



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

Town Board Meeting Minutes

32288 Bushnell Road / Burlington WI 53105

July 10, 2025 / 6:30PM

1. Call to order

At 6:30PM Chairman Czaplewski called to order the regular meeting of the Town of Burlington supervisors. Everyone present stood and recited the pledge of allegiance.

Chairman Neal Czaplewski and Supervisors Jeff Rice, Steve Swantz, Jason Ketterhagen, and Brian Fliss were present.

Czaplewski confirmed that the meeting was properly posted.

2. Public comment

Chairman Czaplewski opened the floor for public comment at 6:31PM.

Bev Gill, 6641 Wheatland Road – spoke about the donation of 2 benches from the Lions Club to the Cemetery Association. She thanked Fliss for any part he had in the donation. She reported on the repair work on the mausoleum in the cemetery.

The following citizens spoke about wakeboard boats:

Paul Schultz, 33101 Cardinal Trail; Bob Sutter, 7791 Lakeview Dr; Dennis Lynch, 30620 S Browns Lake Dr; Kim Deriaz, 3011 S Browns Lake Dr; Colleen Welke, 33814 S Lakeshore Dr.

Having no other citizens that wished to speak, Czaplewski closed public comments at 6:50PM.

3. Presentations

Wisconsin State Budget for 2025-27 by Speaker Robin Vos

Czaplewski stated that Speaker Vos was not able to attend. He also stated that \$5M in the state's budget was designated for the Browns Lake dredging project along with \$10M to the City of Burlington Echo Dam restoration project.

Wake Boat Presentation

The Wisconsin Watersports Coalition gave a presentation on wakeboard boats and their effect on lakes.

4. Town Chairman and Supervisors Reports

Czaplewski – the town is being sued by Towers, LLC.

Rice – attended the flag raising on July 4th. He also reminded everyone of the Fire Dept raffles.

Swantz – nothing to report

Ketterhagen – he wanted to commend Jake Isaacson with the bridge construction projects.

Fliss – attended the Fire Dept meeting. Czaplewski read a letter from Fliss who is resigning from the board as of October 1, 2025, due to his ALS diagnosis.

Highway – provided a written report.

Fire – provided a report of calls during the month.

EMS – written report provided of the calls during the month of June.

Sheriff – provided a written report of the calls.

Marine – no report was provided.

Administration – Administrator Naber said that the Spring Prairie bridge and Mt Tom bridge projects are on schedule. The Lake St project has started, and the Ketterhagen Rd project has been completed.

5. Consent Agenda

i. Approval of meeting minutes

b.

i. Regular meeting on June 12, 2025 Special meeting on June 30, 2025

c. Accept Monthly Reports: Highway, Sherrif, Marine, Fire

d. Short-Term Rental Application

i. 33800 Lagoon Dr

e. Fireworks Display

i. Grace Church – August 9, 2025

Ketterhagen and Swantz recused themselves as they were not in attendance of the special meeting on June 30, 2025. Rice motioned to approve the consent agenda; Fliss seconded. Motion carried. Rice asked that the neighboring farm be notified of the date of the display. He also said that the farm was not opposed to the display.

6. Financial Reports

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

7. Reappointment of Town Treasurer

Ketterhagen motioned to reappoint Rachel Naber as Treasurer; Fliss seconded the motion. Motion carried unanimously.

8. Reappointment of Town Clerk

Swantz motioned to reappoint Jeanne Rennie as Clerk; Rice seconded the motion. Motion carried unanimously.

9. Appointment of Fire/EMS Committee

Czaplewski appointed himself along with Jeff Rice, Fire Chief Bill Vrchota, Assistant Chief Scott Wingreen, Deputy Chief Devin Chart, & Sara Van Dusseldorp to the committee. He requested the committee to meet weekly starting in July or August to develop an in-house EMS program.

10. Town Branding and Awareness

The board discussed town branding, including conformity of the logo used.

11. Town Assessor Contract for 2026 -2028

Naber stated that an RFP was posted, and 2 proposals were received from Associated Appraisal, our current assessor, and Accurate Assessor.

The board discussed the proposals along with the how to best keep the town in compliance with state assessment requirements.

Swantz motioned to accept the proposal of \$71,400 with Accurate Assessor; Rice seconded.
Motion carried unanimously.

12. White Oak Park / Lagoon Beach

Naber did not have any new information to share. The board will continue to discuss this topic. The town will continue to research the piers.

13. Adjournment

Rice motioned to adjourn at 7:45PM; Fliss seconded. Motion carried unanimously.

Respectfully submitted,
Jeanne Rennie, Clerk
Approved 2025 August 14