, 2023;  
and

Whereas the applicant, John Hudoc and Maria Bisabarro, Parcel No. P ET 1500005B applied for a Conditional Use Permit to have a canning operation inside of the existing meat processing company, Hometown Sausage Kitchen; and

Whereas the Planning Commission noted the applicants, as good civic partners in the community. They also noted that they are already zoned as a business and that they came before the Planning Commission in May for a conditional use as a caretaker's residence and Darrin from County Zoning Administration suggested combining the conditional use permit requests on the county level; and

Whereas the Planning Commission agreed that as an established business on an A-2 property this seemed like a formality. The applicants explained the rigorous process of approval needed before even getting to the FDA level; and

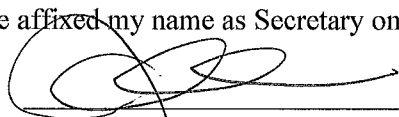
Whereas, the Planning Commission voted unanimously to approve the applicants' Conditional Use permit as stated on June 7, 2023;

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 request as stated at W1184 County Road L East Troy, WI 53120, P ET 1500005B.

STATE OF WISCONSIN  
SS  
COUNTY OF WALWORTH

I, JENNIFER OLSON do hereby certify that I am the duly elected, 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 7th day of June, 2023, 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 7th day of June, 2023.



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

## RESOLUTION APPROVING PETITION LAND SEPARATION/CSM

Whereas, the Planning Commission for the Town of East Troy convened on June 7, 2023;  
and

Whereas the applicant, Eric and Brenda Regenfelder, Parcel No. PS 00042 Lot 42 applied for a Variance Request to decrease the shoreline setback to 63 feet for the location of the proposed patio and screen porch. And variances for both side yards to allow 14 feet between structures due to the neighbor's home on the west side being within inches of the lot line and still allowing 15-17 feet between structures on the east side of the property; and

Whereas the Planning Commission noted that the shoreline averaging for the property would be reasonably 51 feet due to the placement of the neighboring homes. The commission also noted that the placement of the structure it's self would be just at the 75-foot measurement with the deck being the only area breaching the setback. The side yard variance would make the home more aesthetically pleasing from the road and provide a more private environment for all of the property owners involved; and

Whereas the Planning Commission took into consideration the statement from the both neighbors in support of the request; and

Whereas, the Planning Commission voted unanimously to approve the applicants' Variance Request on June 7, 2023;

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission requests a motion by the Town of East Troy, Town Board to APPROVE the Variance Request at W962 Shorewood Dr East Troy, WI 53120, PS 00042 Lot 42

STATE OF WISCONSIN  
SS  
COUNTY OF WALWORTH

I, JENNIFER OLSON do hereby certify that I am the duly elected, 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 7th day of June, 2023, 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 7th day of June, 2023.

  
\_\_\_\_\_  
JENNIFER OLSON,  
PLANNING COMMISSION SECRETARY

**Town of East Troy**  
**N9330 Stewart School Road, P.O. Box 872**  
**East Troy, WI 53120**

Dear Private Road Resident,

In the past, the Town of East Troy has provided snow plowing services to you and your neighbors and billed the cost of said service to you on your tax bill. The Town may provide this service pursuant to Wis. Stat. §86.105 that states "The governing body of any county, town, city or village may enter into contracts to remove snow from private roads and driveways". A second state statute, Wis. Stat. §66.0627, a tax levying statute, states that snow removal under §86.105 may be charged by a municipality for services provided.

Last fall, a resident asked the Town Board to readdress the procedure used to authorize said service as the Town did not ask the private road residents to enter into a contract, but simply authorized the service with a Town Board Resolution. While the above referenced statute authorizing the service does not indicate that a contract be written, upon the advice of the Town Attorney, it will be the procedure of the Town moving forward to use the enclosed contract form. Once the form is signed and returned, you will not be asked to sign a contract for the service again, unless the statutory procedure changes.

Please note that you will be asked to return the signed form to the Town Clerk before October 15<sup>th</sup>. Unless all people on your private road sign and return the enclosed contract, the Town may not be able to continue to plow your private road.

The Town Board believes that one of its purposes is to make the lives of Town residents better. The Town Board believes that providing the snow removal service to private road residents helps fulfill that purpose. However, the Town derives all of its governing power by state statute and it has to follow the law.

The enclosed form includes the actual cost to provide the snow removal service to private road residents. The Town provides the service to 259 private road residents. The \$74 per residence cost will be on the tax bill you receive in December. That cost was determined by.....

Please feel free to contact the Town Board, or any of the members, with any questions you may have.

Very Truly Yours,

Town of East Troy Town Board

**TOWN OF EAST TROY  
AGREEMENT FOR SNOWPLOWING SERVICES- PRIVATE ROAD**

**IT IS HEREBY AGREED BY AND BETWEEN** the Town of East Troy, Walworth County, Wisconsin (hereinafter referred to as "Town"), and:

\_\_\_\_\_ of \_\_\_\_\_  
**Name of Owner (hereinafter "Resident") Name of Private Roadway (hereinafter "Private Road");**

**WHEREAS**, the Private Road Resident desires to obtain snow removal services from the Town, **NOW THEREFORE**, the parties agree as follows:

The Private Road Resident agrees to pay the Town for the service of snow removal from the aforementioned Private Road, and the Town agrees to provide said service as follows:

1. Rates: \$74 Annual Fee (subject to amendment). The Resident agrees to pay the Town the annual fee and consents to having said charge added to their tax bill.
  - a. Resident consents to have the snow removal fee added to their real estate tax bill on a yearly basis unless the Resident notifies the Town, in writing, that the service is no longer required.
  - b. Resident understands that the Town Board for the Town will periodically review and adjust the fee the Town will charge to reflect the actual cost of the service and add to the real estate tax bill as a special charge and hereby consents to pay any adjusted fee that reflects the actual cost of service.
2. A signed copy of this Agreement shall be returned to the Town Clerk/Treasurer no later than October 15, 2023. Consistent with the continuing authority to charge the resident on an annual basis found above, by signing below, the resident gives annual authority to plow and releases and holds the Town harmless for as long as the service is being provided to the resident.
3. The Town reserves the right to refuse to provide the snow removal service for the Private Road when, in the opinion of the Superintendent of the Department of Public Works for the Town, the Private Road is not properly maintained and/or is in any condition not suitable for snow removal service or in a condition that will damage Town snow removal equipment.
4. The Private Road Resident, his or her agents, assigns, or heirs, agree to hold the Town harmless for any and all claims made for injuries or damages arising out of snow removal services provided to the Resident on the Private Road. Further, the Private Road Resident consents to allow the Town on the Private Road to conduct said service and will not claim, or attempt to claim, that the Town, or its agents or employees, is trespassing when performing said service.
5. Snow removal from the Private Road will not cause overtime to be incurred by the Town.

**THE TOWN RESERVES THE RIGHT TO ACCEPT, REJECT, OR RETURN ANY APPLICATION. IF YOU AGREE TO THE TERMS OUTLINED ABOVE, RETURN THE COMPLETED SECTION AT THE BOTTOM OF THIS CONTRACT WITH WAIVER OF LIABILITY LANGUAGE BY OCTOBER 15<sup>TH</sup> OR HAND DELIVER THIS COMPLETED DOCUMENT BY THE SAME DATE TO THE TOWN CLERK/TREASURER AT THE TOWN OF EAST TROY TOWN HALL.**

**MAIL TO:** TOWN OF EAST TROY CLERK/TREASURER, N9330 Stewart School Road, East Troy, WI 53120.

I \_\_\_\_\_, of \_\_\_\_\_ hereby agree to the terms of this contract and waiver of liability. \_\_\_\_\_  
Resident Address

**SIGNATURE OF RESIDENT REQUESTING SERVICE:** \_\_\_\_\_

**DATED:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

For the Town of EastTroy,

I am petitioning to install speed bumps on Fairway Rd. due to drivers operating their vehicles at unsafe residential speeds. Please sign here to support safe residential roads.

Name

Date

Address

* Tyler Baerle	5/24/23	W1516 Fairway Rd Mukwonago, WI
Tonya Callaway	5/24/23	W1511 Fairway Rd Mukwonago WI
Sherris Wolfmeyer	5/24/23	W1501 Fairway Rd Mukwonago WI
Ana McKibben-Singh	5/24/23	W1492 Fairway Rd Mukwonago WI
Liz Jachowicz	5/24/23	W1482 Fairway Rd Mukwonago WI 53149
Ashley Smith	5/24/23	N9545 East Shore Rd. Mukwonago WI
Rachul Jernity	5/24/23	W1521 Fairway Rd Mukwonago WI 53149
Sue Coats	5/24/23	W1535 Fairway Rd Mukwonago WI 53149
Chris Breidenbach	5-24-23	W1525 Fairway Rd WI
Dawn DeKeyser	5-24-23	W1504 Fairway Rd
Janelle Trepanier	5-24-23	W1515 Fairway Rd
Wendy Horn	5-25-23	W1476 Fairway Rd
Kelly Malenzie Refused to sign		W1520 Fairway Rd

**ORDINANCE NO. 2023-1**  
**AN ORDINANCE AMENDING SECTION 2.105.070(4)**  
**OF THE TOWN OF EAST TROY MUNICIPAL CODE**

The Town Board of the Town of East Troy, Walworth County, Wisconsin, does hereby ordain as follows:

1. That Section 2.105.070(4) is amended to read as follows:
  4. Taped Records of Meetings. The Town Board of the Town of East Troy, any committee, commission, agency, authority, or any other special governmental units of the Town of East Troy and their officers, their employees and their agents of the same, may destroy any taped *audio or video* records of any public meeting of the aforesaid no sooner than 90 days after the public meeting minutes have been approved by the appropriate governmental unit if *the audio or video, or both, were used* to make and maintain minutes of the public meeting. *If the audio or video recordings are not used in the preparation of the public meeting minutes, the audio tape and/or video recording must be retained, and the custodians may not destroy the record for seven years in accordance with the provision of Section 2.105.070(3) of this Ordinance.*
2. All italicized language is new. Any section of this ordinance not modified by italicized language or identified for deletion remains unchanged.
3. This ordinance shall become effective upon its passage and publication as provided by law.

Dated this 12th day of June, 2023.

TOWN OF EAST TROY

BY: \_\_\_\_\_  
JOSEPH KLARKOWSKI, Chairman

ATTEST:

\_\_\_\_\_  
KIM BUCHANAN, Clerk



**ORDINANCE NO. 2023-2**  
**AN ORDINANCE AMENDING SECTION 16.25.030**  
**OF THE TOWN OF EAST TROY MUNICIPAL CODE**

The Town Board of the Town of East Troy, Walworth County, Wisconsin, does hereby ordain as follows:

1. That Section 16.25.030 of the Town of East Troy Municipal Code is amended to read as follows:
  6. *Parking without launching: \$8.00*
2. All italicized language is new. Any section of this ordinance not modified by italicized language or identified for deletion remains unchanged.
3. This ordinance shall become effective upon its passage and publication as provided by law.

Dated this 12th day of June, 2023.

TOWN OF EAST TROY

BY: \_\_\_\_\_  
JOSEPH KLARKOWSKI, Chairman

ATTEST:

\_\_\_\_\_  
KIM BUCHANAN, Clerk

**RESOLUTION NO. 2023-3**

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF EAST TROY  
ADOPTING WALWORTH COUNTY NATURAL HAZARDS MITIGATION PLAN:  
2022-2026**

The Town Board for the Town of East Troy resolves as follows:

**WHEREAS**, the Town of East Troy Town Board recognizes the threat that natural hazards pose to people and property within the Town of East Troy; and

**WHEREAS**, the Town of East Troy has participated in, reviewed and approved the multi-hazard mitigation plan, hereby known as Walworth County Natural Hazards Mitigation Plan: 2022-2026 in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, and the Natural Dam Safety Program Act, as amended; and

**WHEREAS**, the Walworth County Natural Hazards Mitigation Plan: 2022-2026 identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Town of East Troy from the impacts of future hazards and disasters; and

**WHEREAS**, adoption by the Town of East Troy Town Board demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Walworth County Natural Hazards Mitigation Plan: 2022-2026.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board of the Town of East Troy as follows:

The Town of East Troy adopts the Walworth County Natural Hazards Mitigation Plan: 2022-2026. While content related to the Town of East Troy may require revisions to meet the plan approval requirements, changes occurring after adoption will not require the Town of East Troy to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions, although the plan has already received approval from both FEMA (Federal Emergency Management Agency) and WEM (Wisconsin Emergency Management) who determined that the required criteria for multi-jurisdictional hazard mitigation plans outlined in 44 CFR Part 201 have been met.

Adopted by the Town Board of the Town of East Troy, Walworth County, Wisconsin, this 12th day of June, 2023.

**TOWN OF EAST TROY**

By: \_\_\_\_\_  
Joseph Klarkowski, Chairman

Attest: \_\_\_\_\_  
Kim Buchanan, Town Clerk

## TOWN BOARD MEETING SCHEDULE

<u>DATE</u>	<u>TIME</u>	<u>MEETING</u>
June 12, 2023	6:00 PM	Special Town Board Meeting
June 12, 2023	6:30 PM	Town Board Meeting
June 20, 2023	6:00 PM	Tri-Troy Meeting at Library
June 21, 2023	6:30 PM	Booth Lake Memorial Park Board
June 21, 2023	5:00 PM	ETAESD Meeting
July 4, 2023	All Day	Town Hall Closed - 4th of July
July 5 & 19, 2023	6:30 PM	Planning Commission
July 10, 2023	6:30 PM	Town Board Meeting
July 19, 2023	6:30 PM	Booth Lake Memorial Park Board
July 31, 2023		of Property Taxes - Due and Payable to Walworth County
September 14, 2023	10:00 AM to 4:00 PM	Open Book by Phone - appointments are made with the Assessor
October 24, 2023	6:00 PM to 8:00 PM	Board of Review - appointments are made with the Town Clerk/Treasurer after the Open Book