



Neal Czaplewski, Chairman
Jeff Rice, Supervisor No 1
Steve Swantz, Supervisor No 2
Jason Ketterhagen, Supervisor No 3
vacant, Supervisor No 4

Town Board Minutes

32288 Bushnell Road / Burlington WI 53105

October 9, 2025

Call to order

At 6:30 PM Chairman Czaplewski called to order the regular meeting of the Town of Burlington. Everyone stood and recited the pledge of allegiance. Chairman Neal Czaplewski and Supervisors Jeff Rice, Jason Ketterhagen and Steve Swantz were present. Czaplewski confirmed that the meeting was properly posted.

Public comment

There were no comments.

Presentations

Browns Lake Sanitary Update on Dredging Project – Claude Lois, Browns Lake Sanitary District gave an update on the progress made on the dredging. The project is on schedule and work for this year continue until November. He also reported that the grant money has not yet been received. Once received they will be held until the completion of the project.

River Gauge project – Racine County Emergency Manager Lorenzo Santos spoke about the gauge replacement project in the City of Burlington. The gauge has not been in operation since 2023. It will cost \$16,500 for new gauge with a \$12,000 yearly maintenance cost. There is a proposal to split the maintenance cost between the City of Burlington, the Town of Burlington and Racine County. This will be discussed at a future meeting.

Town Chairman and Supervisors Reports

Czaplewski, Rice, Swantz and Ketterhagen all gave reports on meetings they have attended. Rice also mentioned that the fire department will be having a blood drive at Fire Station #2 on October 20th. Swantz also gave an update from the highway department. He reported that the bridge projects are complete along with the Lake Street project. He also spoke with the Coles who reported that they have seen a improvements after phase 2 by Mark & Laura Gerber, 30514 Forest Drive.

Supervisor IV Vacancy

Brian Fliss has resigned from the board, effective October 1, 2025. The board discussed their options to leave the seat vacant until the 2026 Spring Election, appoint someone or hold a special election. There was interest in leaving it open until the Spring Election.

Consent Agenda

Approval of meeting minutes for the meetings held on September 11, 2025; September 17, 2025; September 25, 2025; September 29, 2025; and accept Monthly Reports: Highway, Sheriff, Marine, and Fire.

Rice motioned to approve the consent agenda; Swantz seconded. Motion carried.

Financial Reports

Pre-paid vouchers and bills approximately as of October 9, 2025

Ketterhagen motion to approve the financial reports; Swantz seconded. Motion carried.

White Oak Park / Lagoon Beach Piers Discussion

Naber stated that the town's attorney did not recommend the Town selling off the land which was discussed at a prior meeting. She stated that the 2 remaining options were to remove private piers or to lease piers. The board discussed the options with Naber. Several citizens shared their thoughts and concerns with the board.

Rice motioned to start the process to remove piers from town property; Swantz seconded the motion. Motion carried.

Naber will work with the Town's attorney on next steps.

Fire Chief Updates

Chief Vrchota provided an update on the topics of recruitment; Engine 922; and Racine County Radio project.

He attended 2 events at the Hero Center where he was able to talk to potential recruits. The Fire Department currently has 22 volunteers. This is about 4 more than last year. He is looking into other ways to recruit. The board asked to see his recruitment plan.

He just approved the final details of Engine 922 which is scheduled for delivery in the first quarter of 2026. The final cost is approximately \$924,000.

He also discussed the Racine County radio project. They will be replacing outdated radios. The targeted time is 4th quarter 2026 – first quarter of 2027.

Town Policy Update

Czaplewski stated that Naber has worked on establishing policies for the Town. Resolution 2025-10.9 A-F establishes policies for anti-fraud, credit card usage, expense reimbursement, purchasing and tax overpayment.

Ketterhagen motioned to approve Resolution 2025-10.9 A-F pending legal review; Swantz seconded. Motion carried.

Racine County Sheriff Department Contract Renewal

The Town received a 3-year renewal agreement from the Racine County Sheriffs Department. The board discussed the details of the new contract. **Rice motioned to accept the proposal and renew our contract; Ketterhagen seconded. Motion carried.**

Possible Closed Session

The board did not enter into closed session.

Adjournment

Swantz motioned to adjourn at 7:58PM; the motion was seconded by Rice. Motion carried.

Jeanne Rennie, Clerk

Approved 2025 November 13